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**LIVE MUSIC NOW** provides high-quality participatory performances and workshops in community settings, especially for those who are normally excluded from opportunities to experience live music through ill health, disability, isolation or poverty.

It also provides a wide variety of paid performing experiences for exceptionally talented professional musicians in the crucial early years of their careers.

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**LIVE MUSIC NOW**  
**ANNUAL REPORT AND CONSOLIDATED ACCOUNTS**  
**YEAR ENDED 31 MARCH 2019**

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## TRUSTEES' ANNUAL REPORT

The trustees are pleased to submit their report and financial statements for the year ended 31 March 2019.

The financial statements comply with current statutory requirements (Companies Act 2006 and Charities Act 2011), the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2015) issued by the Charity Commission. Live Music Now is a registered charity in England and Wales (273596).

## REFERENCE & ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES & ADVISERS

### Charity Name

LIVE MUSIC NOW LIMITED (Live Music Now and LMN)

### Charity Registration number

273596 (England and Wales)

### Company Registration number

1312283

### Registered address

Live Music Now, Studio 31, Berkeley Square,  
Bristol, BS8 1HP

### Directors and trustees

Members of the Board of Trustees are the directors of the charitable company ('the charity') and are trustees for the purposes of charity law. Throughout this report members are collectively referred to as the trustees. Those serving on the date this report was approved are:

Sir Ian Stoutzker (retired October 2018)  
Sir Vernon Ellis (Chairman – appointed October 2018)

Ms Kate Buchanan  
Dame Rosemary Butler DBE  
Lady Sandra Fell  
Dr Peter Freedman  
Mrs Alexandra Holford  
Ms Colleen Keck  
Mrs Caroline Llewellyn  
Mr Gavin Graham Robert McEwan  
Mrs Amanda Platt  
Mr Ashley Prime  
Lady Charlotte Tyrwhitt  
Mr Simon Millward (appointed 15 May 2019)

### Patron

HRH The Prince of Wales

### Founder President

Sir Ian Stoutzker

### Chairman

Sir Vernon Ellis

### Chief Executive Officer

Mr Evan Dawson

### Company Secretary

Mr Evan Dawson

### Independent Examiner

Alison Robinson, Saffery Champness LLP  
Mitre House, North Park Road, Harrogate, North  
Yorkshire, HG1 5RX

Alison Robinson has expressed her willingness to remain in office as independent examiner to the company.

### Bankers

NatWest, PO Box 1357, 169 Victoria Street,  
London, SW1E 5BT

In addition to the main central fund banks above, each branch has its own banking arrangements.



SUMMARY OF ACTIVITIES

- During 2018-19, we provided **3,109** music workshops in England, Wales and Northern Ireland.

<div><b>1,812</b> music workshops for <b>Children and young people with special educational needs and disabilities</b></div>	<div><b>1,129</b> music workshops for <b>Older people in care homes, hospitals and communities</b></div>	<div><b>168</b> music workshops for <b>Other individuals, including adults with mental health issues</b></div>
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- These provided measurable benefits to **84,814** vulnerable people, comprising:
  - over **42,000** children;
  - over **33,000** older people; and
  - over **9,000** people from other vulnerable groups.
- We trained and supported **423** young professional musicians to deliver this work throughout the UK, from a wide range of backgrounds and musical genres.
- For the second year running, LMN's work is a Finalist in the **Royal Society of Public Health 'Health and Wellbeing Awards'**.
- An additional 640 music workshops in **Scotland** and 30 internationally were delivered by Live Music Now Scotland to an approximate audience of 33,500 - bringing LMN and LMNS's combined output to a total of **3,749** music workshops, with an audience reach of over **118,000** people.





*"The work I do with LMN is so meaningful to me, using music to make a real difference - seeing how people respond and come alive through music is completely inspiring and life-affirming."*

**- Zoe Wren** LMN musician

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*"LMN helps us to see the possibilities of how to unlock the pupils from their often lonely world and get them engaged in a task or activity. Their musicians encourage staff to explore using our own skills as musicians to introduce music in the classroom."*

**- Class teacher** New Siblands Special School

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*"LMN's musicians have an amazing, significant impact on the residents.... It lifts the whole environment. It is the best decision we have ever made, the best decision, and I truly mean that."*

**- Abiodun Williams** Home Manager, MHA Hall Grange





## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Constitution

Live Music Now Limited ("LMN") is a charity governed by its Memorandum and Articles of Association incorporated on 25 May 1977 and revised on 10 January 2006, 10 March 2008, 6 March 2012, 3 April 2017 and 7 March 2019, and is constituted as a company limited by guarantee and not having a share capital. As at 31 March 2019, 12 members had guaranteed £1 each in the event of the winding up of the company.

### Selection of Trustees

The first trustees were appointed by a majority of the subscribers to the Memorandum and Articles of Association. Every trustee has the power to nominate another trustee who must then be approved by the trustees. The minimum number of trustees is 5 and the maximum is 20.

### Induction and Training of Trustees

Potential new trustees are invited to attend a trustees' meeting as observer prior to consenting to be put forward for appointment as a trustee. Once appointed, new trustees are provided with an induction pack which includes a copy of the Constitution, an outline of the charity's organisational structure with a description of trustees' roles and responsibilities, background information and internal documents relating to the principal activities of the charity. New trustees are supported during their induction by the Chairman, Chief Executive, Operations Manager and relevant Branch/Strategic Director. Relevant external training opportunities for trustees are brought to the attention of trustees by the Chief Executive.

### Organisational Structure

Live Music Now Limited operates on a national, regional and local level and is comprised of four English branches covering North East, North West, South West and South East England and national branches in Northern Ireland and Wales. The registered office is in Bristol where the Chief Executive Officer (Executive Director) is based. As of the 1 April 2013, LMN Scotland operates as a devolved charity registered in Scotland. Governance and finance of LMN Scotland is the responsibility of the LMN Scotland Board of Trustees, and the Scottish charity continues to work within the framework of LMN.

Sir Ian Stoutzker retired as the charity's Chairman at its AGM on 4 October 2018. Sir Vernon Ellis was elected to be his successor from that date, and Sir

Ian Stoutzker was appointed Founder President of the charity.

The charity's trustees take final responsibility for the general and financial wellbeing of the scheme. The trustees meet at least three times a year, the AGM held not more than 15 months after the holding of the last preceding AGM to approve the independently examined accounts.

The Chief Executive Officer (Executive Director) is responsible for the management and support of the team of Directors; overview of the financial position nationally, including branches; management of central tasks; development of the scheme nationally and development and co-ordination of national policies; reporting to the Board of Trustees on behalf of the team of Directors. The Executive Director is also responsible for raising funds to support the core costs of the organisation, reporting to the Chairman and Board of Trustees.

Three Strategic Directors lead the development of LMN's work in the areas of Wellbeing, SEN and Musicians' Development delivered through the branch network across the UK.

Each branch is run by a Director. Branch Directors are responsible for raising funds to support activities of the charity in their region, and overall financial and project management of their branch. They are supported by a network of voluntary advisors, grouped by branch into committees, chaired by the Trustee based in their region.

The Operations Manager supports the Executive Director and coordinates external and internal communications and information systems and the role holder is the stated Data Protection contact. The Auditions Director co-ordinates auditions across the scheme. International activity across the UK (including Scotland) is co-ordinated by the International Development Director who is currently also the Director of LMN Scotland.

### Risk Assessment

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity and are satisfied that systems are in place to mitigate our exposure to the major risks. This assessment is undertaken on an annual basis. The major risk to which the charity is exposed is a failure in raising sustainable core income, and the Trustees are exploring new streams of fundraising to address this.



## OBJECTIVES & ACTIVITIES

### Objects

The objects for which the Company is established are:

1. To advance the education of the public and promote their health and wellbeing, by providing high quality interactive music performances, in particular among those members of the public who would otherwise be deprived of the benefit of performances of live music and other performing arts.
2. To advance the musical education of musicians at the outset of their careers as performing artists by providing them with support, specialist training and the opportunities to perform and work in public.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging. LMN relies on grants and the income from fees and charges to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of LMN activities for those on low incomes but balances this against the necessity to pay the musicians on our scheme a living wage, in line with the Musician Union's guidance 'Fair Pay for Fair Play'.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

### Aims

Live Music Now aims to provide high quality participatory performances and workshops in community settings, especially for those who are normally excluded from opportunities to experience live music through ill health, disability, isolation or poverty. LMN activities are intended to be entertaining, educational and therapeutic; the

majority of its work is delivered within projects featuring regular music sessions and working over the medium to long term to provide lasting benefits for participants.

It also provides a wide variety of paid performing experiences for exceptionally talented professional musicians in the crucial early years of their careers. Musicians are supported through an induction and training programme to equip them with the necessary skills to act as music leaders, both during their work with Live Music Now and subsequently, in the wider profession. Most concerts and workshops are offered at no charge to the host, and the charity raises funds to cover these costs.

### Objectives and target outputs for the year

In January 2017, LMN launched its new **5-year strategy and business plan**, entitled "Bringing Music to Life". Over the coming years, LMN will continue to deliver over 3,000 interactive music sessions throughout the UK each year, focussing on three areas of strategy, with five key aims in each. The plan includes detailed aims and targets in each of our three areas of strategy, for each of the years from 2017 to 2022. It can be downloaded from the LMN website at [www.livemusicnow.org.uk/bmtl](http://www.livemusicnow.org.uk/bmtl).

In summary, it includes the following:

- LMN aims to expand its wellbeing programme, working with leading care sector partners. We will ensure our work reaches those most in need and is based on the very latest neurological evidence concerning music and dementia.
- LMN aims to expand its programme for children with SEND and their families. Currently we are involved in 15% of special schools, and our aim is to increase this to 25% by 2022.
- LMN will maintain at least 300 musicians on its scheme, each at the start of their professional lives. They will all receive a high standard of care from audition, through to induction, specialist training, mentoring and further development. We will provide an even wider range of specialist training options.



## Strategies for implementation

### Project Delivery

- LMN delivers projects of local, regional and national significance through its UK branch network, targeting two priority beneficiary groups to maximise impact:
  - Wellbeing/older people
  - Special Educational Needs/children
- In addition, LMN branches respond to local need in devising specific programmes to provide access to the benefits of live music for other disadvantaged groups, such as isolated rural communities, refugees, those living with mental illness, the homeless and adults and young people in the justice system.
- LMN has prioritised the development of long-term, progressive projects with partners, and programmes of repeat visits with established settings, to maximise the impact of live music for our beneficiary groups.
- Trustees work closely with Directors as appropriate to support and develop activity.
- Trustees review summary reports of branches' progress on a regular basis. Live Music Now branches have scope to respond to local circumstances and funding opportunities to deliver projects with the 2 beneficiary groups and develop new work.

### Musicians

- Musicians are recruited from a wide variety of musical genres and backgrounds, and selected through a national audition programme to ensure high quality.
- Auditions, being a significant central activity, are co-ordinated by the Musicians' Development Director and Auditions Director, with direct support from regional Branch Directors.
- Musicians joining the scheme are taken through an induction process and offered training opportunities in order to provide continual professional development in the area of music leadership. Training, also a significant central activity, is led by the Musicians' Development Director, with specialist input from Strategic Directors.

### Monitoring

- Live Music Now monitors its activities closely in order to be as accountable as possible, and to use feedback from musicians and participants to inform future work.

- Monitoring of branches' activity in terms of recruitment, performances/workshops delivered, musicians' fitness for purpose, training offered and development of new projects (principally through the Annual Review process) aims to provide the organisation with an overview of activity, areas of weakness and opportunities for development.
- The Strategic Directors lead on the development of new monitoring and evaluation tools to embed expertise and inform future delivery.
- Policies are reviewed annually with regard to Safeguarding Children, Working with Vulnerable Adults, Cultural Diversity and Equal Opportunities, Disability/Access and Data Protection in order to work as effectively as possible with our beneficiaries.

### Promoting the Charity

- The charity works to raise its public profile, with a view to supporting fundraising and public awareness of its activities and may from time to time employ PR consultants to assist on specific projects.
- A regular e-newsletter, an annual Yearbook and social media communications are produced and managed centrally with additional printed materials relating to specific areas of work.
- The charity fosters relationships with key partners including NHS trusts, education authorities and independent agencies in order to develop new areas of work, led by the Strategic Directors in concert with the network of Branch Directors.

### Finances

- The Executive Director holds the key responsibility for co-ordinating and generating fundraising for central funds.
- Strategic Directors focus on raising development funds such as grants supporting new activity at a national level and funds for expansion of the work with the core beneficiary groups.
- Branch Directors focus on raising project funds on a regional basis, co-ordinated via a central funding database, and in liaison with the Executive Director and the wider Director team.
- Quarterly budgets and financial reports, showing branch performance as well as consolidated figures, are produced for the Trustees' monitoring purposes.



**LIVE MUSIC NOW**

# **1. MUSICIANS' DEVELOPMENT**





## 1. MUSICIANS' DEVELOPMENT

LMN selects and invests in the best musicians in all genres of music, offering them a range of unique performance experiences and developmental support that shape their future career.

***“My LMN experience has been transformational. Choosing to be a professional musician is a challenging path, but LMN has taught me, in the deepest way, why music is fundamental and universal.”***

*- Anna Sideris, Soprano*

During 2018-19, we worked with the following musicians throughout the UK:

<p><b>423</b></p> <p>musicians at the start of their professional careers</p>	<p>in</p> <p><b>211</b></p> <p>ensembles</p>	<p><b>55%</b> Western Classical</p> <p><b>15%</b> British folk</p> <p><b>14%</b> World</p> <p><b>7%</b> Jazz</p> <p><b>9%</b> Rock and Pop</p>
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### Training

The musicians' development programme has been shaped to encourage musicians to develop the necessary skills to take ideas and make them their own, ensuring they grow an authentic practice in keeping with their identities as performers. The programme acknowledges the progress our musicians make whilst on the scheme, offering training opportunities that are appropriate for their level of experience and skills set. The LMN Musicians' Journey articulates the stages of our programme; 'basic' training and participatory performances for those musicians just joining the scheme, 'mid-level' workshops and short residencies for musicians who are a little more experienced and ready to be challenged, and advanced level for musicians who are looking to take on a leadership and mentoring role on the scheme.

Through our SEND Inspire tiered training framework, musicians have the chance to shadow more experienced musicians, as well as take on more responsibility through longer-term work in schools. It also aims to support school staff in their music-making ensuring a legacy for our work after projects have finished. Work has started on a similar competency and training framework for LMN's wellbeing work and should be ready for trialing in late 2019.

We continue to work in partnership with other organisations (arts organisations, academic institutions, schools, Music Education Hubs), to developing training and CPD opportunities for LMN musicians, care home staff, teachers etc. By taking a multi-disciplinary approach (health, social care, curriculum, music, other arts) we are able to draw on the expertise of these partners and offer a more rounded experience for our musicians.

### Recruitment

We held 14 days of auditions in Cardiff, Newcastle, London, Belfast, Bristol and Manchester. We saw a total of 205 musicians, of which we accepted 71 (in 31 ensembles).

As always, musicians were assessed by experts in their instrument and genre - all of whom give their time voluntarily. An increasing number of LMN alumni musicians serve on these panels.

We are working to further diversify the musicians we work with and adopt a fully inclusive approach to our recruitment. We have initiated partnerships with several organisations that work with musicians and artists from under-represented genres, those with a life-limiting health condition or identify as being disabled, and with those who may not have followed a traditional higher education route.





**LIVE MUSIC NOW**

**2. MUSIC FOR  
WELLBEING**



## 2. HEALTH AND WELLBEING

During 2018-19, LMN provided the following across England, Wales and Northern Ireland:

<p><b>1,129</b> dementia-specific music workshops and concerts</p>	<p>at <b>250</b> care settings</p>	<p>for over <b>20,000</b> older people (including carers, friends and families)</p>
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The locations included 150 care homes, 56 community venues and 15 hospitals.

We delivered our sessions through 3 main strands of activity:

**Participatory concerts:** High quality, inclusive, bespoke concerts providing older people with access to professional live music.

**Musicians in Residence:** Longer-term projects, working regularly with groups of older people to build personal, social and musical skills through creative musical activities. These projects include training for care staff.

**Community workshops and hospital sessions:** Often aimed at those living with earlier-stage dementia or experiencing loneliness, these projects include our celebrated “Songs and Scones” projects.

Across all our work in care settings, our online **evaluation** system for care staff focused on improvements in “mood” and “engagement” as outcomes for participants. The feedback surveys from staff showed that:

- 99% of settings reported a positive mood response from the participants, to the performers, including smiling, laughter, singing, conducting, feet or finger tapping and dancing.
- 91% reported an improvement in mood in the participants during the sessions, and 98% reported an improvement in mood after the session.

- 97% reported engagement with the performance and musicians, including looking up, making eye contact, speaking and communicating more.
- 93% reported an improvement in engagement during the session, and 93% reported an improvement in engagement after the session.

### Programme highlights:

We launched a major partnership project over three years with **Southmead Hospital** in Bristol.

A significant strategic achievement was completing the **Live Music in Care** project, which was a continuation of the **A Choir in Every Care Home** initiative (working in partnership with Sound Sense and Canterbury Christchurch University).

In November 2018 we published the Live Music in Care report (Tapson, Noble, Walters and Daykin), which offered a significant contribution to the growing persuasive and influential body of evidence of the health and wellbeing benefits of music. We brought new and valuable evidence to this by highlighting the positive impacts on care professionals and care settings themselves, as well as the older people taking part. This has raised LMN's profile, status and strategic influence in the growing arena of music in health and social care.

The Report concludes that “*carefully delivered music can provide significant benefits for older people, care staff and care settings, contributing to person-centred care*” and recommends that music should be “*essential*” for all care homes. It also makes a series of practice recommendations for the care sector, academia, and musicians, including how to choose suitable repertoire, the appropriate use of percussion and the importance of managerial support and careful planning.



**LIVE MUSIC NOW**

# **3. MUSIC FOR SPECIAL EDUCATIONAL NEEDS AND DISABILITIES**





### 3. MUSIC FOR SPECIAL EDUCATIONAL NEEDS & DISABILITIES

During 2018-19, LMN provided the following across England, Wales and Northern Ireland:

<p><b>1,812</b> music workshops for children and young people with complex needs</p>	<p>at <b>202</b> schools</p>	<p>for <b>42,808</b> children and young people</p>
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The settings included general special schools, specialist schools for young people with social, emotional and mental health difficulties and specialist autism schools. We also delivered sessions for disabled children and their families in community venues and visited hospital schools.

76% of the sessions were delivered within longer-term projects. These included 33 year-long residencies hosted at special schools.

We delivered our sessions through 3 main strands of activity:

**Participatory concerts:** High quality, inclusive, bespoke concerts providing young people with access to professional live music.

**Musicians in Residence Projects:** working with small groups of children and young people to build personal, social and musical skills through creative musical activities. We also launched a new training element “Musical Champions” for school staff.

**Family workshops and hospital sessions:** participatory workshops for young disabled people and/or young hospital patients and their families, enjoying informal music-making together.

#### Programme highlights:

**SEND Inspire:** we were delighted to be awarded two major grants enabling us to extend our **SEND Inspire** training programme for special schools. Launched in 2016, the programme supports schools to enhance their music provision and expand the workforce of professional musicians with skills to deliver inclusive music sessions. Paul Hamlyn Foundation awarded us a grant of £60,000 per year for 4 years to further refine and develop

our “**Musicians in Residence**” programme with partner special schools. Youth Music awarded a two-year grant of £100,000 to develop inclusive music projects and training in Hull, Merseyside, Suffolk and Somerset in partnership regional Music Education Hubs and special schools. We are extremely grateful for their support and encouragement.

We were guided by our expert SEND Advisory Committee during the year to ensure our programme remains aligned to best practice and is informed by the latest research, whilst our team of mentors, led by alumna Ros Hawley, plays an important role ensuring the quality of our training for musicians and school staff.

**Music as Medicine:** this flagship partnership project with Alder Hey Children’s Hospital continues to provide training for LMN musicians to lead music sessions for long-term patients. A new training film was created to support musicians to work in paediatric healthcare settings.  
<https://vimeo.com/290885901>

**Regional projects:** across the branches, regional funders have generously supported project work and training in special schools and hospitals including the Stoller Charitable Trust (Oldham), MVAT (South Yorkshire and national training projects), The Valentine Charitable Trust (South West), Arts Council of Northern Ireland and Archbishop of Wales Children’s Fund. For many of the venues we visit, LMN sessions provide a rare opportunity for young people to participate in live music. Our sessions also contribute to young people’s wellbeing, including increased communication, improved confidence and deeper engagement in learning.



**FINANCIAL REVIEW**  
FOR THE YEAR ENDED 31 MARCH 2019



## CHAIRMAN'S STATEMENT ON RESERVES POLICY

The accounts as presented according to the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2015) show a consolidated position across all the charity's activities.

The trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. It is the policy of the charity to carry forward sufficient funds in reserve to cover any anticipated shortfall within the year over the organisation's running costs, in excess of income. This takes into account the current level of our core support and delays or changes in receipt of grants or donations towards core costs.

In the past, we have raised substantial sums to reserves through major charitable events which have enabled us to grow and to support our core costs, which are always under review to ensure that they remain modest considering the scope of our activities, but which are essential to the success of our scheme. Whilst every effort will be made to continue this activity, in the present economic circumstances this is much more difficult. It is therefore our policy to aspire to ensuring our core costs are met by donations which are for two or more years.

Reserves at the year-end within the branches' separate General Funds will be used for project delivery in the coming year. The year-end level of unrestricted reserves is £164,934 and the restricted reserves are £236,695.

As in previous years, the trustees have been comfortable that the charity is a going concern despite its low unrestricted reserves on the basis of confirmed donations into the unrestricted fund for the next financial year and ongoing support from Trustees and donors.

## PRINCIPAL FUNDING SOURCES

Funds are drawn from charitable trusts, public funding bodies and local authorities, private donations, corporate donors and sponsors, and payments for services from project partners.

The trustees (who are also directors of Live Music Now Limited for the purposes 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).

Through our social media, website, events and other communications, we regularly tell our supporters about how their funds are making a difference through music to people's lives. We strictly adhere to the Fundraising Regulator's code of fundraising practice. All fundraisers representing us receive training to understand the standards we expect when representing us externally, to ensure a positive experience for everyone. We will always take action if those acting on our behalf fail to meet our high standards, and we will never sell data to anyone else without their express permission. LMN has a procedure for handling complaints and we are committed to dealing with all complaints constructively, impartially and promptly.

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 group 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 estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;



- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper 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 the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **PUBLIC BENEFIT STATEMENT**

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit "Charities and Public Benefit".

Approved by the trustees and signed on their behalf by:



**Sir Vernon Ellis**  
**Chairman**

Date: 17 September 2019



**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF LIVE MUSIC NOW LTD**

I report on the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2019.

**Respective responsibilities of trustees and examiner**

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.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present

a 'true and fair view' and the report is limited to those matters set out in the statement below.

**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 (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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. 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
4. 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.

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

Signed



Dated:

1/10/19

**Alison Robinson ACA, Independent Examiner**

for and on behalf of Saffery Champness LLP, Chartered Accountants  
North Park Road, Harrogate, North Yorkshire HG1 5RX



## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2019

	Notes	Unrestricted funds £	Restricted funds £	Total funds 2019 £	Total funds 2018 £
<b>Income from:</b>					
Donations and legacies	3	396,012	381,276	777,288	961,738
Charitable activities	4	215,687		215,687	173,672
Other trading activities	5	-	-	-	-
Investments	6	46	-	46	49
Other income	6	1,909	-	1,909	323
<b>Total</b>		<b>613,654</b>	<b>381,276</b>	<b>994,930</b>	<b>1,135,782</b>
<b>Expenditure on:</b>					
Raising funds	7	1,007	-	1,007	459
Charitable activities	8	636,538	307,806	944,344	1,045,237
<b>Total</b>		<b>637,545</b>	<b>307,806</b>	<b>945,351</b>	<b>1,045,696</b>
<b>Net income/ (expenditure)</b>		<b>(23,891)</b>	<b>73,470</b>	<b>49,579</b>	<b>90,086</b>
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<b>(23,891)</b>	<b>73,470</b>	<b>49,579</b>	<b>90,086</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		188,825	163,225	352,050	261,964
<b>Total funds carried forward</b>	16	<b>164,934</b>	<b>236,695</b>	<b>401,629</b>	<b>352,050</b>

All amounts relate to continuing activities within the United Kingdom.

There are no recognised gains and losses other than those included in the statement of financial activities.

The notes on pages 21 to 29 form part of these financial statements.



**BALANCE SHEET AT 31 MARCH 2019**

	<i>Note</i>	<b>2019 £</b>	<b>2018 £</b>
<b>Current assets</b>			
Debtors	13	112,295	66,193
Cash at bank and in hand		355,834	395,322
<b>Total current assets</b>		<b>468,129</b>	<b>461,515</b>
Creditors: Amounts falling due within one year	14	(66,500)	(109,465)
<b>Net assets</b>		<b>401,629</b>	<b>352,050</b>
<b>The funds of the charity:</b>			
Restricted funds		236,695	163,225
Unrestricted income funds	16	164,934	188,825
General funds			
		<b>401,629</b>	<b>352,050</b>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have 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 Trustees acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

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

Approved by the board of trustees on 17 September 2019 and signed on its behalf by:

**Sir Vernon Ellis**  
**Chairman**

The notes on pages 21 to 29 form part of these financial statements.



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

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### 1 ACCOUNTING POLICIES

#### **BASIS OF PREPARATION**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015), (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The accounts have been prepared on a going concern basis, as the Trustees have reasonable expectation that the Charity has adequate resources to continue in operation for the foreseeable future.

#### **Fund accounting**

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 that the Trustees have designated, to support the running costs of the Charity.

Restricted funds – these are funds that can only be used for particular purposes with the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted activities.

#### **Incoming resources**

Incoming resources are from donations, grants, sponsorship receipts, gift aid, and bank interest and are credited gross in the year in which they are receivable. If expenditure has been incurred for which sponsorship income or similar is expected to cover it then the associated income has been accrued.

Certain fundraising events are designated to provide reserves for future recurring costs. Such income is credited to the general fund. Other minor fundraising events are carried out by the branches and the income is in the general fund.

#### **Resources expended**

All expenditure is charged in the year in which it is incurred.

Project delivery costs are the costs associated with arranging and holding a musical event other than musicians' fees and expenses which are under performance costs.



## Notes to the Financial Statements for the year ended 31 March 2019 (continued...)

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### 1 ACCOUNTING POLICIES (*continued*)

Certain support and administration costs are allocated to project delivery costs using a set percentage. For the UK branch, 25% of costs are allocated in this way, whilst for other branches the percentage is 85%. Fundraising activities are an allocation of staff time, derived in the current year by the percentage of staff time spent fundraising. Rental costs are charged to the SOFA on a straight line basis over the lease term.

#### **Assets**

The charity does not own any fixed assets, other than expendable items of office equipment which are charged against the general fund when purchased.

#### **Pension costs**

The charity operates a personal pension plan scheme for several employees. The contributions payable for the year are charged to the Statement of Financial Activities.

#### **Taxation**

The company is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

#### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measure at their settlement value.

#### **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 due.

#### **Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.



## Notes to the Financial Statements for the year ended 31 March 2019 (continued...)

### 2 COMPARATIVE SOFA INFORMATION

	Unrestricted General £	Unrestricted Designated £	Restricted Funds £	2018 Total Funds £
<b>Income and endowments from:</b>				
Donations and legacies	419,609	-	542,129	961,738
Charitable activities	173,672	-	-	173,672
Other trading	-	-	-	-
Investments	49	-	-	49
Other income	323	-	-	323
<b>Total</b>	<b>593,653</b>	<b>-</b>	<b>542,129</b>	<b>1,135,782</b>
<b>Expenditure on:</b>				
Raising funds	459	-	-	459
Charitable activities	495,874	-	549,363	1,045,237
Other	-	-	-	-
<b>Total</b>	<b>496,333</b>	<b>-</b>	<b>549,363</b>	<b>1,045,696</b>
<b>Net movement in funds before transfers</b>	<b>97,320</b>	<b>-</b>	<b>(7,234)</b>	<b>90,086</b>
<b>Transfers between funds</b>	<b>40,000</b>	<b>-</b>	<b>(40,000)</b>	<b>-</b>
<b>Net movement in funds</b>	<b>137,320</b>	<b>-</b>	<b>(47,234)</b>	<b>90,086</b>
<b>Reconciliation in funds:</b>				
Total funds brought forward	51,505	-	210,459	261,964
<b>Total funds carried forward</b>	<b>188,825</b>	<b>-</b>	<b>163,225</b>	<b>352,050</b>

### 3 INCOME FROM DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	2019 Total £	2018 Total £
Government & other public authorities	57,625	72,603	130,228	356,452
Supporters, including corporate sponsors, & general public	82,854	16,230	99,084	66,261
Charitable institutions	255,533	292,443	547,976	539,025
	<u>396,012</u>	<u>381,276</u>	<u>777,288</u>	<u>961,738</u>



## Notes to the Financial Statements for the year ended 31 March 2019 (continued...)

### 4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	2019 Total £	2018 Total £
Charitable activities	215,687	-	215,687	173,672
<b>Total income from charitable activities</b>	<b>215,687</b>	<b>-</b>	<b>215,687</b>	<b>173,672</b>

Although most concerts are provided free of charge, we also work in partnership with various organisations, such as local authorities, who contract with Live Music Now to provide specialist services as part of their social, educational or healthcare programme.

### 5 OTHER TRADING ACTIVITIES

	2019 £	2018 £
Activities for generating funds	-	-
	-	-

### 6 INVESTMENT AND OTHER INCOME

	Unrestricted Funds £	Restricted Funds £	2019 Total £	2018 Total £
Bank interest receivable	46	-	46	49
Sundry income	1,909	-	1,909	323
	1,955	-	1,955	372

### 7 EXPENDITURE ON RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	2019 Total £	2018 Total £
Fundraising trading	1,007	-	1,007	459
	1,007	-	1,007	459



## Notes to the Financial Statements for the year ended 31 March 2019 (continued...)

### 8 ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	2019			2018		
	General £	Restricted £	Total £	General £	Restricted £	Total £
Musicians fees and expenses	136,254	280,150	416,404	125,632	330,717	456,349
Recruitment, auditions and training	14,747	-	14,747	12,089	-	12,089
Project expenses - other	24,313	-	24,313	107,206	-	107,206
Project delivery costs	252,763	27,656	280,419	272,736		272,736
Governance costs	5,644	-	5,644	12,079		12,079
Administration and office costs	202,817	-	202,817	184,778		184,778
	<u>636,538</u>	<u>307,806</u>	<u>944,344</u>	<u>714,520</u>	<u>330,717</u>	<u>1,045,237</u>

### 9 ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

	General support £	Governance £	2019 Total £	2018 Total £
Audit fees	-	-	-	7,560
Trustee meeting costs	-	2,031	2,031	3,085
Accounting fees payable to independent examiner	-	-	-	-
Independent examiner's fees	-	<u>3,613</u>	<u>3,613</u>	<u>1,434</u>
Total	<u>-</u>	<u>5,644</u>	<u>5,644</u>	<u>12,079</u>

### 10 OTHER COSTS

	2019 £	2018 £
Rent, rates, heating & lighting	9,980	15,451
Office expenses (including accountancy)	30,535	22,255
Insurance	1,201	2,403
Bank charges	1,056	2,081
Development, advertising & publications	1,438	4,849
Staff salaries and NI costs (note 12)	380,703	361,702
Project management fees	-	-
Staff expenses	18,220	25,899
Sundry	<u>40,103</u>	<u>22,877</u>
	<u>483,236</u>	<u>457,517</u>
Allocated to:		
Project delivery costs	<u>280,419</u>	<u>272,736</u>
Administration and office support	<u>202,817</u>	<u>184,778</u>



## Notes to the Financial Statements for the year ended 31 March 2019 (continued...)

### 11 NET INCOME/(EXPENDITURE) FOR THE YEAR

	2019 £	2018 £
This is stated after charging:		
Auditor's fees	-	7,560
Independent examiner's fees	3,613	1,434

### 12 ANALYSIS OF STAFF COSTS, TRUSTEE REMUNERATION AND EXPENSES, AND THE COST OF KEY MANAGEMENT PERSONNEL

	2019 £	2018 £
<b>Staff costs</b>		
Wages & salaries	354,616	336,085
Social security costs	21,947	22,086
Pension costs	4,140	3,531
	<u>380,703</u>	<u>361,702</u>

No employee received emoluments of more than £60,000 during the current or preceding year.

	2019 £	2018 £
<b>Trustee costs</b>		
Remuneration	-	-
Expenses paid to two Trustees (2018: zero) during the year (travel and subsistence)	304	-
	<u>304</u>	<u>-</u>

The average headcount was 16 staff (2018: 16 staff) and the average monthly number of employees (including part-time) during the year, analysed by function, was:

	2019 Number	2018 Number
Charitable activities and fundraising	15	16
Management and administration of charity	-	-
Trustees/directors <sup>1</sup>	2	1
	<u>17</u>	<u>17</u>



## Notes to the Financial Statements for the year ended 31 March 2019 (continued...)

No special retirement or leaving payments were made during the year (2018: £nil), and no pension contributions were made.

In addition to the normal staff the charity uses musicians on a short-term contract basis from a pool of approximately 300 approved musicians. The numbers used fluctuate according to the type of concerts provided throughout the year. Musicians are paid fees and subsistence expenses and in the year a total of £416,404 (2018: £456,349) was paid.

<b>13</b>	<b>DEBTORS</b>	<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
	<b>Amounts falling due within one year:</b>		
	Grants receivable	-	-
	Sundry debtors	64,470	59,661
	Accrued income	47,825	6,532
		<hr/>	<hr/>
		112,295	66,193
		<hr/>	<hr/>
<b>14</b>	<b>CREDITORS</b>	<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
	<b>Amounts falling due within one year:</b>		
	Other creditors	26,832	96,055
	Accruals	33,896	7,560
	Taxation and social security	5,772	5,850
		<hr/>	<hr/>
		66,500	109,465
		<hr/>	<hr/>
<b>15</b>	<b>FINANCIAL INSTRUMENTS</b>	<b>2019</b>	<b>2018</b>
		<b>£</b>	<b>£</b>
	Carrying amount of financial assets measured at amortised cost	118,795	395,322
		<hr/>	<hr/>
	Carrying amount of financial liabilities measured at amortised cost	30,728	5,850
		<hr/>	<hr/>



## Notes to the Financial Statements for the year ended 31 March 2019 (continued...)

### 16 FUNDS

	Balance 1 April 2018 £	Incoming resources £	Resources expended £	Transfers £	Funds 31 March 2019 £
Restricted funds	163,225	381,276	(307,806)	-	236,695
General fund	188,825	613,654	(637,545)	-	164,934
Designated funds	-	-	-	-	-
	<u>352,050</u>	<u>994,930</u>	<u>(945,351)</u>	=	<u>401,629</u>

Within the restricted income is £nil (2018: £261,398) received from the LIBOR fund, of which £13,512 (2018: £245,448) has been spent in the year and £2,438 (2018: £15,950) is carried forward at the year end. This money was restricted for activities for veterans from the armed forces and their dependents.

### Analysis of group assets between funds

	Tangible fixed assets £	Bank balances £	Net current assets £	Total £
Restricted funds	-	236,695	-	236,695
Unrestricted funds - General	-	119,139	45,795	164,934
Unrestricted funds - Designated	-	-	-	-
	<u>-</u>	<u>355,834</u>	<u>45,795</u>	<u>401,629</u>

### 17 GROSS TRANSFERS BETWEEN FUNDS

The transfers between funds represent agreed elements of project funding which have contributed to core costs.

### 18 CAPITAL

Live Music Now Limited is a charitable company, limited by guarantee and has no share capital. The members have agreed to contribute £1 each to the Charity's assets in the event of it winding up, if its assets should prove insufficient to cover its liabilities, or within one year after he or she ceases to be a member, for payment of the debts and liabilities of the company contracted before he or she ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories among themselves.



## **Notes to the Financial Statements for the year ended 31 March 2019 (continued...)**

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### **19 CONTROLLING PARTY**

The trustees of Live Music Now Limited are considered to be the controlling party of the company.

### **20 RELATED PARTY TRANSACTIONS**

During the year a payment of £7,000 (2018: £6,655) was received from Live Music Now Scotland, a charity with a number of common trustees. In addition, a grant of £nil (2018: £31,500) was paid to Live Music Now Scotland during the year.

During the year donations of £50,000 (2018: £nil) were received from the then Chair (Sir Ian Stoutzker) and £3,000 (2018: £3,000) was received directly from one of the trustees.







