



**THE MUSICSPACE TRUST**  
(A COMPANY LIMITED BY GUARANTEE)

REPORTS AND FINANCIAL STATEMENTS

Accounts  
FOR THE YEAR ENDED  
30 JUNE 2023

UNAUDITED



Charity Number: 328311  
Company Registered Number: 02411791

**THE MUSICSPACE TRUST**  
**REPORTS AND FINANCIAL STATEMENTS**  
**YEAR ENDED 30 JUNE 2023**

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**THE MUSICSOURCE TRUST**

**PATRONS**

**YEAR ENDED 30 JUNE 2023**

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**PATRONS**

Peter Gabriel  
Professor Leslie Bunt  
Sir Ernest Hall  
Sir John Kingman  
Andy Sheppard  
Sir Richard Stilgoe  
Sir Tom Stoppard

## THE MUSICSPEACE TRUST

### LEGAL AND ADMINISTRATIVE DETAILS

#### YEAR ENDED 30 JUNE 2023

The MusicSpace Trust (“the charity” or “the charitable company”) was incorporated as a company limited by guarantee (company registration number 02411791) on 8 August 1989. It was registered with the Charity Commission (registration number 328311) on 24 August 1989. The MusicSpace Trust is governed by its Memorandum and Articles of Association.

<b>BOARD OF TRUSTEES</b>	Ms Deborah England (Chairperson) Mr Simon Cooper Ms Kerriane Gauld Ms Kim Smith Mr James Prickett (Treasurer) Ms Susan Dolby Mrs Kathryn Louise Mckee ( <i>appointed 24 January 2023</i> ) Ms Judith Sara Rose ( <i>appointed 24 January 2023</i> ) Mr David Barry Davies ( <i>appointed 4 September 2023</i> )
<b>SECRETARY</b>	Ms Deborah England ( <i>Terminated 4 September 2023</i> ) Ms Kim Smith
<b>REGISTERED OFFICE</b>	The MusicSpace Trust BS3 Community The Southville Centre Beauley Road Bristol BS3 1QG
<b>DIRECTOR</b>	Ms Michele Scott
<b>BANKERS</b>	CAF Bank Ltd
<b>INDEPENDENT EXAMINER</b>	Joshua Kingston BSc ACA Burton Sweet Limited The Clock Tower 5 Farleigh Court Old Weston Road Flax Bourton Bristol BS48 1UR
<b>SOLICITORS</b>	Burges Salmon LLP Narrow Quay House Bristol BS1 4AH
<b>ENQUIRIES</b>	Ms Michele Scott t: 0117 953 1731 e: <a href="mailto:info@musicSPACE.org">info@musicSPACE.org</a> w: <a href="http://www.musicSPACE.org">www.musicSPACE.org</a>

## **OBJECTIVES, ACTIVITIES AND PUBLIC BENEFIT**

MusicSpace provides a community-based music therapy service for children, young people and adults throughout Bristol and the Southwest region. The Trust runs a centre in Bristol, where people come for music therapy. It also provides an extensive outreach service to mainstream and special schools, Early Years Centres, residential homes and to The Bristol Royal Hospital for Children. All of our charitable activities focus on the provision of music therapy. In furtherance of the MusicSpace aims, the Charity Trustees have complied with the duty in s.17 of the Charities Act 2011 to have due regard to the Charity Commission's published general and relevant sub-sector guidance concerning the operation of the Public Benefit requirement under the act. The service is open to any member of the community and is thus providing a clear benefit to the public.

### **Charitable Objects**

1. To protect and promote good health and well-being through the provision of music therapy.
2. To relieve sickness and preserve the health of people with disabilities, complex health needs and life-limiting conditions through the provision of music therapy.
3. To advance the education of the public in the benefits of music therapy in particular but not exclusively by raising awareness of such therapy by commissioning and publishing research.

### **Mission Statement**

- To deliver an excellent and comprehensive music therapy service, accessible to all who need it.
- To develop and support the widest possible application of music therapy.
- To maintain the high quality of the therapy provided through regular monitoring and evaluation.
- To be recognised as a leading provider of music therapy.
- To contribute to training and research initiatives, which will advance the understanding and delivery of effective music therapy.

## **STRUCTURE AND ORGANISATION**

MusicSpace is governed by a Board of Trustees, which is responsible for ensuring that the charity is well-managed and abides by its charitable aims and objectives. The Trustees are also Directors of the charity. A person wishing to be admitted as a Trustee must be proposed for election by an existing member of the Board and receive an assenting vote of two thirds of the members present at a meeting of the Board. One quarter of the Trustees retire from office annually on the basis of seniority. Retiring Trustees are eligible for re-election. All new Trustees receive appropriate training. The Director of MusicSpace is appointed by the Trustees and has responsibility for the management of staff, the music therapy provision, finances and fundraising and for maintaining the legal and statutory requirements of the charity.

Music therapists, registered with the Health and Care Professions Council (HCPC), are employed by MusicSpace on full-time, part-time or sessional contracts, as appropriate, to provide music therapy. MusicSpace also employs a part-time finance administrator and a part time fundraiser. Volunteers are employed to provide assistance with fund-raising and other matters.

## THE MUSICSPEACE TRUST

### TRUSTEES' REPORT

YEAR ENDED 30 JUNE 2023

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#### MUSIC THERAPY PROVISION

The work of MusicSpace is funded mainly through contracts with statutory, voluntary and private sector agencies such as Local Education Authorities, private HealthCare Trusts and the adoption support fund in addition to special and mainstream schools and academies and private individuals. Referrals for our service come from parents/carers, SENDCOs, social workers, NHS Consultant Community Paediatricians and other healthcare professionals such as speech and language therapists as well as self-referrals from individuals. As a charity we actively fundraise to be able to develop our outreach work in new areas in response to demand, provide subsidised sessions for families who are unable to afford the full cost of music therapy and to buy musical instruments and equipment for use in music therapy.

Covid-19 continued to have a significant impact on the charity and our operations. We lost 75 days of music therapy sessions from staff and client sickness during the year mainly due to Covid-19 (87 days of sessions lost last year). In spite of this, the MusicSpace team worked with over 775 people, including 453 new clients and delivered more than 7,300 music therapy sessions both at our centre and in a range of locations across the region. Thanks to a grant from BBC Children in Need, we were able to see an increased number of children & young people at our Bristol centre including those with autism, cerebral palsy and/or life limiting conditions. We completed the third year of a 3-year project supported by BBC Children in Need enabling us to provide heavily subsidised blocks of 10 music therapy sessions for 15 children & young people each week at our Bristol centre, which has now been extended for a further year. The sessions are aimed at developing three key areas: communication, confidence & self-esteem and listening & concentration. During the year there continued to be a noticeable increase in demand for sessions for children and young people experiencing challenges with their mental health due to Covid-19 and for young children and young people with ADHD. We continued to offer online sessions as an option for our clients, a service we developed during the first Covid-19 lockdown.

Work at Bristol's Royal Hospital for Children increased to 6 days per week thanks to funding from The Grand Appeal. Our therapists worked with children on the wards including Adolescent, Bone Marrow Transplant, Neuro-rehabilitation & Oncology. Development work continued with our therapists starting sessions in a number of mainstream primary schools in Bristol and Wiltshire and extending our work at a specialist unit and a residential home for young adults in South Gloucestershire. We continued our work in residential homes for adults with learning difficulties, physical disabilities and acquired head injury within Bristol, North Somerset and Gloucestershire, although again sessions were affected when the homes had to quarantine due to Covid-19.

As a charity we have a commitment to provide our service to those who need it. Our thanks to all those Charitable Trusts, Companies and groups who so generously supported our work during the year with donations and grants and helped to make this happen including: BBC Children in Need, The Blair Foundation, Bristol City Council, Osborne Clark, The Verdon Smith Family Settlement in addition to RiffRaff & People of Note Choirs.

MusicSpace has written policies on the key aspects of our relationships with clients, including the safeguarding of children and vulnerable adults, confidentiality, general data protection regulation (GDPR) and health and safety. As a charity, we continue to develop our service in direct response to local demand and have an on-going commitment to provide music therapy to people who need it.

THE MUSICSOURCE TRUST  
TRUSTEES' REPORT  
YEAR ENDED 30 JUNE 2023

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Feedback from parents and professionals has been very positive. Here are just a few examples:

- *'Music therapy has been invaluable giving M her own space to be with the music therapist. It has given her some confidence back, which through lock down, had been affected as we shielded to support her brother. It is so important to give children another way to be able to express themselves, where words are more difficult and to be themselves without judgement' (parent of a 9-year-old experiencing anxiety)*
- *'It is heart-warming that B is getting this experience. His confidence is growing and he's slowly but proudly starting to believe in himself and grow with his confidence' (parent of a 12-year-old with ADHD)*
- *'The music therapy sessions are one of the few things that he's happy to do where he's connecting with someone else and learning to trust and communicate' (mother of a 10-year-old referred with anxiety)*
- *'H is benefiting a lot from the sessions and both her anxiety and concentration have improved' (parent of a 3-year-old with complex needs)*
- *'It is an enormous step for him to be left alone in the room without "one of us", well done. This has never happened before. You have a gift in understanding autism and B is aware of that. B asks for you at least 3 times a week on his iPad...it is quite lovely.' (parent of 12-year-old with autism)*
- *'R seems to be more confident in communicating his feelings with me and his peers. Music therapy has helped R to establish and set boundaries. Therapy has also helped R explore his feelings of anger and aggression. It has been an absolute pleasure seeing R grow and interact with his therapist. I'm extremely grateful for this experience.' (parent of 6-year-old who had experienced domestic abuse, experienced anger, anxiety and communication difficulties)*
- *'I'm so pleased that we are able to offer families in paediatric intensive care and paediatric cardiology music therapy sessions. Claire (Senior Music Therapist) is brilliant at engaging with the children on the ward and encouraging the parents to interact with them through music. At a time when parents are very worried and frightened, Claire is able to bring some joy into their lives. Parents I have worked with on the wards have always spoken very highly of their music therapy sessions.' (Clinical psychologist, Bristol Royal Hospital for Children)*
- *'For a period of 4 months, our daughter was an inpatient of Bristol's Children Hospital and during that time Claire would stop by once a week for music therapy and it was by far the highlight of our week, not just for B but for us too. Claire is an incredibly talented and kind individual, and her love for music is truly uplifting. Through her music sessions we saw more physical and character development in B than from any other activity. She loved her time with Claire, and even now we still sing 'her' song to see pure delight in her face. Claire made a very traumatic experience just that little bit easier and we are very grateful.' (Parents of a baby who had a long admission to hospital)*
- *'Without music, hospital can be a boring place for a child with hearing, vision and complex needs. Music is the one thing that unlocks and simulates my son and makes his hospital stay much more enjoyable as music means he can play and, no matter your level of disabilities, music can make you smile! My son can't access conventional play or use the playroom but music can be played from his hospital bed!' (Parent of a patient with cerebral palsy and sensory impairments)*

**THE MUSICSOURCE TRUST**  
**TRUSTEES' REPORT**  
**YEAR ENDED 30 JUNE 2023**

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**Reserves Policy**

In line with guidance issued by the Charity Commission, the Trustees have reviewed the Charity's need for reserves. The balance of unrestricted free reserves (unrestricted funds less designated funds and fixed assets held for charity use) standing at £88,623 (2022: £89,900) approximates to 3.2 (2022: 3.8) months of Charity expenditure not met from restricted funds. The Trustees believe this to be adequate to ensure the effective and efficient operation of the Charity for the benefit of its clients, as the target is a level of 3-6 months' expenditure not met from restricted funds in order to ensure that this is the case.

The Charity continues to depend on donations (restricted and unrestricted) to fund the development of its existing operations and to subsidise the provision of therapy services to certain private clients. Accordingly, the Charity will continue with fund-raising initiatives to safeguard its financial position.

**Risk Policy**

At Trustee meetings, the Trustees have examined major strategic, business, financial and operational risks which the Charity faces. The Charity operates a formal documented procedures manual to cover operational risks and to ensure compliance with best practice and legislation. Key financial risks are monitored bi-monthly with comparison of actual results against budgets.

**Financial Risk Management**

The Charity finances its operations through the generation of cash from operating activities and has no interest rate exposure on financial liabilities. Liquidity risk is managed through forecasting the future cash flow requirements of the Charity and maintaining sufficient cash at bank balances.

**Investment Policy**

The Trustees having regard to the liquidity requirements of operating the Trust, and to the reserves policy, have operated a policy of keeping available funds in interest bearing specialist charity bank accounts.

**Financial Review**

During the year, MusicSpace received donations totalling £36,359 (2022: £33,252). These donations have been applied to the objects of the Charity.

Total expenditure exceeded total income by £59,956 in comparison to a deficit of £46,154 in 2022.

The financial position at the end of the year was such that MusicSpace had sufficient liquid funds to cover its liabilities. However, MusicSpace remains dependent on grants, donations and fundraising events to maintain its future development activities.

The report of the Trustees has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

**THE MUSICSOURCE TRUST**  
**TRUSTEES' REPORT**  
**YEAR ENDED 30 JUNE 2023**

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**Statement of Trustees' Responsibilities**

The trustees (who are also directors of The MusicSpace Trust for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the strategic report and directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom 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 income and expenditure, of the charitable company 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 judgements and accounting 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 business.

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.

*Deborah Jane England*

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Deborah England  
Chairperson  
(Signed on behalf of the Board of Trustees)

Date Jan 12 2024

**THE MUSICSPACE TRUST**  
**INDEPENDENT EXAMINER'S REPORT**  
**YEAR ENDED 30 JUNE 2023**

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**Independent examiner's report to the trustees of The MusicSpace Trust ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 June 2023.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 

Joshua Kingston BSc ACA  
Burton Sweet Limited Chartered Accountants  
The Clock Tower, 5 Fairleigh Court  
Old Weston Road, Flax Bourton  
Bristol  
BS48 1UR  
Date: Jan 12 2024

## THE MUSICSPACE TRUST

### STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 30 JUNE 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
<b>Income from:</b>					
Donations and legacies					
• Legacies		-	-	-	(248)
• Donations and grants		3,578	31,880	35,458	31,113
• Government grants		901	-	901	2,387
Other trading activities					
• Fundraising events		3,246	-	3,246	1,077
• Other income		3,978	-	3,978	-
Investment income		2,826	-	2,826	210
Charitable activities:					
• Therapy and supervision fees		259,118	-	259,118	242,896
<b>TOTAL INCOME</b>		<b>273,647</b>	<b>31,880</b>	<b>305,527</b>	<b>277,435</b>
<b>Expenditure on:</b>					
Charitable activities:					
• Music therapy	2	(327,611)	(30,672)	(358,283)	(323,317)
Raising funds		(7,200)	-	(7,200)	(272)
<b>TOTAL EXPENDITURE</b>		<b>(334,811)</b>	<b>(30,672)</b>	<b>(365,483)</b>	<b>(323,589)</b>
<b>Net income/(expenditure) and movement in funds</b>	3	(61,164)	1,208	(59,956)	(46,154)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward	10	309,850	53,652	363,502	409,656
<b>TOTAL FUNDS CARRIED FORWARD</b>	10	<b>248,686</b>	<b>54,860</b>	<b>303,546</b>	<b>363,502</b>

There were no gains and losses in the year other than those included in the Statement of Financial Activities.

All the activities relate to continuing operations.

The comparative Statement of Financial Activities is shown in note 6.

The notes on pages 11 to 21 form part of these accounts

**THE MUSICSPACE TRUST****BALANCE SHEET (COMPANY REGISTRATION NUMBER 02411791)****AS AT 30 JUNE 2023**

	Note	2023 £	£	2022 £	£
<b>FIXED ASSETS</b>					
Tangible assets	7		975		1,751
<b>CURRENT ASSETS</b>					
Debtors and prepayments	8	39,285		42,509	
Cash at bank and in hand		<u>273,632</u>		<u>327,826</u>	
		312,917		370,335	
<b>CURRENT LIABILITIES</b>					
Creditors: amounts falling due within one year	9	<u>(10,346)</u>		<u>(8,584)</u>	
<b>NET CURRENT ASSETS</b>			302,571		361,751
<b>NET ASSETS</b>			<u>303,546</u>		<u>363,502</u>
<b>FUNDS</b>					
Restricted Funds	11	54,860		53,652	
Unrestricted Funds	11	<u>248,686</u>		<u>309,850</u>	
		303,546		363,502	

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The company is exempt from the requirements relating to preparing audited accounts in accordance with section 477 of the Companies Act 2006. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the Board of Trustees and were signed on its behalf by:

*Deborah Jane England*

Deborah England  
Trustee

Date: Jan 12 2024



James Prickett  
Trustee

Date: Jan 12 2024

The notes on pages 11 to 21 form part of these accounts

**THE MUSICSPACE TRUST**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2023**

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**1 ACCOUNTING POLICIES**

**BASIS OF ACCOUNTING**

The financial statements have been prepared in accordance with the historical cost convention (except where otherwise stated in the accounting policy note) and 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 in October 2019, and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Companies Act 2006.

The charity is a public benefit entity as defined under FRS 102.

**Going Concern**

Whilst the Trustees expect there to be a significant impact on the charity's operations and reserves in the coming months and years, the charity has sufficient reserves to be able to meet these challenges.

**INCOME**

**Charitable Activities**

Income from therapy fees, teaching and workshops is included in income in the period in which the relevant event takes place.

**Donations and Grants**

Income from donations and grants is included in income when receivable, except as follows:

- when donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.
- when donors impose conditions that have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in income until the pre-conditions for use have been met.

When donors specify that donations and grants are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in income of restricted funds when receivable.

**EXPENDITURE**

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT that cannot be recovered.

Certain expenditure is directly attributable to specific activities and is included in those cost categories. 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.

Charitable activities include expenditure associated with the provision of music therapy and include both the direct costs and support costs relating to these activities.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirement. Governance costs are included within support costs.

**THE MUSICSPACE TRUST**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2023**

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**1 ACCOUNTING POLICIES (continued)**  
**FIXED ASSETS**

Fixed assets are included at cost less depreciation. Assets with an individual value of £250 or more are capitalised on the balance sheet. A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying amount of the fixed asset may not be recoverable. Depreciation is calculated as to write off the cost of an asset, less its estimated residual value, over the estimated economic useful life as follows:

Leasehold improvements		Term of lease
Pianos		10 years
Musical instruments (except pianos)		3 years
Office equipment	- audio visual	3 years
	- other	3 years
Motor vehicles		3 years

Depreciation is not provided on assets which have not yet been brought into use.

**PENSION COSTS**

The charity makes contributions to individual personal pension schemes entered into by employees. Pension costs are charged to the Statement of Financial Activities as incurred.

**FUND ACCOUNTING**

Funds held by the charity are either:

- **unrestricted general funds** - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees;
- **unrestricted designated funds** - these are funds which the Trustees have decided at their discretion to set aside to use for a specific purpose;
- **restricted funds** - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in Note 10.

**RECOGNITION OF LIABILITIES**

Liabilities are recognised once there is a legal or constructive obligation that commits the Charity to the obligation.

**TAXATION**

As a registered Charity the entity is entitled to taxation exemptions on all its income and gains, properly applied for its charitable purposes.

**DEBTORS**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts.

**THE MUSICSPEACE TRUST**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2023**

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**1 ACCOUNTING POLICIES (continued)**  
**CASH**

Cash at bank and cash 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.

**2 EXPENDITURE ON CHARITABLE ACTIVITIES**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2023 £</b>
<b>Music therapy expenses</b>			
Staff costs	251,130	29,840	280,970
Self-employed therapists' fees	30,533	-	30,533
Premises costs	27,639	-	27,639
Equipment depreciation	394	382	776
Small instruments and music	554	450	1,004
Travel, subsistence and entertaining	3,225	-	3,225
Supervision	2,170	-	2,170
Therapists training	470	-	470
Support costs (see note 4)	11,496	-	11,496
<b>Total charitable activities expenditure</b>	<b>327,611</b>	<b>30,672</b>	<b>358,283</b>

<b>Prior year comparatives</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2022 £</b>
<b>Music therapy expenses</b>			
Staff costs	227,458	35,031	262,489
Self-employed therapists' fees	26,312	-	26,312
Premises costs	12,319	-	12,319
Equipment depreciation	79	659	738
Small instruments and music	72	1,031	1,103
Travel, subsistence and entertaining	3,896	-	3,896
Supervision	2,470	-	2,470
Therapists training	3,596	-	3,596
Support costs (see note 4)	10,394	-	10,394
<b>Total charitable activities expenditure</b>	<b>286,596</b>	<b>36,721</b>	<b>323,317</b>

Expenditure does not involve any grant making activities

Each self-employed therapist has a contract with MusicSpace to provide music therapy services

**THE MUSICSPACE TRUST**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2023**

**3 NET INCOME / (EXPENDITURE)**

This is stated after charging:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Depreciaton	776	738
Independent examiner's fee - current year	1,320	1,200
Independent examiner's fee - under accrued previous year	-	42
	<u><b>2,096</b></u>	<u><b>1,980</b></u>

Aggregate donations from Trustees, key management personnel and other related parties were £NIL(2022: £NIL).

**4 SUPPORT COSTS**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Governance costs:			
• Independent examiner's fee	1,320	-	1,320
• Legal and professional	2,856	-	2,856
Postage and carriage	5	-	5
Communications	1,170	-	1,170
Office stationery	151	-	151
Computer and software expenses	3,683	-	3,683
Insurance	1,022	-	1,022
Advertising	105	-	105
Sundry	1,121	-	1,121
Bank charges	63	-	63
	<u><b>11,496</b></u>	<u><b>-</b></u>	<u><b>11,496</b></u>

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Governance costs:			
• Independent examiner's fee	1,242	-	1,242
• Legal and professional	3,655	-	3,655
Postage and carriage	3	-	3
Communications	975	-	975
Office stationery	175	-	175
Computer and software expenses	1,480	-	1,480
Insurance	940	-	940
Advertising	643	-	643
Sundry	1,185	-	1,185
Bank charges	96	-	96
	<u><b>10,394</b></u>	<u><b>-</b></u>	<u><b>10,394</b></u>

**THE MUSICSPACE TRUST**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2023**

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**5 STAFF COSTS AND NUMBERS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages and salaries	257,239	240,706
Pension	8,058	7,125
Social Security costs	15,673	14,658
	<u><b>280,970</b></u>	<u><b>262,489</b></u>

None of the Board of Trustees received any emoluments or reimbursement of expenses in respect of their services to the Trust in the current or previous year, and no employee received remuneration of £60,000 or above.

The key management team is considered to be the trustees and director. The total aggregate employment benefits received by key management personnel were £57,118 (2022: £65,343).

The average number of staff (headcount) during the year was 13 (2022: 12).

**THE MUSICSPACE TRUST**  
**NOTES TO THE ACCOUNTS**  
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**6 COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b><u>INCOME</u></b>			
<b>Income from generated funds</b>			
Donations and legacies			
• Legacies	(248)	-	(248)
• Donations and grants	3,728	27,385	31,113
• Government grants	2,387	-	2,387
Other trading activities			
• Fundraising events	1,077	-	1,077
Investment income	210	-	210
Charitable activities:			
• Therapy and supervision fees	242,896	-	242,896
<b>TOTAL INCOME</b>	<b><u>250,050</u></b>	<b><u>27,385</u></b>	<b><u>277,435</u></b>
<b>Expenditure on:</b>			
Charitable activities:			
• Music therapy	(286,596)	(36,721)	(323,317)
Raising funds	(272)	-	(272)
<b>TOTAL EXPENDITURE</b>	<b><u>(286,868)</u></b>	<b><u>(36,721)</u></b>	<b><u>(323,589)</u></b>
<b>Net income/(expenditure) and movement in funds</b>	<b>(36,818)</b>	<b>(9,336)</b>	<b>(46,154)</b>
<b><u>RECONCILIATION OF FUNDS</u></b>			
Total funds brought forward	346,668	62,988	409,656
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>309,850</u></b>	<b><u>53,652</u></b>	<b><u>363,502</u></b>

**THE MUSICSPACE TRUST**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2023**

**7 FIXED ASSETS**

	Leasehold improvements £	Musical instruments £	Office equipment £	Total £
<b>Cost</b>				
At 1 July 2022	225,553	56,117	81,543	363,213
Disposals	(225,553)	(56,117)	(78,183)	(359,853)
At 30 June 2023	<u>-</u>	<u>-</u>	<u>3,360</u>	<u>3,360</u>
<b>Depreciation</b>				
At 1 July 2022	225,553	56,117	79,792	361,462
Charge for the year	-	-	776	776
On disposals	(225,553)	(56,117)	(78,183)	(359,853)
At 30 June 2023	<u>-</u>	<u>-</u>	<u>2,385</u>	<u>2,385</u>
<b>Net book value</b>				
At 30 June 2023	<u>-</u>	<u>-</u>	<u>975</u>	<u>975</u>
At 30 June 2022	<u>-</u>	<u>-</u>	<u>1,751</u>	<u>1,751</u>

**8 DEBTORS AND PREPAYMENTS**

	2023 £	2022 £
Trade debtors for therapy fees	37,613	41,696
Accrued income	481	-
Prepayments and other debtors	1,191	813
	<u>39,285</u>	<u>42,509</u>

**9 CREDITORS**

	2023 £	2022 £
Trade creditors	3,660	1,774
Taxation and social security	3,607	4,076
Accruals and deferred income	1,320	1,200
Other creditors	1,759	1,534
	<u>10,346</u>	<u>8,584</u>

**THE MUSICSPACE TRUST**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2023**

**10 ANALYSIS OF MOVEMENT OF FUNDS**

	At 1 July 2022	Income/ Transfers	Expenditure/ Transfers	At 30 June 2023
	£	£	£	£
<b>Restricted Funds</b>				
Therapy project funds	44,835	31,880	(29,248)	47,467
Musical equipment fund	8,817	-	(1,424)	7,393
	<u>53,652</u>	<u>31,880</u>	<u>(30,672)</u>	<u>54,860</u>
<b>Unrestricted funds</b>				
General funds	91,005	328,647	(330,539)	89,113
Designated funds:				
Building fund	180,462	-	(153,877)	26,585
Development fund	-	120,000	(25,395)	94,605
Succession fund	20,000	-	-	20,000
Client fund	18,383	-	-	18,383
<b>Total funds</b>	<u><u>363,502</u></u>	<u><u>480,527</u></u>	<u><u>(540,483)</u></u>	<u><u>303,546</u></u>
	At 1 July 2021	Income/ Transfers	Expenditure/ Transfers	At 30 June 2022
	£	£	£	£
<b>Restricted Funds</b>				
Therapy project funds	49,622	27,385	(32,172)	44,835
Musical equipment fund	13,366	-	(4,549)	8,817
	<u>62,988</u>	<u>27,385</u>	<u>(36,721)</u>	<u>53,652</u>
<b>Unrestricted funds</b>				
General funds	118,335	275,000	(302,330)	91,005
Designated funds:				
Building fund	190,000	17,255	(26,793)	180,462
Succession fund	20,000	-	-	20,000
Client fund	18,333	50	-	18,383
<b>Total funds</b>	<u><u>409,656</u></u>	<u><u>319,690</u></u>	<u><u>(365,844)</u></u>	<u><u>363,502</u></u>

**THE MUSICSPACE TRUST**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2023**

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**10 ANALYSIS OF MOVEMENT OF FUNDS (Cont.)**

The income, expenditure and transfers figures above include the following transfers between funds:  
**2021 - 22**

Description	Date	From/To	Amount £
Kathleen Farrell legacy final tranche accrued FY20-21 within GEN and transferred to DES BF in FY21-22	24-Sep-21	GEN to DES Build Fund	17,255
For Business Continuity (agreed Trustees Meeting on 22.03.22)	28-Mar-22	DES Build Fund to UR Gen Fund	25,000

**2022 - 23**

Description	Date	From/To	Amount £
For Business Continuity (agreed Trustees Meeting on 26.07.22)	24-Nov-22	DES Build Fund to UR Gen Fund	30,000
To create a new Designated Fund for Development, to support a programme of service development (agreed Trustees Meeting 29.11.22)	05-Dec-22	DES Build Fund to DES Dev Fund	120,000
Business continuity (as agreed at Trustees Meeting 21.3.23)	26-Apr-23	DES Dev Fund to UR Gen Fund	25,000

**Name of restricted fund**

**Description, nature and purposes of the fund**

Therapy projects fund  
Musical equipment fund

For the provision of music therapy for children and young people  
For musical instruments and equipment

**Name of unrestricted fund**

**Description, nature and purposes of the fund**

General funds

The 'free reserves' after allowing for all designated funds

Designated Funds:

Building fund  
Development fund  
Succession fund  
Client fund

Funds allocated towards the costs of a new building or lease  
To support the development of the organisation and its people.  
For the costs of bringing in a new administrator and HR support  
To support music therapy for people who are unable to access funding for therapy and who are unable to afford to pay the full costs

**THE MUSICSPACE TRUST**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2023**

**11 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

As at 30 June 2023

	Fixed Assets £	Other Net Assets £	Total £
<b><u>Restricted funds</u></b>			
Therapy project funds	64	47,403	47,467
Music equipment funds	200	7,193	7,393
	<b>264</b>	<b>54,596</b>	<b>54,860</b>
<b><u>Unrestricted funds</u></b>			
General funds	490	88,623	89,113
Designated funds:			
Building fund	221	26,364	26,585
Development fund	-	94,605	94,605
Succession fund	-	20,000	20,000
Client fund	-	18,383	18,383
	<b>711</b>	<b>247,975</b>	<b>248,686</b>
<b>Total funds</b>	<b>975</b>	<b>302,571</b>	<b>303,546</b>

As at 30 June 2022

	Fixed Assets £	Other Net Assets £	Total £
<b><u>Restricted funds</u></b>			
Therapy project funds	174	44,661	44,835
Music equipment funds	472	8,345	8,817
	<b>646</b>	<b>53,006</b>	<b>53,652</b>
<b><u>Unrestricted funds</u></b>			
General funds	1,105	89,900	91,005
Designated funds:			
Building fund	-	180,462	180,462
Succession fund	-	20,000	20,000
Client fund	-	18,383	18,383
	<b>1,105</b>	<b>308,745</b>	<b>309,850</b>
<b>Total funds</b>	<b>1,751</b>	<b>361,751</b>	<b>363,502</b>

The free reserves of the charity as at 30 June 2023 are considered to be £88,623 (2022: £89,900).

**THE MUSICSPACE TRUST**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 30 JUNE 2023**

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**12 MEMBERS**

The Charity is incorporated as a company limited by guarantee having no share capital and, in accordance with the Memorandum of Association, every member is liable to contribute the sum of £1 in the event of the Company being wound up. At 30 June 2023 there were 6 (2022: 6) members.

**13 COMMITMENTS UNDER OPERATING LEASE**

At 30 June 2023 the Charity is committed to make payments in the next year under non-cancellable operating leases as set out below:

	<b>Land &amp; Buildings</b>	
	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Operating lease which expires:		
Within 1 year	17,934	14,944
Between 2 and 5 years	71,734	59,778
After 5 years	67,250	70,987
	<b><u>156,918</u></b>	<b><u>145,709</u></b>

Operating lease payments represent rentals payable by the Charity for the office and music therapy rooms in Southville, Bristol. There is a break clause in the lease every five years on the anniversary of the date the lease agreement was signed.



**14 RELATED PARTY TRANSACTIONS**

There are no related party transactions in the current or prior year apart from those already disclosed throughout the report.

## Document Details

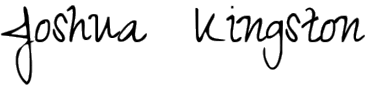
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