

Jessie's fund

MUSIC HELPING CHILDREN



Annual Report
and Accounts
2017 ~ 2018

Mission

- ◆ To enable children in children's hospices and hospitals in the UK to access music therapy by establishing posts for music therapists and providing appropriate musical instruments;
- ◆ To help children in special schools and hospitals to participate in creative musical activities by offering the expertise of specialist professional musicians;
- ◆ To train staff working with children who have complex medical needs or special educational needs and disabilities to use music as a tool for learning and communication.

The Trustees have given due consideration to the Charity Commission's published guidance on public benefit when setting the charity's aims.

Jessie's Fund follows the Charity Governance Code, ensuring a high quality of governance, and is registered with the Fundraising Regulator.

Inspiration

Jessica George was nine years old when she was diagnosed with an inoperable brain tumour. Jessie's Fund was established to meet the cost of complementary treatments, but this bright and musical child died before undertaking the treatment – less than six months after her diagnosis.

Jessie's Fund was registered as a charity in 1995 with the aim of enabling children with life-limiting illnesses or serious disabilities to be heard and supported through the language of music. Our provision of interactive music-making and music therapy gives a voice to children who struggle to communicate.



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Chair's report



I am delighted to present our annual report and accounts.

The year under review has been successful in all areas in which we operate. There has been a steady in-flow of funding, enabling us to meet our commitments and budgetary targets. Our director, Lesley Schatzberger, and her team have produced exemplary results. Notwithstanding the current economic and political anxieties, new funders are being identified and old ones are happy to accept our renewed applications.

In addition to achieving our goals, time has been spent in preparing for GDPR. Data protection has become a major issue and I am pleased to report that we completed this task within the stipulated time and are now fully compliant. My congratulations to Lesley and Karen, who fulfilled this time-consuming task.

In our core work, all children's hospices have now, with very few exceptions, fully benefited from funding provided by us. For some, the provision of music therapy has been sustained by additional funding, which we have continued to offer beyond our 3-year model where appropriate.

The Soundtracks programme in special schools has had a challenging year. During the year over 800 children and young adults have participated. Uptake of our schemes has been inhibited by a mixture of the schools' curriculum timetabling and lack of extra funds to meet their contribution. Our programme director, Britta Koerber, has sought out opportunities for increasing awareness of the benefits of Soundtracks with schools' head teachers and Local Authority decision makers. We have the funding in place to make further progress in bringing Soundtracks to greater numbers in the coming year.

Training has always been a key factor in the services we provide. Those working in education, health and the hospice movement can attend training sessions held in York or London. This important facility provides essential CPD, and the very positive feedback we receive is indicative of the high quality of training.

After lengthy procedural delays, we now supply music therapy to the Great North Children's Hospital in Newcastle upon Tyne and York Teaching Hospital. Funding has been arranged for a music therapist to work two days a week in Newcastle and one day a week in York.

The London hospitals project has now completed its full three years. Whilst we have the necessary funding to extend these vital music sessions, their future will depend on the outcome of meetings with hospital administrators. We remain optimistic. The sessions led by Mark Withers make huge differences to the lives of the children and in my view must remain an essential part of their therapies.

The financial year ended with a deficit of £12,112 with free reserves standing at £39,619.

We are in a confident position to meet current commitments and look positively to future demands placed upon us to expand our reach.

An important source of our income derives from legacies. For those who have been directly affected or have been touched by what they have seen or heard, there is no better way of saying thank you to Jessie's Fund than to leave a legacy in their Will to this charity.

I have been privileged to witness the work of music therapists in hospices and hospitals, also musicians on the Soundtracks project. I came away deeply moved and overwhelmed by the impact music has on the children participating. My legacy has already been written into my Will. I hope many more supporters will do the same.

On behalf of the Trustees and everyone at Jessie's Fund, thank you to all our funders for their continued support, and to small groups and individuals who give their time in raising funds. We are most grateful to you all. With your help we can ensure Jessie's Fund reaches more and more children and their families.

Jan Berger
Chair
29 October 2018

‘Music begins where words end’

In these five scant words Johann Wilhelm von Goethe summarised that which lies at the heart of the Jessie’s Fund ethos. This was in the 18th century, but it is an oft repeated notion: a hundred years later Victor Hugo wrote ‘Music expresses that which cannot be put into words and that which cannot remain silent’; in the following century, Sibelius said ‘Music begins where the possibilities of language end.’ For many of the children with whom we work, there are no ‘possibilities’ of verbal language, but there is still every possibility of communication through the language of music. Whether we are working with children in hospices, hospitals, schools, or in their own homes, we are interacting with them through musical sounds to enable them to express themselves.

Music therapy in children’s hospices



When Jessie’s Fund was established, music therapy was unknown in children’s hospices; our mission was clear, and we set to work. By the time we celebrated the achievements of our first 20 years, in 2015, we could look back with some pride and say that hospices offering a music therapy service to their children were now the norm. Although not all of the 50 or so children’s hospices have music therapists yet, the vast majority, with our help, have one on their staff team, and some have more than one.

Each year we provide a networking and Continuing Professional Development day for music therapists working in children’s hospices, giving them the opportunity to learn from each other and work together towards solutions to particular challenges. This year we focused on working with teenagers, and also administrative necessities such as outcome measurement, evaluation, and record-keeping. All this helps music therapists to be more efficient in their work, in turn passing on the benefits to the children.

In these days of squeezed budgets we are receiving requests from hospices which we have supported in the past: this year we have enabled Richard House, the children's hospice in East London, to expand its service by a day per week, which means that they can also offer music therapy to children, in their own homes, when they are not able to access the hospice itself.

“ We remain extremely grateful to Jessie's Fund for their ongoing support for music therapy at Richard House. From the children who are now able to say a few words, to the children who were comforted towards the end of their lives, to the children who got to have some fun and a break from medical procedures, the benefits of music therapy would not have been possible without your help. I hope you understand how much it is appreciated. ”

Sam Armour, Richard House

We have similarly helped Claire House, in the Wirral, to expand its service. We have funded an extra day there specifically to help 38 young people who are in the difficult transition stage between children's and adult hospice services, and the work focuses on song-writing and recording as a form of expression and release.

A little further afield, Jersey Hospice Care has until now been a service for adults, but it is extending its services to include children and young people, and we have provided funding for them to equip a dedicated music space in their new, purpose-built children's hospice. We have also funded the much-needed purchase of new musical instruments for Brian House Children's Hospice in Blackpool.

“ I can't begin to express how amazing the music therapy team were for us, through his life and in our son's funeral. Thank you, Jessie's Fund. ”

Elizabeth Dimelow, Martin House Children's Hospice

Soundtracks - interactive music projects



We continue to build on the success of our Soundtracks programme, offering children and young people across the country the opportunity to express themselves through creative music-making. This year we ran projects in special schools, respite centres and children's centres in cities and towns from Guildford to Berwick-upon-Tweed, Cleethorpes to Liverpool, Birmingham to Belfast.

Projects vary in length and focus, as each is carefully tailored to suit the needs of the children

and the staff supporting them. We work in close partnership with schools on the structure and content of projects, aligning our sessions to their themes and priorities. Our expert musicians adapt their approaches to suit the individual children and staff, ensuring everyone has the opportunity to engage and express themselves.

“ *Just a quick message to thank you again for all the work that you and the organisation put into our week with you at Sandgate. It was fantastic, and made me rethink how I approach music in the school.* ”

Our project models are adaptable: however, the majority of schools begin their relationship with us via one- or five-day projects. One-day visits provide teachers with insights into the power of music and how it can be used to inspire in the classroom. Five-day projects give the opportunity for deeper learning and the development of skills in creative music-making by individual students.

Year-long projects enable music to become embedded throughout the school through training and mentoring key staff members. Staff training is integral to all projects: we are passionate about giving the school teachers, teaching assistants and care workers the skills and confidence to communicate with the children through music.

“ I’m a teaching assistant in a special needs school (Durham Trinity School) and for the last five weeks we have had two musicians in our class, and, wow, they were fantastic. At the start of those weeks my class found it very hard to sit for a short while and really struggled to get engaged with music.

Today was our last session and what a difference! Also, four of our pupils got really engaged in an activity Joe did, which is a first for our class as they tend to do their own thing, so seeing them interact with each other was priceless. I just wanted to send a message to say thank you so much and I will be following everything Joe and Emma have taught me. ”



This year we have also continued to develop our family learning programme, creating joyful musical experiences for families with very young children to enjoy together. Resources and training are provided to help parents and carers continue making music with their children at home.

Soundtracks projects in
20 settings

105.5 days of
creative workshops

859 children involved

136 staff training sessions

Music with children in hospitals



We continued with the final year of our three-year programme with children in four very different London hospital units, between them treating children with a wide range of medical diagnoses, complex mental health conditions and psychiatric illnesses. Two highly skilled specialist musicians visited each hospital for half a day a week, nine times through the year. Not only do the sessions provide something of the ‘outside world’ for the children, but they can also be informative for the staff.

“ *Witnessing the music group can give an insight to the young person’s level of functioning and form part of a clinical assessment. What I admire the most is that young people have an opportunity to be transported to another place outside of the hospital for a short but significant time.* ”

36 visits to four
London hospitals

12 musicians involved

191 interventions, 38 of
which were with groups

“ *We have children with special educational needs, behavioural difficulties, mental health problems and a wide range of medical conditions....*

During our music sessions with Jessie’s Fund, children have learnt about various instruments, learnt how to compose music, play a variety of instruments, rehearse and perform giving them a sense of achievement. Often the children have never met each other but by collaborating and sharing ideas through music they soon build confidence and make friendships. ”

After almost two years of discussions with the Great North Children’s Hospital in Newcastle, and later on including the York Teaching Hospital, all the formalities are in place and we have been able to appoint a music therapist to work for two days a week in Newcastle and one day a week in York.

Children admitted to hospital are often frightened and in pain: music therapy can help them to relax and increase their ability to deal with painful procedures. It can also provide emotional support and increase the effectiveness of other therapeutic interventions. This project is for 12 months: we have commissioned an external evaluation and hope that this will lead to further opportunities to help children in hospitals.

Through this project we hope to transform children’s experiences of the hospital environment in a way which we have seen in other hospitals, such as the Evelina London Children’s Hospital, where we have grant-funded music therapy.

“ *Your visit yesterday was a huge respite from waiting and being ‘nil by mouth’ - a great distraction for a hungry M and a worried mum! This morning M really was quite withdrawn and cross with us all, but the music takes away the hospital and medical interventions and lets M feel who he is, and lets him be a little boy who just wants to bang some drums and strum a guitar. Your rapport with the kids is amazing: it is very child-led and channels an outlet that they don't usually get the chance to do when in a medical environment. The resource you give is priceless and I really hope your service continues, and carries on giving these kids the holistic approach to their care that they so need.* ”

Parent of 18 month old, Evelina London Children’s Hospital

Learning for all



Our annual training courses were originally designed specifically for staff in children’s hospices, but over the years people working in various other settings for children who have complex medical or special needs have joined us, and, to reflect the fact that the musical skills and techniques we teach are equally applicable to all, the course title changed from ‘Making Music with Children in Hospices’ to ‘Making Music with Special Children’. Although the course is suitable for people who have no formal training in music, those who have some experience, and even a number of professional musicians, have found it enormously helpful.

“ I attended this course last year...it was fantastic. Really informative to all levels of ability...musicians and non-musicians. Thanks again for such a great course with so many new ideas to take away and try out. ”

Kate Jackson, bassoonist

This year we had 47 participants on the two courses, one of which took place in London, and the other in York. 16 are members of staff in children’s hospices, 19 teach in special schools, 7 work in various other settings for children, and 5 are musicians. Over the years, 512 people have attended our courses: as each person works with perhaps 50 children, this means that the total number of children benefiting from the new-found skills could be around 25,000.

“ Just an amazing and inspiring 2 days. The course had the additional benefit of meeting people and the chance to establish informal networks. ”

Reaching further

Whilst most of our focus is on the activities in the previous pages, we also have two grants programmes: one is a monthly distribution of modest funds to help families fund music therapy for children who are in need of it but for whom it isn't available by any other means, and the other supports organisations which, like Jessie's Fund, help children through interactive music-making or music therapy. Demand gets ever greater, and this year we have funded 790 music therapy sessions, helping 75 children – more than in any other year.



The difference a number of music therapy sessions make to a child can be transformative.



“ Since starting music therapy, the difference in Liam is incredible. His confidence with his peers has developed, he's now turn-taking and his communication skills have grown - he's getting less frustrated and has started saying a few four word sentences.

Thank you for giving Liam the opportunity to be able to commence his musical journey: we have already witnessed great gains in Liam's abilities and we're sure music will always play a huge part of his development. ”



During the year we have awarded grants to 13 special schools, 2 hospitals, and 11 other centres for children with special needs – 26 in total. Some of the organisations we support are very small, parent-led groups with no significant external funding, but with a great deal of determination to help their children.

“*The music therapy was an outstanding success and all the children made amazing progress over the 10 week intervention. I personally would like to thank Jessie’s Fund for the opportunity to allow the children in our group this wonderful opportunity to connect through music. My own son had an amazing journey though the 10 weeks, from non-verbal in session one to verbally communicating by trying to say words like "go" when the music therapist counted 1,2,3,4 and said "stop" to stop the music - because he was motivated for the music to start again. Also amazing to see his eye contact and physical contact increase with Josie over the 10 weeks, by holding her hand, touching her hair and giving her a high 5 when he was leaving each session. On the last session he gave her a hug.*”

Autism Support, Kilkeel

Next year

Having established a range of activities in line with our aims and objectives, we will continue to be proactive in our support of music therapy in children's hospices: as well as ongoing funding commitments in two hospices, we will bring music therapy to a new facility in Lancashire by the end of the year.

We have planned projects in our Soundtracks programme in 23 special schools, and we continue to support music therapy in the two hospitals in the North East.

Three of the four London hospitals in which we have been working are to have further input from us, and we will continue to respond to applications for grants from organisations and individuals.

Training remains an important aspect of our offer: we will once again run training courses in the autumn, we are further developing family learning opportunities, and all projects in our Soundtracks programme will include a strong emphasis on training for school staff.

All these activities support our mission of giving children access to communication and self-expression through music.



Back in the office

Our activities are generated from a single office in York, where our Director, Director of Soundtracks, Administrator, and Projects Assistant (all part-time) work the approximate equivalent of 2.5 full-time posts. We are always busy, but this year we have had the additional challenge of preparing for the new General Data Protection Regulations, which entailed reviewing all our policies, our website, and our communications, as well as contacting all our supporters to inform them of the changes. We completed the process well ahead of the deadline, and are pleased to report that we are fully compliant.

Meanwhile, the business of running the charity continues, which we could not do without excellent support both from individuals and from charitable trusts and foundations. Increasingly important are the legacies we receive, usually from people who have supported us loyally during their lifetimes. We are extremely grateful to everyone who donates to Jessie's Fund, whether by organising events, marking celebrations, making regular donations, one-off donations, or including a bequest to us in their Will.

This year we have very much appreciated grants from:

A & S Lass Charities Ltd	The HBJ Trust
Abbey House Settlement	The Odin Charitable Trust
Arimathea Charitable Trust	The Persula Foundation
Arlish and Chambers Charities	The Postlethwaite Foundation
Beatrice Hankey Foundation	The Radcliffe Trust
Highfields Trust	The Sylvia and Colin Shepherd Charitable Trust
Scarfe Charitable Trust	Wednesday's Child
St James's Place Foundation	William Brake Charitable Trust
The B A Newson Charitable Trust	Yorkshire Building Society Charitable Foundation
The Girdlers' Company	

In addition, we thank those trusts which prefer not to be publicly acknowledged by name.

Policies

Governing document

Jessie's Fund's governing document is a Deed of Trust authorised by the Charity Commission on 25 March 1995 and amended on 15 February 2013.

Organisational structure

The Board of Trustees has overall responsibility for the charity. The minimum number of Trustees as set out in our governing document is four, each engaged for a two year term of office. On 31 March 2018 there were seven Trustees. Trustees may offer themselves for re-election on completion of their term of office. There is an additional Advisory Board of two people and an Honorary Treasurer. The daily running of the charity is contracted out to the Director, the Director of Soundtracks, the Administrator, and the Projects Assistant.

Appointment and induction of trustees

Appointment of trustees is by invitation: emphasis is placed on relevant expertise. Our trustees' areas of expertise include:

- ◆ medicine
- ◆ psychology and psychotherapy
- ◆ music and music therapy
- ◆ arts management
- ◆ business
- ◆ voluntary sector
- ◆ fundraising

Newly appointed trustees are given induction packs, including a copy of our governing document and a guide to the responsibilities of trustees. They also spend time being thoroughly briefed by the Director. They are shown videos of our work with children and invited to our music-making training courses.

Risk management

The Trustees have considered the risks affecting the organisation, particularly those concerning the flow of funds to sustain the programme and the importance of key persons. The Trustees have a risk management strategy which comprises:

- ◆ an annual review of the risks and uncertainties that the charity faces;
- ◆ the establishment of policies, systems and procedures to mitigate against those risks identified in the annual review;
- ◆ the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise;
- ◆ reserves policy.

Reserves policy

It is the Trustees' policy to designate funds to cover planned commitments for future charitable activities. The charity is dependent on grants, donations and fundraising events for its income, which is subject to fluctuating economic circumstances. To ensure that Jessie's Fund will be able to implement its planned commitments, we maintain an emergency operating reserve to meet core operating expenses in adverse financial conditions.

The Trustees have reviewed this policy and the required commitments in the light of the charity's current and forecast programme, and have decided that the appropriate range for the emergency operating reserve is £45,000 to £65,000. The lower figure would be sufficient to enable the implementation of charitable projects as designated for approximately one year in the event of a 50% drop in forecast income. This would allow time for reorganisation and re-establishment of income streams without impact on the planned programme. The higher figure would provide insurance against a sharper drop in income or a longer recovery period.

The emergency operating reserve also provides cover for unforeseen operational emergencies, such as additional staff in the event of long-term sickness absence of a member of the charity's small administrative team. In addition to the emergency operating reserve, the charity needs to fund working capital and to have enough funds available to expand its overall programme of work.

At 31 March 2018, the unrestricted, undesignated reserves amounted to £39,619, which we have set aside for our emergency operating reserve. With careful business planning we are confident that our unrestricted, undesignated reserves will be within our stated policy range at the end of the coming financial year.

Grant-making policy

Jessie's Fund has an ongoing commitment to award grants to projects which meet our criteria as set out in our statement of objectives. We have adopted the following process for awarding grants:

- ♦ an annual budget is allocated for grants;
- ♦ all requests for grants of over £1,000 are considered by trustees at three meetings per year;
- ♦ Trustees have delegated responsibility for approval of grants below £1,000 to the administrative team (Director and Administrator) where appropriate;
- ♦ where a grant applicant is unsuccessful we endeavour to provide constructive and helpful feedback.



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Treasurer's Report

Jessie's Fund's finances are in good health and we are in a strong position to continue building the Soundtracks and hospitals projects, as well as maintaining support for music therapy in hospices, bringing it to hospitals and awarding grants to organisations and individuals.

We closed the year with a small deficit of £12,112. Our total reserves as at 31st March 2018 are £322,561, of which £33,640 is restricted funding for specific projects. We have designated £249,302 for our committed charitable activities in the new financial year. These include the Soundtracks programme, the hospitals project, music therapy in children's hospices and grants for individuals, as well as the exciting new project providing music therapy for children in hospital. £39,619 has been set aside as our emergency operating reserve (for policy details see page 16).

Jessie's Fund relies on income from voluntary donations and from grants from trust funds. Continued generous donations from Friends of Jessie's Fund and many other supporters brought the Fund £140,353 this year and a legacy income three times that of last year. Income from fundraising events and merchandise is also healthy and in line with expectations.

Grant income from trust funds is consistently good - £69,398 in the year 2017-8. This is testament to the hard work and commitment of the director, Lesley Schatzberger, and her colleagues.

The Soundtracks project too continues to grow and accounts for the greatest part of expenditure on direct charitable projects. The project to bring music therapy to children's wards in hospitals has taken longer to set up than anticipated, so there is little financial activity related to it this year. Over the course of the year £85,121 was given in grants to individuals and organisations.

Jessie's Fund is run by a small York-based team whose achievements are extraordinary and whose commitment is apparent in every aspect of their work.



Sally Brabyn
Honorary Treasurer
29 October 2018

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards. The law applicable to charities in England and Wales 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 Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- ♦ select suitable accounting policies and apply them consistently;
- ♦ observe the methods and principles of the Charities SORP;
- ♦ make judgements and estimates that are reasonable and prudent;
- ♦ state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements;
- ♦ prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees are responsible for the maintenance and integrity of the Charity and financial information included on the charity's website.

Independent Examiner's Report to the Trustees of Jessie's Fund

I report on the accounts of Jessie's Fund for the year ended 31 March 2018, which are set out on pages 22 to 35.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statement

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

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn.

A. C. Rodaway, FCA, DChA
HPH, Chartered Accountants
54 Bootham, York, YO30 7XZ

29 October 2018

Statement of financial activities for year ended 31 March 2018

	Note	2018			2017
		£ Unrestricted	£ Restricted	£ Total	£ Total
Income from:					
Donations and legacies	2a)	171,148	50,231	221,379	240,832
Other trading activities	2b)	45,258	-	45,258	50,846
Investment	2c)	4,045	-	4,045	4,617
Charitable activities	2d)	14,621	-	14,621	19,995
Total income		235,072	50,231	285,303	316,290
Expenditure on:					
Raising funds	3	22,837	-	22,837	24,651
Charitable activities	3	236,605	37,973	274,578	306,449
Total expenditure		259,442	37,973	297,415	331,100
Net (expenditure)/ income for the year		(24,370)	12,258	(12,112)	(14,810)
Funds brought forward at 1 April 2017		313,291	21,382	334,673	349,483
Funds carried forward at 31 March 2018		288,921	33,640	322,561	334,673

Balance Sheet as at 31 March 2018

	Note	£ 2018	£ 2017
Fixed Assets	9	1,704	1,722
Current Assets			
Stock	10	2,393	2,395
Debtors	11	9,323	9,052
Cash at bank and in hand		<u>323,776</u>	<u>343,157</u>
		<u>335,492</u>	<u>354,604</u>
Creditors: amounts falling due within one year			
Accruals and deferred income	12	<u>14,635</u>	<u>21,653</u>
Net Current Assets		320,857	332,951
Total assets less current liabilities		322,561	334,673
Total Net Assets		<u><u>322,561</u></u>	<u><u>334,673</u></u>
The Funds of the Charity			
Unrestricted - designated	15	249,302	267,147
Unrestricted - undesignated		<u>39,619</u>	<u>46,144</u>
		288,921	313,291
Restricted	14	<u>33,640</u>	<u>21,382</u>
	13	<u><u>322,561</u></u>	<u><u>334,673</u></u>

Approved by the Board of Trustees on 29 October 2018 and signed on their behalf by:

Jan Berger (Chair)

Sally Brabyn (Treasurer)

Notes to the financial statements for the year ended 31 March 2018

1 Accounting policies

a) Basis of Accounting

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Trustees have a reasonable expectation that the Charity has adequate resources to continue in existence for the foreseeable future. They continue to believe the going concern basis of accounting is appropriate in preparing the financial statements.

Jessie's Fund meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Depreciation policy

Depreciation is provided on all tangible fixed assets in use at rates calculated to write off the cost or valuation, less estimated residual value, of each asset over its expected useful life, as follows:

Office equipment – at 25% reducing balance

Computers – at 25% reducing balance

Music equipment – at 25% reducing balance

We do not capitalise any item under £150 value on purchase.

c) Stocks and work in progress

Stocks are valued at the lower of cost or net realisable value.

d) **Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

e) **Cash at bank**

Cash at bank and cash in hand includes cash and any short term deposit accounts with a maturity of three months or less from the opening date.

f) **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.

g) **Income**

Interest receivable is accounted for on an accruals basis.

Gift Aid is included based on amounts recoverable at the accounting date.

Donated services are only included in incoming resources where another party is bearing the financial cost of the resources supplied and the benefit is quantifiable, receivable and material. Donated services are valued at the lower of the cost borne by the party bearing the cost and a reasonable estimate of the value of the donation to the Charity.

A legacy is regarded as received when it has become reasonably certain that the legacy will be received and the value of the incoming resource can be measured with sufficient reliability.

Voluntary income arising from events, principally sponsorship, is recognised in the period which the event takes place.

Grant income is recognised when the Charity is entitled to receipt.

Other income is accounted for in the year in which it was received.

h) Funds

The charity's funds consist of restricted and unrestricted amounts as shown in the Statements of Financial Activities.

Unrestricted funds may be used at the trustees' discretion in furtherance of the charity's objects. Restricted funds may only be used in accordance with the donors' wishes as shown in note 14.

Unrestricted funds may be used at the trustees' discretion in furtherance of the charity's objects. Restricted funds may only be used in accordance with the donors' wishes as shown in note 14.

i) Expenditure

Grants payable are accounted for in the year in which the grant was paid. All expenses are accounted for on an accruals basis. Direct costs are allocated to the key strategic areas of activity.

- Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities which raise funds. See note 3a).
- Charitable activities are those activities which are undertaken to meet our charitable objectives. See note 3a).
- Support costs include management functions and have been allocated to key strategic areas of activity on a basis consistent with the use of resources. See note 3b).
- Governance costs include those incurred in the governance of the charity which relate to the strategic running of the charity and its assets, and are primarily concerned with constitutional and statutory requirements. These are distinct from costs associated with fundraising or charitable activity. See note 3c).

j) Taxation

Jessie's Fund is a registered charity and is generally exempt from tax on income and gains. The charity is not registered for Value Added Tax.

2 Income from:

a) Donations and legacies

	2018			2017
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Friends' subscriptions	17,304	-	17,304	17,520
Miscellaneous donations	45,281	1,290	46,571	52,355
In Celebration & In Memoriam donations	9,038	-	9,038	32,426
Legacies	67,440	-	67,440	20,018
Grants from Trusts and Statutory Grants	21,350	48,047	69,397	105,300
Gift Aid tax refunds	10,735	-	10,735	12,144
Donated services	-	894	894	1,069
Total income from donations and legacies	171,148	50,231	221,379	240,832

The Charity also benefits greatly from the involvement and enthusiastic support of a small number of volunteers who help with administration, on an ad hoc basis. In accordance with Charities SORP, the economic contribution of general volunteers is not recognised in the accounts.

b) Other trading activities

Fundraising events	41,749	-	41,749	46,933
Merchandise income	3,509	-	3,509	3,913
	45,258	-	45,258	50,846

c) Investment income

Interest received on deposit bearing accounts	4,045	-	4,045	4,617
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d) Charitable activities

Soundtracks project	8,296	-	8,296	13,950
Hospital Project	2,565	-	2,565	2,565
Training courses	3,760	-	3,760	3,480
	14,621	-	14,621	19,995

Total income	235,072	50,231	285,303	316,290
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In 2017 the only restricted income was £91,723 in donations and legacies.

3 Expenditure on:

	Direct activity undertaken	Grant funding of activities	Support costs	Total 2018	Total 2017
	£	£	£	£	£
Charitable activities					
Music therapy / creative music projects	-	58,672	4,881	63,553	88,176
Music therapists in children's hospices	31,488	-	4,881	36,369	27,202
Music therapy - individuals	-	26,449	3,254	29,703	24,542
Soundtracks (including Soundtracks training)	94,942	-	10,343	105,285	123,776
Hospitals	8,597	-	5,857	14,454	17,394
MT in hospitals training and general expenses	109	-	-	109	-
Instruments	3,579	-	651	4,230	3,986
Governance	-	-	12,225	12,225	12,740
Training courses and workshops	5,721	-	2,929	8,650	8,633
	144,436	85,121	45,021	274,578	306,449
Raising funds					
Fundraising events	8,307	-	11,119	19,426	20,758
Fundraising trading	2,176	-	1,235	3,411	3,893
	10,483	-	12,354	22,837	24,651
Total expenditure	154,919	85,121	57,375	297,415	331,100

Charitable activities totalling £37,973 (2017: £91,970) were allocated to restricted funds.

Analysis of support costs

	Charitable activities	Costs of raising funds	Total 2018	Total 2017
	£	£	£	£
Staffing	33,416	8,354	41,770	45,361
Information resources & staff training	-	703	703	949
Trustee expenses	880	-	880	826
Accountancy fees	3,508	-	3,508	3,223
Other support costs	6,962	2,984	9,946	11,704
Depreciation and loss on disposal	255	313	568	574
	<u>45,021</u>	<u>12,354</u>	<u>57,375</u>	<u>62,637</u>

4 Direct charitable grants

Direct grants, for music therapy unless otherwise stated, were made from unrestricted funds as follows:

	£
Special Notes (creative music project)	2,000
Granta School	6,000
Canolfan Yr Afon School	2,000
Waves Music Therapy for Oak Grove School	3,000
Downpatrick Primary School	2,500
Shepherds Down School	4,000
Broadmeadow Special School (musical instruments)	1,000
Burlington Infant and Nursery School	3,000
Key Changes for Rosewood School	3,000
St Mary's School	2,000
Nexus Foundation Special School (musical instruments)	1,000
Woodlands Special School (musical instruments)	220
Claremont School	2,000
Grants for individuals' music therapy	26,449
Ruth House (interactive music sessions)	120
Bedford and District Cerebral Palsy Society	2,700
Carousel (creative music project)	2,882
FTM Dance (musical instruments)	2,000
1Voice (creative music project)	1,750
Bath Opportunity Pre-School	4,000
Cornwall Music Service Trust (creative music project)	2,000
Creative Humans Ltd (creative music project)	3,000
South Glos Parents and Carers Forum	3,000
Via Wings	2,000
Ex Cathedra for Birmingham Children's Hospital (creative music project)	2,000
Glenlaw House	1,500
Total direct grants	85,121

5 Staff

Administration is contracted out to L. Schatzberger (Director) and to K. Kadow (Administrator).

Management of the Soundtracks work in special schools is contracted out to B. Koerber and Soundtracks project administration is contracted out to L. Williams.

L. Schatzberger is related to two of the Trustees and is paid for her services as Director to the Charity. During the year L. Schatzberger received £21,301 (2017: £24,808) from the Charity.

	2018	2017
	£	£
Staff costs	<u>41,770</u>	<u>45,361</u>

6 Trustees

No trustee has received any remuneration during the year. Trustees' travel and other expenses were paid or reimbursed to the trustees, including the amount in the year of £880 (2017: £826).

7 Audit and accountancy fees

	2018	2017
	£	£
Independent Examination	<u>3,508</u>	<u>3,223</u>

8 Donated services

Donated services received were as follows:

	2018	2017
	£	£
Accountancy services	<u>894</u>	<u>1,069</u>

9 Tangible fixed assets

	Office equipment	Computers	Music equipment	Total
	£	£	£	£
Cost				
To 1 April 2017	4,134	8,831	2,720	15,685
Additions	-	550	-	550
At 31 March 2018	4,134	9,381	2,720	16,235
Depreciation				
To 1 April 2017	3,280	8,359	2,324	13,963
Charge for the year	214	255	99	568
At 31 March 2018	3,494	8,614	2,423	14,531
Net Book Value				
At 31 March 2018	640	767	297	1,704
At 31 March 2017	854	472	396	1,722

10 Stock

	2018	2017
	£	£
Goods for resale	2,393	2,395

The cost of stocks recognised as an expense in the year amounted to £1,825 (2017: £1,864).

11 Debtors

	2018	2017
	£	£
Prepayments and accrued income	<u>9,323</u>	<u>9,052</u>

12 Creditors

	2018	2017
	£	£
Amounts falling due within one year		
Accruals and deferred income	<u>14,635</u>	<u>21,653</u>
Deferred income:		
Deferred income at 1 April 2017		3,672
Resources deferred in the year		500
Released from the previous year		<u>(3,672)</u>
Deferred income at 31 March 2018		<u>500</u>

At the balance sheet date the Charity was holding funds received in advance of providing services to users, which is fully released in the following financial year.

13 Analysis of the charity's assets by fund

	Restricted	Unrestricted		Total
		Designated	Undesignated	
	£	£	£	£
Fixed Assets	386	-	1,318	1,704
Current Assets	<u>33,254</u>	<u>249,302</u>	<u>52,936</u>	<u>335,492</u>
	33,640	249,302	54,254	337,196
Creditors: amounts falling due within one year	-	-	(14,635)	(14,635)
Total Net Assets	<u>33,640</u>	<u>249,302</u>	<u>39,619</u>	<u>322,561</u>

14 Restricted funds

Source of funds	Purpose	Balance	Income	Expenditure	Balance
		at 1.4.2017			at 31.3.2018
		£	£	£	£
Anonymous donation	Music-making training course	3,400	3,500	3,400	3,500
Anonymous donation	Soundtracks	-	18,000	11,545	6,455
Anonymous donation	Family Learning programme	1,950	-	1,950	-
Anonymous donation	Hospital music therapy, York	-	3,000	-	3,000
Anonymous donation	Hospital music therapy evaluation	-	4,500	-	4,500
Jan Berger	Newsletter mailing costs	-	796	796	-
Brelms Trust CIO	Soundtracks, Yorkshire	1,568	-	1,568	-
Good Gifts Catalogue	Individual music therapy sessions	-	494	494	-
Leeds Building Society Charitable Trust	Equipment	125	-	31	94
Lynn Foundation	Equipment	375	-	94	281
Promenaders	Hospitals Project	2,841	-	2,841	-
St James's Place Foundation	Hospital music therapy, York	-	2,500	-	2,500
Scarfe Charitable Trust	Music Therapy book editing/expenses	-	2,200	737	1,463
The HBJ Trust	Music Therapy (Alexander Devine)	-	7,000	-	7,000
The Persula Foundation	Hospital music therapy	-	1,000	-	1,000
The Postlethwaite Foundation	Individual music therapy sessions	-	1,000	1,000	-
The Samuel Gardner Memorial Trust	Music Therapy (Demelza)	3,204	-	3,204	-
The Samuel Gardner Memorial Trust	Individual music therapy sessions	2,000	-	2,000	-
Vernon Ellis Foundation	Soundtracks	5,919	-	5,919	-
Wednesday's Child	Music sessions, London hospitals	-	3,847	-	3,847
Yorkshire Building Society Charitable Trust	Soundtracks, Humberston Park	-	1,500	1,500	-
Intangible income and donations	Accountancy	-	894	894	-
		21,382	50,231	37,973	33,640

15 Designated funds

	Balance at 1.4.2017	Expenditure	Transfers	Balance at 31.3.2018
	£	£	£	£
Soundtracks Special Schools creative music programme (to 31 July 2019)	211,838	94,942	25,860	142,756
Team Jak music therapy (to 20 March 2018)	1,875	-	-	1,875
Music-Making for Special Children Courses (November 2018)	5,591	5,721	5,430	5,300
London Hospitals music project (to 31 March 2021)	-	-	23,085	23,085
Music therapy with individuals (to 31 March 2019)	10,118	10,118	13,786	13,786
Alexander Devine Children's Hospice: music therapy (to 31 March 2020)	11,500	-	-	11,500
Music therapy in children's hospitals (to 4 June 2019)	26,225	-	24,775	51,000
	<u>267,147</u>	<u>110,781</u>	<u>92,936</u>	<u>249,302</u>

Transfers from unrestricted, undesignated funds unless stated otherwise.

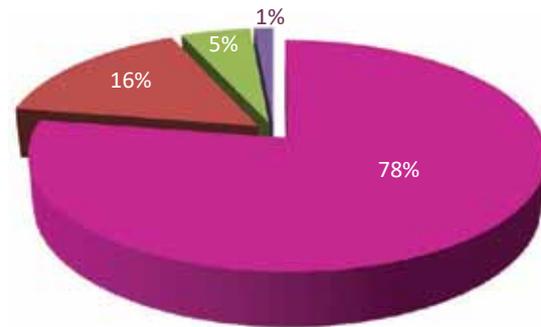
Legal and administrative information

Constitution	Rules adopted 25 March 1995, amended 15 February 2013
Charity Number	Registered Charity No. 1045731
Patron	Maxine Peake
Trustees	Jan Berger (Chair); Steven Burkeman (Vice Chair); Alan George; Hannah George; Andrew Grace; Rebecca Howard; Nancy Maguire
Advisers	Caroline Long; Alastair Mitchell; Mark Withers
Honorary Treasurer	Sally Brabyn
Director	Lesley Schatzberger
Administrator	Karen Kadow
Director of Soundtracks	Britta Koerber
Projects Assistant	Lisa Williams
Address	15 Priory Street, York, YO1 6ET
Telephone	01904 658189
Email	info@jessiesfund.org.uk
Website	www.jessiesfund.org.uk
Bankers	CAF Bank Ltd, Kings Hill, West Malling, Kent, ME19 4TA HSBC Bank plc, 13 Parliament Street, York, YO1 8XS Cambridge and Counties Bank, Charnwood Court, New Walk, Leicester, LE1 6TE Virgin Money, Jubilee House, Gosforth, Newcastle upon Tyne, NE3 4PL Julian Hodge Bank Ltd, 29 Windsor Place, Cardiff, CF10 3BZ
Independent Examiner	Adrian Rodaway, FCA, DChA HPH, Chartered Accountants 54 Bootham, York, YO30 7XZ

Summary of financial activities, 2017 ~ 2018

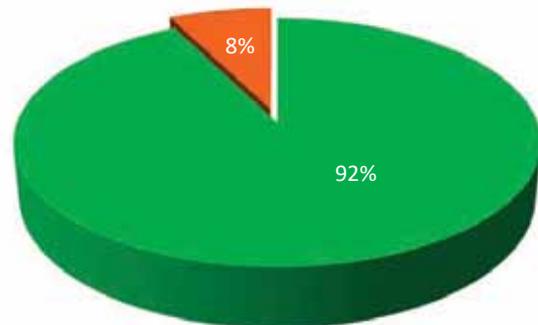
How did we raise our money?

● Donations and legacies	£221,379
◆ Grants	31%
◆ Donations	33%
◆ Legacies	31%
◆ Gift Aid tax refunds	5%
● Other fundraising activities	£ 45,258
● Income from charitable activities	£ 14,621
● Investment income	£ 4,045
TOTAL	£285,303



How did we spend it?

● Charitable activities	£274,578
● Raising funds	£ 22,837
TOTAL	£297,415



Jessie's fund

MUSIC HELPING CHILDREN



Jessie's Fund
15 Priory Street
York, YO1 6ET

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Registered charity no. 1045731

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