



# Trustees' Annual Report for the period

|                   |    |                 |      |    |    |    |      |
|-------------------|----|-----------------|------|----|----|----|------|
| Period start date |    | Period end date |      |    |    |    |      |
| From              | 01 | 09              | 2018 | To | 31 | 08 | 2019 |

## Section A Reference and administration details

Charity name **FRIENDS OF STAFFORDSHIRE'S YOUNG MUSICIANS**

Other names charity is known by **FOSYM**

Registered charity number (if any) 1037650

Charity's principal address

|                          |
|--------------------------|
| c/o Church Cottage       |
| Aston by Stone           |
| Staffordshire            |
| Postcode <b>ST15 0BJ</b> |

### Names of the charity trustees who manage the charity

|    | Trustee name    | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-----------------|-----------------|-----------------------------------|---|
| 1  | Andrew Worrall  | Chairman        |                                   |   |
| 2  | Marilyn Calvert | Secretary       |                                   |   |
| 3  | Michael Price   | Treasurer       |                                   |   |
| 4  | Maureen Compton |                 |                                   |   |
| 5  | Killoran Wills  |                 |                                   |   |
| 6  | Cathy Lamb      |                 |                                   |   |
| 7  | Penny Whitelock | Vice Chair      |                                   |   |
| 8  |                 |                 |                                   |   |
| 9  |                 |                 |                                   |   |
| 10 |                 |                 |                                   |   |
| 11 |                 |                 |                                   |   |
| 12 |                 |                 |                                   |   |

### Names and addresses of advisers (Optional information)

| Type of adviser | Name        | Address                     |
|-----------------|-------------|-----------------------------|
| Music education | Jenny Mason | Entrust, Riverway, Stafford |
|                 |             |                             |
|                 |             |                             |
|                 |             |                             |

## Section B Structure, governance and management

### Description of the charity's trusts

|   |  |
|---|--|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution   |
| How the charity is constituted<br>(eg. trust, association, company) | Association  |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Appointed by Trustees and subject to re-election by members on a four year cycle |

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees’ consideration of major risks and the system and procedures to manage them.

The charity has adopted a risk register. A declaration of pecuniary interest is noted at every trustee meeting. During the current year the charity has continued the process of revising its policies and procedures, led by the secretary. To support this the Charity has a governance group comprising the Chair, Vice Chair, Secretary and Treasurer, which meets as required and reports to the Board of Trustees.

The charity has no paid officers. It is managed by the trustees, reporting annually to members. Members pay an annual, five year or lifetime membership subscription. In recognition of exceptional contributions to music education there is a category of honorary life members. Young musicians who are FOSYM award or prize winners are invited to become five-year members at no cost.

The charity works closely with Entrust Music Service Staffordshire. Entrust is a joint enterprise between Staffordshire County Council and Capita plc.

The charity is a member of the North West Midlands Music Education Hub (NWMMEH – the Hub). As from June 2019 the Hub has become The Music Partnership and begun to invest in a revised process of marketing and external funding applications. The Charity has agreed to support this process. **In order to do this the Trustees believe it is prudent to amend the constitution to permit a widening of the Charity’s terms of reference and an amendment will be brought to the AGM to this effect.**

The Trustees agreed a new Strategic plan for 2019-22.

The Chair of the charity is currently the independent, non-executive chair of the Music Partnership Board.

The charity has four Patrons: Prof. Yvonne Howard (opera singer), Tasmin Little OBE (violinist), Douglas Boyd (Conductor) and Mrs Margaret E Hassall BEM (Staffordshire musician and teacher).

The trustees recognise the value and importance of the charity’s members. Members provide a touchstone for the activities of the charity and hold the trustees and officers to account. Membership has remained largely stable during the year. Members’ subscriptions provide core funding for the charity. Volunteering to help at music education events and concerts is an important part of the charity’s work and volunteers are drawn from among the members.

All trustees are required to be members.

**Summary of the objects of the charity set out in its governing document**

The objective of the charity is to advance the music education of children and young people resident in Staffordshire.

(Note: our definition of young people is those under the age of nineteen.)

Involvement in music has been shown to benefit young people in many ways including:

- increased motivation
- improved self-confidence
- a more positive attitude to learning
- enhanced aspirations
- greater empowerment and responsibility.

We have focussed our activity on widening participation wherever we have seen an opportunity, as well as recognising excellence both in musical talent and commitment to music education.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The key aspects of charity activity in this year have been:

- The work with Entrust Music Services Staffordshire in funding grants to enable pupils at a school in Tamworth, to receive music tuition and ensemble membership has proved successful. The Vice Chair, Jenny Mason and others have worked to develop a robust but uncomplicated process for awarding and monitoring. During the year more than twenty youngsters within and beyond the pilot school have become involved in the scheme. The scheme has now been made available to young people in schools across the county.
- The award of prizes and grants for talented and committed young musicians. These include two now-well established competitions for the Staffordshire Young Musician and Young Singer of the Year, the award of Lavey Fund and Trustees awards, and grants to youngsters attending auditions at Conservatoires for post-eighteen education.
- Organisation of adult volunteers at music education events

The Trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in their grant making activities.

The Trustees' preferred option is to support individual young musicians to take advantage of educational opportunities rather than to provide grants to other organisations or service providers.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Once again in the past year the small but loyal band of FOSYM volunteers has made a very significant difference to more than thirty events run by Entrust and, more broadly, the Hub. Volunteers have taken on a variety of tasks including ticket sales, reception and welcoming, catering, event preparation and clearing up, raffles and tombolas, stewarding and programme selling. Volunteers have been unfailingly cheerful and flexible, allowing the music staff to concentrate on the supervision of the young people and the smooth running of high-

quality events. Music staff have said that it would simply be impossible to run events without FOSYM volunteers.

The Secretary acts as volunteer organiser. The trustees are indebted to her and to all the volunteers for their enthusiasm, hard work and patience.

In reviewing the Charity's risk management strategy, the Trustees have taken two key actions to mitigate risk. Firstly, they have taken out a specialist insurance policy to cover the increasing funds managed by the charity as well as to cover the individual and joint risk represented by the charity in its dealings with the public. Secondly, they have agreed to request that all trustees and volunteers hold an up-to-date enhanced Disclosure and Barring Service (DBS) Certificate. Capita Resourcing Ltd on behalf of Entrust provides the registering service and Entrust defrays all expenses.

The trustees were saddened to note the recent death of Mr Steven Crossland, a former life member, trustee and volunteer who had given outstanding support to the charity and to music education over many years. Trustees were grateful and most moved that Mrs M Crossland expressed a desire that all funeral donations in appreciation of Steve should be given to FOSYM.

**Section D Achievements and performance: see C, above**

**Section E Financial review**

**Brief statement of the charity's policy on reserves**

Reserves are retained in an interest-bearing account provided by Stafford Railway Building Society.

**Details of any funds materially in deficit**

N/A

## Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity is indebted for all donations. In addition to membership subscriptions and earnings from refreshments, programme and ticket sales and raffles, major donations have been as follows:

1. Friends of Tamworth's Young Musicians (winding up): £16,700
2. Linden Kaniewski in memory of Paul Murfin: £6,089
3. Edward and Dorothy Cadbury Trust: £1,500
4. Donations in memory of Steve Crossland: £1,039.12
5. Mr & Mrs G Bebbington for the Lavey Fund £750
6. Mr and Mrs G Mason (in respect of a private reception): £354.40
7. Donations from County Chorus- cakes and refreshments: £266.48

The Trustees acknowledge with grateful thanks the extraordinary generosity of so many individuals and organisations. Developing on the strategy outlined in last year's report the Charity is pleased to report that it has now achieved a position of long-term sustainability and the Trustees have thought it right to revisit the funding rules. We are keen to see the monies with which we are entrusted, used and used effectively. The Treasurer has introduced a new formula which will increase significantly the amount of funding available for awards and grants and we encourage applicants to come forward.

In addition to income described above we are very grateful to the volunteers, members and trustees who continue to give generously of their time and resources.

Considerable benefit in kind is received through the support of Entrust Music Service Staffordshire and North West Midlands Music Education Hub (now The Music Partnership).

As indicated in the detailed accounts management expenses have been kept to a minimum.

The Treasurer keeps the Trustees apprised of our financial situation at every Trustee meeting as well as providing expenditure projections.

The accounts have been independently examined by Deans, Chartered Accountants, and are submitted to members at the AGM.

# Section G

# Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

|  |                 |  |
|--|-----------------|--|
| <b>Signature(s)</b>                        |                 |  |
| <b>Full name(s)</b>                        | Andrew Worrall  |  |
|  |                 |  |
| <b>Position (eg Secretary, Chair, etc)</b> | Chair           |  |
| <b>Date</b>                                | 10 October 2019 |  |