

The UK Association for Music Education – Music Mark

UNAUDITED

ANNUAL REPORT AND FINANCIAL STATEMENTS

for the year ended

31 March 2024

Company Registration No 6134823

Charity Registration No 1118542

The UK Association for Music Education – Music Mark

REFERENCE AND ADMINISTRATIVE INFORMATION

Company Name	The UK Association for Music Education – Music Mark
Registered Company Number	6134823
Registered Charity Number	1118542
Registered Office	Southgate Chambers 37-39 Southgate Street Winchester SO23 9EH
Board of Trustees	Ciaran George O'Donnell - Elected October 2023 Clair McColl - Elected October 2022 Emma Archer - Resigned July 2023 Emma Calvert - Elected November 2021 Gemma Price - Elected October 2022 James Dickinson (Chair)- Resigned December 2023 Jan Ford - Elected November 2021 Jennifer Gilbert - Elected November 2021 Martin Fautley - Resigned April 2023 Peter Bolton (Treasurer) Peter Smalley (Chair) Sarah Louise Lee - Elected October 2023 Thom Meredith - Resigned August 2023 Yogesh Dattani - Elected November 2017 and co-opted November 2021
Champions	Kadiatu Kanneh-Mason Faz Shah
Company Secretary and Chief Executive	Bridget Whyte
Independent Examiner	Simon Goodridge FCA Knox Cropper LLP 65-68 Leadenhall Street London EC3A 2AD
Bankers	CAF Bank Limited 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Solicitors	Bates Wells 10 Queen Street Place London EC4R 1BE

The UK Association for Music Education – Music Mark

TRUSTEES' REPORT

For the year ended 31 March 2024

TRUSTEES' ANNUAL REPORT

The Trustees (who are also directors for the purposes of company law) present their report and the financial statements of the UK Association for Music Education – Music Mark (the “Charity” or “Music Mark”) for the year ended 31 March 2024. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) “Accounting and Reporting by Charities”, to be compliant with Financial Reporting Standard (FRS) 102.

Reference and administrative information set out on page 2 forms part of this report. The financial statements have been prepared in accordance with the accounting policies set out on pages 18-19 and comply with the applicable law, the Memorandum and Articles of Association and the requirements of the Charities SORP (FRS 102).

OBJECTIVES AND ACTIVITIES

Charitable Objects

As stated in its Memorandum of Articles and Association, Music Mark’s charitable objects are to advance the education of the public in the art of music.

Music Mark is a membership organisation for local authority and independent Music Services, for other music education organisations, their teaching and support teams, their partners and their schools. We advocate on behalf of those members meaning that we ‘speak and act in support of music as a subject, and we promote best practice’. We strive to ensure that all stakeholders understand the value and life-changing potential of music for all children and young people.

Music Mark is also a subject association. Subject associations speak for their subject communities; they are able to undertake research into their members’ concerns and to reflect these back to policy makers. A subject association is never only one lone voice but instead is the collective voice of their subject community; working to ensure the highest quality of teaching.

Principal Activities

Music Mark’s vision is:

Accessible and excellent musical learning and engagement in and out of school, for all children and young people, which inspires and enriches their lives.

It meets its charitable objects in pursuit of its vision through its mission:

Supporting, connecting and influencing in pursuit of a high quality, equitable, diverse, inclusive music education for all children and young people.

The UK Association for Music Education – Music Mark

TRUSTEES' REPORT

For the year ended 31 March 2024

A updated set of four strategic priorities together with an underpinning set of statements linked to internal development for 2023 to 2026 were published in March 2023

Support	We will provide an engaging, rigorous and diverse programme of training and professional development. Training will include topics such as leadership, fundraising, good governance and marketing. Professional Development opportunities will include peer-to-peer mentoring, professional coaching and conferences for practitioners and leaders. We will challenge established ways of working to employ new and innovative ways of delivering training, ensuring our support is structured in a way that is truly useful for multiple organisation types in the sector.
Partnerships	At a national level we will strengthen our existing partnerships as well as build and implement new partnerships within and beyond the music and education sectors. We will also advocate for the importance of partnerships at a local and regional level through a UK-wide campaign which promotes and champions the value of partnership working, supporting our members to develop fruitful and productive partnership through our toolkits and resources. We will use partnerships with others to ensure children and young people across the UK, including from areas of particularly low cultural engagement, have access to a quality music education.
Advocacy	We will continue to advocate at a local, regional and national level for the importance of music education and will develop and deliver relevant, needs driven, campaigns ourselves and with partners. We will, in partnership, continue to collate resources and provide support and role modelling to the wider sector around governance, workforce, participation and programming. We will maintain our role in helping to shape policy by bringing insights from the sector to the right people in government and arms-length bodies across the UK, and highlight activity from across the UK on the international stage.
Insights and Impact	We will commission and champion high quality research and its outcomes, making a digestible and navigable library of evidence available to the sector, in particular filling gaps in current sector knowledge. We aim to support the sector to increase their data literacy, carry out their own research and make data-driven decisions. We will also evaluate our impact as a membership organisation on the organisations and individuals we support as well as the impact of our work on the children and young people who access music education in the UK.
The UK Association for Music Education - Music Mark	In order to deliver our strategic priorities there are also things we plan to do internally to increase the rigor and sustainability of the organisation and to put us in the optimal position to realise our goals. This includes our plans to: <ul style="list-style-type: none"> • review and augment our Advisory Committee to be more representative of the sector and create additional consultative groups. • continue to regularly and meaningfully consult our members. • create a National Youth Council for Music Education to influence our priorities. • build capacity within the organisation to support the delivery of this plan and diversify the staff team. • work to become more financially resilient as a result of diversifying our income streams through fundraising.

The UK Association for Music Education – Music Mark

TRUSTEES' REPORT

For the year ended 31 March 2024

Public Benefit

The Trustees have referred to the guidance offered by the Charity Commission in reviewing aims and objectives and in planning activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives and they ensure that these activities are carried out for the public benefit by delivering services that are valued by members and enable those with responsibility in the sector to develop and adopt best practice.

ACHIEVEMENTS AND PERFORMANCE

2023/24 has been a period of significant growth for Music Mark as it has taken up its role as an Arts Council England Investment Principles Support Organisation. The staff team has expanded from 6 staff to 12 (9.44 FTE). This increase has had a hugely positive impact on delivery, allowing the organisation to run more training and events, increase its social media presence, and provide more member support, connection and influence. Operationally, Music Mark has reviewed and enhanced its internal HR and H&S processes and systems, increased organisational resilience and improved its digital infrastructure.

Music Education remains a changing landscape and Music Mark has been at the heart of conversations across the four UK nations. This has included a growing relationship and more formal partnership with the new National Music Service for Wales, continuing to act as an 'external assessor' for the Music Education Partnership Group Board of Trustees in Scotland, and the CEO sitting on the new National Plan for Music Education Monitoring Board. Music Mark's advocacy work continued, meeting regularly with the Department for Education in England to advocate on behalf of our members and the sector at large on a number of issues. Where the sector-wide challenges have been significant, Music Mark has worked in partnership with the Musicians' Union and Independent Society of Musicians to more-effectively advocate and campaign, most notably around Teachers Pension Scheme and wider financial pressures for Music Services.

The 2023 Music Mark Annual Conference took place in Southampton with the theme of Dynamism. The conference was very well attended, with over 270 delegates interacting with 80 speakers and performers, including 25 young people, and 58 exhibitors from our Industry Partners. The overall feedback from the conference was positive and the financial outturn was better than in 2022.

As part of Music Mark's increased activity, the charity has developed new partnerships with some key organisations including a partnership with Brass Bands England linked to Child Performance Licencing and Music for Youth and Sound Connections to develop national Youth Voice opportunities in Music Education. The organisation continues to have strong partnerships with the ABRSM, the Printed Music Licence Limited (PMLL) and has relaunched #CanDoMusic the partnership with the two other Music Subject Associations which was created during the pandemic.

The UK Association for Music Education – Music Mark

TRUSTEES' REPORT

For the year ended 31 March 2024

Trustees Report

In 2023/24 a new staff structure was implemented and appointments were made, primarily over the first half of the year. In total, Music Mark recruited 8 new members of staff for 6 new roles. This included replacing two staff members who left the organisation – Naomi Smith and Lucy Lorimer – both from the Marketing and Comms team. The field of applicants was strong for every role recruited to, the CEO and Trustees are very happy with the newly-formed team. As part of the restructure, Kikelomo Agunbiade was appointed as a consultant – to conduct some research into Music Mark's schools work which clarified the purpose and function of the Schools Lead position. This was advertised in the second half of the year and completed the new staff structure with the appointment of Abi Marrison in October 2023.

Gary Griffiths continued to work with Music Mark as a consultant and the charity engaged a number of other consultants as speakers and advisors throughout the year.

With the appointment of a Memberships and Operations Director, Chris Buglass, work on a review of the Charity's policies and governance arrangements commenced in April 2023. This work is ongoing, but has already ensured closer compliance with Charity Law and a more focused approach to board meetings and governance.

Going concern

The financial statements have been prepared under the going concern basis. The trustees have reviewed the financial outlook for the next 12 months. The charity has healthy reserves and stable membership income and thus the trustees consider that the charity is a going concern

FINANCIAL REVIEW

Music Mark recorded a surplus of income over expenditure for the year totalling £99,562 compared to a deficit of £136,263 for 2022/23.

Unrestricted income increased this year by £454,722 to £776,067 compared to last year.

Expenditure of £21,148 against restricted funds represents £20,698 used for the North West Conference and remaining ACE grant money used to towards Music Education Hub partnership projects.

Expenditure from unrestricted funding increased by £333,476 to £672,492. This rise was primarily driven by increased spending on membership support, training and education events, as well as related consultancy services used to support and run events and training. Additionally, the expansion of activities resulted in increased costs for accounts, admin, travel and new team members, impacting payroll expenses.

Unrestricted reserves increased from £183,493 to £285,536. The restricted funds carried forward of £1,142 comprises unspent ACE programme fund, and £737 designated for the North West members' conference.

Cash balances increased by £7,388 to £325,350.

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For the year ended 31 March 2024

Reserves Policy

Through careful management of income and expenditure, Music Mark has built up reserves over the past years for general contingency requirements.

The Trustees have reviewed the level of free reserves (those not tied up in fixed assets, designated for a specific purpose or restricted) and consider that a level of free reserves equivalent to three months' management and administration costs to be sufficient to ensure that the Charity could continue to meet the needs of beneficiaries and stakeholders in the event of unexpected, substantial adverse financial circumstances.

Unrestricted reserves standing at £285,536 represent 3.8 months of 2024/25 budgeted management and administration expenditure, excluding costs of delivering conferences, training and other events. This level is therefore in line with the policy.

Investment Policy

The aim of the Investment Policy is to protect the capital value of funds held and, ideally, allow them to be inflation proofed over the long-term. Given the value of funds held and the need to meet short and medium-term requirements, in an environment of low risk-free investment returns, funds are held in an interest-bearing bank deposit account. All income from investments is used for furthering the charitable objectives.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution of the Charity and the nature of the Governing Document

The Charity is a company limited by guarantee (registered number 6134823) and is governed by its Memorandum and Articles of Association (Adopted 18 May 2007, revised 7 February 2013 and 4 November 2021).

The Charity is registered with the Charity Commission (registered number 1118542) and does not have share capital, cannot pay dividends and must utilize all its funds to further its stated charitable objectives.

Recruitment and Appointment of Trustees

The appointment of the Board of Trustees is governed by the Charity's constitution. Elected trustees are drawn by nomination from the Membership, with a voting process for eligible Members where there are more candidates than available posts. Elected trustees generally serve for a term of three years ending on the third AGM following election. The Board also has the option to co-opt a further six trustees by skill set to complement the elected board. Co-opted trustees serve for terms of one year which can be renewed at the discretion of the board.

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Those who served during the year were:

Ciaran George O'Donnell		Elected Member (October 2023)
Clair McColl		Elected Member
Emma Archer		Co-opted Member (Resigned July 2023)
Emma Calvert		Elected Member
Gemma Price		Elected Member
James Dickinson	(Chair)	Co-opted member (Resigned October 2023)
Jan Ford		Co-opted Member
Jennifer Gilbert		Elected Member
Martin Fautley		Co-opted Member (Resigned April 2023)
Peter Bolton	(Treasurer)	Co-opted Member
Peter Smalley	(Chair)	Elected Member (assumed Chair role October 2023)
Sarah Louise Lee		Elected Member (Elected October 2023)
Thom Meredith		Elected Member (Resigned August 2023)
Yogesh Dattani	(ED&I Lead)	Co-opted member

Induction and Training of New Trustees

All new Trustees attend an induction Trustee Board Meeting where their roles are fully explained. They receive regular information about the work of the charity, where appropriate, signposted to relevant trustee training and, in the view of the Trustees, have enough knowledge of their specific field to understand the nature of the Charity and fully comply with the Charity's current views of its progression. Trustees may claim for reasonable expenses (as determined by an agreed policy) incurred in undertaking the Charity's business, but they receive no remuneration or other financial benefit.

Organisational Structure and Management

According to the Charity's constitution, the Board of Trustees must hold at least three meetings per year to take decisions about the strategic direction and running of the Charity, as guided by the Chief Executive.

Strategic and operational delivery is undertaken by the Chief Executive. Additional, specialist support is brought in by way of a number of freelance contractors and suppliers (including conference management, IT and finance).

Equality of Opportunity

Music Mark is committed to a policy of equal opportunities for all employees and to ensuring within the framework of the law that its workplaces are free from unlawful or unfair discrimination. The principles of equality are embedded within the Music Mark ethos and are consistently adhered to in all activity including recruitment (Board and staff), planning and delivering events and services, marketing and communications and within programme development.

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TRUSTEES' REPORT

For the year ended 31 March 2024

Risk management

The Trustees and the Chief Executive pay due care and attention to risk management and it is a standing agenda item at all Board meeting. The Chief Executive, on behalf of the Trustees, maintains an ongoing Risk Register covering all areas of financial, regulatory, business, and operational risk.

The Chief Executive is tasked to alert Trustees to new or increased risks identified in any category so that mitigating actions can be agreed and implemented as appropriate. Risk assessment of all new activities is fully undertaken by way of Trustee discussions and, where necessary, expert advice is sought and followed.

The principal risks faced by the Charity, and the actions to mitigate these risks, are considered to be:

<i>Risk</i>	<i>Mitigation</i>
Degree of dependence on Music Service and lead organisation of Music Education Hub (MEH) membership income.	Continued review and development of Membership benefits alongside messaging that membership is available to all those music education working in the sector across the UK and the diversifying of income streams to include grants, partnerships and sponsorship.
Membership dissatisfaction with support services provided.	Understanding by the staff team as to what constitutes success for a membership organisation. Clarity of commitment to purpose, analysis of feedback and to action. Regular regional and peer-group consultation and networking events for Members to ensure understanding of the value of membership. An annual membership survey.
Loss of key staff.	Review of remuneration packages, roles and responsibilities and staff development opportunities.
Elected trustee body lacking in all relevant skills.	An annual skills audit is carried out and reviewed by the Trustees with co-option of Trustees with desired knowledge areas or skill-sets to supplement those of elected Trustees

Related Parties

None of the current Trustees have any beneficial interest in any contract with the Charity. Twelve of the Trustees who served during the year were employed during the year by Music Services or Music Education Organisations that paid annual Membership fees. One of the Trustees is an individual Member of Music Mark.

In carrying out its objectives the Charity works in partnership with other organisations. None of these organisations is a related party within the terms of the SORP.

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Funds held on behalf of others

In the ordinary course of business, Music Mark holds and administers funds, from time to time, on behalf of groups of Music Education Organisation Members. Funds are held within Music Mark's bank accounts but are accounted for separately (see Note 17). Disbursement of these funds is made on written agreement from the fund holder(s).

PLANS FOR THE FUTURE

Music Mark continues to focus on the three core values identified as part of the 2023 to 2026 business plan:

- ◆ **Bold:** we are the voice of music education, ambitious for ourselves and the sector, striving for excellence in all that we do and enable.
- ◆ **Open:** we are open to new ideas, ways of working, and to diversity of experiences; we create spaces where all are welcome and platform marginalised voices; we are always learning and improving.
- ◆ **Useful:** everything we do is relevant and useful for the individuals and organisations we support; we recognise we're not always the expert and believe that partnership working is key.

Our activities also continue to be focused around the four areas of work identified as priorities for 2023-26 and woven into our Investment Principles Support Organisation application to Arts Council England:

- ◆ Support – providing an engaging, rigorous and diverse programme of training and professional development for our Membership and the wider Music Education Sector.
- ◆ Partnerships – strengthening our existing partnerships and building new ones at a national level and advocating the value of partnership working at a local and regional level.
- ◆ Advocacy – advocating at a local, regional and national level for the importance of music education including delivering relevant, needs-driven campaigns and collating and sharing guidance, resources and information which supports a high quality, equitable, diverse and inclusive sector.
- ◆ Insights and Impact – commissioning and championing research and its outcomes, promoting the importance of data literacy, and evaluating our impact as a membership association and Investment Principles Support Organisation.

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Objectives for 2024/25

During the next year it will remain a key objective for Music Mark to support its membership to navigate change. In England this will specifically be linked to the establishment of the new Music Hub network which will be in place from September 2024. The change in government is likely to have an impact on music education across the UK, with the extent of this impact unclear at the time of writing. Music Mark will continue to champion the importance of music education at a time when increased financial pressures on families and schools across the UK is resulting in inequitable access to opportunities, including commissioning research to demonstrate the gap between government aspiration and financial support. In addition, the charity will run a focused campaign to support the sector to consider its role in addressing the climate crisis and will use the theme of Sustainability as the focus of its annual conference in November 2024.

The Board of Trustees and Chief Executive have agreed upon the following specific activities for the forthcoming year in line with the organisation's charitable objectives:

- ◆ Continue to provide regular opportunities for the membership to feed into Music Mark's work in providing support and connections as well as ensuring the voices of members are influencing policy and practice.
- ◆ To run online and in-person events and training for all those working in music education as leaders, teachers and support staff, including the Annual Conference (November 2024).
- ◆ To specifically provide support to the leaders of music education organisations as they navigate local, regional and national changes through 1-2-1 conversations, peer mentoring, training, and regional and national meetings.
- ◆ Develop its support of schools through networking and training opportunities and the ongoing development of the #CanDoMusic partnership across the three Subject Associations.
- ◆ Remain committed to ensuring that Music Mark is equitable, diverse and inclusive in the areas of governance, workforce, audiences and programming and promotes these values to its membership and the wider sector.
- ◆ Identify ways in which Music Mark can reduce its carbon footprint through carbon literacy training and support its membership and the wider sector to do so through a campaign and the associated training and resources.
- ◆ Develop partnerships which ensure that young people's voices are heard at a national level in music education policy and practice.

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STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also directors of The UK Association for Music Education – Music Mark 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).

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, including 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 SORP;
- ◆ Make judgments and estimates that are reasonable and prudent;
- ◆ State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- ◆ 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 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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

The UK Association for Music Education – Music Mark

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For the year ended 31 March 2024

INDEPENDENT EXAMINATION

For the year ended 31 March 2024 the Charity qualifies for an independent examination of its financial statements.

Approval

Approved by the Trustees on 04/12/24 and signed on their behalf by:



Peter Smalley (Dec 4, 2024 10:47 GMT)

Peter Smalley
Chair of Trustees

REPORT OF THE INDEPENDENT EXAMINER TO THE MEMBERS OF THE UK ASSOCIATION FOR MUSIC EDUCATION – MUSIC MARK

Independent examiner's report to the trustees of Music Mark

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

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

The charitable company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW. 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.

Simon Goodridge

05/12/24

Simon Goodridge FCA

For and on behalf of Knox Cropper LLP

Chartered Accountants
65-68 Leadenhall Street
London
EC3A 2AD

The UK Association for Music Education – Music Mark
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND
EXPENDITURE ACCOUNT)

For the year ended 31 March 2024

		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	<i>Note</i>	Funds	Funds	Funds	Funds	Funds	Funds
		£	£	2024	£	£	2023
				£			£
Income from:							
Donations and legacies	2	418,987	-495	418,492	-	63,314	63,314
Charitable activities	3	286,480	17,630	304,110	248,286	25,737	274,023
Other trading activities	4	62,070	-	62,070	70,918	30	70,948
Investments	5	8,530	-	8,530	2,141	-	2,141
Total income		776,067	17,135	793,202	321,345	89,081	410,426
Expenditure on:							
Raising funds	6	18,607	-	18,607	15,464	-	15,464
Charitable activities	7	633,869	16,348	650,217	310,419	207,673	518,092
Other	8	20,016	4,800	24,816	13,133	-	13,133
Total expenditure		672,492	21,148	693,640	339,016	207,673	546,689
Net income/(expenditure)		103,575	-4,013	99,562	-17,671	-118,592	-136,263
Transfer		-1,532	1,532	-	-	-	-
Net movement in funds		102,043	-2,481	99,562	-17,671	-118,592	-136,263
Reconciliation of funds:							
Total funds brought forward		183,493	3,623	187,116	201,164	122,215	323,379
Total funds carried forward		285,536	1,142	286,678	183,493	3,623	187,116

All activities derive from continuing operations.

A Statement of Recognised Gains and Losses is not required as all gains and losses are included in the Statement of Financial Activities.

The notes on pages 18 to 27 form part of these financial statements

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BALANCE SHEET as at 31 March 2024

	Note	Total funds 31-Mar-24		Total funds 31-Mar-23	
		£	£	£	£
Current assets:					
Debtors	15	109,127		41,181	
Cash at bank and in hand	16	325,350		317,962	
Total current assets		434,477		359,143	
Liabilities:					
Creditors: amounts falling due within one year	17	-147,799		-172,027	
Net current assets			286,678		187,116
Total net assets			286,678		187,116
The funds of the charity:					
	19				
Unrestricted funds			285,536		183,493
Restricted income funds			1,142		3,623
Total charity funds			286,678		187,116

For the year ended 31 March 2024 the charity was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

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 responsibility for complying with the requirements of the Act with respect accounting records and for the preparation of the accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees and authorised for issue on 04/12/24 and were signed on their behalf by:


Peter Smalley (Dec 4, 2024 10:47 GMT)

Peter Smalley
Chair



Peter Bolton
Trustee and Honorary Treasurer

Registered Company Number 6134823

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STATEMENT OF CASH FLOWS For the Year ended 31 March 2024

<i>Note</i>	Total funds 31-Mar-24	Total funds 31-Mar-23
	£	£
Cash flows from operating activities		
Net Cash provided by (used in) Operating activities	-1,142	-586
Cash flows from investing activities		
Investment income	8,530	2,141
Change in Cash and Cash Equivalents in the Reporting Period	7,388	1,555
Cash and Cash Equivalents at the Beginning of the Reporting Period	317,962	316,407
Cash and Cash Equivalents at the End of the Reporting Period	325,350	317,962
 Reconciliation of net movement in funds to net cash flow from operating activities		
Net movement in funds for the reporting period	99,562	-136,263
Adjustments for:		
Investment income	-8,530	-2,141
(Increase)/decrease in debtors	-67,946	155,155
Increase/(decrease) in creditors	-24,228	-17,337
Net cash provided by (used in) operating activities	-1,142	-586
 Analysis of cash and cash equivalents		
Cash at bank	325,350	317,962
Total cash and cash equivalent	325,350	317,962

The UK Association for Music Education – Music Mark

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

1 ACCOUNTING POLICIES

1.1 ACCOUNTING CONVENTIONS

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006 and, as a public benefit entity, also with the requirements of the Statement of Recommended Practice Accounting and Reporting by Charities under Financial Reporting Standard (FRS) 102.

The financial statements are prepared in sterling, which is the functional currency of the Charity.

Monetary amounts in these financial statements are rounded to the nearest pound.

1.2 GOING CONCERN

The financial statements have been prepared on a going concern basis.

Having carried out regular review of services and provision, and funding, the indication is that the charity will remain solvent. Trustees remain satisfied that the charity has sufficient cash flow to meet its liabilities as they fall due for at least one year from the date of approval of the financial statements.

1.3 ACCOUNTING ESTIMATES

In the view of the Trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements, nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

1.4 TANGIBLE FIXED ASSETS AND DEPRECIATION

Assets with a cost in excess of £500 that are intended to be of on-going use to Music Mark in carrying out its activities are capitalised as fixed assets.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their residual value, over their expected useful lives on the following basis:

Office Equipment - 3 years on a straight-line basis

1.5 INCOME

All incoming resources are included on the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Some Music Service and corporate members' membership fees relate to the twelve months following joining Music Mark. These fees are credited to income pro rata in accordance with the financial year.

Income received in advance of the period or the event to which it relates is shown as deferred income at the balance sheet date.

1.6 EXPENDITURE

All expenditure is accounted for on an accruals basis as the liability is incurred and has been classified under headings that aggregate all costs related to each activity.

1.7 VALUE ADDED TAX

The Charity is registered for Value Added Tax and charges and remits and recovers tax as appropriate on its income and expenditure.

1.8 TAXATION

The Charity is exempt from tax on income and gains falling within sections 472-489 of the Corporation Tax Act 2010 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

The UK Association for Music Education – Music Mark

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

1.9 FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the Trustees' discretion.

Restricted funds can only be used for prescribed purposes, within the objects of the Charity, when specified by the donor or when funds are raised for particular identified purposes. Further explanation of the nature of each fund is included in the notes to the financial statements.

1.10 STAFF AND SUPPORT COSTS

Staff costs are attributed to activities based on estimates of time spent by each member of staff on each activity. The costs of support activities, being General management and Governance as detailed in Notes 9a and 9b, are allocated to the expenditure headings that appear on the Statement of Financial Activities in proportion to the directly attributed staff costs, subject to any specific allowances specified in the terms of the use of restricted funds.

1.11 FINANCIAL INSTRUMENTS

The Charity has elected to apply the provisions of Section 11 'Basic Financial instruments' of FRS102 to all of its financial instruments. Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

Basic financial liabilities, including trade and other payables that are classified as debt, are initially recognised at the transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest.

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

1.12 CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash at banks and in hand and short-term deposits with a maturity date of three months or less.

2 INCOME - DONATIONS AND LEGACIES

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	£	£	£	£
Arts Council England (ACE)	400,612	-495	400,117	-	63,314	63,314
Sponsorship	14,375	-	14,375	-	-	-
Donations	4,000	-	4,000	-	-	-
Total donations and legacies	418,987	-495	418,492	-	63,314	63,314

The negative restricted income of £495 is due to a reduction to the grant income as the project was an underspend.

The UK Association for Music Education – Music Mark

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

3 INCOME - CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	2024	£	£	2023
Membership services:						
Membership subscriptions	157,367	-	157,367	155,492	-	155,492
Annual conference fees	92,628	-	92,628	75,494	18,297	93,791
Other conference fees	4,980	17,630	22,610	3,380	-	3,380
Education services:						
Training course fees	12,135	-	12,135	3,970	7,440	11,410
Services	19,370	-	19,370	9,950	-	9,950
Total charitable activities	286,480	17,630	304,110	248,286	25,737	274,023

4 INCOME - OTHER TRADING ACTIVITIES

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	2024	£	£	2023
Advertising	39,950	-	39,950	46,920	30	46,950
Sponsorship	17,120	-	17,120	7,373	-	7,373
Services	5,000	-	5,000	16,625	-	16,625
Total other trading activities	62,070	-	62,070	70,918	30	70,948

Sponsorship includes income is received for promotional services provided for the Associated Board of the Royal Schools of Music (ABRSM).

5 INCOME – INVESTMENTS

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	2024	£	£	2023
Bank interest	8,530	-	8,530	2,141	-	2,141
Total investment income	8,530	-	8,530	2,141	-	2,141

The UK Association for Music Education – Music Mark

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

6 EXPENDITURE - RAISING FUNDS

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	2024	£	£	2023
			£			£
Staff costs (direct)	7,788	-	7,788	7,526	-	7,526
Support and indirect staff costs	10,819	-	10,819	7,938	-	7,938
Total Raising funds	18,607	-	18,607	15,464	-	15,464

Costs of raising funds represents staff time, associated support costs for identifying and applying for grant income and developing other income streams.

7 EXPENDITURE - CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	2024	£	£	2023
			£			£
Membership support:						
Freelance and consultants	32,297	450	32,747	35	92,861	92,896
Technical support and other	1,835	-	1,835	1,853	41,322	43,175
Bad debts & miscellaneous	-	-	-	17	-	17
Staff costs (direct)	179,201	-	179,201	35,954	50,973	86,927
Support and indirect staff costs	93,436	-	93,436	56,870	-	56,870
Annual and other conferences:						
Hotel and venue hire	75,667	11,437	87,104	47,778	14,857	62,635
Technical support and other	31,086	4,461	35,547	55,526	1,000	56,526
Freelance and consultants	339	-	339	16,267	5,693	21,960
Printing	-	-	-	117	85	202
Staff costs (direct)	29,797	-	29,797	11,483	-	11,483
Support and indirect staff costs	21,681	-	21,681	13,141	-	13,141
Training and education:						
Freelance and consultants	33,898	-	33,898	150	631	781
Bad debts & miscellaneous	-	-	-	250	-	250
Technical support and other	9,574	-	9,574	-	251	251
Staff costs (direct)	67,936	-	67,936	35,699	-	35,699
Support and indirect staff costs	57,122	-	57,122	35,279	-	35,279
Total Charitable activities	633,869	16,348	650,217	310,419	207,673	518,092

The UK Association for Music Education – Music Mark

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

8 OTHER EXPENDITURE

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
			2024			2023
	£	£	£	£	£	£
Other trading activities:						
Technical support and other	1,768	4,800	6,568	8,250	-	8,250
Staff costs (direct)	12,371	-	12,371	1,122	-	1,122
Support and indirect staff costs	5,877	-	5,877	3,761	-	3,761
Total	20,016	4,800	24,816	13,133	-	13,133

9a SUPPORT COSTS – General management

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
			2024			2023
	£	£	£	£	£	£
General management:						
IT & general office costs	24,236	-	24,236	16,960	-	16,960
Office rent	-	-	-	900	-	900
Insurance	1,209	-	1,209	1,080	-	1,080
Consultancy & support fees	6,040	-	6,040	5,538	-	5,538
Travel and subsistence	16,712	-	16,712	5,656	-	5,656
Printing and advertising	2,579	-	2,579	153	-	153
Accountancy services	45,753	-	45,753	19,217	-	19,217
Staff costs	43,140	-	43,140	22,625	-	22,625
Staff training	4,011	-	4,011	2,423	-	2,423
Bad debts & miscellaneous	-	-	-	-	-	-
Total General management	143,680	-	143,680	74,552	-	74,552

9b SUPPORT COSTS – Governance

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
			2024			2023
	£	£	£	£	£	£
Governance:						
Staff costs	26,201	-	26,201	12,356	-	12,356
Accounts preparation	3,084	-	3,084	3,084	-	3,084
Independent examination	2,000	-	2,000	3,815	-	3,815
Travel and meeting costs	4,493	-	4,493	2,747	-	2,747
Strategic development	9,477	-	9,477	20,435	-	20,435
Total Governance costs	45,255	-	45,255	42,437	-	42,437
Total support costs	188,935	-	188,935	116,989	-	116,989

Governance costs include staff costs for supporting the Trustee meetings for the strategic planning for the charity, the preparation of statutory accounts and independent examination fees.

The UK Association for Music Education – Music Mark

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

10 ALLOCATION OF SUPPORT COSTS

			Total			Total
	Unrestricted	Restricted	Funds	Unrestricted	Restricted	Funds
	Funds	Funds	2024	Funds	Funds	2023
	£	£	£	£	£	£
Raising funds	10,819	-	10,819	7,938	-	7,938
Charitable activities:						
Membership support	93,436	-	93,436	56,870	-	56,870
Annual and other conferences	21,681	-	21,681	13,141	-	13,141
Education services	57,122	-	57,122	35,279	-	35,279
Other expenditure	5,877	-	5,877	3,761	-	3,761
Total allocated support costs	188,935	-	188,935	116,989	-	116,989

Support costs are allocated to other activities in proportion to direct staff costs incurred by those activities.

11 EMPLOYEES

	Year ended 31-Mar	Year ended 31-Mar
	2024	2023
The average number of employees during the year was:	No.	No.
Chief Executive	1	1
Office and administrative support	11	5
	<u>12</u>	<u>6</u>
The average number of full-time equivalent employees during the year	<u>9</u>	<u>5</u>

12a STAFF COSTS

	Year ended 31-Mar	Year ended 31-Mar
	2024	2023
Staff costs for the above employees:	£	£
Wages and salaries	331,881	169,956
National insurance	27,238	9,186
Pension contributions	7,316	3,595
	<u>366,435</u>	<u>182,737</u>

Pension contributions relate to payments made for members of staff in the NEST auto-enrolment scheme.

The number of higher paid employees was as follows:

	Year ended 31-Mar	Year ended 31-Mar
	2024	2023
Total emoluments (salary)	No.	No.
£70,000 to £79,999	1	1

The Trustees consider that the Chief Executive represents the key management personnel for the Charity. The total remuneration (salary, Employer's National insurance costs and pension contributions) for the Chief Executive for the year was £77,877 (2023 - £75,257).

The UK Association for Music Education – Music Mark

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

12b ALLOCATION OF STAFF COSTS BY ACTIVITY

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
			2024			2023
Activities:	£	£	£	£	£	£
Raising funds	7,788	-	7,788	7,526	-	7,526
Membership support	179,201	-	179,201	32,837	50,973	83,810
Annual and other conferences	29,797	-	29,797	14,600	-	14,600
Education services	67,936	-	67,936	35,699	-	35,699
Other trading activities	12,371	-	12,371	6,122	-	6,122
Support costs:						
General management	43,140	-	43,140	22,625	-	22,625
Governance	26,202	-	26,202	12,355	-	12,355
Total staff costs	366,435	-	366,435	131,764	50,973	182,737

Staff costs have been allocated to activities, including to support costs, based on the estimated time spent.

13 NET INCOME

	Year ended 31-Mar	Year ended 31-Mar
	2024	2023
	£	£
Net income is stated after charging:		
Independent examiner's fee: - current year	2,000	4,275
Independent examiner's fee: - prior year	-	-460
	<u><u> </u></u>	<u><u> </u></u>

14 TRUSTEES' REMUNERATION AND EXPENSES

During the year a total of £457 was paid to five Trustees in reimbursement expenses. (2023 - £95).

15 DEBTORS

	Year ended 31-Mar	Year ended 31-Mar
	2024	2023
	£	£
Trade debtors	56,287	21,744
Other debtors:		
Prepayments	52,825	12,057
Accrued income	15	7,380
	<u><u>109,127</u></u>	<u><u>41,181</u></u>

The UK Association for Music Education – Music Mark

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

16 CASH AT BANK AND AT HAND

	Year ended 31-Mar	Year ended 31-Mar
	2024	2023
	£	£
Bank – current accounts	800	500
Bank – deposit accounts	324,550	317,462
	<u>325,350</u>	<u>317,962</u>

17 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Note	Year ended 31-Mar	Year ended 31-Mar
		2024	2023
		£	£
Other taxes and social security costs		14,132	12,065
Other creditors (see below)		21,520	44,969
Accruals & deferred income	18	84,522	94,518
Trade creditors		27,625	20,475
		<u>147,799</u>	<u>172,027</u>

Other Creditors breakdown

Monies held for regional groups of music service members

North west	-	1,533
West Midlands	12,189	34,817
Eastern	4,538	4,538
North East	1,793	2,281
	<u>18,520</u>	<u>43,169</u>
PMLL liabilities for licence invoices raised	3,000	1,800
	<u>21,520</u>	<u>44,969</u>

The UK Association for Music Education – Music Mark

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

18 ACCRUALS AND DEFERRED INCOME

	Year ended 31-Mar	Year ended 31-Mar
	2024	2023
	£	£
Trade accruals	7,564	7,552
Total Accruals and creditors	<u>7,564</u>	<u>7,552</u>
Deferred income:		
Annual subscriptions	48,995	71,131
Training fees	3,588	100
Sponsorship and other funding	15,000	10,235
Services	9,375	5,500
Total Deferred income	<u>76,958</u>	<u>86,966</u>
Totals	<u><u>84,522</u></u>	<u><u>94,518</u></u>

Deferred Income

	Year ended 31-Mar
	2024
	£
Deferred income at 1 April 2023	86,966
Income deferred in the year	76,958
Amounts released from previous years	<u>-86,966</u>
Deferred income at 31 March 2024	<u><u>76,958</u></u>

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	£	£	£	£
Current assets	433,335	1,142	434,477	355,520	3,623	359,143
Current liabilities	-147,799	-	-147,799	-172,027	-	-172,027
Total funds	<u>285,536</u>	<u>1,142</u>	<u>286,678</u>	<u>183,493</u>	<u>3,623</u>	<u>187,116</u>

The UK Association for Music Education – Music Mark

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

20 MOVEMENT IN FUNDS

	At 1st April 2023	Income	Expenditure	Transfer between funds	At 31st March 2024
	£	£	£	£	£
Unrestricted funds:					
General fund	183,493	776,067	-672,492	-1532	285,536
Restricted income funds:					
Arts Council England	1,350	-495	-450	-	405
North West Conference	2,273	17,630	-20,698	-	795
South Yorks. Conference	-	-	-	-	-
Total Restricted Funds	3,623	17,135	-21,148	0	390
Total Funds	187,116	793,202	-693,640	-1,532	285,146

20 MOVEMENTS IN FUNDS (continued)

	At 1st April 2022	Income	Expenditure	Transfer between funds	At 31st March 2023
	£	£	£	£	£
Unrestricted funds:					
General fund	201,164	321,345	-339,016	-	183,493
Restricted income funds:					
Arts Council England LDP	112,635	70,754	-182,039	-	1,350
North West Conference	9,330	16,227	-23,284	-	2,273
South Yorks. Conference	250	2,100	-2,350	-	-
Total Restricted Funds	122,215	89,081	-207,673	-	3,623
Total Funds	323,379	410,426	-546,689	-	187,116

Restricted funds for the Arts Council England shown in table above totalling £405 will require repayment, this was an underspend due to not receiving purchase invoice for a contracted cost. The North West Conference balance of £737 will be used in the 2024 Conference.

21 RELATED PARTY TRANSACTIONS

Fourteen trustees who served during the year; James Dickinson, Yogesh Dattani, Jan Ford, Peter Smalley, Peter Bolton, Jennifer Gilbert, Clair McColl, Emma Calvert, Emma Archer, Gemma Price, Thom Meredith, Ciaran O'Donnell and Sarah Louise Lee were employed during the year by Music Education Organisations that paid membership fees, and for conference and training attendance. Martin Fautley was an individual paid-up member of Music Mark during the year. These fees were at standard, advertised 'arms-length' rates.

2. Annual Report 31-03-2024 - The UK Association for Music Education - Music Mark FINAL

Final Audit Report

2024-12-05

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