

THE JAZZ CENTRE (UK)
UNAUDITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

THE JAZZ CENTRE (UK)

UNAUDITED

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THE JAZZ CENTRE (UK)

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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 30 JUNE 2019

Trustees

R Campbell-Carr
P Richards
A Green
D Fairweather
R Michalski
M R Fisher
M S Foster
G C Evans (appointed 3 May 2019)
J P Wilson
C L Chaundy (appointed 18 June 2019)
S Spillett (resigned 18 July 2019)

Charity registered number

1167421

Principal office

129 Westborough Road, Westcliff-on-Sea, Essex, SS0 9JG

Accountants

Venthams, Millhouse, 32 - 38 East Street, Rochford, Essex, SS4 1DB

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TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2019

The Trustees present their annual report together with the financial statements for the 1 July 2018 to 30 June 2019.

Objectives and Activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

The object of the charity is to advance the arts for the public benefit by the promotion, preservation and celebration of jazz music in all its forms.

b. Activities for achieving objectives

Archive research and heritage preservation, weekly programmes of jazz and jazz-related films via a film club, art exhibitions in four spaces featuring local/national/international artists and photographers, heritage celebration via the museum, displays of jazz performers' memorabilia, walk-through history of jazz (1900-2019), on-line personal study facilities, live performances, jazz workshops and masterclasses, lectures by visiting musicians and critics, full bibliographic library and research facility, 'jazz and java' coffee and leisure facilities, jazz record and book shop.

c. Main activities undertaken to further the charity's purposes for the public benefit

Extension into © 3,500 square feet (October 2018, opened by Sir Michael Parkinson and tripling our space); opening of a separate Media Centre (400 square feet) for the preservation of 6,500 classic vinyl records and full-screen showing of films; conversion of original space into a workroom; extension of opening hours from two to five days a week (10am-4.30pm, Tuesday-Saturday); establishment of a weekly rota of live performances featuring jazz of all styles and age-range of performers.

Achievements and performance

a. Review of activities

Activities have been successful in fundraising; free public jazz presentations by local/national/international performers; establishment of additional high-profile monthly presentations via co-operation with impresario Susan May; appointment of Kay Whittaker as permanent artist-in-residence; free community events including record recitals, discussion groups and talks, achievement of a second HLF Grant: 'The 100 Club; bringing history to life' (£94,800.00).

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

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TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 JUNE 2019

Structure, governance and management

a. Constitution

The charity was established as a Charitable Incorporated Organisation by a Constitution on 2 June 2016.

b. Method of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Constitution.

c. Organisational structure and decision making

Trustees are elected who have specialist skills including publicity, I/T and digital media, accountancy, musical outreach, fundraising, strategic and business planning, law and charitable research. They meet once a month to discuss ongoing issues and reach conclusions under the chairmanship of Digby Fairweather.

Plans for future periods

a. Future developments

Plans include the opening of an on-line radio station (2020) in co-operation with Folded Wing Productions (Karen Pearson/BBC Radio 2). There has been initial dialogue with Davina Christmas (Arts Council England) regarding an under-£15k grant for concert performances for young jazz musicians (2020). This grant application is planned to open a relationship with ACE leading to further grant applications, for example, to facilitate the conversion of the external open-air area of The Jazz Centre basement for performance/exhibition space. Discussions with Southend Borough Council to facilitate wider capital bid opportunities and further expansion of the building have been initiated. Our Strategic/Business plan is in the process of being updated for the period 2020-23.

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TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 30 JUNE 2019

Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees, on 21 December 2019 and signed on their behalf by:

D Fairweather
Trustee

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**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 30 JUNE 2019**

Independent examiner's report to the Trustees of The Jazz Centre (UK) (the 'charity')

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 30 June 2019.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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**INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 30 JUNE 2019**

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I can confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Dated: 6 January 2020

Stuart Harrison FCA

Venthams

Chartered Accountants

Millhouse
32 - 38 East Street
Rochford
Essex
SS4 1DB

THE JAZZ CENTRE (UK)

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STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2019

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Income from:					
Donations and legacies	2	6,984	54,580	61,564	42,927
Charitable activities	3	6,992	-	6,992	4,524
Total income		13,976	54,580	68,556	47,451
Expenditure on:					
Charitable activities	4,5,6	17,751	13,395	31,146	30,197
Total expenditure	7	17,751	13,395	31,146	30,197
Net income / (expenditure) before other recognised gains and losses		(3,775)	41,185	37,410	17,254
Net movement in funds		(3,775)	41,185	37,410	17,254
Reconciliation of funds:					
Total funds brought forward		35,966	6,989	42,955	25,701
Total funds carried forward		32,191	48,174	80,365	42,955

THE JAZZ CENTRE (UK)

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BALANCE SHEET

AS AT 30 JUNE 2019

	Note	£	2019 £	£	2018 £
Fixed assets					
Tangible assets	10		12,537		14,555
Current assets					
Cash at bank and in hand		68,447		28,999	
Creditors: amounts falling due within one year	11	(619)		(599)	
Net current assets			67,828		28,400
Net assets			80,365		42,955
Charity Funds					
Restricted funds	12		48,174		6,989
Unrestricted funds	12		32,191		35,966
Total funds			80,365		42,955

The financial statements were approved by the Trustees on 21 December 2019 and signed on their behalf, by:

D Fairweather

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

The Jazz Centre (UK) constitutes a public benefit entity as defined by FRS 102.

1.2 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

1. Accounting policies (continued)

1.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charity's educational operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

1.4 Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings	-	25% Reduced balance method
Computer equipment	-	33% Reduced balance method

1.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.6 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

1. Accounting policies (continued)

1.7 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.8 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. Income from donations and legacies

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Donations	6,984	-	6,984	17,807
Grants	-	54,580	54,580	25,120
	<hr/>	<hr/>	<hr/>	<hr/>
Total donations and legacies	6,984	54,580	61,564	42,927
	<hr/>	<hr/>	<hr/>	<hr/>
Total 2018	17,807	25,120	42,927	
	<hr/>	<hr/>	<hr/>	

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

3. Income from charitable activities

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Preservation of Jazz Music	6,992	-	6,992	4,524
<i>Total 2018</i>	4,524	-	4,524	

4. Direct costs

	Preservation of Jazz Music £	Total 2019 £	Total 2018 £
Advertising	4,328	4,328	3,539
Bank charges	25	25	2
Equipment	10,263	10,263	6,003
Insurance	577	577	598
Event expenses and volunteer sundries	6,407	6,407	2,657
Postage and stationery	82	82	536
Sundries	1,917	1,917	713
Professional fees	1,700	1,700	6,800
Repairs and maintenance	-	-	1,664
Musicians	-	-	3,075
Travel	580	580	793
Website	-	-	386
Internet	814	814	-
Subscriptions	70	70	-
	26,763	26,763	26,766
<i>Total 2018</i>	26,766	26,766	

5. Support costs

	Preservation of Jazz Music £	Total 2019 £	Total 2018 £
Depreciation	3,763	3,763	2,831
<i>Total 2018</i>	2,831	2,831	

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019**

6. Governance costs

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Governance - Independent Examiner's remuneration	620	-	620	600

7. Analysis of Expenditure by expenditure type

	Depreciation 2019 £	Other costs 2019 £	Total 2019 £	Total 2018 £
Preservation of Jazz Music	3,763	26,763	30,526	29,597
Expenditure on governance	-	620	620	600
	<u>3,763</u>	<u>27,383</u>	<u>31,146</u>	<u>30,197</u>
Total 2018	<u>2,831</u>	<u>27,366</u>	<u>30,197</u>	

8. Net income/(expenditure)

This is stated after charging:

	2019 £	2018 £
Depreciation of tangible fixed assets:		
- owned by the charity	3,763	2,831
Independent Examiner's fee	620	600

During the year, no Trustees received any benefits in kind (2018 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2018 - £NIL).

9. Independent Examiner's remuneration

The Independent Examiner's remuneration amounts to an Independent Examination fee of £ 620 (2018 - £ 600).

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NOTES TO THE FINANCIAL STATEMENTS
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10. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
Cost			
At 1 July 2018	15,318	2,124	17,442
Additions	1,745	-	1,745
At 30 June 2019	17,063	2,124	19,187
Depreciation			
At 1 July 2018	2,306	581	2,887
Charge for the year	3,254	509	3,763
At 30 June 2019	5,560	1,090	6,650
Net book value			
At 30 June 2019	11,503	1,034	12,537
At 30 June 2018	13,012	1,543	14,555

11. Creditors: Amounts falling due within one year

	2019 £	2018 £
Accruals and deferred income	619	599

12. Statement of funds

Statement of funds - current year

	Balance at 1 July 2018 £	Income £	Expenditure £	Balance at 30 June 2019 £
Unrestricted funds				
General Fund	35,966	13,976	(17,751)	32,191
Restricted funds				
Heritage lottery grant fund	6,989	54,580	(13,395)	48,174
Total of funds	42,955	68,556	(31,146)	80,365

The heritage lottery grant fund income relates to the balance of £6,980 of the first grant received and a balance of £47,600 being 50% of our second HLF grant - 'The 100 Club - Bringing History to Life'.

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NOTES TO THE FINANCIAL STATEMENTS
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12. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 July 2017</i> £	<i>Income</i> £	<i>Expenditure</i> £	<i>Transfers in/out</i> £	<i>Balance at 30 June 2018</i> £
General Fund	11,061	22,331	(9,051)	11,625	35,966
Restricted funds					
Heritage lottery grant fund	14,640	25,120	(21,146)	(11,625)	6,989

Summary of funds - current year

	Balance at 1 July 2018 £	Income £	Expenditure £	Balance at 30 June 2019 £
General funds	35,966	13,976	(17,751)	32,191
Restricted funds	6,989	54,580	(13,395)	48,174
	42,955	68,556	(31,146)	80,365

Summary of funds - prior year

	<i>Balance at 1 July 2017</i> £	<i>Income</i> £	<i>Expenditure</i> £	<i>Transfers in/out</i> £	<i>Balance at 30 June 2018</i> £
General funds	11,061	22,331	(9,051)	11,625	35,966
Restricted funds	14,640	25,120	(21,146)	(11,625)	6,989
	25,701	47,451	(30,197)	-	42,955

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

13. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	12,537	-	12,537
Current assets	20,274	48,174	68,448
Creditors due within one year	(620)	-	(620)
	<u>32,191</u>	<u>48,174</u>	<u>80,365</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	14,555	-	14,555
Current assets	22,010	6,989	28,999
Creditors due within one year	(599)	-	(599)
	<u>35,966</u>	<u>6,989</u>	<u>42,955</u>

14. Related party transactions

During the year, R Michalski a Trustee, received £800 (2018: £3,200) for services supplied. D Fairweather, a Trustee, received £900 (2018: £3,600) for services supplied. Charity Commission consent to pay these sums has been received.