

ROYAL AIR FORCE **Music** Charitable Trust

Registered Charity Number 1101767

President: Air Chief Marshal Sir Michael Graydon GCB CBE FRAeS RAF

TRUSTEES' ANNUAL REPORT (2020)



Raising welfare funds through the performance of live music by Royal Air Force musicians

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ROYAL AIR FORCE MUSIC CHARITABLE TRUST

I report to the trustees on my examination of the accounts of the Royal Air Force Music Charitable Trust (the Trust) for the year ended 31 December 2020.

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

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.

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

Signed



P G L Colcomb FCCA
Wright Vigar Chartered Accountants
15 Newland
Lincoln
LN1 1XG

25 February 2021



Wright Vigar
WRIGHT VIGAR
CHARTERED ACCOUNTANTS

Royal Air Force Music Charitable Trust

The Royal Air Force Music Charitable Trust was founded by Malcolm Goodman MBE on 1 December 2003, and subsequently registered by the Charity Commission on 27 January 2004 to raise welfare funds through the performance of live music by Royal Air Force musicians.

The charity primarily organises fund raising concerts in locations where the bands might otherwise not be able to perform. Through these concerts and the sale of associated RAF Music merchandise, the charity also raises funds from which donations are made to RAF and other Service charities.

As RAF musicians routinely undertake deployments in support of HM Forces around the world, the charity also provides welfare support to personnel whilst deployed on 'out of area' operations.



REFERENCE AND ADMINISTRATIVE INFORMATION

The trustees are pleased to present their report together with the financial statements for the financial year ended 31 December 2020 in accordance with current statutory requirements, the Deed of Trust and the Statement of Recommended Practice.

Charity Name: Royal Air Force Music Charitable Trust

Registered Charity Number: 1101767

Principal Address: 24 Bayford Drive, Newark NG24 2GS

Bankers: HSBC, 26 Market Place, Sleaford NG34 7SB

The Charity Trustees

For the purposes of charity law, the trustees of the charity who served during the year were as follows:

Malcolm Goodman MBE ARCM (Founder and Honorary Administrator)



Malcolm Goodman studied the horn at the Royal College of Music in London and first joined the Royal Air Force as a member of the Central Band of the Royal Air Force in 1975 until 1980. He resumed his Royal Air Force career in 1990 as principal horn with the Western Band of the Royal Air Force, and subsequently with the Band of the Royal Air Force Regiment then based at Royal Air Force Cranwell. Following his additional appointment as Public Relations and Marketing Manager for the RAF Music Services, he established the Royal Air Force Music Charitable Trust in 2004. He retired from the RAF in 2006 to undertake a new appointment as Music School Manager at Uppingham School in Rutland until retirement in 2014. Malcolm is a Gulf War veteran, having undertaken active service at field hospitals in Saudi Arabia during the 1991 conflict, and was awarded the MBE from Her Majesty The Queen in 2001.

Trevor McDonald LTCL (Chairman)



Trevor McDonald played the trumpet and bassoon in his school years, and subsequently went on to teach music at a school in Bangor, before joining the Royal Air Force in 1976. His career included service with the Band of the Royal Air Force Regiment, Band of the Royal Air Force Germany, and as Warrant Officer and Bandmaster with the Central Band of the Royal Air Force and Band of the Royal Air Force College. Having also undertaken an appointment as staff instructor with the Royal Air Force School of Music, following an extensive career of 32 years he retired from the Royal Air Force in 2008. Trevor is a Gulf War veteran, having undertaken active service at field hospitals in Saudi Arabia during the 1991 conflict.

John Baigent



John Baigent joined the Royal Air Force Music Services as a trumpeter in 1971, serving with the Southern Band of the Royal Air Force, Band of the Royal Air Force Germany, Band of the Royal Air Force Regiment and Band of the Royal Air Force College. Retiring after 29 years' service, he continued his employment at Royal Air Force Cranwell in a civilian capacity until 2018 and continues to provide on-going technical support for band concerts at the Whittle Hall RAF Cranwell. As a trumpet player with local orchestras and wind bands, he also has a supporting role with various other community organisations. John is a Gulf War veteran, having undertaken active service at the War Hospital in Maharrag during the 1991 conflict.

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

As a registered charity, the Royal Air Force Music Charitable Trust is governed by its Deed of Trust dated 1 December 2003, registered by the Charity Commission on 27 January 2004.

Appointment of Trustees



The trustees are appointed by the Board of Trustees by a resolution of the trustees passed at a special meeting called under clause 15 of the governing document (Deed of Trust). The charity has no custodian trustees. The trustees meet regularly during the year, either in person or using video conference facilities. The day-to-day management of the charity is delegated by the trustees to Malcolm Goodman.

Public Benefit Statement

The Royal Air Force Music Charitable Trust promotes the performance of live music by RAF musicians through fundraising concerts for the general public, and also provides welfare funding to members of HM Forces and their dependants during operational deployments, and to former service personnel through grants to other service charities.

OBJECTS AND ACTIVITIES

Objects of the charity

In accordance with the charity's Deed of Trust, the objects of the charity are to advance, improve, develop and maintain public education in and the appreciation of the art and science of music in all its aspects, and to promote the welfare of serving and former members of the Royal Air Force and their dependants through donations to other Royal Air Force charities, and by such other ways as the trustees shall from time to time determine.

Summary of Main Activities

- The promotion and support of live music events by Royal Air Force musicians in association with the Royal Air Force Music Services and other RAF charities.
- The provision of welfare grants and donations.
- The production and sale of RAF Music recordings and merchandise.

ACHIEVEMENTS AND PERFORMANCE



Following the 15th anniversary celebrations of 2019, the charity trustees had hoped to build upon the success of the concert tour with another 10 concerts around the country in 2020. However, the impact of Covid-19 and the requirements of social distancing resulted in the unavoidable decision to cancel all concerts for the year - with the resulting loss of all associated income.

Although the charity accounts show a modest income of £16,150, the comparison with £62,455 in 2019 does highlight the very significant financial impact of the pandemic.

In the circumstances it should be noted that at the suggestion of the Palace Theatre in Newark and through the generosity of the local community, a donation of £628 was received from individual members of the audience who kindly donated their refunded ticket money – demonstrating a special support for both the charity and Royal Air Force Music.

With the development of sales from downloaded tracks of Royal Air Force Music CDs, the charity also received accrued income of £1,179 from iTunes.

Additional income of £809 was received from the charity's online shop, along with accrued income of £1,929 from merchandise sales at concerts in 2018.

Following receipt of the 2019 Esprit De Corps concert series income in January 2020, the accounts also include the accrued income of £11,398 and associated concert expenditure.

In the circumstances, despite the significantly reduced income, the trustees decided it would still be appropriate to offer some financial assistance where possible. As a consequence, donations totalling £2,000 were made to branches of the Royal Air Forces Association, along with a donation of £1,000 to 'Once We Were Soldiers' - a charity that supports homeless ex-service personnel.

In view of the on-going support HM Forces, and Royal Air Force musicians in particular are providing for Covid-19 operations, the trustees also agreed to provide welfare support donations of £1,513 to personnel on extended deployments, and a further £200 to those providing operational support overseas.

Note: Since 2004 the charity has donated a total of £78,063 in charitable grants.



FINANCIAL REVIEW

The charity operates in support of the objects on the basis of funds currently available, or guaranteed funding for future events. The trustees therefore do not promote events or activities for which funding is otherwise not assured.

Policy on Reserves

At the end of the financial year the charity had cash funds of £35,101 enabling the Board of Trustees to consider further projects for the coming year, whilst ensuring the charity always maintains the agreed minimum credit balance of £1,000.

Review of Major Risks

The charity does not undertake any activities or enter any contractual agreements that cannot be fulfilled with funds either currently available or reasonably expected. However, with the effects of the Covid-19 continuing, already some concerts of the 2021 tour have been cancelled, so the financial impact is likely to continue throughout the coming year. The trustees will therefore regularly review all plans and activities to ensure the financial security of the charity is not compromised during these difficult times.

Grant-making Policy

In accordance with the governing document the charity is empowered to provide grants and support welfare funding through donations to other service charities, associated organisations and personnel. In 2020 the total of grants made under this policy was £5,564.

Investment Powers

Under the terms of the Deed of Trust, the trustees have the power to make any investment which they see fit.

Trustee Remuneration and Benefits

Neither the trustees nor any person connected with them has received any remuneration or benefits in 2020.

Three trustees were reimbursed expenses totalling £739 during the year.

Staff Costs and Emoluments

The charity does not have any paid staff or employees.

Signature and Declaration

I declare, in my capacity of charity trustee, that the trustees have approved this report, and have authorised me to sign it on their behalf.



Signature:

Name: Malcolm Goodman MBE

Position: Founder / Honorary Administrator

Date: 2 February 2021



RECEIPTS AND PAYMENTS ACCOUNTS (Functional Analysis)

Unrestricted Funds

Year Ended 31 December 2020

Notes to accounts		2020 (£)	2019 (£)
	Receipts		
1	Donations, legacies and other similar receipts	359	7,749
2	Operating activities to further charity's objects	14,691	49,934
3	Operating activities to generate funds	1,082	4,728
	Investment income receipts (Bank Interest)	18	44
	Total Receipts	16,150	62,455
	Payments		
4	Grants paid	5,564	11,063
5	Charitable Activities	4,823	48,452
6	Payment for Generating Funds	632	4,881
7	Support Costs	2,326	5,220
	Total Payments	13,345	69,616
	Net of Receipts/(Payments)	2,805	(7,161)
	Cash funds last year end	32,296	39,457
	Cash funds this year end	<u>35,101</u>	<u>32,296</u>

NOTES TO ACCOUNTS

Receipts (£)

1. Donations, legacies and other similar receipts

Psalter Foundation Sheffield	200
Private Donations	118
Amazon Smile	41
Total	359

2. Operating activities to further charity's objects

Ruislip Esprit de Corps Series (2019)	11,398
Audience Donations (Cancelled Tickets)	628
CD Sales – Concerts (2019)	1,204
CD Sales – Online	282
iTunes Downloads (2019)	698
iTunes Downloads	481
Total	14,691

3. Operating activities to generate funds

Merchandise Sales – Concerts (2019)	725
Merchandise Sales – Online	357
Total	1,082

Payments (£)

4. Charitable Grants Paid

Service Charities	3,000
RAF Service Funds	500
Welfare Operational Support	1,714
Misc.	350
Total	5,564

5. Charitable Activities

Venue Charges (2019)	2,996
Venue Refunds (2019)	(500)
Venue Charges	825
Venue Refunds	(1,325)
Printing	2,167
iTunes	119
Misc.	541
Total	4,823

6. Payments for Generating Funds

Merchandise	454
Misc.	178
Total	632

7. Support Costs

Stationery	272
Computer	240
Internet Charges	464
Professional Fees	540
Insurance	245
Postage	12
Travel and Transport	184
Sundries	369
Total	2,326

The Royal Air Force Music Charitable Trust currently has no endowment funds

The Royal Air Force Music Charitable Trust currently has no restricted funds

Statement of Assets and Liabilities at Year End

Year Ended 31 December 2020

	Unrestricted funds (£)	Restricted funds (£)
Cash Funds	35,101	0
Total Cash Funds	35,101	0
CD Stock (4290)	12,870	0
Merchandise Stock	2,920	0
Teddy (261)	1,566	0
Keyrings (157)	314	0
Mugs (416)	1,040	0
Liabilities	570	0





ROYAL AIR FORCE **Music**
Charitable Trust

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