





Annual Report

2018-2019

Introduction

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Introduction

The Main Aim of SoundCafe

SoundCafe aims to inspire people who are homeless, vulnerable or socially isolated by providing a safe creative space to explore, grow and express their artistic talents. We are a diverse and inclusive community who are learning to reflect on our experiences, that through this, personal lives may be transformed and empowered.

Inspiration within SoundCafe
multiplies its Creativity and
feeds its Diversity while regular
Reflection leads to
Empowerment of both its guests
and of its volunteers"

(This statement is our Impact Statement from a Transformational Index training session held in 2016)

SoundCafe Leicester (SCL) is a registered charity providing a safe creative space for adults who are homeless, at risk of homelessness, vulnerable or socially isolated as a consequence of their living arrangements.

SCL offers opportunities to promote feelings of well-being, confidence and self-esteem by enabling people to take part in creative activities such as singing together, poetry, crafts, drawing and painting.

Over 30 volunteers including several Samaritans support SCL's work.

Trustees

Mrs Roz Burch (chairperson)

Revd. Helen Hayes (vice-chair)

Mr Geof Pearce (health and safety)

Mr Pete Miller who joined in March 2019 to become Business Manager and Hon. Treasurer

Mr David Piper (secretary and pastoral focus) resigned March 2019.

Mrs Sandie Sobieraj (treasurer)

During 2018/19 SCL has actively explored addressing the future recruitment of Trustees and has appointed a new Trustee with an interest in Business Development and taking the lead Treasurer role.

The trustees of SCL include those with experience of working with rough sleepers, long term homeless, people who are socially isolated or those with drug or mental health issues and who are destitute. This experience has shown us that we need to provide creative solutions to meet the diverse needs of those who are or were once homeless.

SCL welcomes everyone regardless of race, religion, sexual orientation, gender or ability. SoundCafe provides the opportunity to explore the Christian faith for those who wish to do so.













SoundCafe's Year

Strategic Highlights

Since the launch of SCL in October 2014 the numbers of people, our guests, attending have grown from 18 to over 50 per session.

Homelessness and the effects of it cannot be solved by a short term stay in a hostel nor by one organisation. Therefore, SCL is developing a range of services and opportunities:

- a choir combining the talents of guests and volunteers
- café sessions where guests are invited to take part in art and crafts; perform musically
 with their own or covers of other artists' work or recite their own or others' poetry or
 prose this gives the opportunity for adult literacy combined with "gaining a voice"
 through poetry and song
- listening projects to enable and empower guests to feel heard and understood
- campaigning to raise the profile and needs of the target group some guests for example have performed or spoken at outside events to lobby about the scandal of homelessness
- we collect our guests' stories and hear the changes they are making in their lives

SCL is aware of similar projects work in other parts of the UK and know that with the right support and backing we can offer respect, dignity and security to those suffering from and surviving homelessness in Leicester.

This Year

The focus for 2018 has been on sustainability and development, building on the foundation work that was undertaken with the appointment of a Development Worker in November 2016.

This year we have continued to develop positive working relationships – for example with the Diocese of Leicester - who invited us to become a Bishop's Mission Order, De Montfort University – who sent us students on placement who enhanced our creative arts and poetry and with The Centre Project of Central Baptist Church, who we look forward to developing services with in the future.

This year we've increased the number of weeks that SCL is open and aim to provide weekly available sessions all year round in future.

SoundCafe's Year

This year we've developed a platform for information and communication to support 'signposting' services: our information and signposting project is in the planning stages to include training initially with some volunteers.

This year we've begun to identify new ways of supporting people who are homeless to gain confidence and skills – for example

This year we've developed our arts, crafts and poetry though designated workshops to give greater opportunity for 'finding a voice' – one project in the pipeline is looking at the use of drama to 'Tell the Story' of homelessness.

This year we have launched and further developed our new website; this not only showcases the work of our guests but offers a significant evidence base to substantiate the role and work of SCL; raise the profile of homelessness and underpin future bids for funding. We have been fortunate to have a volunteer with the expertise to support our developing IT needs and website and we intend to build on this in 2019.

This year we aimed to ensure that the network of homelessness provision in Leicester is aware of SCL's services and to ensure that the 'homeless voice' is heard promoting the work of SCL at different forums and events – for example, we have been involved with the setting up and growth of the Leicester Homelessness Charter

This year we celebrated becoming a Bishop's Mission Order (BMO), with Bishop Martyn and invited guests. After a lot of hard work on our Business Plan, and on the submission to become a BMO, the Trustees agreed that it would benefit the Charity if we had this particular link to the Diocese. We look forward to continuing to pioneer our challenge to the Diocese to welcome our guests and the homeless "community" as full and rightful members of the "family".

Staff Changes

We have welcomed a second member of staff, Maria O'Brien, since October 2018 – as Administrative & Volunteer Services Co-ordinator – the post enables our Development Worker, Rachel Griffiths, to further develop our partnership working; strategic development and operational delivery. We also employ a sessional choir conductor, Emma Trounson.

Volunteers

SoundCafe is only possible with the commitment and support of our volunteer team.

With the appointment of our Administrative & Volunteer Services Co-ordinator, we are now able to offer a co-ordinated approach to our future recruitment and pastoral care of our volunteer team.

The post has enabled a new focus on weekly communication with all volunteers and the chance to introduce a new approach to our team organisation and planning of sessions.

Our volunteers are divided between teams who support our guests in the sessions as follows:

<u>Team</u>	<u>Leader</u>
Welcome Team	Geof Pearce
Catering	Carol Knill
Front of House	Chris Beange
Pastoral	Sandie Sobieraj
Music & Choir	Rev. Helen Hayes & conductor Emma Trounson
Sound system	Heather Newcombe
Poetry	Richard Byrt
Art	Pat Pearce
Crafts	Gwen Toon
Volunteer Co-ordination support	Cathy Goddard/Carol Knill

Financial Highlights

SoundCafe receives support in many ways not least St. Martins House who support our use of the Grand Hall each week and the provision of refreshments at significantly reduced cost.

We also have office space in the Community Hall of the Church of the Martyrs which is provided free of charge in support of the charity.

Operating Highlights

Arts and Crafts



Another creative year has been enjoyed by our Arts and Crafts team and guests. Watercolour paintings, pencil sketches, decorative boxes, picture frames, knitted items and varied crafts are just a few creative items produced during the year. We created the Tree of Life hanging and were blessed by the team from the DMU who came to work with our guests for six weeks the highlight being the sunflowers picture made from paper plates.



Our guests and volunteers made paper-mache helmets, decorated with crotchet and knitted poppies which were worn by the SoundCafe Choir for our sing-a-long World War I commemoration in Leicester Cathedral.

Decorative trees were made from cardboard and adorned the tables along with snow at our Christmas party. Valentines' Day saw our guests making heart shaped decorations to which they added their own special messages. These were hung on our handmade tree which was later displayed for several days in the Cathedral and became a joy and talking point for school children on their educational visits. Throughout the year our enthusiastic crafts team strive to provide our guests with new and varied projects suitable for all abilities.

Choir

It has been a year of change for the SoundCafe Choir as it has seen the retirement of Rev'd Helen Hayes as conductor in December 2018 and Emma Trounson taking over the reins in January 2019. Helen had conducted the choir since its' launch at Leicester Cathedral in January 2015 when the choir took part in the British Premier of Henry Mollicone's Beatitiude Mass, a Mass for the homeless where they performed with Choros Amici and Octave.

November 2018, marked 100 years since the end of the First World War. To mark this occasion SoundCafe Choir sang a collection of war time and peace songs in Leicester Cathedral. The art work produced by guests and volunteers providing a fitting tribute at this time. Members of the public who were visiting the cathedral to visit the tomb of King Richard commented on how moving they found the event.





SoundCafe Remembers was such a special event. The choir sang so well and with all their hearts; songs from the First World War; songs and poetry lamenting the fact that there are still wars today; and songs and poetry of hope for a world of peace. It was wonderful that those who came to listen were able to join in the singing with the SoundCafe Remembers Song Book. It was a true community singing event led by the SoundCafe Choir. It was so inspiring to hear the choir sing about the subject of war and suffering. We are hugely proud of the choir and all they achieve in the midst of many of our guests difficult lives." (Rev'd. Helen Hayes).

As 2018 ended with a heavy schedule of 'gigs' including the Welcome Service of St Margaret's to the West Leicester Mission Partnership, Carol Service at Holy Apostles and the Annual Christmas Carol-a-thon at Leicester Cathedral, Helen handed on the baton to Emma.

Helen said "It has been such a privilege to see the SoundCafe choir grow from a small group of tentative singers who were unsure of their voices to a choir that now stands on a strong reputation of powerful performances that raise the complex issues of what it means to be homeless. Being a part of that story has been very special indeed and we are so blessed to have the stunningly talented Emma Trounson to take the choir onto the next part of that journey."

SoundCafe's Year



In January 2019 Emma Trounson took over the direction of the SoundCafe choir. The choir performed at the SoundCafe Bishop's Mission Order (BMO) launch in February, showcasing the choir as a flagship group within SoundCafe.

The choir enjoyed performing new songs as part of Leicester @ The Cross on Good Friday again this year and lovely comments were made about how moving the performance was. The choir was accompanied on the piano for both performances, which improves the tuning and ensemble of the singing.



At this event SoundCafe choir was exposed to a very large audience, which raises awareness of our organisation and increase the guests' confidence. Being asked back to perform at this event a second-year running gave a sense of affirmation that the performance last year had been of a high quality.

Emma said, "It is such an honour to have been appointed by SoundCafe to take over the running of the choir. I have greatly enjoyed conducting the choir so far and have been delighted with the way they have adapted to my conducting and followed my instructions about technique and musicality. Helen has built a fantastic foundation of loyal choir members who are passionate about singing. The guests are so committed to improving the quality of their singing and they work so hard in rehearsals and performances to be the best they can be. It's an exciting time for the choir and I'm looking forward to taking it to the next level."

Pastoral

During 2018/19 we have developed activities undertaken within the main sessions including yoga for guests to support relaxation and well-being; enhanced pastoral team support including the renewal of our Memorandum of Understanding with the Samaritans and the increased use of their services every Wednesday.

Regular team meetings are now held with the pastoral volunteers to identify ways to best support our guests.

SoundCafe has been open for over four years, some of our original guests remain and new ones have joined. As this growth has taken place our guests have felt more able to trust us and have disclosed some of the problems and difficulties that they have encountered, as well as ones that beset them on a daily basis.

We are acutely aware that we don't have a magic wand which can make these problems disappear, but for a short while we can provide the time and space to listen and help them talk through their troubles and worries, aided at each session by our dedicated volunteers and Samaritans.

We don't make notes or keep records because we understand that guests need to feel safe, so that they can be open about their feelings. What we do is actively listen and provide them with the space to be part of what some guests describe as "the SoundCafe Family"

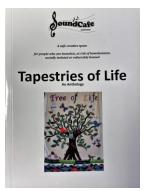
As part of our 'SoundCafe Family' approach we are currently exploring how we can sensitively provide continuity of support and contact with guests outside of our usual Wednesday sessions.

Poetry and Prose



The Poetry Table continues to be available to SoundCafe Guests who would like to write or read in a relaxed, informal atmosphere. Pictures and anthologies are provided to facilitate this, as well as a "talking tablecloth" on which Guests can write or draw. Guests also write at other tables at SoundCafe. Valuable ideas for the development of writing have been provided by Guests; and by Kate, who is a volunteer, and Rick, a De Montfort University creative writing Student, who was recently on placement with us.

Many Guests combine their writing with singing in the SoundCafe Choir, art or craftwork. The commitment of many SoundCafe Guests to their writing is very impressive. In the past year, Trustees, Volunteers and Staff have aimed to enable Guests, if they wish, to enjoy writing, sometimes for the first time. and to perform or publish their work.



17 Guests contributed poems or prose, on a wide variety of topics, to a SoundCafe anthology, "Tapestries of Life", which also included photographs of several Guests' art and craftwork. The anthology was published by ThinkInk Productions in October, 2018, and donations have been made for over 100 copies. One Guest also had two poems accepted for an anthology published by Civic Leicester.

Several Guests contributed poems for a Remembrance event in Leicester Cathedral to mark the centenary of the end of World War One, and for an anthology for the "Wondering Souls" religious art exhibition in May 2019. Some Guests have read their work at local poetry events run by other organisations and/or been involved in planning and contributing to a local Everybody's Reading Festival arts event. Three poems, written by Guests, were read at Leicester's Good Friday event.

It is very rewarding to share Guests' enjoyment and enthusiasm for their writing, and to make this activity accessible, in line with Sir Richard Attenborough's principle *that arts activities should be available to everyone*. (Sir Richard Attenborough. 1994. Maiden Speech to the House of Lords. Film Forever. (Undated). "The Arts Are Not a Luxury").

Welcome, Health & Safety

SoundCafe aims to provide a safe creative space and our guests, volunteers and visitors receive a warm and friendly greeting by our front of house Welcome Team. The team endeavours to maintain awareness of health and safety guidelines at all times, in close liaison with staff at St Martins House. We review our policies and procedures regularly. We had a Fire evacuation practice recently and this provided a useful basis on which to revise our procedure, so we're learning all the time.

Financial Summary

Financial statement for the year March 10 2018 - March 09 2019

Receipts & Payments Account	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	Total Year
Receipts					Rounded to the nearest £
Donations from Individuals and Companies	5893.50	-	-	-	5893
Growth Fund		13500.00			13500
Donations at SoundCafe Sessions	129.51	-	-	-	130
Friends of SCL - Standing Orders	994.00	-	-	-	994
Grants		4250.00		-	4250
HMRC Gift Aid	379.30				379
SoundCafe Events	428.75	-		-	429
Donations for CDs	120.00	-	-	-	
and Anthologies					120
Arts and Crafts	86.05				86
Total Income	8031.11	17750.00	-	-	25781
Payments					
Room Hire and Refreshments	-	6414.20	-	-	6414
Development Worker Salary, NIC, Payroll	-	15578.88	-	-	15579
Admin Worker Salary and Payroll Costs	-	1231.00	-	-	1231
Parking at Sessions	-	175.84	-	-	176
Replacement Lead at Sessions	390.00	-	-	-	390

Financial Summary

Refreshments at Sessions	595.71	-	-	-	596
Arts and crafts	291.20	-	-	-	291
Choir	192.68h	-	-	-	193
Writing Group	137.14	500.00	-	-	637
ICT	-	1190.52	-	-	1191
Equipment	-	216.16	-	-	216
Stationery,	-	135.33	-	-	135
Postage and					
Printing					
Fundraising Costs	420.00		-	-	420
Volunteers –	-	657.02	-	-	657
Training					
Insurance	-	546.42	-	-	546
Bank Charges	60.00		-	-	60
Total Expenditure	2086.73	26645.37	-	-	28732

Details	Amount
Income 2018 -2019	25,781.11
Less Expenditure 2018 - 2019	28732.10
Balance Outstanding as at 09 March 2018	- 2950.99
	+
Add Cash brought forward at 10 March 2018	66,597.75
Total cash to carry forward at 10 March 2019	63.646.76

Details	Amount
CAF Bank Balance at 09 March 2019	52,647.03
Co-op Bank Ltd Balance at 09 March 2019	3,301.27
Petty Cash – held by Treasurer at 09 March 2019	100.88
Petty Cash – held by Development Worker at 09	67.29
March 2019	
Growth Fund balance at 09 March 2019	
	7,530.29
Total of Funds to carry forward at 10 March 2019	
	63.646.76

Details	Amount
Restricted Funds brought forwards at March 10	33,300.48
2018	
Restricted Funds 2018 – 2019	17,750.00
Total Restricted Funds	51,050.48
Less Restricted Funds Expenditure 2018 -2019	26,645.37
Balance of Restricted Funds to carry forward at	24,405.11
March 09 2019	
Unrestricted Funds brought forwards at March 10	33,297.27
2018	
Unrestricted Funds 2018 -2019	8031.11
Total of Unrestricted Funds	
Less Unrestricted Funds Expenditure 2018 -2019	2086.73
Balance of Unrestricted Funds to carry forward at	39,241.65
March 09 2019	

Details	Amount
Restricted Funds – held at CAF Bank	16,874.82
Restricted Funds – held by Growth Fund	7,530.29
Total of Restricted Funds	24,405.11
Unrestricted Funds – CAF Bank	35772.21
Unrestricted Funds – Co-operative Bank	3,301.27
Unrestricted Funds – Petty Cash	168.17
Total of Unrestricted Funds	<mark>39,241.65</mark>
Total of Funds held By SoundCafe Leicester at 09	<mark>63,646.76</mark>
March 2019	

Notes to Financial Statements

Notes to accompany the Financial Report – March 10 2018 – March 09 2019 - presented to the Trustees of SoundCafe Leicester 6th June 2019

A total of £25781 was received in the 12 months from March 10 2018 – March 09 2019 and £28732 was paid out.

The net result was a decrease of receipts over payments of £2951. With the funds carried over from the previous year, this amounts to £63646 to carry forward on 10 March 2019. Of these funds, £39241 is classed as unrestricted and £24405 as restricted

The accounts have been prepared on an Income and Expenditure basis in accordance with the 'Charities Statement of Recommended Practice'

Funding

We are in the third year of our Tier 2 Funding from the Leicester Diocese Board of Finance, this has helped to finance our Development Worker and the costs of running our weekly sessions.

We were fortunate to receive a grant from the Vinci Trust which has meant that we were in a position to employ an administrative assistant for 12 hours a week on a fixed term contract. Other funding has come from our 'Friends of SoundCafe Leicester' and from generous individuals, churches and organisations, to whom we are extremely grateful.

Reserve Policy

It is the intention of the trustees of SoundCafe Leicester to maintain a balance on unrestricted funds of three months operating costs, which equates to £8000. This will be reviewed in the summer months.

Investment Policy

Apart from maintaining the Reserve Fund the majority of the charity's unrestricted funds are to be spent in the short term on our charitable objectives.

Trustees Remuneration and Related Party Transactions

No member of the Trustee Board received any remuneration or travel costs during the year. No trustee or any person related to them had any personal interest in any transaction entered into by the charity during the year.

Assets

SoundCafe Leicester owns no land, building, furniture, investments or trading stock. We own a small amount of equipment, necessary for the running of the Charity but this has little financial value and is treated as expenditure in the year of purchase.

Notes to Financial Statements

Volunteers

At the moment we are still not in a position to repay the expenses of volunteers, helpers or Samaritans.

We are fortunate that we have such a willing and caring group of volunteers, they work tirelessly to make SoundCafe a safe, creative space for our guests.

Sandie Sobieraj, Treasurer.

Independent Examiner's Report



Independent examiner's report on the accounts

- Villian Comment	accounts				
Section A	Independent Examiner's Report				
Report to the trustees members o	Charity Name SoundCafe Leicester				
On accounts for the period ended		Charity no (if any)	1162987		
Set out on pages	1-2 (remember to include the page numbers of addition	1-2 (remember to include the page numbers of additional sheets)			
Respective responsibilities o trustees and examine	The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to: examine the accounts under section 145 of the Charities Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and to state whether particular matters have come to my attention.				
Basis of independen examiner's statemen	My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.				
Independen examiner's statemen	 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 130 of the Charities Act; and • to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 				
Signed	1. One diga	Date:	26/6/2019		
Name	John Orridge, BA(Hons), ACA				
Relevant professiona qualification(s) or body (if any)	<i>,</i>				

Address: c/o St Martins House, 7 Peacock Lane, Leicester, LE1 5PZ

Looking Ahead

SCL offers an opportunity to develop the 'Church' in a new way and at the heart of the community for those who are homeless and isolated. A sense of 'belonging' and the importance of being part of the SCL 'family' is a key focus for the future of the work being undertaken through SCL. We are equally exploring further the value of other partnership working arrangements for example with Centre Project, where our guests transfer across both groups.

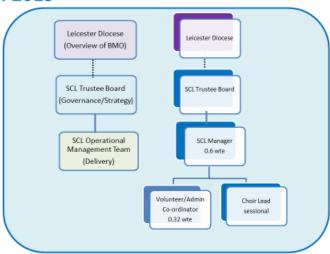
SCL embraces guests with physical, mental, emotional and sensory issues and provides a safe creative space away from the challenges that they face on a daily basis. We are clear that we cannot resolve the challenges they face, but we can help address issues of low self-esteem; confidence building; isolation and providing a 'SoundCafe family' support network. For potential supporters SCL captivates hearts and minds and needs to develop a greater level of sustainability financially for what is seen as a creative and innovative model for supporting and ministering to those most vulnerable in our society.

The Objectives of SoundCafé Leicester - 'the steps we are going to take to achieve our aims'

- provide weekly available sessions all year round
- organise regular events for SCL's choir to practice and perform
- introduce an information and 'signposting' service
- support people who are homeless develop feelings of well-being, confidence and selfesteem through the creative arts
- Develop our arts, crafts and poetry though designated workshops to give greater opportunity for 'finding a voice' one project currently in development is looking at the combined use of drama, singing and art to tell the story of homelessness.
- identify even more new ways of supporting people who are homeless to gain confidence and skills.
- ensure that the 'homeless voice' is heard promoting the work of SCL at different forums and events – including encouraging the growth of the Leicester Homelessness Charter, and other campaigning and lobbying opportunities
- develop our relationship with the Diocese and as a Bishop's Mission Order
- develop our ideas around offering a forum to discuss and nurture faith and spirituality in SoundCafe; specifically giving the opportunity for our guests to share their faith and spirituality.
- Planning for sustainability is key and we are dependent on the generosity and fundraising efforts of our supporters

To deliver our future we are revising our structure and team working arrangements as follows:

SoundCafe Leicester – Future Structure April 2019



SoundCafe Leicester Registered Charity No. 1162987

The Trustee Board will have a clear governance and strategic role with the Operational Management Team addressing the delivery of SoundCafe sessions and operational planning.

The new 'manager' post will have a specific responsibility around developing partnerships and exploring different funding options and bid proposals.

Contact Information



Roz Burch, Chair of Trustees soundcafeleics@gmail.com



The Rev. Helen Hayes, Vice-chair revhelenhayes63@gmail.com



Rachel Griffiths,
Development Worker
rachel@soundcafe.org.uk



Maria O'Brien, Administrator and Volunteer Coordinator maria@soundcafe.org.uk

Contact Information

SoundCafe Leicester

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www.soundcafe.org

SoundCafe's Patrons are: the Bishop of Leicester, the Rt Rev Martyn Snow; Mrs Janet Arthur and Cllr Manjula Sood, Assistant City Mayor.

Other supporters include: The Diocese of Leicester, West Leicester Mission Partnership, St. Martin's House Conference Centre, Leicester Cathedral, The Samaritans and Groby Sings.