

THE SHEENA BOOTH MUSIC TRUST  
**TRUSTEES' REPORT**  
FOR THE YEAR ENDING 5TH APRIL 2006

Structure, governance and management

The Sheena Booth Music Trust, 11 Buckingham Road London E18 2NH, is registered with the Charity Commissioners no. 1099663. The Charity is constituted as a Trust, by Deed of Trust dated 10 January 2003.

The Trust is administered by a management committee consisting of all the Trustees, which takes all policy and executive decisions relating to the Trust. The Trust Deed requires at least two ordinary meetings of Trustees to be held per year, and three such meetings were held in the period under report. The five original Trustees, named below, are still in office; any future appointments would be made by the Trustees at a special meeting.

Janie Andrews  
Deborah Behrman (secretary)  
Edmund Booth (chair and treasurer)  
Rachel Douglas  
Baerbel Grange

Objectives and Activities

The Trust was set up in memory of Sheena Booth, an East London music teacher who died in December 2002. The purpose of the Trust is to continue Sheena's work of furthering the musical development of children and young people. It is a grantmaking charity which concentrates its main energies on distributing the capital and income at its disposal. Fund raising events are also undertaken, but this is a secondary activity, and since the events are all musical in nature, these events also further the Trust's objectives directly. The Trustees actively monitor and, where possible and appropriate, assist that the projects the Trust supports. Most of the projects supported are in North and East London. This is for a number of reasons: - to reflect the area where Sheena worked, to enable the Trustees more easily to monitor the projects, and to limit the geographical extent of activities of this relatively small charity.

The Trustees have established the following general guidelines for allocating grant money.

- 1) The Trust's work will predominantly be directed to musical education as part of a general education, rather than for training or encouraging young professionals for a career in music. All levels of skill and ability will be included in the Trust's remit, with no particular ability range being favoured.
- 2) No particular musical instrument should be favoured; on the contrary, as wide a possible a range of instruments and musical styles should be encouraged.
- 3) Development of listening as well as playing skills will be included in the Trust's remit.
- 4) The Trust will seek to encourage group musical activities, for example in choirs, chamber music groups and orchestras, as well as solo playing skills.
- 5) When prioritising grants, preference will be given to causes where there is most need and where other sources of assistance are not available.
- 6) The majority of grants are likely to go to school age children, with support to causes for young people in their twenties forming a lower percentage of the grant money allocated.
- 7) Preference will be given to grants for projects in the area in which Sheena Booth worked (i.e. Redbridge and surrounding London boroughs) although applications from other areas will be considered.
- 8) The Trustees will aim over time broadly to reflect the balance of interests set out in these guidelines.

(Continued overleaf)

THE SHEENA BOOTH MUSIC TRUST  
**TRUSTEES' REPORT**  
FOR THE YEAR ENDING 5TH APRIL 2006: continued

The Trustees have decided to support five general classes of projects, as follows.

- 1) Grants to the Music Services of the London Boroughs of Redbridge and Haringey, for a specific single project in each borough.
- 2) Direct support to schools for various music-related programmes.
- 3) Support for community based music programmes
- 4) Provision of musical experiences for children in hospitals and hospices, in conjunction with the Guildhall School of Music.
- 5) Provision of musical opportunities for children with special needs.
- 6) Grants for private music lessons in cases where they would otherwise be hard to afford.

Achievements and performance

The Trust continued in its support of instrumental teaching programmes administered by the music departments of the London Boroughs of Haringey and Redbridge. It also funded six other music projects in schools and a community based choir. The programme with the Guildhall School of Music in a north London hospital and hospice continued to expand, as did projects for children with special needs. The Trust also gave grants for 10 pupils to have private instrumental lessons. The Trustees continued to monitor all these projects closely. Further details of the Trust's activities are posted on its website, [www.booth-seismic.co.uk/sheena](http://www.booth-seismic.co.uk/sheena).

Financial review

During the year, nearly £4,700 was raised from the general public, in addition to £10,460 donated by Sheena Booth's family. The Trust's charitable status enabled it to recover around £3,600 from HM Customs & Revenue, which, with some interest payments, gave a total income of £20,083. The Trust distributed £21,032 to a wide variety of projects in London, which are listed on page 5 of this report. After allowing for invoices outstanding at the end of the financial year, the total grant commitment for 2005/06 was £23,744. At the end of the current reporting period, the Trust's current reserves stood at £29,428, in the form of cash bank balances and a one-year bond. It is planned to use both capital and income to support grant-making at a rate which is likely to exhaust reserves in a period of less than three years; therefore, the Trustees intend to continue holding all their reserves as cash and short term bonds.

Plans for future periods

The Trustees intend to continue to support grants on the same broad principles set out above. They plan to increase the expenditure to around £30,000 per year for the next two years. On current estimates of likely revenue from donations and fundraising, it is expected that this rate of expenditure will exhaust most or all of its current reserves of £29,428 by the end of 2008. The Trustees are considering various options for the future of the Trust after 2008, and would welcome the views of the Trust's friends and supporters on this subject.

Funds held as Custodian Trustees

The Trust, and its Trustees, do not act as custodian trustees.

Acknowledgements and thanks

The Trustees would like to offer their thanks for the support of our three patrons, John Lill CBE, John Rutter and Sir John Tavener and also to our honorary accountant, Andrew Marflow. Particular thanks are due to John Rutter for the day long choral workshop he conducted in February 2006, which not only raised over £2,000 for the Trust, but also significantly furthered the Trust's objectives of bringing music to young (and not so young!) people. The Hertfordshire Chamber Orchestra and Louisa Valmore Sen gave concerts for the Trust, which also raised money and provided first rate music in an intimate and local setting.

Signed by one Trustee on behalf of all the Trustees



Edmund Booth (Trustee)

Date of approval: 13<sup>th</sup> July 2006

THE SHEENA BOOTH MUSIC TRUST  
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES  
FOR THE YEAR ENDING 5TH APRIL 2006

I report on the accounts of the Trust Fund for the year ended 5 April 2006, which are attached

**Respective responsibilities of trustees and examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

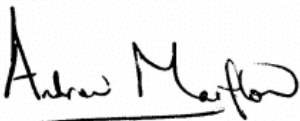
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



.....  
AJ Marflow  
1 Sandiacre  
Standish  
Wigan WN6 0TJ

Date 10 July 2006

THE SHEENA BOOTH MUSIC TRUST  
**BALANCE SHEET**  
AS AT 5 APRIL 2006

			<i>Last year</i>
A	Fixed Assets	-	-
B	Current Assets		
B1	Stocks and work in progress	-	-
B2	Debtors	-	-
B3	Investments (Note 3)	£20,000	£0
B4	Cash in bank and in hand	£9,428	£30,377
C	Liabilities	-	-
E	Unrestricted income funds of the charity	£29,428	£30,377
	<b>Total unrestricted income funds</b>	<b>£29,428</b>	<b>£30,377</b>

Note 1) The format of this balance sheet has been changed from last year and is based on a simplified version of Table 7 in the Charity Commission's Standard of Recommended Practice for accounting and reporting by charities: SORP 2005, which also forms the basis of the Accounting Principles used for all the Trust's accounts

Note 2) All the Trust's funds were unrestricted, so no columns are shown for endowment or restricted funds

Note 3) The investment of £20,000 represents a Birmingham Midshires 1 year fixed rate bond, shown at the purchase cost

Signed by one Trustee on behalf of all the Trustees

*Edmund Booth*

Edmund Booth (Trustee)

Date of approval: 13<sup>th</sup> July 2006

THE SHEENA BOOTH MUSIC TRUST  
**RECEIPTS & PAYMENTS ACCOUNT**  
 FOR THE YEAR ENDING 5 APRIL 2006: Part 1 of 2

<b>Section A: Receipts and payments</b>					
		Unrestricted funds			<i>Last year</i>
<b>A1 Receipts</b>					
INCOME FROM FUNDRAISING					
		Income	Expenses	Net	
	John Rutter Workshop	£2,777	£571	£2,206	
	Oxford & Cambridge Musical Club concert	£5	-	£5	
	Hertfordshire Chamber Orchestra concert Sept 05	£424	£220	£204	
	Eleanor Lear - Fun Run Sept 05	£5	-	£5	
<b>TOTAL INCOME FROM FUNDRAISING</b>		<b>£3,211</b>	<b>£791</b>	<b>£2,420</b>	<b>£1,695</b>
INCOME FROM DONATIONS					
	Gift aided donations from family of Sheena Booth		£10,460		
	Other gift aided donations		£1,354		
	Other donations via Charity Aid Foundation Bank cheques		£568		
	Other donations		£355		
<b>TOTAL DONATIONS</b>				<b>£12,737</b>	<b>£15,733</b>
BANK DEPOSIT INTEREST				£1,314	£1,049
INCOME TAX RECOVERED UNDER GIFT AID				£3,611	£4,969
REPAID TAX ON INTEREST PAYMENTS				-	43.65
	Sub total			£20,083	£23,489
<b>A2 Asset and investment sales, etc.</b>					
				-	-
<b>Total receipts</b>				<b>£20,083</b>	<b>£23,489</b>
<b>A3 Payments</b>					
GRANTS MADE					
	London Borough of Redbridge Music Service		£3,000	-	-
	London Borough of Haringey Music Service		£3,043	-	-
	Schools based projects		£5,200	-	-
	Community music projects		£1,500	-	-
	Children with special needs		£1,700	-	-
	Guildhall School of Music & Drama - for sessions at Whipps X hospital and Richard House hospice		£3,350	-	-
	Support for individual music lessons		£3,239	-	-
<b>TOTAL GRANTS MADE</b>				<b>£21,032</b>	<b>£17,128</b>
(Continued overleaf)					

THE SHEENA BOOTH MUSIC TRUST  
**RECEIPTS & PAYMENTS ACCOUNT**  
 FOR THE YEAR ENDING 5 APRIL 2006: Part 2 of 2

<b>Section A: Receipts and payments - continued</b>					
		Income	Expenses	Net	
CHARITABLE ACTIVITIES					
	Sheena Booth Music Trust Workshop	-	-	-	£83.00
LEGAL EXPENSES		-	-	-	-
PRINTING COSTS		-	-	-	£427.30
INCOME TAX DEDUCTED AT SOURCE FROM BANK INTEREST		-	-	-	-
	Sub total			£21,032	£17,638
<b>A4 Asset and investment purchases, etc.</b>				-	-
<b>Total payments</b>				<b>£21,032</b>	<b>£17,638</b>
<b>Net of receipts/(payments)</b>				<b>-£949</b>	<b>£5,851</b>
<b>A6 Cash funds last year end</b>				£30,377	£24,526
<b>Cash funds this year end</b>				<b>£29,428</b>	<b>£30,377</b>

<b>Section B: Statement of assets and liabilities at the end of the period</b>		
<b>B1 Cash funds</b>	Charity Aid Foundation current account	£658
	Charity Aid Foundation deposit account	£8,770
	Birmingham Midshires 1 year fixed rate bond at purchase cost	£20,000
	<b>Total cash funds</b>	<b>£29,428</b>
<b>B2 Other monetary assets</b>	None	
<b>B3 Investment assets</b>	None	
<b>B4 Assets retained for the charity's own use</b>	None	
<b>B5 Liabilities</b>	None	

Note 1: The format of these accounts has been changed from last year and is based on a simplified version of the Charity Commission standard template CC16a

Note 2: All the Trust's receipts and payments were unrestricted, so no columns are shown for endowment or restricted funds

Note 3: No payments were made to the Trustees or the Honorary Accountant for personal or other expenses, nor were any other emoluments paid to them

Signed by one Trustee on behalf of all the Trustees

*Edmund Booth*

Edmund Booth (Trustee)

Date of approval: 13<sup>th</sup> July 2006

THE SHEENA BOOTH MUSIC TRUST  
**STATEMENT OF FINANCIAL ACTIVITIES**  
 FOR THE YEAR ENDING 5 APRIL 2006

			<i>Last year</i>
<b>A</b>	<b>Incoming resources</b>		
A1	Incoming resources from generated funds		
A1a	Voluntary income (Note 2)	£16,348	£20,702
A1b	Activities for generating funds	£2,420	£1,695
A1c	Investment income (Note 3)	£1,314	£1,093
A2	Incoming resources from charitable activities	-	-
	<b>Total</b>	<b>£20,083</b>	<b>£23,489</b>
<b>B</b>	<b>Resources expended</b>		
B1	Cost of generating funds		
B1a	Cost of generating voluntary income	-	£ 427
B1b	Fundraising trading	-	-
B1c	Investment management costs	-	-
B2	Charitable activities	£21,032	£17,211
B3	Governance costs	-	-
	<b>Total</b>	<b>£21,032</b>	<b>£17,638</b>
	<b>Net incoming/outgoing resources</b>	<b>-£949</b>	<b>£5,851</b>
<b>E</b>	<b>Reconciliation of funds</b>		
	Total funds brought forward	<b>£30,377</b>	<b>£24,526</b>
	Total funds carried forward	<b>£29,428</b>	<b>£30,377</b>

Note 1: A separate Statement of Financial Activities was not produced last year. The format of the Statement is based on a simplified version of Table 3 in the Charity Commission's Standard of Recommended Practice for accounting and reporting by charities: SORP 2005

Note 2: Voluntary income shown includes the Gift Aid repayments made during the year being reported, for donations in the previous year

Note 3: The investment income represents interest payments on cash deposits at the Charities Aid Foundation Bank

Signed by one Trustee on behalf of all the Trustees

*Edmund Booth*

Edmund Booth (Trustee)

Date of approval: 13<sup>th</sup> July 2006

THE SHEENA BOOTH MUSIC TRUST  
**GRANTS MADE**  
 DURING THE YEAR ENDING 5 APRIL 2006

Beneficiary	£	Description of project
<b>a) School based projects</b>		
London Borough of Redbridge Music Service	3,042.85	For a group teaching project for brass instruments at Mossford Green primary school
London Borough of Haringey Music Service	3,000.00	For a whole class teaching project at Stroud Green primary school, supplementing grants from other sources
Nonesuch Orchestra	1,300.00	To employ two young professionals with special duties towards the orchestra's work in schools.
Barclay and Hillyfield Primary Schools and Tom Hood Secondary School, Leytonstone	1,000.00	Two full days of teaching sessions by the Bingham String Quartet, as part of the Leytonstone festival
Eleanor Palmer school, north London	300.00	For a session by the Nonesuch Orchestra
Chisenhale primary school, Tower Hamlets	900.00	A two-session drumming and percussion project by Rhythmically Speaking
St Mary's primary school, Walthamstow	199.75	An ethnic dance session by Wise Moves Dance Ltd
London Suzuki Group	1,500.00	Funding of subsidised Suzuki lessons for children in north London schools whose parents would otherwise find it difficult to afford them
<b>b) Community based music projects</b>		
Kingsland Choir	1,500.00	Towards the cost a community children's choir in Finsbury Park, north east London
<b>c) Music for children with special needs</b>		
Kaos Organisation	1,200.00	Contribution to the cost of employing two signing assistants to work with deaf children in a North London choir
Brookfields House special needs school, north east London	500.00	Two afternoon sessions of a composing project with a year 7 class, taken by David Stoll
<b>d) Hospital and hospice based projects</b>		
Whipps Cross Hospital, Leytonstone	3,050.00	7 'music experience' sessions Guildhall School of Music & Drama on the Acorn Children's Ward and one staff training session during summer and autumn 2005
Richard House children's hospice, Becton, east London.	300.00	Two sessions given by Guildhall School of Music & Drama
<b>e) Direct assistance with music lessons</b>		
Grants to music teachers for individual lessons	2,939.00	Grants for individual music lessons for 10 children, mainly in north London schools, who would otherwise have found it difficult to have them
Rebecca van den Berg	300.00	Grant to assist student at Guildhall School of Music and Drama with travelling expenses
<b>TOTAL</b>	<b>£21,031.60</b>	

Signed by one Trustee on behalf of all the Trustees

*Edmund Booth*

Edmund Booth (Trustee)

Date of approval: 13<sup>th</sup> July 2006