

Charity Registration No. 1004122

Company Registration No. 02590621 (England and Wales)

MERTON MUSIC FOUNDATION

Annual report and financial statements

For the year ended 31 August 2021

Pages for filing with registrar

MERTON MUSIC FOUNDATION

LEGAL AND ADMINISTRATIVE INFORMATION

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MERTON MUSIC FOUNDATION

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MERTON MUSIC FOUNDATION

CHAIRMAN'S STATEMENT

For the year ended 31 August 2021

Chair's Introduction

The continuation of Covid 19 restrictions throughout the year had a profound impact on MMF's operations. What started in March 2020 as a new way of delivering services became the model for nearly all of the academic year 2020-21. The solid foundation built on in those early pandemic days and the tenacity and rigour underpinning it enabled MMF not only to survive, but to develop the organisation and widens its impact through its 'core' and 'extension' roles.

Lesson numbers plummeted in the first Covid wave and then throughout the 2020-21 period grew again to over 75% of pre-pandemic levels. In-person and online school activity became entirely bespoke to the needs of schools. In the summer term it was a great joy to welcome carefully bubbled bands and ensembles back to Music Centre in our new base at Merton Abbey Primary School.

Disappointingly, we were unable to celebrate MMF's 30th birthday with a concert at the Royal Albert Hall as planned in March 2021, but uncertainty and upheaval has proved a vehicle for significant review and development across the organisation. Team MMF embraced this changing landscape and refined its Vision statement and developed a comprehensive three-year action plan with a clear focus on Equality, Diversity and Inclusion and Quality Assurance. We are working towards an inclusive organisational 'learning culture' and are investing in staff professional development. We took on a 'Kickstart' young person with graphic design and animation skills which contributed to our digital, social media and website presence. The team has been restructured with clearer lines of responsibility and remit and we have developed a Youth Council to make sure that youth voice is at the heart of what we do.

It was also the moment re-evaluate our accommodation needs. During the year the opportunity to move to Merton Abbey Primary School arose on a reduced rent and with greater storage facilities so by the summer term we were operational there.

MMF successfully applied to the Cultural Recovery Fund and was delighted to receive an award of £64,425. These funds were used to support the move to Merton Abbey, invest in IT, to audit all our instrumental stock and to provide equipment for our new Music Centre in Mitcham, Soundwave.

IT and digital skills development continued to be a Team MMF strength and we recorded several lockdown performances and created a highly viewed community advent calendar featuring MMF ensembles, schools and local music-making groups. We developed our website to be more responsive to local need and to act as a window on to the MMF world. It features not only useful information but galleries of lovely photographs as a lasting record of the many projects and events that occurred across the year.

We were thrilled to welcome our first cohort of 'Don't Stop the Music' scholars in September 2020. As a result of our fundraising campaign we had raised 10k which supported 18 young people. They have flourished and performed at online 'Spotlight' concerts throughout the year. Our second campaign raised less (6k) but with the addition of some other funds we have been able to commit to continuing the scholars' musical journey beyond September 2021. This second year of MMF's major online fundraising initiative has been tied into a celebration site recording every year of MMF activity over the last 30 years and enabled us to develop contact with our alumni group. We remain grateful for the generosity of all donors and particularly thank FMYM (our parents association) for their continued support and enthusiastic fundraising activity for MMF.

Our CEO has now completed a second year managing Kingston Music Service on a two day per week contract. This has continued to increased workload for the rest of the senior team but has enabled MMF to generate significant income from the placement and to bring a wider perspective of a LA music hub to MMF and to generate areas for shared activity and project development.

Although the pandemic has dominated the whole of the academic year, made more complex by changing Government and local restrictions, Team MMF morale remained high. MMF remained at the forefront of cultural activity across the borough, maintaining close contact with outstanding local arts providers and practitioners - New Wimbledon Theatre, Polka Theatre, Wimbledon International Music Festival, Crown Lane Studio – and extensively with local charitable and amateur music-making groups. We continue to work together to provide high quality arts experiences, to avoid duplication and to meet and respond to local need and we are proud, despite the challenges, to have been able to deliver some outstanding live music-making projects.

MERTON MUSIC FOUNDATION

CHAIRMAN'S STATEMENT (CONTINUED)

For the year ended 31 August 2021

MMF is grateful to funders such as Arts Council England and Youth Music who allowed us to modify and then re-design several times, projects they had agreed to support. This flexibility has resulted in using funds in innovative ways and ensuring that high quality musical projects could be focused on the needs of schools and young people as circumstances changed.

Schools remain our key focus and almost all primaries and secondaries benefitted from our School Music Education Plan. The lockdown period unexpectedly helped foster closer links between schools and the hub as we worked together to re-design safe classroom delivery, provide risk assessments (particularly around singing), re-model projects and support and reassure music teachers who were feeling isolated and facing barriers when delivering the music curriculum – but as ever, they were innovative and entrepreneurial and many schools produced wonderful ingenious lockdown productions for the benefit of pupils and families. The aspirations of the National Plan for Music Education continue to underpin MMF's vision for the local offer in Merton.

We were able to keep our In2Music programme running and income from 36 projects for the period was sustained.

A Curriculum Leader resigned at the end of the academic year after a period on the Furlough scheme and has not been replaced. The core staff team has been reduced in number and we currently feel it prudent to wait and see how lesson numbers and other activity recover before making a new appointment in line with our new staffing structure.

The year has been a time of intense challenge to an organisation whose core business is learning, playing and performing music with young people. The restrictions on rehearsals and performances have impacted on every aspect of our business and we are indebted to the many pupils, parents and families who continued with online tuition, schools who worked with us to make music happen for their children and our partners who continued to share best practice and encourage us when the way ahead seemed insurmountable. Their collective support and shared belief and vision that musical opportunity is the right of every child has kept Team MMF focused, responsive, dynamic and outward looking.

On a personal note, it has been a pleasure to work with the forward-looking team at MMF on defining our vision and implementation plans. On behalf of my fellow Trustees, I would like to extend our thanks to the leadership team, committed staff and tutors who managed to keep the music playing despite the continuing challenging circumstances thrown up by the pandemic.

.....
Edward Hickman
Chairman

Date:

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

For the year ended 31 August 2021

The trustees are pleased to present their annual trustees report together with the financial statements of the charity for the year ending 31 August 2021, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's governing document, the Companies Act 2006 and "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) (effective 1 January 2019)".

Charitable objective

Merton Music Foundation (MMF) aims to promote and support the highest quality music education for ALL.

Our charitable objective is 'To advance music education within a framework of the arts for the benefit of the public of the London Borough of Merton and elsewhere'.

MMF's mission is to encourage participation, enjoyment and achievement by providing the highest quality learning opportunities in music and the performing arts.

Music Education Hubs

Merton Music Foundation is the lead partner for the Merton Music Education Hub, part of a national network of music education hubs established in 2012.

Music Education Hubs are a vital part of the Government's National Plan for Music Education Plan, which resulted from a thorough review of music education undertaken by Darren Henley in 2011. The Hub receives funding directly from Arts Council England on behalf of the Department of Education.

Music Hubs have a remit to fulfil four core roles and three extension roles in the delivery of music education:

Core Roles

- **First Access** - Ensure that every child aged 5-18 has the opportunity to learn a musical instrument (other than voice) through whole class ensemble teaching programmes.
- **Ensembles** - Provide opportunities to play in ensembles and to perform from an early stage.
- **Progression** - Ensure that clear progression routes are available and affordable to all young people.
- **Singing** - Develop a singing strategy to ensure that every pupil sings regularly and that choirs and other vocal ensembles are available in the area.

Extension Roles

- **Continuous Professional Development** - CPD for school staff, particularly in supporting schools to deliver music in the curriculum.
- **Instrument Hire** - Provide an instrument loan service, with discounts for those on low incomes.
- **Live Music Opportunities** - Provide access to large scale and high quality music experiences for pupils, working with professional musicians and venues. This will include undertaking work to publicise the opportunities available to schools, parents/carers and students.

The vision that shapes our annual activities is based on the aspirations of the National Plan for Music Education 'The Importance of Music'. Published in November 2011, it sets out the Government's vision for music education to enable children from all backgrounds and every part of England to have the opportunity to learn a musical instrument; to make music with others; to learn to sing and to have the opportunity to progress to the next level of excellence.

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

For the year ended 31 August 2021

Working in partnership

The charity's hub programme is a collaboration between key local, regional and national music and arts organisations working together to create joined up, high quality music education in and out of school.

The key overriding aims of our partnerships continue to be to broaden and increase the opportunities for music making for all children and young people in the region, regardless of their background or personal circumstances; to avoid duplication, make decisions on the basis of need and to raise the standards of music provision to the highest levels possible.

Our partners during the 2020/21 financial year included Charanga, Crown Lane Studio, Merton Children, Schools and Families Department, London Music Fund, Merton Schools Forum, Orchestra of the Age of Enlightenment, Polka Theatre, Richard Mallet Arts Management, Wimbledon International Music Festival, New Wimbledon Theatre and Wimbledon Civic Theatre Trust. The charity is also an active member of the South West London Music Education Partnership, which consists of the music services of Croydon, Hounslow, Kingston, Merton, Richmond, Sutton and Wandsworth.

Delivery

Executive responsibility for delivery rests with the Chief Executive and the Senior Leadership Team, made up of three full-time employees and one part-time employee of the Foundation and to whom all other employees report either directly or indirectly. MMF aims to achieve the highest quality service provision by striving to provide the best opportunities in which to encourage learning through the National Plan's Core and Extension roles.

Building effective and secure partnerships is critical to our ethos of developing sustainable music education provision within the region. At the heart of this development is the Merton Music Education Hub, which builds on the existing structure of local, regional and national partnerships and levers in support for the charity's various education activities.

Volunteers

We work closely with our parents' charity the Friends of Merton's Young Musicians (FMYM). The Friends meet regularly to administer the affairs of their charity, to arrange fundraising events to support the work of Merton Music Foundation, and to help with concerts and other events provided by our charity. Over the years, FMYM's fund raising has enabled us to buy instruments, purchase sheet music for our groups, provide coaching for events like Music is for Life and Music for Youth festivals, and support the provision of overseas tours for our senior Youth Music groups. FMYM successfully fundraised through a 'sponsor a piano key' campaign to raise £20k for the purchase of a new Yamaha grand piano and U3 upright piano for Music Centre and teaching use just ahead of the pandemic. Over this past pandemic year they have had few opportunities for fundraising and any practical activity, although they remain in regular supportive contact.

Ensuring our work continues to deliver our charitable purpose

We review our aims, objectives and activities annually through our Business Plan and regular reporting to Arts Council England. The review examines our achievements and the outcomes of our work over the past twelve months. It also looks at the success of each of the National Plan's Core and Extension role areas and the benefits that have been brought to the various groups of people we work with. The review also helps us ensure that our aims, objectives and activities remain focused on our stated charitable purpose. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in deciding what activities the charity should undertake for the following financial year. In the spring term we developed our visions and values statement which was shared with our wider community (including the Youth Council) and developed a three-year plan to build on from the pandemic placing our charitable objectives at the heart of everything we do.

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

For the year ended 31 August 2021

Public Benefit

The Trustees of Merton Music Foundation have complied with the duty in section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

The Trustees believe that the organisation conforms readily to the public benefit requirements of the Charity Commission. The reasons for this belief are characterized by our charitable objective:

"To advance music education within a framework of the arts for the benefit of the public of the London Borough of Merton and elsewhere", which clearly demonstrates public benefit in advancing and promoting the importance of music education.

The advocacy work that MMF does is of potential benefit to all individuals, schools and its partnership organisations, by helping to create a learning environment in which live music making can flourish and be available to participants and audiences in the local community that the charity serves.

The key focus for MMF's work: music education through a framework of the arts, are both defined within the Charities Act 2006 as charitable activities and as such both directly benefit the public.

The main activities of the charity, and those we try to help, are those for children and young people in and around the London Borough of Merton to whom we aim to provide musical opportunities of the highest standard.

All the Foundation's projects are centred on children and young people, some of whom are 'hard to reach', have additional needs, disadvantaged backgrounds or challenging circumstances.

Financial assistance is not just limited to students of families who qualify for assistance from the 'Pupil Premium' provision. The Trustees recognise that students from families whose income is only a little above the level to qualify for 'Pupil Premium' but have to contend with the high cost of living in London, and over this last year, the impact of Covid 19, may also require support from MMF's Trust Fund and other funds and applications from such students are looked upon favourably.

Financial assistance in membership of MMF's Merton Youth Music activities and participating in its music making activities is considered in all cases of individual hardship.

The Trustees have therefore satisfied themselves that Merton Music Foundation meets the public benefit requirements, and they confirm that they have taken due regard of the Charity Commission's general guidance on public benefit.

Achievements and performance

The following summary provides an overview of our achievements and performance against the National Plan for Music Education's Core and Extension Roles. The information is taken from our Annual Data Return to Arts Council England for the 2020/21 academic year.

As a direct result of the impact of COVID-19 and the resultant necessity for an extraordinary pace of change and development in the organisation as well as the associated changes to core team staffing following lockdown measures, MMF leadership undertook to articulate the organisation's Vision for 'Moving Music Forward'.

Creating the Vision was a 6-month process that involved consultation and input from all levels of the organisation, including core staff, trustees, SLT and young people that attend our Music Centre.

In parallel to articulating Our Vision, the Senior Leadership Team conducted a staffing restructure, re-focussing the existing staff team roles onto new areas relating to the priorities set out in the Vision around Equality, Diversity and Inclusion and Quality of Learning.

The SLT facilitated a process of organisational self-evaluation and improvement planning in order to turn the words of our new Vision to action. We devised twelve three-year organisational goals, which are further broken down into twelve priorities for the academic year 2021-2022. Each goal/priority directly relates to one of the three main aims as set out in our Vision and will be supported by a detailed Action Plan, drafted with staff in Autumn 1 of 2021-2022.

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

For the year ended 31 August 2021

The current version of our Self-Evaluation and Improvement Planning document is available here: <https://mmf.org.uk/wp-content/uploads/MMF-Self-Evaluation-Improvement-Plan-2021-2022-v.1-Oct-2021.pdf>

We were delighted to receive £64,425 from the Cultural Recovery Fund. This enabled MMF to prepare for a move from Harris Academy Morden to our new home, Merton Abbey Primary School. Funds were spent on cataloguing our instrumental stock, IT and developing resources at Soundwave, a new Music Centre in Mitcham.

We were grateful to Youth Music and Arts Council England for their co-operation in enabling MMF to meet the changing needs of monies and project specifications, permitting re-writing of activity for grants already awarded to meet the changing needs of the Covid situation.

MMF has committed to Equality, Diversity and Inclusion development across the organisation. It has been incorporated in to one of the Curriculum Leader job descriptions and additional days allocated. We are actively working with outside agencies to embed and embrace wider inclusion and transparency.

During the year we negotiated a move from Harris Academy Morden to Merton Abbey Primary School. Activity was trialled at the new school during the year and our office moved across at Easter for a formal launch in September 2021. This has generated a significant saving in rent expenditure and is proving a positive development to mark MMF's 30th birthday.

Lesson numbers are still lower than pre-pandemic levels when numbers were almost 1500. However, it is pleasing to note that during last year numbers stabilised at around two thirds of previous activity. Autumn was 925, Spring 865 (we went back online), and Summer 1021. Our loyal tutor workforce went above and beyond to support lessons and ensemble activity and we are very grateful to them for their professionalism and commitment.

The second year of our 'Don't Stop the Music' fundraising campaign ensured that the 18 scholars we took on in the previous year could continue their studies.

We developed a Youth Council who are sharing their ideas and aspirations for local music-making. They are applying for external funding from Sound Connections to organise a youth event.

MMF applied to the Kickstart scheme to take on a young person with a background in film and animation in July.

CORE ROLES

1. First access

Delivering WCET In2Music (WCET) continued to be challenging during the year because of the pandemic. Pre-recorded video lessons were provided to schools in-lieu of in-person sessions during periods of lockdown. Engagement was mixed, but feedback was overwhelmingly positive from staff/pupils in schools where there was engagement. 31 projects ran in 12 schools reaching almost 2000 pupils – a dip in reach of provision as a direct result of the constraints of COVID-safe provision. Fortunately, the number of schools engaged in WCET programmes is set to more-than-recover in 2021-2022. There were challenges around quality assurance / lesson observations due to limited access to schools for senior staff.

The low continuation rate after WCET and other free or heavily subsidised programmes has previously been a concern. This has been exacerbated by the pandemic with many families experiencing financial hardship. We will continue to look at innovative ways to support the transition to tuition for the current cohort but recognize that this is challenging.

However, tutors continued to work creatively, liaising directly with their schools and with MMF support were able to present videos, create YouTube clips and in some cases appear by video link in classrooms. Some schools sent materials home for pupils to work on, but in many instances it was difficult for children to make progress as they did not have access to their instrument. Programmes continued to be re-written to be more general musicianship based and therefore more inclusive to reflect this.

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

For the year ended 31 August 2021

We continued to expand a wraparound first access model, to include general musicianship teaching and KS1 provision in response to local need. Schools have increasingly requested projects that go beyond traditional first access such as PPA cover provision. Further recruitment was necessary at the start of the year to meet increased demand. Ongoing staff training and support/networking has helped to establish consistency of staffing and quality of teaching/learning.

There has been particular development around a holistic offer to schools with MMF activity in every year group – a major financial and organisational commitment from some schools who value music as part of the fabric and culture of the school. This model is working very successfully at The Sherwood in Mitcham.

The transition back to in-person teaching starting in September 2021 was a complex and multi-faceted operation. A huge, coordinated team-effort across MMF staff, tutors and school colleagues was necessary to ensure the practicalities of resuming teaching safely. Use of a range of digital systems, including the website, live forms and databasing software was vital as was the rapid and frequent exchange of information between stakeholders. We would consider the operation to have been a major success given the challenges presented by this difficult situation.

2. Ensembles

Despite the pandemic, Merton Youth Music programme provided a comprehensive range of regular ensembles, instrumental and choral, from beginner to advanced level. MMF continues to provide a range of ensembles through its Youth Music Programme and has responded to parental and student survey feedback. Online activity has had some surprising benefits with many parents and tutors reporting that pupils have practiced more and made greater progress. Band leaders have worked tirelessly to make online rehearsals dynamic and enjoyable, but ensembles need to be 'live' to have musical life and energy.

Ensemble activity remained challenging until we were able to meet in person in the summer term. We maintained pleasingly high numbers (122) in the core ensembles during lockdown, but percussion activity was particularly difficult to deliver with percussion ensemble members not having instruments at home. Rebuilding this area will be a priority for 21-22. We were also aware that for older students, 15+, the level of disruption was very high and we lost members who were struggling with many other pressures. It was a great joy to welcome 166 members back in the summer term for (a reduced range) of 'bubbled' activity.

During lockdown the ensembles created several virtual performances.

The one aspect of ensemble provision we were unable to facilitate was live performance for the bands and ensembles. This was an inevitable consequence of the lockdown restrictions.

3. Progression

We continue to signpost locally to community music groups and promote local performing opportunities to young people. The National Plan for Music Education promotes the importance of every child between age 5 and 18 having the chance to learn a musical instrument and/or sing through structured activities. As part of this, there is a strong emphasis on musical progression with all children regardless of background having the opportunity to sing and play in larger ensembles, every school providing singing opportunities and aspiring towards having an orchestra or large-scale ensemble. This year we have again continued to focus on strengthening these progression routes within our operations area. This has included:

- Offering remission of fees schemes to support parents on low incomes.
- Continued development of enhanced bespoke whole class projects in response to school requests.
- Supporting schools to implement their music curriculum with advice and support with the New Model Curriculum for Music.
- Working with the special schools and the Orchestra of the Age of Enlightenment to promote inclusive music making activities for children with additional needs.
- Continued relationship with Wimbledon Community Chorus and signposting to local music groups such as Wandle Band and Wimbledon Community Orchestra to provide a pathway into adult learning.
- Supporting pupils to make applications to junior conservatoires and national youth ensembles including NYJO and the National Children's Orchestra.

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

For the year ended 31 August 2021

We continue to support transition from first access activities into small group tuition and individual lessons. Small group tuition, which is the most affordable parental option, was almost impossible to deliver under lockdown conditions. That was the impetus behind our scholars fundraising campaign and last year we supported 18 pupils who would otherwise have given up. They performed regularly in online concerts which were well supported by families and donors. All these children had access to Music Centre ensembles as part of their individual music development plan, overseen by a MMF mentor.

During the year pupils were encouraged to take virtual exams which had a mixed reception – for some more nervous pupils this was a positive experience.

All pupils were encouraged to perform in weekly term time spotlight concerts, and all events were oversubscribed.

Tutors were supported to keep in close contact with pupils and liaise with the core team to share successes and report concerns.

We continued to support parents and pupils with career guidance and support with applications for higher education.

We encouraged older pupils to volunteer (eg DofE) and mentor in younger groups and that resumed in the summer term.

One continued unexpected benefit of online provision has been the closer contact of parents and families with tutors, which under normal teaching in school practice does not happen. Tutors and parents reported that many children were practising more, parents 'popped in' to lessons to clarify any difficulties and children were supported better at home. Although at a distance, tutors and parents reported that the child - tutor relationship developed over this period.

Primary music co-ordinators continue to be supported (advice, repertoire, tutor time) to establish school-based ensembles for children to consolidate and develop skills.

Regular newsletters to key groups/audiences, signposting local families with children learning with us to MMF activities and local arts activities.

The tutor workforce was kept regularly informed of current legislation with regard to music activities and given comprehensive risk assessments.

100 members of the Wimbledon Community Chorus received weekly rehearsals between September and July online.

Ongoing support of Wandle Band and Wimbledon Community Orchestra provides an instrumental pathway into adult learning.

As part of our support of young people with additional needs, the MMF Chief Executive supports tutors and teachers with advice, resources and signposting to further training.

Continued partnership and consultation with our parents' association, FMYM to fundraise, promote and support evaluation of MMF activities and routes for progression.

4. Singing strategy

Delivery of the singing strand was made particularly difficult throughout the academic year by the government and the London Borough of Merton's Covid strategy restrictions on singing activity in schools and externally. Many schools were unable to resume singing indoors at all, apart from some organised singing outside. This greatly hindered delivery of MMF's Singing Strategy, with all planned activities postponed or cancelled, including MMF's We Are Family massed projects and Royal Albert Hall performance.

However, MMF provided a series of new songs and associated art and drama activities linked to the Recovery Curriculum and for Windrush Day, which were made available online, free of charge to all schools. In the summer term, 210 children from 4 schools received in-person Opera workshops on Carmen from Baseless Fabric Theatre;

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

For the year ended 31 August 2021

120 children took part in the Sound Solutions choral workshops and 120 sang in jazz workshops led by Blues and Roots Ensemble.

MMF continued to deliver its weekly Junior Choir online throughout the Autumn and Spring terms, returning to in-person rehearsals in May. Participation numbers remained high and we anticipate that more children will join in Autumn 2021. Members from MMF's Music Centre choir and ensembles produced 2 excellent virtual performances, which were widely viewed.

MMF's hashtag 'LetTheBellsRingOut' virtual Advent calendar attracted video performances from 23 different school and community groups.

During the year, despite the difficulties presented by Covid 19, we worked with all Merton Primary schools to help develop, support and embed MMF's 'With One Voice' singing strategy, through a range of CPD, new resources (including use of Charanga and Sing Up) and a variety of modified performance opportunities. Many schools were nervous and reluctant to sing and we were able to share government guidance with schools with regard to 'safe' singing. Schools have created ingenious performance opportunities by video and online concerts for parents.

Singing is an important element of the 'In2Music' WCET programme and delivery tutors were given help and resources to incorporate into their planning which was modified in the light of the Covid restrictions.

MMF had secured substantial external funding for 'We Are Family', a series of arts projects and choral commissions, beginning in the summer 2020 in preparation for celebrating MMF's 30th birthday, culminating in a massed performance at the Royal Albert Hall in March 2021. Sadly, these projects have been postponed and will need to be re-developed to reflect the many complexities of delivering both 'in-person' and online work to large groups of children (which we believe may persist for the remainder of 2020-21 and 2021-22). The Royal Albert Hall performance is now booked for March 2024.

EXTENSION ROLES

Continuous professional development (CPD)

1. CPD - Schools

- 3 CPD meetings were held over the year online for Primary and Secondary Music Coordinators, alongside bespoke Zoom support for specific individuals. In-person model teaching, music audits and staff INSET were delivered during the Summer Term in several Primary schools. MMF also delivered training to Wandsworth NQTs.
- SLA schools have received bespoke support, ranging from model teaching, staff INSET, advice on developing the curriculum (including the Model Music Curriculum), Programmes of Study, progression and resources audit.
- MMF's Merton Teachers Facebook group was extensively used to disseminate a wide range of online resources throughout the year.

2. CPD - Tutors

- Curriculum Team offered ongoing informal advice/ guidance to tutor workforce. Intensive IT support was given when needed at the start of the pandemic.
- Support provided to tutors leading/co-leading Merton Youth Music ensembles and extra time given for online preparation.
- Instrumental meetings were held regularly, formally and 'drop in' sessions to support tutors.

3. High Quality Musical Experiences

Sadly, the RAH concert and its related practical projects and workshops were cancelled, as were plans for SingFest 21, MMF Presents BARE at NWT and Sing Outside playground games project. Some project strands will be reworked for delivery in 2021-22.

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

For the year ended 31 August 2021

We were able to deliver:

- Baseless Fabric Theatre – Carmen Workshops (210 x KS2 and 3).
- Sound Solutions: Opera, Jazz, Art workshops (240 x KS2) and a pack of choral and drama resources (all Merton schools).
- BeatFest Samba United project (195 x KS2).
- 'RingOutTheBells' virtual Advent Calendar.
- The next Royal Albert Hall concert will be in March 2024.

4. Hire

We continued to provide instruments for all the In2Music projects and to hire out instruments for individual lessons. 147 instruments were hired and 35 pupils received the reduced trust fund rate. In some cases of children in receipt of an MMF DSTM award, where need arose, there was no charge for hire.

As part of the logistical planning and preparation for our move of premises and using funding from the CRF, we were able to fully audit our instrumental stock and improve processes for tracking and maintaining instruments in our databases and on site. MMF took on a temporary member of staff to assist with this process and by the end of August, all instruments in storage had been accounted for, checked for condition and information about this had been updated on our systems. All instruments are now housed in our new site with improved storage processes and facilities, making it much easier and more efficient to access, assess and utilise the instrumental stock going forward.

5. SMEP

We continued to work closely with all stakeholders, talking to head teachers and the LA officers. Understanding the wider borough school situation and the focus on supporting young people back to in-person education has been a key part of our ongoing relationships with schools.

Partnership development

Members of Merton Music Foundation's Senior Leadership Team have continued to meet formally and informally with all of its Hub partners over the year to ensure that the focus for all activities is clearly established and targeted where appropriate. The focus for our hub work is on developing connectivity with selected partners who can strengthen and broaden the reach of our education work.

To date this has included:

- Continued partnerships with jazz musician and educator Pete Churchill on Sound Solutions project.
- On-going positive relationships with LBM officers and Merton Head Teachers (e.g. through Schools Forum and Hub meetings).
- MMF SLA revised and relaunched in September 2020 in response to the withdrawal of LBM funding and had a high level of uptake with 29 schools signing up, generating c. £14K of income.
- Support for curriculum music in schools, through provision of CPD and CLT / SLT support.
- Continued development of partnership with Polka Theatre to deliver intergenerational choral activities through ReSound choir.
- Continued partnership with Blues and Roots Ensemble, Wimbledon International Music Festival, Wimbledon Community Chorus and Wimbledon Civic Theatre Trust.
- Continued strategic links with Hub partner Crown Lane Studio, to assist in the development and delivery of a range of projects and the production of resources for projects and curriculum support
- Continued partnership with the Orchestra of the Age of Enlightenment and special schools. MMF has continued to develop and evolve new project work with the OAE, funded by Youth Music, to build on the sustained activity of the last 8 years with the SEND schools. Some activity was delayed but will resume in person in Sept 2021.
- Continued support of 3 community music-making groups, Wimbledon Community Chorus, Wandle Band and Wimbledon Community Orchestra (lending of music, professional services of Creative Director to conduct WCC, shared performance opportunities).
- Continued partnership with Sonoro chamber choir on Sound Solutions project (Summer 2021).

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

For the year ended 31 August 2021

- Closer links with Kingston Music service with Chief Executive contracted to support KMS for a second year as Interim Head of Service for two days a week.
- Continued close partnership with SWLMEP with two weekly meetings to share good practice, a listening ear and act as a support network. Joint application was successful to Sound Connections for Youth Voice research into the experience of digital learning on young people across SW London.
- Continued partnership with Veterans Voices, working with ex-service veterans from STOLL, with plans to expand and extent this work to included veterans from Haig Homes in Merton.
- At the very end of July, MMF was approached by Wimbledon College, to take over its Saturday Music Centre. We will reopen this centre for tuition in September 2021.
- MMF is working closely with The Sherwood Primary School, to open a new centre for small ensemble activities in January 2022, to include Sound Production, DJ and Deck sessions and EYFS adult and toddler groups.

Music technology in teaching and learning

- Implementation of cloud-based data storage via Microsoft Sharepoint and core-team roll-out of Microsoft Teams required a lot of front-end time / training investment of SLT / core team. However, there has been a marked improvement in remote collaboration and productivity as a result. Staff training / development in this area is ongoing.
- Website development – increased use of website for communication with parents / sharing of information (e.g. in-person teaching status of schools, Music Centre ensemble information). Increased use for sharing content / resources and improved commercial aspects such as click-through / SEO etc.
- Using funding from the CRF, we were able to purchase staff laptops, webcams for existing computers and video conferencing equipment to facilitate a truly 'blended' working pattern for the core team. Team Meetings are now hybrid events, with staff in the office making use of the large conferencing screen and those working from home joining remotely. This has enabled increased productivity and more efficient use of the available office space at our new location.
- Development planning took place for establishing a music technology offer at new Soundwave site in Mitcham – planned start of provision Jan 2022.
- Schools used Charanga extensively.
- All ensembles were delivered online until the summer term.
- We wrote safeguarding protocols for online tuition and extensive risk assessments.

Plans for the future

Our operational plans for the coming year are flexible and responsive. It is unclear how long restrictions will be imposed and what the long-term impact will be. We will liaise with ACE and other partners during 21/22 and follow Government advice. This will include further applications to Arts Council England's 'Grants for the Arts' Lottery funded programme to support music education projects and our projects for 2021/22 and beyond.

Other priorities include:

- Embed the new MMF Vision and action plan, regularly reviewing targets and achievements.
- Reviewing job descriptions and responsibilities in the new staffing model and reviewing employee skills as we remodel the workforce, ensuring that roles are tied in to our ambitious development planning aspirations.
- Building on the MMF@30 alumni community to explore opportunities for further fundraising and applications to new funders/supporters.
- Embedding an Equality, Diversity and Inclusion action plan and policy - talk in to action.
- Further development of the charity's Management Board to better reflect the communities we serve in Merton.
- Diversify the core and tutor workforces.
- Development of the partnership relationship between Merton Abbey Primary School and MMF for mutual benefit.
- Confirmation that grant funding is in place from all our core funders for the 2021/22 financial year.
- Pledges are confirmed for all key partners wishing to work as part of the Charity's Music Education Hub programme during the 2021/22 financial year and beyond.

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

For the year ended 31 August 2021

- Review of the effectiveness of current partnership arrangements and to identify any new partners that could help support the next stage of MMF's hub development.
- Explore ways in which funding can be secured to deliver these new partnerships and start planning potential projects that could be delivered during this period, particularly in preparation for our next Royal Albert Hall concert in March 2024.

Financial review

The principal movements in Income and Expenditure were:

- Income from the year was down by 10% on the previous year as a result of the pandemic, turnover fell from £1,190,297 to £1,071,130. A small positive was the increase in voluntary income from £3,054 to £4,842.
- The core Grant from Arts Council fell from £254,173 to £250,339 a decrease of 1.5%
- As income fell, the overall expenditure of the charity decreased also, from £1,149,388 to £1,065,725, in % terms a decrease of just under 8%.
- The surplus of the charity fell from £40,909 in the previous year to £5,405 in the current year. Given the significant decrease in lessons during the year, it was encouraging that MMF could still generate a small surplus.

Financial position at year-end:

- The net assets of the charity continue to increase and were £214,649 at the year-end. Of this £201,676 were unrestricted funds, 94% of total funds. Restricted funds did not change during the year.
- The current net assets of the charity continue to increase, rising from £159,286 to £173,963 during the current year, an increase of 9%. Bank and cash balances fell from £329,370 to £310,874, a fall of just over 5%.
- MMF continues to solidify its balance sheet.

Structure, governance and management

Governing document

Merton Music Foundation is a charitable company limited by guarantee, incorporated on 12 March 1991 and registered as a charity on 11 September 1991. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Michael Collins
Edward Hickman
Rowena Maybury
Ian Bond
Stephen Moran
Sandra Vogel
Emma Trevelyan
Nicky Morgan

MERTON MUSIC FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

For the year ended 31 August 2021

Trustee induction and training

New trustee induction includes briefing them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction process, they meet key employees and the other trustees. All trustees are encouraged to attend appropriate external training events to develop their understanding of their roles as trustees. New trustees are also given relevant documentation including recent important documentation on music education, management financial reports, meeting minutes and copies of the charity's annual Reports and financial statements.

Related parties and co-operation with other organisations

MMF works closely with the Friends of Merton's Young Musicians (FMYM) (Charity No. 274493R). FMYM is the parents' association for our Music Centre activities, which are based at the Chaucer Centre. The Chief Executive serves in an ex-officio non-voting capacity on the management committee of FMYM.

Organisation

The Board of Trustees meets termly to manage the affairs of the charity. The Board consisted of nine directors, from a variety of professional backgrounds, who are responsible for the overall strategic direction and policy of the charity. The Chief Executive, manages the day-to-day operations of the charity, and as delegated authority, within terms of delegation approved by the trustee body, for operational matters including finance, employment and artistic related activity.

Risk management

The Trustees have a risk management policy, which comprises an annual review of the risks the charity may face and establishes systems and procedures to mitigate those risks identified.

Health & safety and child protection

The health and safety of staff and students together with child protection are primary concerns to the Trustees. Music Centre managers and other key staff undertake both first aid and fire marshal training and all staff are made aware of their own duties and responsibilities for health and safety issues.

Merton Music Foundation adopts the current Child Protection requirements as set out by the Home Office. Prior to the commencement of work enhanced DBS checks take place for all new staff together with at least two satisfactory references and interview. DBS's are rechecked for all staff and trustees every 3 years.

Auditor

In accordance with the company's articles, a resolution proposing that WSM Advisors Limited be reappointed as auditor of the company will be put at a General Meeting.

The trustees' report was approved by the Board of Trustees.

.....
Edward Hickman

Trustee

Dated:

MERTON MUSIC FOUNDATION

STATEMENT OF TRUSTEES' RESPONSIBILITIES

For the year ended 31 August 2021

The Trustees, who are also the directors of Merton Music Foundation for the purpose of company law, 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).

Company Law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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 judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

MERTON MUSIC FOUNDATION

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF MERTON MUSIC FOUNDATION

Opinion

We have audited the financial statements of Merton Music Foundation (the 'charitable company') for the year ended 31 August 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

The impact of macro-economic uncertainties on our audit

Our audit of the financial statements requires us to obtain an understanding of all relevant uncertainties, including those arising as a consequence of the effects of macro-economic uncertainties such as Covid-19. All audits assess and challenge the reasonableness of estimates made by the trustees and the related disclosures and the appropriateness of the going concern basis of preparation of the financial statements. All of these depend on assessments of the future economic environment and the company's future prospects and performance.

Covid-19 is amongst the most significant economic events currently faced by the UK, and at the date of this report its effects are still having an impact on schools and teaching. Whilst MMF has adopted a blended style of learning, the impact of Covid 19 is still being felt as levels of Covid infections in schools are outpacing the government's vaccination programme. Accordingly, the uncertainties in relation to Covid-19 are still in existence in relation to education provision, with the full range of possible outcomes and their impacts unknown. We applied a standardised firm-wide approach in response to these uncertainties when assessing the company's future prospects and performance. However, no audit should be expected to predict the unknowable factors or all possible future implications for a charitable company associated with these particular events.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

MERTON MUSIC FOUNDATION

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF MERTON MUSIC FOUNDATION

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the statement of trustees' responsibilities, the Trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

MERTON MUSIC FOUNDATION

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF MERTON MUSIC FOUNDATION

Use of our report

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. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

WSM Advisors Limited

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**Chartered Accountants
Statutory Auditor**

Connect House
133-137 Alexandra Road
Wimbledon
London
SW19 7JY

WSM Advisors Limited is eligible for appointment as auditor of the charitable company by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

MERTON MUSIC FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

For the year ended 31 August 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
<u>Income from:</u>	Notes				
Donations and legacies	3	4,842	-	4,842	3,054
Charitable activities	4	815,941	250,339	1,066,280	1,187,212
Investments		8	-	8	31
Total income		820,791	250,339	1,071,130	1,190,297
<u>Expenditure on:</u>					
Charitable activities	5	1,065,725	-	1,065,725	1,149,388
Net (outgoing)/incoming resources before transfers		(244,934)	250,339	5,405	40,909
Gross transfers between funds		250,339	(250,339)	-	-
Net income for the year/ Net movement in funds		5,405	-	5,405	40,909
Fund balances at 1 September 2020		196,271	12,973	209,244	168,335
Fund balances at 31 August 2021		201,676	12,973	214,649	209,244

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

MERTON MUSIC FOUNDATION

BALANCE SHEET

As at 31 August 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	9		40,686		49,958
Current assets					
Debtors	10	3,601		9,149	
Cash at bank and in hand		310,874		329,370	
		<u>314,475</u>		<u>338,519</u>	
Creditors: amounts falling due within one year	11	<u>(140,512)</u>		<u>(179,233)</u>	
Net current assets			173,963		159,286
Total assets less current liabilities			<u>214,649</u>		<u>209,244</u>
Income funds					
Restricted funds	13		12,973		12,973
Unrestricted funds			201,676		196,271
			<u>214,649</u>		<u>209,244</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 August 2021, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

These financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on

.....
Edward Hickman
Trustee

Company Registration No. 02590621

MERTON MUSIC FOUNDATION

STATEMENT OF CASH FLOWS

For the year ended 31 August 2021

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	20		(14,214)		94,916
Investing activities					
Purchase of tangible fixed assets		(4,290)		(6,156)	
Interest received		8		31	
Net cash used in investing activities			(4,282)		(6,125)
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(18,496)		88,791
Cash and cash equivalents at beginning of year			329,370		240,579
Cash and cash equivalents at end of year			<u>310,874</u>		<u>329,370</u>

MERTON MUSIC FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 August 2021

1 Accounting policies

Charity information

Merton Music Foundation is a private company limited by guarantee incorporated in England and Wales. The registered office is c/o Merton Abbey School, High Path, London, SW19 2JY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's governing document, the Companies Act 2006 and "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) (effective 1 January 2019)". The charitable company is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have undertaken an assessment of the adequacy of the resources available to the charity and have taken in to account the impact of the coronavirus on the charity as well as the expected support to businesses available from the government measures in place through the period of disruption caused by coronavirus. The trustees have a reasonable expectation the charity has adequate resources to continue in operational existence for the foreseeable future and accordingly continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Incoming resources

Incoming resources represents tuition fees, income from concerts, tours, hire of instruments, music centre subscription and other fees rendered in the year.

Income is recognised when the charitable company is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charitable company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to membership received under Gift Aid or deeds of covenant is recognised at the time of the receipt.

1.4 Resources expended

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 are allocated on the portion of the asset's use.

MERTON MUSIC FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 August 2021

1 Accounting policies

(Continued)

Expenditure for charitable purposes

Direct charitable expenditure includes all expenditure directly related to the objectives of the charitable company and comprises the costs of providing instrumental tuition, concert performances, tours, and education and community projects undertaken by the charitable company and is accounted for when payable.

Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on those activities.

Governance costs

Governance costs represent expenditure incurred in the management of the charitable company's assets, organisational administration and compliance with constitutional and statutory requirements.

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Musical instruments	25% on reducing balance basis
Computer equipment	25% on reducing balance basis
Office equipment	25% on reducing balance basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.6 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

1.8 Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

MERTON MUSIC FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 August 2021

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.9 Fund Accounting

The funds held by the charitable company are either:

Restricted funds - these are funds that can be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular purposes.

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes.

The funds received in the year are transferred to the general fund to be set off against expenses in the year that relate to the agreed activities with Arts Council England.

Peter Wooding's bursary fund

These funds have been designated by the charitable company to support exceptional young musicians at the request of Peter Wooding's family. The fund was established with donations made to the charitable company. The charitable company held sufficient cash balances at the year end to allow the funds to be applied as intended.

Greenwood bursary fund

The Greenwood bursary fund was established by the charitable company from funds transferred to it from the Ronald Greenwood Musical Trust by the London Borough of Merton who had previously operated the trust. The fund is operated in accordance with the Ronald Greenwood Musical Trust deed and awards are made to young musicians who show great promise. The charitable company held sufficient cash balances at the year end to allow the fund to be operated in accordance with the Trust deed.

Wider Opportunities

The grant's original use was restricted to the purchase, lease or repair of musical instruments suitable for use with children in KS2. The funds were applied as intended in the period of receipt and the remaining reserve is now reduced by the depreciation and disposal of the fund-purchased musical instruments.

MERTON MUSIC FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 August 2021

1 Accounting policies

(Continued)

Arts Council England Funding

The charitable company received a grant in the year from the Arts Council England. According to the Funding Agreement, the use of the grant is restricted to the agreed activities with the Arts Council. The grant is recognised in the accounts when they are received and applied to the period it relates to.

Dorothy Taylor Bequest

The charitable company received restricted funds within the current year to support one girl and one boy in their musical studies for the period of 4 years at the request of the late Dorothy Taylor.

Arts Council England 'Grants for the arts'

The charitable company received restricted funds within the current year to support its Backstories and Radio Retro Projects.

2 Critical accounting estimates and judgements

In the application of the charitable company's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	2021	2020
	£	£
Donations and gifts	4,842	3,054
	<u>4,842</u>	<u>3,054</u>

The income from voluntary income was £4,842 (2020: £3,054) of which all are unrestricted income.

MERTON MUSIC FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 August 2021

4 Charitable activities

	Tuition fees	Hire of instruments	Music centre subscriptions	Concert and tour receipts	Fees - inset	Grants receivable	Other income	Total 2021	Total 2020
	2021	2021	2021	2021	2021	2021	2021		
	£	£	£	£	£	£	£	£	£
Sales within charitable activities	593,313	19,001	36,757	32,740	72,628	58,850	2,652	815,941	910,039
Grants	-	-	-	-	-	250,339	-	250,339	277,173
	<u>593,313</u>	<u>19,001</u>	<u>36,757</u>	<u>32,740</u>	<u>72,628</u>	<u>309,189</u>	<u>2,652</u>	<u>1,066,280</u>	<u>1,187,212</u>
Analysis by fund									
Unrestricted funds	593,313	19,001	36,757	32,740	72,628	58,850	2,652	815,941	910,039
Restricted funds	-	-	-	-	-	250,339	-	250,339	277,173
	<u>593,313</u>	<u>19,001</u>	<u>36,757</u>	<u>32,740</u>	<u>72,628</u>	<u>309,189</u>	<u>2,652</u>	<u>1,066,280</u>	<u>1,187,212</u>
For the year ended 31 August 2020									
Unrestricted funds	726,880	22,518	61,331	31,615	58,755	5,013	3,927		910,039
Restricted funds	-	-	-	-	-	277,173	-		277,173
	<u>726,880</u>	<u>22,518</u>	<u>61,331</u>	<u>31,615</u>	<u>58,755</u>	<u>282,186</u>	<u>3,927</u>		<u>1,187,212</u>

MERTON MUSIC FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 August 2021

5 Charitable activities

	Staff costs	Depreciation	Direct Costs	Allocated costs	Total	Total
	2021	2021	2021	2021	2021	2020
	£	£	£	£	£	£
Instrumental tuition	111,904	-	300,778	34,631	447,313	482,152
Youth music programme	143,529	-	161,787	8,658	313,974	350,766
Tours and Concerts	74,425	-	11,663	8,658	94,746	90,495
Professional advice and support	9,156	-	-	4,329	13,485	13,168
CPD training	7,814	-	-	4,329	12,143	11,607
Project development	84,861	-	22,570	8,658	116,089	112,963
Instrument repair and hire	3,382	-	546	8,658	12,586	22,499
	<u>435,071</u>	<u>-</u>	<u>497,344</u>	<u>77,921</u>	<u>1,010,336</u>	<u>1,083,650</u>
Share of support costs (see note 6)	15,885	13,562	5,784	8,658	43,889	54,562
Share of governance costs (see note 6)	-	-	11,500	-	11,500	11,176
	<u>450,956</u>	<u>13,562</u>	<u>514,628</u>	<u>86,579</u>	<u>1,065,725</u>	<u>1,149,388</u>

6 Support costs

	Support cost	Other costs	2021	2020
	£	£	£	£
Salaries	14,950	-	14,950	23,663
Pension costs	935	-	935	928
Bank charges	5,784	-	5,784	6,878
Sundries	-	-	-	2,695
Depreciation	13,562	-	13,562	13,158
Allocated support	8,658	-	8,658	7,240
Audit and accountancy fee	-	11,500	11,500	11,176
	<u>43,889</u>	<u>11,500</u>	<u>55,389</u>	<u>65,738</u>

Governance costs includes payments to the auditors of £11,500 (2020: £11,176) for audit fees.

These costs are wholly attributable to charitable activities and are allocated based on the trustees' estimate of the appropriate proportion attributable to each activity.

MERTON MUSIC FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 August 2021

7 Employees

Number of employees

The average monthly number of employees during the year was:

	2021	2020
	Number	Number
Number of employees	28	31
	<u> </u>	<u> </u>
	£	£
Wages and salaries	445,096	498,170
Social security costs	36,101	36,705
Other pension costs	48,422	48,702
	<u> </u>	<u> </u>
	<u>529,619</u>	<u>583,577</u>

Wages and salaries include £78,663 of staff wages, which have been classed under the Youth Music Programme within direct costs.

The number of employees whose annual remuneration was £60,000 or more were:

	2021	2020
	Number	Number
£60,000 to £70,000	1	2
£70,000 to £80,000	1	-
£80,000 to £90,000	1	-
	<u> </u>	<u> </u>

Those employees whose emoluments exceeded £60,000 (2021: 3 employees, 2020: 2 employees) also have retirement benefits accruing under defined benefit pension schemes. A total of £67,453 (2020: £25,238) was paid to the Teachers' Pension Scheme in the year for these employees.

8 Taxation

The charitable company is exempt from corporation tax on its charitable activities.

MERTON MUSIC FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 August 2021

9 Tangible fixed assets

	Musical instruments £	Computer equipment £	Office equipment £	Total £
Cost				
At 1 September 2020	229,530	42,133	30,539	302,202
Additions	-	4,290	-	4,290
At 31 August 2021	229,530	46,423	30,539	306,492
Depreciation and impairment				
At 1 September 2020	187,585	35,511	29,148	252,244
Depreciation charged in the year	10,486	2,728	348	13,562
At 31 August 2021	198,071	38,239	29,496	265,806
Carrying amount				
At 31 August 2021	31,459	8,184	1,043	40,686
At 31 August 2020	41,945	6,622	1,391	49,958

10 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	121	3,465
Other debtors	-	3,684
Prepayments and accrued income	3,480	2,000
	3,601	9,149

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	9,739	8,472
Deferred income	71,612	109,284
Trade creditors	36,622	28,436
Other creditors	9,960	16,175
Accruals	12,579	16,866
	140,512	179,233

Other deferred income relates to deposits and fees paid in advance for the following year.

MERTON MUSIC FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 August 2021

12 Retirement benefit schemes

The charitable company operates a defined contribution pension scheme for all qualifying employees not in the Teachers Pension Scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund.

13 Restricted funds

Arts Council England (ACE) made a grant available to the charitable company during the year. The use of the grant has no specific restrictions; however the funding is subject to the charitable company delivering the agreed activities within the core roles and extension roles of the National Plan for Music Education as highlighted within the Trustees' Report. The funds received in the year have been transferred to the general fund to be set off against expenses in the year that relate to the agreed activities with ACE.

14 Analysis of net assets between funds

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total 2021 ££	Restricted funds 2020 £	Unrestricted funds 2020	Total 2020 £
Fund balances at 31 August 2021 are represented by:						
Tangible assets	-	40,686	40,686	-	49,958	49,958
Current assets/(liabilities)	12,973	160,990	173,963	12,973	146,313	159,286
	<u>12,973</u>	<u>201,676</u>	<u>214,649</u>	<u>12,973</u>	<u>196,271</u>	<u>209,244</u>

15 Audit report information

The auditor's report was unqualified.

WSM Advisors Limited

Chartered Accountants

Statutory Auditor

16 Financial commitments, guarantees and contingent liabilities

The liability of the members is limited. Every member undertakes to contribute an amount not exceeding £1 to the assets of the company, in the event of the company being wound up whilst they are a member, or within one year after ceasing to be a member, for the payment of the debts and liabilities of the company contracted before ceasing to be a member.

17 Operating lease commitments

At the reporting end date the charitable company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021 £	2020 £
Within one year	18,000	-

MERTON MUSIC FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 August 2021

17 Operating lease commitments	(Continued)	
Between two and five years	54,000	18,513
In over five years	18,000	-
	<u>90,000</u>	<u>18,513</u>

18 Related party transactions

During the year there was an employee who was employed as a chief executive officer who was also a director. Remuneration was paid to this director in the capacity of an employee.

None of the trustees (or any persons with them) received and remuneration or benefits from the charitable company during the year.

19 Teachers' Pension Scheme

The charity participates in the Teachers' Pension Scheme (England and Wales) (the TPS), for its teaching staff. The pension charge for the year includes contributions payable to the TPS of £40,233 (2020 : £48,702).

The TPS is an unfunded multi-employer defined benefits pension scheme governed by the Teachers' Pensions Regulations 2014. Members contribute on a "pay as you go" basis with contributions of £.

20 Cash generated from operations	2021	2020
	£	£
Surplus for the year	5,405	40,909
Adjustments for:		
Investment income recognised in statement of financial activities	(8)	(31)
Depreciation and impairment of tangible fixed assets	13,562	13,158
Movements in working capital:		
Decrease/(increase) in debtors	5,548	(3,688)
(Decrease)/increase in creditors	(1,049)	11,267
(Decrease)/increase in deferred income	(37,672)	33,301
Cash (absorbed by)/generated from operations	<u>(14,214)</u>	<u>94,916</u>

21 Analysis of changes in net funds

The charitable company had no debt during the year.