



Trustees' Annual Report for the period **Draft**

		Period start date			Period end date		
From	01	Sept.	2021	To	31	August	2022

Section A Reference and administration details

Charity name PEAK DISTRICT MUSIC CENTRES

Other names charity is known by PDMC

Registered charity number (if any) 1187080

Charity's principal address

24 Beaumont Drive
 Dove Holes
 Buxton DERBYSHIRE
Postcode SK17 8BB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee
1	David Brindley	First trustee Chair		None
2	Jon Kilpatrick	First trustee Vice-Chair	to 12 Nov 2021	
3	Cath Pitts	First trustee Treasurer	to 12 Nov 2021	
4	Helen Payne	First trustee Secretary		
5	Michelle Birch	First trustee	to 12 Nov 2021	
6	Nick Buttle	First trustee	to 12 Nov 2021	
	Vicky Giliker	Trustee	wef 12 Nov 2021	
7	Simon Marrow	First trustee	Treasurer wef 12 Nov	
8	Hannah Watson	First trustee	Vice Chair wef 12 Nov	
9	Amanda Whittlestone	First trustee	to 12 Nov 2021	
10	Melanie Groarke	Co-opted	wef 15 Nov 2021	

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
None	

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document)	Constitution
How the charity is constituted)	Charitable Incorporated Organisation, registered 20 December 2019 [replacing PDMC Charitable Association No.1002890]
Trustee selection methods	Election at AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

We attach trustees to ensembles, whenever possible, to provide an insight into the core activities of the charity, alongside an opportunity to make a practical contribution.

We have designated trustees attached to Safeguarding and Health & Safety procedures.

PDMC is a partner in the Derbyshire Music Education Hub, which is led by the Derby and Derbyshire Music Partnership. This enables us to access public funding via the Arts Council from the Department for Education.

The trustees maintain a Handbook, reviewed annually and primarily for use by Ensemble Directors (EDs) and parent helpers, which sets out all required procedures and protocols - especially with relation to safeguarding children; equality; health and safety; risk assessments for performances, trips and tours; planning timelines; and financial management.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The advancement of musical education for the public benefit, in particular among young people of school age in an area bounded by Buxton, Bakewell and Hope Valley by the provision of:

- structured music ensembles to enable participation and progression with the aim of developing confidence and enjoyment of music;
- regular rehearsals, opportunities to perform in both informal and public settings and other enrichment experiences such as tours, trips, workshops and residencies;
- opportunities for teamwork and leadership within a structured music making setting.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Having due regard to the guidance issued by the Charity Commission on public benefit, PDMC works tirelessly to bring music making opportunities to young people of school age from all social backgrounds. Section D below gives details of our achievements over the past year.

As a further commitment to public benefit, in recent years the trustees have raised over £22000 in grants from local charities and donations, specifically targeted at ensuring that financial hardship is no barrier to a young person's aspirations to learn an instrument or play alongside others. We strongly promoted this scheme in the wake of the potential impact of the pandemic on some parents. £1776 has been awarded in the past year. We also offer an initial free taster half term to beginners to encourage potential new members.

The trustees have met seven times (including four by Zoom conferencing) to monitor the efficiency and effectiveness of the organisation, to plan for long-term financial and musical viability, to maintain a strategic direction and to ensure that all statutory requirements are being met. The seventh Extra Meeting in July was called specifically to address responses to current player number, staffing and budget issues. Financial and management information provided by the Administrator informs close monitoring of the organisation's performance and strategic decision making. The Administrator attends Board and ED meetings and meets as necessary with the Chair and the Strategic Director of Music. In order to strengthen the relationship between the trustees and the EDs, the Strategic Director of Music participates in Board meetings and the Chair regularly communicates by email with the EDs and attends their meetings.

The past year finally offered a move away from pandemic and lockdown constraints. Face to face rehearsals and performances returned, though masks were still worn and any Covid cases reported for much of the year. The value of Zoom conferencing had become apparent - not least in reducing carbon emissions of people travelling to meetings – and has continued to be a feature of many meetings.

It has proved difficult to restore player numbers, with only 130 surviving of the 223 on roll before lockdown, though we managed to get membership back up to 175 by the end of the year by virtue of renewed ensembles and after school groups in primary schools. Frustratingly, other imaginative projects such as the Spring Showcase in the Octagon and an Open Week In April produced very few new recruits. Unfortunately it was only possible to reinstate the Buxton Beginner Strings and Bakewell Beginner Winds, and to start a new Bakewell Beginner Strings, for the final summer term. Disappointingly (and honestly or not!), “examination pressures” are cited in our Surveys as the main reason for leaving.

With lower player subscription income and a consequent reduction in Gift Aid, but with fairly constant personnel and venue costs, the operating budget suffered a final deficit of just over £6000. Subscription levels had remained unchanged throughout the pandemic but trustees agreed a small increase for September 2022, whilst knowing that this alone will be insufficient to make up the deficit, a situation exacerbated by a reduction for 22/23 in the Hub grant because of our lower numbers. Meanwhile, our development fund, held in our reserves, has been significantly drawn on in our search for strategies and initiatives, including our recourse to a Strategic Director of Music, to rebuild PDMC. Restoring a balanced budget is now the key challenge facing the trustees.

Our team of Ensemble Directors has numbered seven throughout the year with a welcome return by Jane Taylor. Danny Riley took up post with the Wind Band in September 2021, committing to two years with us. However, after Kristina Craven had to step down in November, the search for a third String ED has to date yielded no results. So ED recruitment is now another major challenge.

To sharpen the focus of our Strategic Director on strategy, longer term planning and recruitment, trustees resolved to reduce his hours by 40% for the coming year and to divert the redeemed 40% towards the services of an Event Manger who could relieve him of the detail of operational planning.

With regard to statutory matters, the trustees monitor all Charity Commission updates for useful tips and reminders; and keep a particularly close eye on safeguarding and data protection. In particular, we maintain an Online Safety Policy and a Risk Management Statement and Risk Register. EDs also need to undertake basic First Aid training as a contractual requirement.

Trustees recognise the need to be constantly looking for new fund-raising opportunities. Our “Friends of PDMC” scheme continues and we made another successful bid to enhance our Hardship Fund to the Ethel James Trust. We were delighted to receive an anonymous donation of £20k from an old friend of PDMC to support initiatives to encourage new members. We successfully applied for a Derbyshire Community Grant of £1000 towards the costs of the Spring Showcase and this in turn led to a front cover picture and a very supportive article about PDMC in the Summer edition of Derbyshire Now. We also made a successful bid for a Hub grant to help fund our summer term Primary Ensemble Project. A valuable gift in kind came from a businessman parent who built us a customised storage facility for spare instruments, scores etc. at his warehouse.

Summary of Main Activities cont'd ...

A successful mid-year progress review was held in February with the Leader of the Music Education Hub. Detailed actions taken with respect to each of the focus areas and their impact are fully reported in the Year End Evaluation made to the Hub (see Section D below). The Chair also attended the annual Hub meeting for Music Centres in February.

Membership of the Hub entitles us to the services of the Hub Area Leader, Dan Timmins, who acts as a musical adviser and is responsible for the quality control of all musical activity and for the professional development of our ensemble directors. He also has a role in supporting our Strategic Director of Music and he has contributed to our revival planning.

We maintain close links at both Chair and ED level with our Hub neighbour, Dark Peak Music Foundation, with a commitment to maintaining joint concerts and initiatives when possible.

All our EDs are engaged with a local Music Service through which they receive updates, including on key issues such as Safeguarding, and a certain amount of professional development. Further to this, the trustees provide funding so that EDs may keep their First Aid training up to date. Dan Riley was our latest ED to attend the Conducting Course at the RNCM, funded by the Hub and ourselves.

PDMC personnel are all self-employed and provide contracted services, which are reviewed annually. PDMC personnel make up a dedicated and talented team which serves the organisation with distinction and flair and which delivers the considerable benefits and successes experienced by our young musicians.

PDMC attracts considerable support from the players' parents, several of whom actively support the work of the charity. All current trustees are either past or present parents. Parent helpers provide weekly administrative and safeguarding support for our ensemble rehearsals, as well as at performances and on trips and tours. They also help with fund-raising. The organisation is deeply indebted to its volunteers and sincerely acknowledges the contribution of our parent volunteers, as well as the contribution of contracted personnel. As an effort to involve more parents, we held our last AGM during Friday evening rehearsal time at Lady Manners School. A small number of parents did attend and we were able to recruit two new trustees as a result. We were delighted that Jon Kilpatrick accepted our invitation to become our twelfth Honorary Member in recognition of his considerable and generous practical voluntary contributions to PDMC over the last decade as a parent and a trustee.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

PDMC does not make grants.

To ensure that financial hardship is no barrier to participation in PDMC, free membership is automatically awarded to children eligible for free school meals and a discount is automatically available for the third child from the same family.

In addition, a Discretions Panel, made up of three trustees who are not current parents and drawing on grants made to PDMC by local charities, receives and responds to other requests for free, or discretionary rate, ensemble membership. Financial support may also be requested for participation in tours and, for both PDMC players and others, instrumental lesson costs, along with loan instruments, if needed. Requests are made on an application form.

Volunteers are crucial to the organisation, providing the Board membership, parent helper support for the EDs at weekly rehearsals and at several public concerts each year, fundraising, and help with summer tours and trips.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The last year has seen the first stage of post-pandemic rebuilding – with a focus on attracting new members, restarting some suspended ensembles and devising some imaginative and attractive new initiatives to encourage recruitment.

We continued to provide music making opportunities for up to 175 young players, ranging from preparatory to senior levels, and including some in our trial primary school bridging ensembles.

Ensembles

We began the year with the lowest number of ensembles in recent years, just eight:

- 3 string ensembles (Training / Intermediate / Orchestra) – all in Buxton
- 4 wind ensembles (2 Beginner / Intermediate/ Wind Band) – all in Bakewell except a Beginner group in Hope Valley
- Big Band – the biggest it has ever been, in Buxton

Happily, in the summer terms, we managed to (re)start three more ensembles:

- 2 Beginner Strings in Buxton & Bakewell
- A Beginner Wind in Bakewell

and to launch two primary bridging ensembles:

- a Wind group in Buxton and a Strings group in Eyam

Ensemble Directors

We began the year with 8 ensemble directors and ended with 7 – with some doubling up – after we were unable to recruit a replacement String ED.

Rehearsals

We successfully restored a full programme of face to face weekly term time rehearsals, back in our normal venues of St Thomas More School, Hope Valley College and Lady Manners School.

Live Concerts and Performances returned:

- A Strings and a Wind Christmas Concert on successive weeks in Buxton Methodist Church
- A summer concert featuring all three senior ensembles in Buxton Methodist Church; with all the other ensembles and the Wind Band performing together at Lady Manners School
- Guest appearances by the Big Band and a String Quartet at Thornbridge Hall on a sunny Sunday afternoon
- Our regular Big Band spot at the Leek Arts Festival

In addition, two of our young violinists, Ben Giliker and Amelia Monterio, were wonderful ambassadors for PDMC, playing as guests arrived for a Buxton International Festival Opera Dinner in the Buxton Crescent Assembly Rooms.

The highlight of the year was our **Spring Showcase and Concert** in the Octagon on 1 April. A well supported morning secondary school showcase and a packed primary school afternoon showcase were followed by a public concert performance featuring all PDMC ensembles. The whole event put PDMC back on a public stage and showcased all that we have to offer, whilst the day events strengthened our relationship with local schools and their key role in helping us recruit new members.

PDMC has always prided itself on an accustomed sweep of performances, reflecting the huge commitment and talent of our players and EDs. A number of benefits derive from our public performances, including fund raising, profile raising, increased recruitment and opportunities for collaboration with neighbouring organisations – as admirably demonstrated by our Spring Showcase.

Summary of Main Achievements cont'd

With the pandemic now behind us, PDMC is able to demonstrate again our reputation for nurturing young players and developing them into accomplished performers and, thanks to the skills and imagination of our EDs, for the high standards of ensemble playing achieved. Our players continue to audition successfully for the County Orchestra and Wind Band, and even for the National Youth Orchestra. A good many continue their music-making into adult life after leaving PDMC and some pursue professional careers in music. Indeed, some have returned to perform star solo roles in various public performances in the town.

It is also fair to say that a significant achievement of the past year has been a real strengthening of our relationship with schools across our patch, having realised that we need to work at this ourselves without relying on the Area Leader. The networking efforts of our Strategic Director have been key, with the Chair also forging some new links. Several of our parents, past and present, have key roles in local schools and their support has been invaluable; and the fact that one of our trustees is a local primary school headteacher with direct access to the local cluster of schools has been of enormous benefit.

PDMC is a member of the Derbyshire Music Education Hub and is required to engage in an annual Service Level Agreement. Three priority areas had been identified, and were evakiatedas shown,for the year:

1. *To pursue key aspects of the 2020-21 Agreement which had to be stalled because of the continuing pandemic and lockdown, in particular by:*
 - *building on the work of the Project Revive Think Tank (cf. 2 & 3 below)*
 - *refocussing efforts on restarting Beginner String & Choir provision, including identifying appropriate “bridging” provision for “pre-Beginners”*
 - *reviving minority instrument workshops*
 - *renewing efforts to deliver a residential experience*
 - *pursuing sponsorship and grants, particularly for the Music Festival and work in primary schools*
 - Beginner groups restarted in the summer term; Youth Choir scheduled to launch in 2023; Primary Ensemble Projects (PEPs) launched in summer term, initially in two schools for children emerging from WOpps groups or early instrumental teaching;
 - Successful bid for a £1k DCC Community Grant for our Showcase event, also resulting in some terrific publicity in Derbyshire News; another £2k donation to our Hardship fund; a Hub grant in support of our PEP initiative;
 - Residential in Cornwall planned for 2023; minority workshops delayed
2. *To develop a programme of close engagement with targeted primary schools, including support for the enrichment and follow-up of WOpps provision; promoting more instrumental teaching; additional small group opportunities; and demonstrations - with the aim of recruiting players into our ensembles.*
 - Spring Showcase cemented links with all but one local primary school; Musical Director has forged strong links with primary head teachers; PEPs launched; Demonstration sessions started
3. *To organise and deliver a 24-hour Music Festival in the Buxton Octagon in February 2022 with the aim of promoting youth music generally across the High Peak, of showcasing PDMC, and of attracting new players at all levels into our ensembles. This will also require significant sponsorship and planned follow-up opportunities to support new recruits, especially at beginner levels*
 - This was replaced by a highly successful whole-day Spring Showcase and evening PDMC Concert at the Octagon on 1 April; virtually all partner primary and secondary schools took part: 250 young musicians in all. Financial sponsorship achieved. But a disappointing number of new members.

Section E Financial review

Brief statement of the charity's policy on reserves

A reserve roughly equal to two years' funding from the Derbyshire Music Education Hub is retained; this currently stands at £40k and is reviewed annually.

A further restricted reserve, currently of approx. £24.5k is available for specific earmarked purposes, including hardship support, with funds released only as qualifying costs are incurred. A further unrestricted reserve of approx. £29k is available to fund specific improvements and developments, approved by the trustees; this latter fund is depleting.

Details of any funds materially in deficit

None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main sources of funding are the Derbyshire Music Education Hub grants; membership subscriptions; concert profits; donations; and other fundraising.

We operate a Friends Scheme to allow our supporters to make regular, gift-aided whenever possible, donations.

Our main expenditure is on the provision of ensemble venues, EDs and assistants, and administrative services.

A Virgin Money interest paying charity account is operated in order to maximise the return on reserve monies not immediately needed.

Section F Other optional information

As an additional contribution to the public benefit we have provided a violin for a Ukrainian refugee child and offered to subsidise piano lessons for another.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature

Full name

Position

Date

24 March 2023