

SHOREHAM COMMUNITY TRUST LIMITED

England & Wales · Charity number 1070530

Details

Other names SHOREHAM COMMUNITY ASSOCIATION LTD

Status Registered

Legal form Charitable company

Company number [03567456](#)

Registered 1998-07-14

Register [View on the Charity Commission register](#)

Contact

Address Shoreham Community Trust
The Shoreham Centre
2
Pond Road
Shoreham-By-Sea

Phone 01273454686

Email info@shorehamcentre.co.uk

Website www.shorehamcentre.co.uk

Activities

Objects: (1) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF SHOREHAM-BY-SEA AND NEIGHBOURHOOD WITHOUT DISTINCTION OF DISABILITY, SEX, COLOUR, RACE OF OF POLITICAL RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATIONS AND INHABITANTS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS. (2) TO CO-OPERATE WITH ANY STATUTORY LOCAL AUTHORITY IN THE MAINTENANCE AND MANAGEMENT OF THE PREMISES KNOWN AS THE SHOREHAM COMMUNITY CENTRE, POND ROAD, SHOREHAM-BY-SEA FOR ACTIVITIES PROMOTED BY THE ASSOCIATION AND ITS CONSTITUENT BODIES IN FURTHERANCE OF THE ABOVE OBJECTS. (3) THE ASSOCIATION SHALL BE NON-PARTY IN POLITICS AND NON-SECTARIAN IN RELIGION.

Activities: We hire rooms for all kinds of uses: Adult Education, U3A, exercise classes, art & theatre classes as well as yoga, karate, pilates, weight watchers, blood donations, childrens activities, parties, wedding receptions etc. We also have monthly and ad hoc dances. weekly markets & monthly Art & Craft Fairs.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Education/training, Disability, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** SHOREHAM-BY-SEA AND NEIGHBOURHOOD.
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£298,614	£306,512	-	-
2024-03-31	£313,482	£315,178	-	-
2023-03-31	£279,640	£258,844	-	-
2022-03-31	£215,650	£231,600	-	-
2021-03-31	£145,946	£196,563	-	-

Trustees

Name	Role	Appointed
MATT DAVIS	Chair	2013-09-24
Kate Green		2020-02-12
MADELEINE EMPSON		2023-09-25
Paul Comber		2023-09-25
Tony Bourne		2023-09-25

SHOREHAM COMMUNITY TRUST LIMITED

England & Wales - Charity number 1070530

Accounts

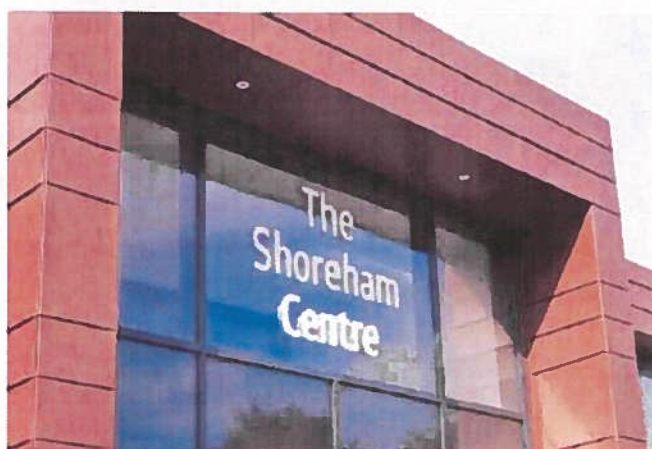
Shoreham Community Trust Limited

Charity No. 1070530

Company No. 03567456

Trustees' Report and Unaudited

Accounts 31 March 2025



**Shoreham Community Trust Limited
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Trustees' Annual Report

(including Directors' report) for the period

1st April 2024 to 31st March 2025

Charity name: Shoreham Community Trust

Charity Registration No.: 1070530

Company No.: 3567456

SHOREHAM COMMUNITY TRUST
ANNUAL REPORT
YEAR ENDED 31st MARCH 2025

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1. Introduction

The Shoreham Centre building is a focal point in the town, bringing the community together through multiple activities.

It is owned by the local authority and leased to the Shoreham Community Trust (*SCT*), and in 2015/16 was substantially refurbished by Adur District Council (*ADC*) with three objectives in mind:

Firstly, to improve the *SCT*'s offer to the community, enhancing its quality and ability to be used by a wide range of hirers, community groups and voluntary organisations.

Secondly, to accommodate the local authority as its strategic base, serving the Adur District with customer council services.

Thirdly, to support a number of charitable bodies including Citizens Advice and 4Sight, by housing their business activities within the complex.

The net result is a lively hub for the town which offers leisure, civic and professional services of all kinds, being at the very heart of the town, district and wider community.

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2025. The trustees have adopted the provisions of Accounting & Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard, applicable in the UK and Republic of Ireland.

The Trust's constitution reflects the requirements of modern charity legislation and recommended good practice for a Charity.

Responsibility for the overall control of the Trust's affairs rests in the board of managing trustees, elected each year by the membership at the AGM.

The Trustees herewith present their report, together with the Independently Examined Financial Statements of the Trust, for the financial year beginning on 1st April 2024 and ending on 31st March 2025.

2. Purpose of the Charity

The principal activity of the Trust in the period under review was that of running The Shoreham Centre in line with the Charity's objects which are to:

“Promote for the benefit of the inhabitants of Shoreham-by-Sea and neighbourhood without distinction of sex, colour, race or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants.”

Also “to co-operate with any statutory local authority in the maintenance and management of the premises known as The Shoreham Centre, 2 Pond Road, Shoreham-by-Sea, West Sussex, BN43 5WU, for activities promoted by the company and its constituent bodies in the furtherance of the above objects.”

3. Main Activities

Room Hire

We hire out room space to local community groups to further our Charity objectives where people can come together to play, learn and celebrate.

Pond Cafe

Our Pond Cafe is a community cafe offering refreshments for those using and visiting the Centre. The finances of the cafe are held in a designated fund with any surplus used, as determined by the trustees, to further our primary charity objectives.

The Pond Cafe offers a popular service of refreshments and lunches for users of the Centre. In addition, the staff provide an outside catering service when requested and occasionally cater for larger community events held in The Shoreham Centre. Our hospitality portfolio continues to increase and is becoming a key part of the cafe’s offering to local businesses and community groups who use the centre.

Skyway Gallery

After a period of team building and planning, Skyway gallery was launched on 16th September 2016 and formally became part of the Shoreham Community Trust on 15th August 2017.

Skyway Gallery is a contemporary community-centre gallery space, which provides a flexible and affordable context for the promotion of art and culture.

Skyway Gallery has two main purposes: the advancement of the arts & culture and the advancement of education in the arts. Our aim is to stimulate creativity, diversity and activity in the visual arts, as well as strengthening and promoting the well-being of the wider community.

Skyway Gallery exists within a public shared space and has a weekly average footfall of 1,000 to 1,500 people, therefore providing the opportunity for people who wouldn’t normally be exposed to the visual arts to engage with a varied and changing body of work. The Gallery

also provides hire space with exhibition opportunities for art groups and clubs, educational establishments and individuals to exhibit, promote and on occasion sell their work during their exhibition period.

Other regular activities at The Shoreham Centre include:

- Arts and crafts
- Dance
- Drama
- Fitness classes & training
- Education
- Preschool activities
- Music
- Public meetings
- Blood Donation
- Wednesday Market
- Martial arts
- Choir
- Skyway Gallery
- Wedding receptions
- Themed events
- Church services

4. Public Benefit Statement

The Trustees pay full regard to the Charity Commission's guidance on public benefit. They apply it in their general overview of the Trust's affairs and have done so directly in relevant areas of decision-making during the year.

5. Contributions made by Volunteers

The Trust has members who volunteer for a range of roles including preparing and running social events, distributing publicity, attending Skyway Gallery Exhibitions and maintaining the premises.

The management committee would like to record its great appreciation for the continued support given by unpaid volunteers who assist with the running of all aspects of The Shoreham Centre.

6. Main Achievements

General

The building is in continuous use throughout the week by the local community, including the weekends. It is full of many diverse community groups making great use of the space. The variety of these groups is in itself testament to the flexibility, affordability and quality of what the Centre can offer our community.

Principal Funding sources

The principal funding source is from room lettings to local community groups.

Fundraising events are held during the year and include a weekly Wednesday indoor market, craft fairs and other events held by local charities and community groups.

The Pond Cafe, whilst not a principal funding source, exists, however, within our funding for the users of the Centre. Skyway Gallery, although again is not a principal funding source, it exists within a public shared space and has a weekly average footfall of 1,000 to 1,500 people.

Pond Cafe

The Pond Cafe has grown in its reputation in providing a meeting place for the community. Mothers with their babies meet friends regularly in the cafe area for drinks and chats. Due to the ever-increasing costs to run the cafe we have worked hard to keep any price increases to a minimum and the cafe is now back to pre-pandemic usage levels and is an affordable place for the community to eat and drink.

Skyway Gallery

Listed below are the many Exhibitions and workshops that occurred during 2024/2025.

A newsletter has been introduced which is sent out electronically.

SCT Trading Limited

This is a subsidiary company of Shoreham Community Trust. It was set up during 2019 to provide a licenced bar service for the users of Shoreham Community Trust to hire for their events. Any surplus for each year is gifted to Shoreham Community Trust to improve the building and services SCT provides to the community. Approval for any gift transfers is actioned at the formal Annual General Meeting. Work is being undertaken to improve the service offered.

7. Action Plan

7. Action Plan Action Plan 2025 - 2026

1. Target: Continue to negotiate a new lease with Adur District Council as a High priority.	
Action:	Chair of trustees & team.
When:	30th April 2026.
2. Target: Maintain a minimum of 3-6 months expenditure in reserves with the aim to achieve 6 months in reserves in the coming two years.	
Action:	Treasurer.
When:	Ongoing.
3. Target: Set up quarterly review meetings between AWC officers and Trustees to discuss subjects of mutual interest.	
Action:	Chairman / Centre manager / Treasurer to agree timetable with AWC.
When:	Upon completion of lease agreement.
4. Target: Trustees to annually review hire fees for all spaces.	
Action:	Manager & Treasurer.
When:	End of third Quarter.
5. Target: Hirers and tenants to have direct access to the Centre manager to discuss any problems / issues. In addition, regular review meetings with Centre staff can be arranged to discuss future needs and opportunities.	
Action:	Centre manager.
When:	With immediate effect.

6. Target: Create agenda time for Trustees, AWC and other stakeholders to discuss new opportunities, including long-term building development aspirations for the Centre, and to assess barriers to success.	
Action:	SWOT analysis with Trustees, ADC representatives - AWC, Centre Manager.
When:	Upon completion of lease agreement.
7. Target: Determine an integrated media, advertising and promotional strategy and implementation plan.	
Action: Trustees & Marketing sub-committee.	
8. Target: Examine ways to further develop 'Skyway Gallery' activities following the appointment of a Curator to manage the facility.	
Action:	Trustee Board & Skyway Gallery sub-committee.
When:	Ongoing
When:	April 2026
9. Target: Formulate the long term building development aspirations.	
Action:	Trustees and Capital sub-committee in conversation with ADC AWC.
When:	Upon completion of lease agreement.
10. Target: Continue commitment to train staff in appropriate skills and draw up suitable programmes to accomplish individual progress.	
Action:	Staffing sub-committee.
When:	Ongoing.
11. Target: For 2024/25 we are reviewing and updating all our governance documents and policies held on file.	
Action:	Trustees and Centre Manager.
When:	Ongoing.

8. Fundraising Objectives

General

Our fundraising activities allow us to put on events that are free for the public. We invite local, talented and inspirational people who want to contribute, being part of a community hub and part of the entertainment on event days. These events have been well received and grow every year, and we will continue to provide them. In previous years we had provided a Christmas Lunch on Christmas Day, which was free of charge to anyone who wishes to come along. The day is provided by volunteers, trustees and staff working together.

Pond Cafe

We provide good quality food and drinks at an affordable price and compare favourably with other providers in the community. We ensure our Pond Cafe provides regular meals for senior citizens in the community at an affordable community price.

Skyway Gallery Programme 2024

<u>Date</u>	<u>Exhibitions and workshops</u>
April	In House Artist - workshop
May	In House Artist – workshop
June	In House Artist – workshop Gallery Hire - exhibition
September	Gallery Hire - exhibition
December	Gallery Hire - exhibition

Skyway Gallery Programme 2025

<u>Date</u>	
January	In House exhibition
February	Curator Led Workshop

9. Reserves Policy

The Directors/Trustees endeavour to maintain sufficient reserves in order to ensure that funds remain available to enable the Centre to continue to operate in the furtherance of the objectives of the charity.

The reserves held remain above the three month's worth of annual expenditure that would be in line with Charity Commission's recommendation, due to the economic uncertainty that may arise once the lease with Adur & Worthing Council is finalised. The change was approved by Trustees on 17 November 2025.

10. Principal Risk

Shoreham Community Trust's principal risk is that we still have no lease in place with Adur District Council. We requested to have a lease offering us 20-25 years, but have only been offered 15 years in the draft documents so far. We will also need the management document to be workable for us if we are able to grow and not be restricted.

The Trust is currently working on how to acknowledge and celebrate its 50th anniversary and planning for this is underway. We recognize this is some achievement to have survived for 50 years with many challenges overcome, and we look forward to celebrating this with hirers, staff, trustees and local partners, old and new.

11. Structure, Governance & Management

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company (*limited by guarantee*) as defined by the Companies Act 2006.

Shoreham Community Trust is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20th May 1998. It is registered as a charity with the Charity Commission.

During the year, our Trustees considered issues relating to membership of the Trust and how to encourage this amongst hirers of the Centre, alongside individual membership. If not already members, larger organisations or groups would be encouraged to organise representation from amongst their membership.

Anyone over the age of 18 can become a member of the charity. Please note, however, that voting rights at the AGM are restricted to the representatives who have signed the relevant documentation, stating they uphold the objectives of the Charity/Trust. Forms are available from the office at The Shoreham Centre.

Trustee Selection

At the AGM Trustees willing to stand may be reappointed by rotation for a further term by fellow Trustees. The optimum term is nine years, but Trustees can decide their own length of service criteria as appropriate.

When contemplating Trustee selection, the Board will actively consider aspects of diversity and inclusivity for the Board to be fully representative of the local community.

Trustee Induction & Training

New Trustees are obliged to undergo a systematic induction programme overseen by existing Trustees. This includes the provision of a comprehensive data pack and facilities tour of the

Centre, including introductions to managers and staff. Training programmes are available and offered on an ad hoc basis as required and appropriate.

Governance

All Policies and Documentation are electronically captured in the Governance Archive. This is updated on an ongoing basis and includes Charity Commission rules and guidelines and staff/employee policies.

Day-to-day management of The Shoreham Centre is carried out by our small office team, supported by cleaners and caretaking staff who are confident and happy to deal with visitors' questions and enquiries.

The Centre Manager provides a tour of the building, during which time they meet key employees. Health & Safety and Safeguarding training are provided by the appropriate officer of the Trust.

The Management Committee (Trustees)

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, and who served during the period and up to the date of this report are:

Matt Davis	Chair
Tony Bourne	Treasurer
Paul Comber	Committee Member
Madeleine Empson	Committee Member
Kate Green	Committee Member
Janice Roberts	Resigned 31 March 2025

Registered Charity No. 1070530, address: The Shoreham Centre, 2 Pond Road, Shoreham-by-Sea, West Sussex, BN43 5WU.

Day-to-day Management

Management of The Shoreham Centre is carried out by our small team in the office, plus cleaners & caretaking staff, who are pleased to deal with questions and enquiries. To get in touch, please see our contact page on our website: www.shorehamcentre.co.uk

Staff Members

Shoreham Centre Manager

Jeremy Charlton

Deputy Manager

Zara Spanton

Receptionist & Administration

Kath Lampert

Skyway Curator

Crimson Trebar

Caretakers

Lee Pomfrey

Laura Fontana

Julian Beecher

Jamie Fontana

Jennifer Moore

Catering Manager

Vacant

Cafe Assistant

Jacqueline Martin

Cafe Assistant

Karen Sando

Cafe Assistant

Maia Terry

Cafe Assistant

Vacant

Weekend Catering Manager

Joyce May

Cleaners

Debra Watson

Chelsea Watson

Independent Examiner / Accountants

Mark Goble, Marsh & Co Accountants Limited, 254 Upper Shoreham Road, Shoreham-by-Sea, West Sussex BN43 6BF.

Banking

Barclays Bank PLC Worthing, Chapel House, 1 Chapel Road, Worthing, West Sussex, BN11 1EX.

12. Financial Review

The financial statements indicate that the charity achieved a loss of £7,898 during the year, compared to a loss of £1,696 for the previous year. Total income was £298,614, and total expenditure was £306,512.

All the Trust's current assets and liabilities relate to delivery of its charitable aims and objectives. The Trust's direct expenses in providing charitable services are the personnel and

other costs involved in running The Shoreham Centre and in making its facilities available for community activities.

A detailed account of the activities and workings of The Shoreham Centre, along with information about its facilities, management and history, can be found on our website www.shorehamcentre.co.uk.

13. Long Term Achievements

The most visible improvement over recent years has been the extension to The Shoreham Centre and the substantial refurbishment to the interior of the building that Adur District Council has provided.

The Shoreham Centre building is a focal point in the town, bringing the community together through multiple activities across the district.

The introduction of the Skyway Gallery has provided the building with a real cultural flourish of which the team are very proud, and the Pond Cafe is a wonderful gathering point for refreshments of all kinds throughout the week.

Surrounding land which holds future development potential will only add to the long term goal of the building being very much at the epicentre of this vibrant town.

Adur and Worthing Council, as part of their pledge to be carbon neutral by 2030 is using part of a grant of more than £1.8m from the Public Sector Decarbonisation Scheme to install a series of environmentally friendly air source heat pumps. These heat pumps have been installed to provide the bulk of the heating and hot water to the building which will result in lower carbon emissions.

Finally, we look forward to celebrating 50 years of The Shoreham Centre, welcoming the whole local community through its doors.

14. Related Parties

There have been no related party transactions in the financial year ending 31st March 2025.

Statement of the Trustees' Responsibilities

Company Law requires Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;

- make judgements and estimates which are reasonable and prudent;
- prepare the financial statements on a “going-concern” basis (*unless it is inappropriate to presume that the charitable company will continue in operation*).


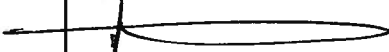
The Trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charitable company, which enables them both to ascertain the financial position of the charitable company and to ensure that the financial statements comply with the Charities Act.

The Trustees are responsible for safeguarding the assets of the charity - and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The trustees declare that they have approved the Annual Report at their board of trustees meeting, and it is signed on its behalf by Matt Davis (*Chair*) and Tony Bourne (*Treasurer*). See Section 15.

15. Declarations

<p>The company has taken advantage of the small companies’ exemption in preparing the report above.</p> <p>The trustees declare that they have approved the trustees’ report (including directors’ report) above.</p> <p>Signed on behalf of the charity’s trustees/directors</p>	
<p>Signature Full Name Position</p>	<p>Matt Davis Chair</p> 
<p>Signature Full Name Position</p>	 <p>Tony Bourne Treasurer</p>
<p>Date</p>	<p>26 January 2026</p>

16. Annual General Meeting

The next Annual General Meeting (AGM) of Shoreham Community Trust will be held in 26 January 2026.

The AGM is open to anyone who has an interest in The Trust and The Shoreham Centre.

Anyone over the age of 18 can become a member of the charity. Please note, however, that voting rights at the AGM are restricted to the representatives who have signed the relevant documentation stating they uphold the objectives of the Charity/Trust. Forms are available from the office at The Shoreham Centre.

Shoreham Community Trust Limited
Independent Examiner's Report

Independent Examiner's Report to the trustees of Shoreham Community Trust Limited

I report to the charity trustees on my examination of the financial statements of Shoreham Community Trust Limited for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

As the charity'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.

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

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements 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 in this report in order to enable a proper understanding of the financial statements to be reached.

Marsh & Co Accountants Limited
254 Upper Shoreham Road
Shoreham-by-Sea
West Sussex

BN43 6BF
XX January 2026

Shoreham Community Trust Limited
Statement of Financial Activities
for the year ended 31 March 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	2025 £	Total funds 2025 £	Total funds 2024 £
Income and endowments from:						
Donations and legacies	4	-	-	-	-	(1)
Charitable activities	5	287,404	-	-	287,404	302,198
Other trading activities	6	4,670	-	-	4,670	6,298
Other	7	6,540	-	-	6,540	4,987
Total		298,614	-	-	298,614	313,482
Expenditure on:						
Other	8	305,768	744	-	306,512	315,178
Total		305,768	744	-	306,512	315,178
Net gains on investments		-	-	-	-	-
Net expenditure	9	(7,154)	(744)	-	(7,898)	(1,696)
Transfers between funds		-	-	-	-	-
Net expenditure before other gains/(losses)		(7,154)	(744)	-	(7,898)	(1,696)
Other gains and losses						
Other Gains		-	-	-	-	-
Net movement in funds		(7,154)	(744)	-	(7,898)	(1,696)
Reconciliation of funds:						
Total funds brought forward		205,128	10,966	-	216,094	217,790
Total funds carried forward		197,974	10,222	-	208,196	216,094

Shoreham Community Trust Limited
Summary Income and Expenditure Account
for the year ended 31 March 2025

	2025	2024
	£	£
Income	298,614	313,482
Gross income for the year	<u>298,614</u>	<u>313,482</u>
Expenditure	300,409	308,666
Depreciation and charges for impairment of fixed assets	6,103	6,512
Total expenditure for the year	<u>306,512</u>	<u>315,178</u>
Net expenditure before tax for the year	(7,898)	(1,696)
Net expenditure for the year	<u>(7,898)</u>	<u>(1,696)</u>

Shoreham Community Trust Limited
Balance Sheet
at 31 March 2025

Company No. 03567456	Notes	2025	2024
		£	£
Fixed assets			
Tangible assets	11	6,858	12,466
Investments	12	-	-
		<u>6,858</u>	<u>12,466</u>
Current assets			
Debtors	13	12,735	20,073
Cash at bank and in hand		193,323	187,640
		<u>206,058</u>	<u>207,713</u>
Creditors: Amount falling due within one year	14	(4,720)	(4,085)
Net current assets		<u>201,338</u>	<u>203,628</u>
Total assets less current liabilities		<u>208,196</u>	<u>216,094</u>
Total net assets		<u>208,196</u>	<u>216,094</u>
The funds of the charity			
Restricted funds	15		
Restricted income funds		10,222	10,966
		<u>10,222</u>	<u>10,966</u>
Unrestricted funds	15		
General funds		197,974	205,128
		<u>197,974</u>	<u>205,128</u>
Total funds		<u>208,196</u>	<u>216,094</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 March 2025 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 26 January 2026

And signed on its behalf by:

M. Davis

Trustee



Shoreham Community Trust Limited

Notes to the Accounts

for the year ended 31 March 2025

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income

Recognition of income All incoming resources are included in the Statement of Financial Activities (SoFA) when the company is legally entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

Donated services and facilities Donated services or facilities, which comprise donated services, are included in income at valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income tax recoverable Income tax recoverable in relation to donations received under Gift Aid and deeds of covenant is recognised at the time of donation. Income tax recoverable in relation to investment income is recognised at the time the investment income is recoverable.

Expenditure

Recognition of expenditure All expenditure is recognised on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Governance costs Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Shoreham Community Trust Limited

Notes to the Accounts

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Freehold property	10% Straight line
Computer and website design	25% Straight line
Fixtures and fittings	25% Reducing balance

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

Shoreham Community Trust Limited
Notes to the Accounts

3 Statement of Financial Activities - prior year

	Unrestricted funds 2024 £	Restricted funds 2024 £	2024 £	Total funds 2024 £
Income and endowments from:				
Donations and legacies	(1)	-	-	(1)
Charitable activities	302,198	-	-	302,198
Other trading activities	6,298	-	-	6,298
Other	4,987	-	-	4,987
Total	313,482	-	-	313,482
Expenditure on:				
Other	314,434	744	-	315,178
Total	314,434	744	-	315,178
Net gains on investments	-	-	-	-
Net income	(952)	(744)	-	(1,696)
Transfers between funds	-	-	-	-
Net income before other gains/(losses)	(952)	(744)	-	(1,696)
Other gains and losses:				
Other Gains	-	-	-	-
Net movement in funds	(952)	(744)	-	(1,696)
Reconciliation of funds:				
Total funds brought forward	206,080	11,710	-	217,790
Total funds carried forward	205,128	10,966	-	216,094

4 Income from donations and legacies

	Unrestricted	Restricted	Endowment	Total 2025	Total 2024
	£	£	£	£	£
Donations	-	-	-	-	(1)
	-	-	-	-	(1)

Shoreham Community Trust Limited
Notes to the Accounts

5 Income from charitable activities

	Unrestricted	Restricted	Endowment	Total 2025	Total 2024
	£	£	£	£	£
Lettings and rentals	161,625	-	-	161,625	175,435
Cafe	87,183	-	-	87,183	89,106
Centre running costs	38,596	-	-	38,596	37,657
	<u>287,404</u>	<u>-</u>	<u>-</u>	<u>287,404</u>	<u>302,198</u>

6 Income from other trading activities

	Unrestricted	Restricted	Endowment	Total 2025	Total 2024
	£	£	£	£	£
Income from trading subsidiary	4,670	-	-	4,670	6,298
	<u>4,670</u>	<u>-</u>	<u>-</u>	<u>4,670</u>	<u>6,298</u>

7 Other income

	Unrestricted	Restricted	Endowment	Total 2025	Total 2024
	£	£	£	£	£
Misc income	290	-	-	290	147
Interest received	6,250	-	-	6,250	4,840
	<u>6,540</u>	<u>-</u>	<u>-</u>	<u>6,540</u>	<u>4,987</u>

8 Other expenditure

	Unrestricted	Restricted	Endowment	Total 2025	Total 2024
	£	£	£	£	£
Skyway expenses	119	-	-	119	16,133
Cafe supplies and machine hire	33,185	-	-	33,185	36,734
Adur District council premises costs	41,622	-	-	41,622	42,151
Employee costs	203,204	-	-	203,204	185,219
Premises costs	5,957	-	-	5,957	7,812
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	5,359	744	-	6,103	6,512
General administrative costs	12,521	-	-	12,521	11,278
Legal and professional costs	3,801	-	-	3,801	9,339
	<u>305,768</u>	<u>744</u>	<u>-</u>	<u>306,512</u>	<u>315,178</u>

Shoreham Community Trust Limited
Notes to the Accounts

9 Net expenditure before transfers

	2025	2024
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	6,103	6,512

10 Staff costs

	2025	2024
	£	£
Salaries and wages	177,138	160,444
PAYE and Social security costs	20,537	21,333
Pension costs	5,110	3,432
Staff training	419	10
	<u>203,204</u>	<u>185,219</u>

No employee received emoluments in excess of £60,000.

Total employee benefits received by key management personnel	-	-
--	---	---

The average monthly number of full time equivalent employees during the year was as follows:

	2025	2024
	Number	Number
Staff	23	25
	<u>23</u>	<u>25</u>

11 Tangible fixed assets

	Land and buildings	Computer and website design	Equipment	Fixtures and fittings	Total
	£	£	£	£	£
Cost or revaluation					
At 1 April 2024	42,538	6,787	-	75,107	124,432
Additions	-	495	-	-	495
Disposals	-	-	-	-	-
At 31 March 2025	<u>42,538</u>	<u>7,282</u>	<u>-</u>	<u>75,107</u>	<u>124,927</u>
Depreciation and impairment					
At 1 April 2024	36,586	6,576	-	68,804	111,966
Depreciation charge for the year	4,254	273	-	1,576	6,103
Disposals	-	-	-	-	-
At 31 March 2025	<u>40,840</u>	<u>6,849</u>	<u>-</u>	<u>70,380</u>	<u>118,069</u>
Net book values					
At 31 March 2025	<u>1,698</u>	<u>433</u>	<u>-</u>	<u>4,727</u>	<u>6,858</u>
At 31 March 2024	<u>5,952</u>	<u>211</u>	<u>-</u>	<u>6,303</u>	<u>12,466</u>

Shoreham Community Trust Limited
Notes to the Accounts

12 Investments

Investment in Subsidiaries

The company has the following subsidiary undertakings:

Name of company	Country of incorporation (if not UK)	Class of shares held	% age of shares held %	Capital and reserves at end of the relevant year £	Profit/(loss) for the relevant year £
SCT Trading Limited	England and Wales	Ordinary	100	1	-

13 Debtors

	2025	2024
	£	£
Other debtors	-	15,197
Prepayments and accrued income	12,735	4,876
	<u>12,735</u>	<u>20,073</u>

14 Creditors:

amounts falling due within one year

	2025	2024
	£	£
Other taxes and social security	1,393	-
Other creditors	-	-
Accruals	3,327	4,085
	<u>4,720</u>	<u>4,085</u>

15 Movement in funds

	At 1 April 2024	Incoming resources (including other gains/losses) £	Resources expended £	Gross transfers £	At 31 March 2025
Restricted funds:					
Restricted funds	10,966	-	(744)	-	10,222
Unrestricted funds:					
General funds	205,128	298,614	(305,768)	-	197,974
Total funds	<u>216,094</u>	<u>298,614</u>	<u>(306,512)</u>	<u>-</u>	<u>208,196</u>

Shoreham Community Trust Limited
Notes to the Accounts

16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment funds	Total
	£	£	£	£
Fixed assets	4,627	2,231	-	6,858
Net current assets	201,338	-	-	201,338
	<u>205,965</u>	<u>2,231</u>	<u>-</u>	<u>208,196</u>

17 Reconciliation of net debt

	At 1 April 2024	Cash flows	New HP/Finance leases	At 31 March 2025
	£	£	£	£
Cash and cash equivalents	187,640	5,683		193,323
Bank overdrafts	-	-		-
	<u>187,640</u>	<u>5,683</u>	<u>-</u>	<u>193,323</u>
Borrowings	-	-		-
Net debt	<u>187,640</u>	<u>5,683</u>	<u>-</u>	<u>193,323</u>

18 Commitments

Operating lease commitments

Annual commitments under non-cancellable operating leases are as follows:

	2025 Land and buildings	2025 Other	2024 Land and buildings	2024 Other
	£	£	£	£
Operating leases with expiry date:				
Within one year	-	-	-	-
In the second to fifth years inclusive	-	1,115	-	1,115
Over five years	-	-	-	-
	<u>-</u>	<u>1,115</u>	<u>-</u>	<u>1,115</u>

Pension commitments

	2025 £	2024 £
The pension cost charge to the company amounted to:	<u>5,110</u>	<u>3,432</u>

Shoreham Community Trust Limited
Notes to the Accounts

19 Related party disclosures

Controlling party

The company is limited by guarantee and has no share capital; thus no single party controls the company.

Shoreham Community Trust Limited
Detailed Statement of Financial Activities
for the year ended 31 March 2025

	Unrestricted funds			Total funds	Total funds
	2025	2025	2025	2025	2024
	£	£	£	£	£
Income and endowments from:					
Donations and legacies					
Donations	-	-	-	-	(1)
	-	-	-	-	(1)
Charitable activities					
Lettings and rentals	161,625	-	-	161,625	175,435
Cafe	87,183	-	-	87,183	89,106
Centre running costs	38,596	-	-	38,596	37,657
	<u>287,404</u>	<u>-</u>	<u>-</u>	<u>287,404</u>	<u>302,198</u>
Other trading activities					
Income from trading subsidiary	4,670	-	-	4,670	6,298
	<u>4,670</u>	<u>-</u>	<u>-</u>	<u>4,670</u>	<u>6,298</u>
Other					
Misc income	290	-	-	290	147
Interest received	6,250	-	-	6,250	4,840
	<u>6,540</u>	<u>-</u>	<u>-</u>	<u>6,540</u>	<u>4,987</u>
Total income and endowments	298,614	-	-	298,614	313,482
Expenditure on:					
Other expenditure					
Skyway expenses	119	-	-	119	16,133
Cafe supplies and machine hire	33,185	-	-	33,185	36,734
Adur District council premises costs	41,622	-	-	41,622	42,151
	<u>74,926</u>	<u>-</u>	<u>-</u>	<u>74,926</u>	<u>95,018</u>
Employee costs					
Salaries/wages	177,138	-	-	177,138	160,444
Employer's NIC	20,537	-	-	20,537	21,333
Pension costs	5,110	-	-	5,110	3,432
Staff training	419	-	-	419	10
	<u>203,204</u>	<u>-</u>	<u>-</u>	<u>203,204</u>	<u>185,219</u>
Premises costs					
Rates	827	-	-	827	2,836
Premises cleaning	3,228	-	-	3,228	2,888
Premises repairs and maintenance	1,902	-	-	1,902	2,088
Other premises costs	-	-	-	-	-
	<u>5,957</u>	<u>-</u>	<u>-</u>	<u>5,957</u>	<u>7,812</u>

Shoreham Community Trust Limited
Detailed Statement of Financial Activities

General administrative costs, including depreciation and amortisation					
Depreciation of land and buildings	3,510	744	-	4,254	4,254
Depreciation of Computer and website design	273	-	-	273	157
Depreciation of Fixtures and fittings	1,576	-	-	1,576	2,101
Bank charges	1,327	-	-	1,327	2,176
Equipment expensed	1,526	-	-	1,526	1,354
Equipment leasing and hire charges	1,115	-	-	1,115	1,115
General insurances	1,439	-	-	1,439	1,363
Information and publications	28	-	-	28	206
Postage and couriers	281	-	-	281	500
Subscriptions	2,698	-	-	2,698	2,557
Sundry expenses	2,151	-	-	2,151	329
Telephone, fax and broadband	1,956	-	-	1,956	1,678
	<u>17,880</u>	<u>744</u>	<u>-</u>	<u>18,624</u>	<u>17,790</u>
Legal and professional costs					
Accountancy and bookkeeping	1,260	-	-	1,260	1,260
Consultancy fees	1,803	-	-	1,803	1,700
Other legal and professional costs	738	-	-	738	6,379
	<u>3,801</u>	<u>-</u>	<u>-</u>	<u>3,801</u>	<u>9,339</u>
Total of expenditure of other costs	305,768	744	-	306,512	315,178
Total expenditure	305,768	744	-	306,512	315,178
Net gains on investments	-	-	-	-	-
Net expenditure	(7,154)	(744)	-	(7,898)	(1,696)
Transfers between funds	-	-	-	-	-
Net expenditure before other gains/(losses)	(7,154)	(744)	-	(7,898)	(1,696)
Other recognised gains and losses					
Other Gains	-	-	-	-	-
Net movement in funds	(7,154)	(744)	-	(7,898)	(1,696)
Reconciliation of funds:					
Total funds brought forward	205,128	10,966	-	216,094	217,790
Total funds carried forward	197,974	10,222	-	208,196	216,094

SHOREHAM COMMUNITY TRUST LIMITED

England & Wales - Charity number 1070530

Accounts

Shoreham Community Trust Limited

Charity No. 1070530

Company No. 03567456

Trustees' Report and Unaudited

Accounts 31 March 2024



Shoreham Community Trust Limited

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Trustees' Annual Report
(Including Directors' report) for the period

1st April 2023 to 31st March 2024

Charity name: Shoreham Community Trust

Charity Registration No.: 1070530

Company No.: 3567456

SHOREHAM COMMUNITY TRUST
ANNUAL REPORT
YEAR ENDED 31 MARCH 2024

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1. Introduction

The Shoreham Centre building is a focal point in the town, bringing the community together through multiple activities.

It is owned by the local authority and leased to the Shoreham Community Trust (*SCT*), and in 2015/16 was substantially refurbished by Adur District Council (*ADC*) with three objectives in mind:

Firstly, to improve the SCT's offer to the community, enhancing its quality and ability to be used by a wide range of hirers, community groups and voluntary organisations.

Secondly, to accommodate the local authority as its strategic base, serving the Adur District with customer council services.

Thirdly, to support a number of charitable bodies including Citizens Advice and 4Sight, by housing their business activities within the complex.

The net result is a lively hub for the town which offers leisure, civic and professional services of all kinds, being at the very heart of the town, district and wider community.

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2024. The trustees have adopted the provisions of Accounting & Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard, applicable in the UK and Republic of Ireland.

The Trust's constitution reflects the requirements of modern charity legislation and recommended good practice for a Charity.

Responsibility for the overall control of the Trust's affairs rests in the board of managing trustees, elected each year by the membership at the AGM.

The Trustees herewith present their report, together with the Independently Examined Financial Statements of the Trust, for the financial year beginning on 1st April 2023 and ending on 31st March 2024.

2. Purpose of the Charity

The principal activity of the Trust in the period under review was that of running The Shoreham Centre in line with the Charity's objects which are to:

“Promote for the benefit of the inhabitants of Shoreham-by-Sea and neighbourhood without distinction of sex, colour, race or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants.”

Also “to co-operate with any statutory local authority in the maintenance and management of the premises known as The Shoreham Centre, 2 Pond Road, Shoreham by Sea, West Sussex, BN43 5WU, for activities promoted by the company and its constituent bodies in the furtherance of the above objects.”

3. Main Activities

Room Hire

We hire out room space to local community groups to further our Charity objectives where people can come together to play, learn and celebrate.

Pond Cafe

Our Pond Cafe is a community cafe offering refreshments for those using and visiting the Centre. The finances of the cafe are held in a designated fund with any surplus used, as determined by the trustees, to further our primary charity objectives.

The Pond Cafe offers a popular service of refreshments and lunches for users of the Centre. In addition, the staff provide an outside catering service when requested and occasionally cater for larger community events held in The Shoreham Centre. Our hospitality portfolio continues to increase and is becoming a key part of the cafe’s offering to local businesses and community groups who use the centre.

Skyway Gallery

After a period of team building and planning, Skyway gallery was launched on 16th September 2016 and formally became part of the Shoreham Community Trust on 15th August 2017.

Skyway Gallery is a contemporary community-centre gallery space, which provides a flexible and affordable context for the promotion of art and culture.

Skyway Gallery has two main purposes: The advancement of the arts & culture and the advancement of education in the arts. Our aim is to stimulate creativity, diversity and activity in the visual arts, as well as strengthening and promoting the well-being of the wider community.

Skyway Gallery exists within a public shared space and has a weekly average footfall of 1,000 to 1,500 people, therefore providing the opportunity for people who wouldn’t normally be exposed to the visual arts to engage with a varied and changing body of work. The Gallery also provides hire space with exhibition opportunities for art groups and clubs, educational establishments and individuals to exhibit, promote and on occasion sell their work during their exhibition period.

Other regular activities at The Shoreham Centre include:

- Arts and crafts
- Dance
- Drama
- Fitness classes & training
- Education
- Preschool activities

- Music
- Public meetings
- Blood Donation
- Wednesday Market
- Martial arts
- Choir
- Skyway Gallery
- Wedding receptions
- Themed events
- Church services

4. Public Benefit Statement

The Trustees pay full regard to the Charity Commission’s guidance on public benefit. They apply it in their general overview of the Trust’s affairs and have done so directly in relevant areas of decision-making during the year.

5. Contributions made by Volunteers

The Trust has members who volunteer for a range of roles including preparing and running social events, distributing publicity, attending Skyway Gallery Exhibitions and maintaining the premises.

The management committee would like to record its great appreciation for the continued support given by unpaid volunteers who assist with the running of all aspects of The Shoreham Centre.

6. Main Achievements

General

The building is in continuous use throughout the week by the local community, including the weekends. It is full of many diverse community groups making great use of the space. The variety of these groups is in itself testament to the flexibility, affordability and quality of what the Centre can offer our community.

Principal Funding sources

The principal funding source is from room lettings to local community groups.

Fundraising events are held during the year and include a weekly Wednesday indoor market, craft fairs and other events held by local charities and community groups.

The Pond Cafe, whilst not a principal funding source, exists, however, within our funding for the users of the Centre. Skyway Gallery, although again is not a principal funding source, however, it exists within a public shared space and has a weekly average footfall of 1,000 to 1,500 people.

Pond Cafe

The Pond Cafe has grown in its reputation in providing a meeting place for the community. Mothers with their babies meet friends regularly in the cafe area for drinks and chats. Due to the ever-increasing costs to run the cafe we have worked hard to keep any price increases to a minimum and the cafe is now back to pre-pandemic usage levels and is an affordable place for the community to eat and drink.

Skyway Gallery

Listed below are the many Exhibitions and workshops that occurred during 2023/2024.

A new newsletter has been introduced which is sent out electronically.

SCT Trading Limited

This is a subsidiary company of Shoreham Community Trust. It was set up during 2019 to provide a licenced bar service for the users of Shoreham Community Trust to hire for their events. Any surplus for each year is gifted to Shoreham Community Trust to improve the building and services SCT provides to the community. Approval for any gift transfers is actioned at the formal Annual General Meeting.

7. Action Plan

Action Plan Action Plan 2024 - 2025

1. Target: Continue to negotiate a new lease with Adur District Council as a High priority.	
Action:	Chair of trustees & team
When:	30th Sept 2024
2. Target: Maintain a minimum of 3-6 months expenditure in reserves with the aim to achieve 6 months in reserves in the coming two years.	
Action:	Treasurer
When:	Ongoing
3. Target: Set up quarterly review meetings between AWC officers and Trustees to discuss subjects of mutual interest.	
Action:	Chairman/ Centre manager Treasurer to agree timetable with AWC
When:	Upon completion of lease agreement

4. Target: Trustees to annually review hire fees for all spaces.	
Action:	Manager & Treasurer
When:	End of third Quarter
5. Target: Hirers and tenants to have direct access to the Centre manager to discuss any problems / issues. In addition, regular review meetings with Centre staff can be arranged to discuss future needs and opportunities.	
Action:	Centre manager / Vice Chair
When:	With immediate effect
6. Target: Create agenda time for Trustees, AWC and other stakeholders to discuss new opportunities, including long-term building development aspirations for the Centre, and to assess barriers to success.	
Action:	SWOT analysis with Trustees, ADC representatives - AWC, Centre Manager
When:	Upon completion of lease agreement
7. Target: Determine an integrated media, advertising and promotional strategy and implementation plan.	
Action:	Trustees & Marketing sub-committee
8. Target: Examine ways to further develop 'Skyway Gallery' activities following the appointment of a Curator to manage the facility.	
Action:	Trustee Board & Skyway Gallery sub-committee
When:	Ongoing
When:	April 2024 Previously not achieved due to the passing of John Griffin (former trustee) and the need for an additional trustee to take on this role
9. Target: Formulate the long-term building development aspirations.	
Action:	Trustees and Capital sub-committee in conversation with ADC AWC
When:	Upon completion of lease agreement

10. Target: Continue commitment to train staff in appropriate skills and draw up suitable programmes to accomplish individual progress.	
Action:	Staffing sub-committee
When:	Ongoing
11. Target: For 2023/24 we are reviewing and updating all our governance documents and policies held on file.	
Action	Trustees and Centre Manager
	Ongoing

8. Fundraising Objectives

General

Our fundraising activities allow us to put on events that are free for the public. We invite local, talented and inspirational people who want to contribute, being part of a community hub and part of the entertainment on event days. These events have been well received and grow every year, and we will continue to provide them. In previous years we had provided a Christmas Lunch on Christmas Day, which was free of charge to anyone who wishes to come along. The day is provided by volunteers, trustees and staff working together.

Pond Cafe

We provide good quality food and drinks at an affordable price and compare favourably with other providers in the community. We ensure our Pond Cafe provides regular meals for senior citizens in the community at an affordable community price.

Skyway Gallery Programme 2023

<u>Date</u>	<u>Exhibitions and workshops</u>
April	Coastal Forms - exhibition
May	Intertwinings - exhibition
June	Adur Arts Trail – exhibition A Collaboration - exhibition
July	Making Room – charity exhibition
September	Lancing Arts Club - exhibition
October	Steyning Creatives - exhibition
November	Celebrating Colour- exhibition
December	Winterset Group – exhibition

	Mixed Media Art - workshop
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Skyway Gallery Programme 2024

<u>Date</u>	
February	Kathryn Matthews - exhibition

9. Reserves Policy

The Directors/Trustees endeavour to maintain sufficient reserves in order to ensure that funds remain available to enable the Centre to continue to operate in the furtherance of the objectives of the charity.

The reserves held are 3 months' worth of annual expenditure in line with Charity Commission recommendations. Policy approved by Trustees 15th August 2017.

With all the unforeseen disruption caused by the pandemic season a few years ago, our Reserves Policy has proven to be a vital cushion in surviving the financial challenges of this season.

10. Principal Risk

Shoreham Community Trust's principal risk is that we still have no lease in place with Adur District Council. We requested to have a lease offering us 20-25 years but have only been offered 15 years in the draft documents so far. We will also need the management document to be workable for us if we are able to grow and not be restricted.

The Trust is currently working on how to acknowledge and celebrate its 50th anniversary and planning for this is underway. We recognize this is some achievement to have survived for 50 years with many challenges overcome, and we look forward to celebrating this with hirers, staff, trustees and local partners, old and new.

11. Structure, Governance & Management

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company (*limited by guarantee*) as defined by the Companies Act 2006.

Shoreham Community Trust is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20th May 1998. It is registered as a charity with the Charity Commission.

During the year, our Trustees considered issues relating to membership of the Trust and how to encourage this amongst hirers of the Centre, alongside individual membership. At a meeting of Trustees, it was proposed to offer all hirers membership, without charge. If not already members, larger organisations or groups would be encouraged to organise representation from amongst their membership.

Anyone over the age of 18 can become a member of the charity. Please note, however, that voting rights at the AGM are restricted to the representatives who have signed the relevant documentation,

stating they uphold the objectives of the Charity/Trust. Forms are available from the office at The Shoreham Centre

Trustee Selection

At the AGM Trustees willing to stand may be reappointed by rotation for a further term by fellow Trustees. The optimum term is nine years, but Trusts can decide their own length of service criteria as appropriate.

When contemplating Trustee selection, the Board will actively consider aspects of diversity and inclusivity for the Board to be fully representative of the local community.

Trustee Induction & Training

New Trustees are obliged to undergo a systematic induction programme overseen by existing Trustees. This includes the provision of a comprehensive data pack and facilities tour of the Centre, including introductions to managers and staff. Training programmes are available and offered on an ad hoc basis as required and appropriate.

Governance

All Policies and Documentation are electronically captured in the Governance Archive. This is updated on an ongoing basis and includes Charity Commission rules and guidelines and staff/employee policies.

Day-to-day management of The Shoreham Centre is carried out by our small office team, supported by cleaners and caretaking staff who are confident and happy to deal with visitors' questions and enquiries.

The Centre Manager provides a tour of the building, during which time they meet key employees. Health & Safety and Safeguarding training are provided by the appropriate officer of the Trust.

The Management Committee (Trustees)

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, and who served during the period and up to the date of this report are:

Matt D vis	Chair
Val Garland	Vice Chair (resigned 18 March 2024)
Janioe R berts	Treasurer
Kate Green	Committee Member
Madeleine Empson	Committee Member
Tony Bourne	Committee Member (appointed 25 September 2023)

Paul Comber

Committee Member

(appointed 25 September 2023)

Danny McBride

Committee Member

(resigned 22 September 2023)

Registered Charity No. 1070530, Address: The Shoreham Centre, 2 Pond Road, Shoreham by Sea, West Sussex, BN43 5WU.

Day-to-day Management

Management of The Shoreham Centre is carried out by our small team in the office, plus cleaners & caretaking staff, who are pleased to deal with questions and enquiries. To get in touch, please see our contact page on our website: www.shorehamcentre.co.uk

Staff Members

Shoreham Centre Manager

Jeremy Charlton

Deputy Manager

Zara Spanton

Events & Administration

Michele Pape

Receptionist & Administration

Vacant

Skyway Curator

Crimson Trebar

Caretakers

Lee Pomfrey

Laura Fontana

Julian Beecher

Jamie Fontana

Catering Manager

Jennifer Moore

Cafe Assistant

Karen Hibbert

Cafe Assistant

Jacqueline Martin

Cafe Assistant

Karen Sando

Cafe Assistant

Maia Terry

Weekend Catering Manager

Vacant

Cleaners

Joyce May

Debra Watson

Chelsea Watson

Independent Examiner / Accountants

Marsh & Co Accountants Limited, 254 Upper Shoreham Road, Shoreham-by-Sea, West Sussex BN43 6BF.

Banking

Barclays Bank PLC Worthing, Chapel House, 1 Chapel Road, Worthing, West Sussex, BN11 1EX.

12. Financial Review

The financial statements indicate that the charity achieved a small loss of £1,696 during the year, compared to a surplus of £20,796 for the previous year. Total income was £313,482, and total expenditure was £315,178.

Our Financial loss for the year was mainly due to increases in employee costs and premises costs.

All the Trust's current assets and liabilities relate to delivery of its charitable aims and objectives. The Trust's direct expenses in providing charitable services are the personnel and other costs involved in running The Shoreham Centre and in making its facilities available for community activities.

A detailed account of the activities and workings of The Shoreham Centre, along with information about its facilities, management and history, can be found on our website www.shorehamcentre.co.uk.

13. Long Term Achievements

The most visible improvement over recent years has been the extension to The Shoreham Centre and the substantial refurbishment to the interior of the building that Adur District Council has provided.

The Shoreham Centre building is a focal point in the town, bringing the community together through multiple activities across the district.

The introduction of the Skyway Gallery has provided the building with a real cultural flourish of which the team are very proud, and the Pond Cafe is a wonderful gathering point for refreshments of all kinds throughout the week.

Surrounding land which holds future development potential will only add to the long-term goal of the building being very much at the epicentre of this vibrant town.

Adur and Worthing Council, as part of their pledge to be carbon neutral by 2030 is using part of a grant of more than £1.8m from the Public Sector Decarbonisation Scheme to install a series of environmentally friendly air source heat pumps. These heat pumps have been installed to provide the bulk of the heating and hot water to the building which will result in lower carbon emissions.

Finally, we look forward into the next financial year in celebrating 50 years of The Shoreham Centre welcoming the whole local community through its doors.

14. Related Parties

There have been no related party transactions in the financial year ending 31st March 2024.

Statement of the Trustees' Responsibilities

Company Law requires Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates which are reasonable and prudent;
- prepare the financial statements on a "going-concern" basis (*unless it is inappropriate to presume that the charitable company will continue in operation*).

The Trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charitable company, which enables them both to ascertain the financial position of the charitable company and to ensure that the financial statements comply with the Charities Act.

The Trustees are responsible for safeguarding the assets of the charity - and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The trustees declare that they have approved the Annual Report at their board of trustees meeting, and it is signed on its behalf by Matt Davis (*Chair*) and Janice Roberts (*Treasurer*). See Section 15.

15. Declarations

<p>The company has taken advantage of the small companies' exemption in preparing the report above.</p> <p>The trustees declare that they have approved the trustees' report (including directors' report) above.</p> <p>Signed on behalf of the charity's trustees/directors</p>	
<p>Signature</p> <p>Full Name</p> <p>Position</p>	<p>Matt Davis</p> <p>Chair</p>
<p>Signature</p> <p>Full Name</p> <p>Position</p>	<p>Janice Roberts</p> <p>Treasurer</p>
<p>Date</p>	<p>13 January 2025</p>

16. Annual General Meeting

The next Annual General Meeting (AGM) of Shoreham Community Trust will be held in January 2025

The AGM is open to anyone who has an interest in The Trust and The Shoreham Centre.

Anyone over the age of 18 can become a member of the charity. Please note, however, that voting rights at the AGM are restricted to the representatives who have signed the relevant documentation stating they uphold the objectives of the Charity/Trust. Forms are available from the office at The Shoreham Centre.

Shoreham Community Trust Limited

Independent Examiners Report

Independent Examiner's Report to the trustees of Shoreham Community Trust Limited

I report to the charity trustees on my examination of the financial statements of Shoreham Community Trust Limited for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

As the charity'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.

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

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements 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 in this report in order to enable a proper understanding of the financial statements to be reached.

Marsh & Co Accountants Limited
254 Upper Shoreham Road
Shoreham by Sea
West Sussex
BN43 6BF

30 January 2025

Shoreham Community Trust Limited

Statement of Financial Activities

for the year ended 31 March 2024

		Unrestricted funds	Restricted funds		Total funds	Total funds
		2024	2024	2024	2024	2023
	Notes	£	£	£	£	£
Income and endowments from:						
Donations and legacies	4	(1)	-	-	(1)	2
Charitable activities	5	302,198	-	-	302,198	269,691
Other trading activities	6	6,298	-	-	6,298	7,880
Other	7	4,987	-	-	4,987	2,067
Total		313,482	-	-	313,482	279,640
Expenditure on:						
Other	8	314,434	744	-	315,178	258,844
Total		314,434	744	-	315,178	258,844
Net gains on investments		-	-	-	-	-
Net (expenditure)/income	9	(952)	(744)	-	(1,696)	20,796
Transfers between funds		-	-	-	-	-
Net (expenditure)/income before other gains/(losses)		(952)	(744)	-	(1,696)	20,796
Other gains and losses						
Other Gains		-	-	-	-	-
Net movement in funds		(952)	(744)	-	(1,696)	20,796
Reconciliation of funds:						
Total funds brought forward		206,080	11,710	-	217,790	196,994
Total funds carried forward		205,1258	10,966	-	216,094	217,790

Shoreham Community Trust Limited
Summary Income and Expenditure Account
for the year ended 31 March 2024

	2024	2023
	£	£
Income	313,482	279,640
Gross income for the year	<u>313,482</u>	<u>279,640</u>
Expenditure	308,666	251,890
Depreciation and charges for impairment of fixed assets	6,512	6,954
Total expenditure for the year	<u>315,178</u>	<u>258,844</u>
Net (expenditure)/income before tax for the year	(1,696)	20,796
Net (expenditure)/income for the year	<u><u>(1,696)</u></u>	<u><u>20,796</u></u>

Shoreham Community Trust Limited**Balance Sheet**

at 31 March 2024

Company No. 03567456	Notes	2024 £	2023 £
Fixed assets			
Tangible assets	11	12,466	16,488
Investments	12	-	-
		<u>12,466</u>	<u>16,488</u>
Current assets			
Debtors	13	20,073	19,558
Cash at bank and in hand		187,640	185,185
		<u>207,713</u>	<u>204,743</u>
Creditors: Amount falling due within one year	14	(4,085)	(3,441)
		<u>203,628</u>	<u>201,302</u>
Net current assets		203,628	201,302
Total assets less current liabilities		216,094	217,790
Total net assets		<u>216,094</u>	<u>217,790</u>
The funds of the charity			
Restricted funds			
Restricted income funds	15	10,966	11,710
		<u>10,966</u>	<u>11,710</u>
Unrestricted funds			
General funds	15	205,128	206,080
		<u>205,128</u>	<u>206,080</u>
Total funds		<u>216,094</u>	<u>217,790</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 March 2024 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 29 January 2025

And signed on its behalf by: M. Davis Trustee

M Davis

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income

Recognition of income All incoming resources are included in the Statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donated services and facilities Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income tax recoverable Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.
Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Expenditure

Recognition of expenditure All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Governance costs Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Notes to the Accounts

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Freehold property	10% Straight line
Computer and website design	25% Straight line
Fixtures and fittings	25% Reducing balance

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

3 Statement of Financial Activities - prior year

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2023 £
Income and endowments from:				
Donations and legacies	2	-	-	2
Charitable activities	269,691	-	-	269,691
Other trading activities	7,880	-	-	7,880
Other	2,067	-	-	2,067
Total	279,640	-	-	279,640
Expenditure on:				
Other	258,100	744	-	258,844
Total	258,100	744	-	258,844
Net gains on investments	-	-	-	-
Net income	21,540	(744)	-	20,796
Transfers between funds	-	-	-	-
Net income before other gains/(losses)	21,540	(744)	-	20,796
Other gains and losses:				
Net movement in funds	21,540	(744)	-	20,796
Reconciliation of funds:				
Total funds brought forward	184,540	12,454	-	196,994
Total funds carried forward	206,080	11,710	-	217,790

4 Income from donations and legacies

	Unrestricted £	Restricted £	Endowment £	Total 2024 £	Total 2023 £
Donations	(1)	-	-	(1)	2
	(1)	-	-	(1)	2

5 Income from charitable activities

	Unrestricted £	Restricted £	Endowment £	Total 2024 £	Total 2023 £
Lettings and rentals	175,435	-	-	175,435	157,387
Cafe	89,106	-	-	89,106	75,571
Centre running costs	37,657	-	-	37,657	36,733
	302,198	-	-	302,198	269,691

Shoreham Community Trust Limited

Notes to the Accounts

6 Income from other trading activities

	Unrestricted	Restricted	Endowment	Total 2024	Total 2023
	£	£	£	£	£
Income from trading subsidiary	6,298	-	-	6,298	7,880
	<u>6,298</u>	<u>-</u>	<u>-</u>	<u>6,298</u>	<u>7,880</u>

7 Other income

	Unrestricted	Restricted	Endowment	Total 2024	Total 2023
	£	£	£	£	£
Misc income	147	-	-	147	465
Interest received	4,840	-	-	4,840	1,602
	<u>4,987</u>	<u>-</u>	<u>-</u>	<u>4,987</u>	<u>2,067</u>

8 Other expenditure

	Unrestricted	Restricted	Endowment	Total 2024	Total 2023
	£	£	£	£	£
Skyway expenses	16,133	-	-	16,133	2,580
Cafe supplies and machine hire	36,734	-	-	36,734	29,475
Adur District council premises costs	42,151	-	-	42,151	31,858
Employee costs	185,219	-	-	185,219	164,560
Premises costs	7,812	-	-	7,812	8,565
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	5,768	744	-	6,512	6,954
General administrative costs	11,278	-	-	11,278	12,256
Legal and professional costs	9,339	-	-	9,339	2,596
	<u>314,434</u>	<u>744</u>	<u>-</u>	<u>315,178</u>	<u>258,844</u>

9 Net (expenditure)/income before transfers

	2024	2023
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	6,512	6,954

Shoreham Community Trust Limited

Notes to the Accounts

10 Staff costs

	2024	2023
	£	£
Salaries and wages	160,444	137,560
Social security costs	21,333	23,573
Pension costs	3,432	3,282
Staff training	10	145
	<u>185,219</u>	<u>164,560</u>

No employee received emoluments in excess of £60,000.

Total employee benefits received by key management personnel	-	-
--	---	---

The average monthly number of full time equivalent employees during the year was as follows:

	2024	2023
	Number	Number
Staff	25	21
	<u>25</u>	<u>21</u>

11 Tangible fixed assets

	Land and buildings	Computer and website design	Equipment	Fixtures and fittings	Total
	£	£	£	£	£
Cost or revaluation					
At 1 April 2023	42,538	6,787	-	72,617	121,942
Additions	-	-	-	2,490	2,490
Disposals	-	-	-	-	-
At 31 March 2024	<u>42,538</u>	<u>6,787</u>	<u>-</u>	<u>75,107</u>	<u>124,432</u>
Depreciation and impairment					
At 1 April 2023	32,332	6,419	-	66,703	105,454
Depreciation charge for the year	4,254	157	-	2,101	6,512
Disposals	-	-	-	-	-
At 31 March 2024	<u>36,586</u>	<u>6,576</u>	<u>-</u>	<u>68,804</u>	<u>111,966</u>
Net book values					
At 31 March 2024	<u>5,952</u>	<u>211</u>	<u>-</u>	<u>6,303</u>	<u>12,466</u>
At 31 March 2023	<u>10,206</u>	<u>368</u>	<u>-</u>	<u>5,914</u>	<u>16,488</u>

Notes to the Accounts

12 Investments

Investment in Subsidiaries

The company has the following subsidiary undertakings:

Name of company	Country of incorporation (if not UK)	Class of shares held	% age of shares held %	Capital and reserves at end of the relevant year £	Profit/(loss) for the relevant year £
SCT Trading Limited	England and Wales	Ordinary	100	1	-

13 Debtors

	2024 £	2023 £
Other debtors	15,197	14,110
Prepayments and accrued income	4,876	5,448
	<u>20,073</u>	<u>19,558</u>

14 Creditors:

amounts falling due within one year

	2024 £	2023 £
Other creditors	-	334
Accruals	4,085	3,107
	<u>4,085</u>	<u>3,441</u>

15 Movement in funds

	At 1 April 2023	Incoming resources (including other gains/losses) £	Resources expended £	Gross transfers £	At 31 March 2024 £
Restricted income funds:					
	11,710	-	(744)	-	10,966
Unrestricted funds:					
General funds	206,080	313,482	(314,434)	-	205,128
Total funds	<u>217,790</u>	<u>313,482</u>	<u>(315,178)</u>	<u>-</u>	<u>216,094</u>

16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment funds	Total
	£	£	£	£
Fixed assets	9,491	2,975	-	12,466
Net current assets	203,628	-	-	203,628
	<u>213,119</u>	<u>2,975</u>	<u>-</u>	<u>216,094</u>

17 Reconciliation of net debt

	At 1 April 2023	Cash flows	New HP/Finance leases	At 31 March 2024
	£	£	£	£
Cash and cash equivalents	185,185	2,455		187,640
Bank overdrafts	-	-		-
	<u>185,185</u>	<u>2,455</u>	<u>-</u>	<u>187,640</u>
Borrowings	-	-		-
Net debt	<u>185,185</u>	<u>2,455</u>	<u>-</u>	<u>187,640</u>

18 Commitments

Annual commitments under non-cancellable operating leases are as follows:

	2024	2024	2023	2023
	Land and buildings	Other	Land and buildings	Other
	£	£	£	£
Operating leases with expiry date:				
Within one year	-	-	-	-
In the second to fifth years inclusive	-	1,115	-	1,115
Over five years	-	-	-	-
	<u>-</u>	<u>1,115</u>	<u>-</u>	<u>1,115</u>

Pension commitments

	2024	2023
	£	£
The pension cost charge to the company amounted to:	<u>3,432</u>	<u>3,282</u>

19 Dissenting view from one trustee

Included in Letting and rental unrestricted income, (disclosed in note 5), is income from exhibition sales held at the Skyway Gallery £18,891 (2023: £2,630).

The Independent examiner and all the trustees, apart from one, believe that Shoreham Community Trust Limited have complied with all relevant company and charity standards regarding this income stream disclosure to ensure that these accounts give a true and fair view.

They are happy they are compliant, after referring to the SORP, ..'that all income has been reported gross when raised by the charity (or by volunteers working at the charity's direction) or its agents. Any fee charged for fundraising by a third party and deducted from the amount collected before it is remitted to the charity must not be offset against fundraising income recognised in the accounts but be reported as a fundraising expense'...

All exhibitors have an agreed contract in place before their exhibition starts and each contract shows the commission that is owed per sale to each individual artist. Each sale goes through the charities bank account and is dealt with by an employed staff member of the charity and a sales receipt is issued to the purchaser.

The commissions payable to exhibition artists, as agreed in each contract, are shown and separately recorded in expenses (note 8, part of Skyway expenses). Commission of £15,869 (2023: £913) were expended.

The dissenting view from one trustee was that this income and expense should be shown net.

20 Related party disclosures

Controlling party

The company is limited by guarantee and has no share capital; thus no single party controls the company.

Shoreham Community Trust Limited
Detailed Statement of Financial Activities

for the year ended 31 March 2024

	Unrestricted funds			Total funds	
	2024	2024	2024	2024	2023
	£	£	£	£	£
Income and endowments from:					
Donations and legacies					
Donations	(1)	-	-	(1)	2
	<u>(1)</u>	<u>-</u>	<u>-</u>	<u>(1)</u>	<u>2</u>
Charitable activities					
Lettings and rentals	175,435	-	-	175,435	157,387
Cafe	89,106	-	-	89,106	75,571
Centre running costs	37,657	-	-	37,657	36,733
	<u>302,198</u>	<u>-</u>	<u>-</u>	<u>302,198</u>	<u>269,691</u>
Other trading activities					
Income from trading subsidiary	6,298	-	-	6,298	7,880
	<u>6,298</u>	<u>-</u>	<u>-</u>	<u>6,298</u>	<u>7,880</u>
Other					
Misc income	147	-	-	147	465
Interest received	4,840	-	-	4,840	1,602
	<u>4,987</u>	<u>-</u>	<u>-</u>	<u>4,987</u>	<u>2,067</u>
Total income and endowments	313,482	-	-	313,482	279,640
Expenditure on:					
Other expenditure					
Skyway expenses	16,133	-	-	16,133	2,580
Cafe supplies and machine hire	36,734	-	-	36,734	29,475
Adur District council premises costs	42,151	-	-	42,151	31,858
	<u>95,018</u>	<u>-</u>	<u>-</u>	<u>95,018</u>	<u>63,913</u>
Employee costs					
Salaries/wages	160,444	-	-	160,444	137,560
Employer's NIC	21,333	-	-	21,333	23,573
Pension costs	3,432	-	-	3,432	3,282
Staff training	10	-	-	10	145
	<u>185,219</u>	<u>-</u>	<u>-</u>	<u>185,219</u>	<u>164,560</u>
Premises costs					
Rates	2,836	-	-	2,836	3,713
Premises cleaning	2,888	-	-	2,888	2,992
Premises repairs and maintenance	2,088	-	-	2,088	1,860
	<u>7,812</u>	<u>-</u>	<u>-</u>	<u>7,812</u>	<u>8,565</u>
General administrative costs, including depreciation and amortisation					

Shoreham Community Trust Limited
Detailed Statement of Financial Activities

Depreciation of land and buildings	3,510	744	-	4,254	4,258
Depreciation of Computer and website design	157	-	-	157	725
Depreciation of Fixtures and fittings	2,101	-	-	2,101	1,971
Bank charges	2,176	-	-	2,176	2,060
Equipment expensed	1,354	-	-	1,354	789
Equipment leasing and hire charges	1,115	-	-	1,115	1,350
General insurances	1,363	-	-	1,363	1,705
Information and publications	206	-	-	206	134
Postage and couriers	500	-	-	500	603
Subscriptions	2,557	-	-	2,557	3,468
Sundry expenses	329	-	-	329	276
Telephone, fax and broadband	1,678	-	-	1,678	1,871
	<u>17,046</u>	<u>744</u>	<u>-</u>	<u>17,790</u>	<u>19,210</u>
Legal and professional costs					
Audit/Independent examination fees	-	-	-	-	-
Accountancy and bookkeeping	1,260	-	-	1,260	900
Consultancy fees	1,700	-	-	1,700	1,643
Other legal and professional costs	6,379	-	-	6,379	53
	<u>9,339</u>	<u>-</u>	<u>-</u>	<u>9,339</u>	<u>2,596</u>
Total of expenditure of other costs	<u>314,434</u>	<u>744</u>	<u>-</u>	<u>315,178</u>	<u>258,844</u>
Total expenditure	<u>314,254</u>	<u>744</u>	<u>-</u>	<u>314,998</u>	<u>258,844</u>
Net gains on investments	-	-	-	-	-
	<u>(952)</u>	<u>(744)</u>	<u>-</u>	<u>(1,696)</u>	<u>20,796</u>
Net (expenditure)/income	<u>(952)</u>	<u>(744)</u>	<u>-</u>	<u>(1,696)</u>	<u>20,796</u>
Transfers between funds	-	-	-	-	-
Net (expenditure)/income before other gains/(losses)	<u>(952)</u>	<u>(744)</u>	<u>-</u>	<u>(1,696)</u>	<u>20,796</u>
Other recognised gains and losses					
Other Gains	-	-	-	-	-
Net movement in funds	<u>(952)</u>	<u>(744)</u>	<u>-</u>	<u>(1,696)</u>	<u>20,796</u>
Reconciliation of funds:					
Total funds brought forward	206,080	11,710	-	217,790	196,994
Total funds carried forward	<u>205,128</u>	<u>10,966</u>	<u>-</u>	<u>216,094</u>	<u>217,790</u>

SHOREHAM COMMUNITY TRUST LIMITED

England & Wales - Charity number 1070530

Accounts

Shoreham Community Trust Limited

Charity No. 1070530

Company No. 03567456

Trustees' Report and Unaudited Accounts

31 March 2023



Shoreham Community Trust Limited
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**Trustees' Annual Report
(Including Directors' report) for the period**

1st April 2022 to 31st March 2023

Charity name: Shoreham Community Trust

Charity Registration No.: 1070530

Company No.: 3567456

**SHOREHAM COMMUNITY TRUST
ANNUAL REPORT
YEAR ENDED 31 MARCH 2023**

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1. Introduction

The Shoreham Centre building is a focal point in the town, bringing the community together through multiple activities.

It is owned by the local authority and leased to the Shoreham Community Trust (SCT), and in 2015/16 was substantially refurbished by Adur District Council (ADC) with three objectives in mind:

Firstly, to improve the SCT's offer to the community, enhancing its quality and ability to be used by a wide range of hirers, community groups and voluntary organisations.

Secondly, to accommodate the local authority as its strategic base, serving the Adur District with customer council services.

Thirdly, to support a number of charitable bodies including Citizen Advice and 4Sight, by housing their business activities within the complex.

The net result is a lively hub for the town which offers leisure, civic and professional services of all kinds, being at the very heart of the town, district, and wider community.

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting & Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard, applicable in the UK and Republic of Ireland.

The Trust's constitution reflects the requirements of modern charity legislation and recommended good practice for a Charity.

Responsibility for the overall control of the Trust's affairs rests in the board of managing trustees, elected each year by the membership at the AGM.

The Trustees herewith present their report, together with the Independently Examined Financial Statements of the Trust, for the financial year beginning on 1 April 2022 and ending on 31 March 2023.

2. Purpose of the Charity

The principle activity of the Trust in the period under review was that of running The Shoreham Centre in line with the Charity's objects which are to:

"Promote for the benefit of the inhabitants of Shoreham-by Sea and neighbourhood without distinction of sex, colour, race or of political, religious or other opinions by associating the local authorities, voluntary organisations' and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants."

Also "to co-operate with any statutory local authority in the maintenance and management of the premises known as The Shoreham Centre, 2 Pond Road, Shoreham by Sea, West Sussex BN43 5WU,

for activities promoted by the company and its constituent bodies in the furtherance of the above objects.”

3. Main Activities

Room Hire

We hire out room space to local community groups to further our Charity objectives where people can come together to play, learn and celebrate.

Pond Cafe

Our Pond Cafe is a community cafe offering refreshments for those using the Centre. The finances of the cafe are held in a designated fund with any surplus used, as determined by the trustees, to further our primary charity objectives.

The Pond Cafe offers a popular service of refreshments and lunches for users of the Centre. In addition, the staff provide an outside catering service when requested and occasionally cater for larger community events held in The Shoreham Centre. Our hospitality portfolio continues to increase and is becoming a key part of the café’s offering to local businesses and community groups who use the centre.

Skyway Gallery

After a period of team building and planning, the Skyway gallery was launched on 16th September 2016 and formally became part of the Shoreham Community Trust on 15th August 2017.

Skyway Gallery is a contemporary community-centre gallery space, which provides a flexible and affordable context for the promotion of art and culture.

Skyway Gallery has two main purposes: The advancement of the arts & culture and the advancement of education in the arts. Our aim is to stimulate creativity, diversity and activity in the visual arts, as well as strengthening and promoting the well-being of the wider community.

The Skyway Gallery exists within a public shared space and has a weekly average footfall of 1,000 to 1,500 people, therefore providing the opportunity for people who wouldn’t normally be exposed to the visual arts to engage with a varied and changing body of work. The Gallery also provides hire space with exhibition opportunities for art groups and clubs, educational establishments, and individuals to exhibit, promote and on occasion sell their work during their exhibition period.

Other regular activities at The Shoreham Centre include:

- Arts and crafts
- Dance
- Drama
- Fitness classes & training
- Education
- Preschool activities
- Music
- Public meetings
- Blood Donation

- Wednesday Market
- Martial arts
- Choir
- Skyway Gallery
- Wedding receptions
- Themed events
- Church services

4. Public Benefit Statement

The Trustees pay full regard to the Charity Commission's guidance on public benefit. They apply it in their general overview of the Trusts affairs and have done so directly in relevant areas of decision-making during the year.

5. Contributions made by Volunteers

The Trust has members who volunteer for a range of roles including preparing and running social events, distributing publicity, attending Skyway Gallery Exhibitions, and maintaining the premises.

The management committee would like to record its great appreciation for the continued support given by unpaid volunteers who assist with the running of all aspects of The Shoreham Centre.

6. Main Achievements

General

The building is in continuous use throughout the week by the local community, including the weekends. It is full of many diverse community groups making great use of the space. The variety of these groups is in itself testament to the flexibility, affordability, and quality of what the Centre can offer our community.

Principal Funding sources

The principal funding source is from room lettings to local community groups.

Fundraising events are held during the year and include a weekly Wednesday indoor market, craft fairs and other in events held by local charities and community groups.

The Pond Cafe, whilst not a principal funding source, exists, however, within our funding for the users of the Centre. Skyway Gallery, although again is not a principal funding source, however, it exists within a public shared space and has a weekly average footfall of 1,000 to 1,500 people.

Pond Café

The Pond Cafe has grown in its reputation in providing a meeting place for the community. Mothers with their babies meet friends regularly in the café area for drinks and chats. Due to the ever-increasing costs to run the cafe we have worked hard to keep any price increases to a minimum and

the cafe is now back to pre-pandemic usage levels and is an affordable place for the community to eat and drink.

Skyway Gallery

Listed below are the many Exhibitions and workshops that occurred during 2022/2023:

Gallit Shaltiel – March – was invited to hold a 'commission only' exhibition. Her cards sold so well we continue to sell them. Gallit facilitated a Bookmaking workshop. This is a good model with successful artists who already have a good social media following and are already established teachers. Her graphic design skills and general professionalism really raised the profile of the gallery. Her workshop was very popular.

International Women's Day 11th March

Pay what you can Yoga with Love The Journey Yoga, Goddess Sculpture Workshop and the opening night of Gallit's show.

Coastal Forms (April/May) – art exhibition by Sussex Wildlife Trust which was the culmination of workshops using coastal materials. A lovely show with lots of information in pamphlets about our coast.

May - Intertwinings - group show and card sales.

June - Adur Arts Trail - hire fees + commission

July - Group Show - hire fees + commission

August - Katie Sollihub - charity exhibition which sold very well, and we donated 50% of our commission to refuge charities.

September - Lancing Arts Club - group Show.

October - Steyning Arts Club - group show.

November - Sophie Garwood - artist and tribute show to her mum.

A new newsletter has been introduced which is sent out electronically.

We had a work experience teenager from Shoreham Academy during the summer.

SCT Trading Limited

This is a new subsidiary company of Shoreham Community Trust. It was set up during 2019 to provide a licenced bar service for the users of Shoreham Community Trust to hire for their events. Any surplus for each year is gifted to Shoreham Community Trust to improve the building and services SCT provide to the community. Approval for any gift transfers is actioned at the formal Annual General Meeting.

7. Action Plan

Action Plan 2022 - 2023

1. Target: Form Trustee team to negotiate a new lease with Adur District Council as a High priority		
	Action:	Chair of trustees
	When:	31st March 2023
2. Target: Maintain a minimum of 3-6 months expenditure in reserve with the aim to achieve 6 months in reserves in the coming two years.		
	Action:	Treasurer
	When:	Ongoing
3. Target: Set up quarterly review meetings between ADC officers and Trustees to discuss subjects of mutual interest		
	Action:	Chairman/ Centre manager Treasurer to agree timetable with ADC
	When:	Upon completion of lease
4. Target: Trustees to annually review hire fees for all spaces		
	Action:	Manager & Treasurer
	When:	End of third Quarter
5. Target: Hirers and tenants to have direct access to the Centre manager to discuss any problems / issues. In addition, regular review meetings with Centre staff can be arranged to discuss future needs and opportunities.		
	Action:	Centre manager / Vice Chair
	When:	With immediate effect
6. Target: Create agenda time for Trustees, ADC and other stakeholders to discuss new opportunities, including long-term building development aspirations for the Centre, and to assess barriers to success		
	Action:	SWOT analysis with Trustees, ADC representatives - AWC, Centre Manager

	When:	Date tbc upon completion of lease
7. Target: Determine an integrated media, advertising and promotional strategy and implementation plan		
	Action:	Trustees & Marketing sub-committee
	When:	April 2024 Previously not achieved due to the passing of John Griffin (former trustee) and the need for an additional trustee to take on this role
8. Target: Examine ways to further develop Skyway Gallery activities following the appointment of a Curator to manage the facility		
	Action:	Trustee Board & Skyway Gallery sub-committee
	When:	Ongoing
9. Target: Formulate the long-term building development aspirations		
	Action:	Trustees and Capital sub-committee in conversation with ADC AWC
	When:	Date tbc (upon completion of lease anticipated in 2024)
10. Target: Continue commitment to train staff in appropriate skills and draw up suitable programmes to accomplish individual progress		
	Action:	Staffing sub-committee
	When:	Ongoing
11. Target: For 2022/24 we are reviewing and updating all our governance documents and policies held on file		
	Action:	Trustees and Centre Manager
		Ongoing

8. Fundraising Objectives

General

Our fundraising activities allow us to put on events that are free for the public. We invite local, talented, and inspirational people who want to contribute, being part of a community hub and part of the entertainment on event days. These events have been well received and grow every year, and we

will continue to provide them. In previous years we had provided a Christmas Lunch on Christmas Day, which was free of charge to anyone who wishes to come along. The day is provided by volunteers, trustees and staff working together.

Pond Cafe

We provide good quality food and drinks at an affordable price and compare favourably with other providers in the community. We ensure our Pond Cafe provides regular meals for senior citizens in the community at an affordable community price.

Skyway Gallery Programme 2022

<u>Date</u>	<u>Exhibitions and workshops 2022</u>
28th May- 12th June	Adur Arts Trail
28th May - 12th June	Rotary Club –Children’s drawings about Covid
18th June - 9th July	Melvyn Biddulph Solo show
18th July - 5th August	Emily Ball Solo show
13th - 27th August	GBMet Group show (Emotion & Expression)
10th Sept - 1st Oct	Jon Peaty Retrospective
October - tbc	Brighton Photo Fringe
October half term	The Big Draw - some workshops & a trail
October half term	Black History Month - Althea Mcnish - workshops
November	Gary Goodman & Sabrinah Shah

Skyway Gallery Programme 2023

<u>Date</u>	<u>Exhibitions and workshops 2023</u>
March 2023	Gallit Shaltiel
March 2023	International Women’s Day- details tbc

9. Reserves Policy

The Directors/ Trustees endeavour to maintain sufficient reserves in order to ensure that funds remain available to enable the centre to continue to operate in the furtherance of the objectives of the charity.

The reserves held are 3 months' worth of annual expenditure in line with Charity Commission recommendations. Policy approved by Trustees 15th August 2017.

With all the unforeseen disruption caused by the pandemic season a few years ago, our Reserves Policy has proven to be a vital cushion in surviving the financial challenges of this season.

10. Principal Risk

Shoreham Community Trust's principal risk is that we still have no lease in place with Adur District Council. We requested to have a lease offering us 20-25 years but have only been offered 15 years in the draft documents so far. We will also need the management document to be workable for us if we are able to grow and not be restricted.

The Trust are currently working on how to acknowledge and celebrate our 50th anniversary and planning for this is underway. We recognize this is some achievement to have survived for 50 years with many challenges overcome, and we look forward to celebrating this with hirers, staff, trustees, and local partners, old and new.

11. Structure, Governance & Management

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company (*limited by guarantee*) as defined by the Companies Act 2006.

Shoreham Community Trust is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20th May 1998. It is registered as a charity with the Charity Commission.

During the year, our trustees considered issues relating to membership of the Trust and how to encourage this amongst hirers of the Centre, alongside individual membership. At a meeting of trustees, it was proposed to offer all hirers membership, without charge. If not already members, larger organisations or groups would be encouraged to organise representation from amongst their membership.

Anyone over the age of 18 can become a member of the charity. Please note, however, that voting rights at the AGM are restricted to the representatives who have signed the relevant documentation, stating they uphold the objectives of the Charity/Trust. Forms are available from the office at The Shoreham Centre. This was approved at our last AGM.

Trustee Selection

At the AGM Trustees willing to stand may be reappointed by rotation for a further term by fellow Trustees. The optimum term is nine years, but Trusts can decide their own length of service criteria as appropriate.

When contemplating Trustee selection, the Board should actively consider aspects of diversity and inclusivity for the Board to be fully representative of the local community.

Trustee Induction & Training

New Trustees are obliged to undergo a systematic induction programme overseen by existing Trustees. This includes the provision of a comprehensive data pack and facilities tour of the Centre, including introductions to managers and staff. Training programmes are available and offered on an ad hoc basis as required and appropriate.

Governance

All Policies and Documentation are electronically captured in the Governance Archive. This is updated on an ongoing basis and includes Charity Commission rules and guidelines and staff / employee policies.

Day-to-day management of The Shoreham Centre is carried out by our small office team, supported by cleaners and caretaking staff who are confident and happy to deal with visitors' questions and enquiries.

The Centre Manager provides a tour of the building, during which time they meet key employees. Health & Safety and Safeguarding training are provided by the appropriate officer of the Trust.

The Management Committee (Trustees)

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, and who served during the period and up to the date of this report are:

Matt Davis	Chair
Val Garland	Vice Chair
Janice Roberts	Treasurer
Danny McBride	Committee Member
John Griffin	Committee Member
Kate Green	Committee Member

Note: John Griffin sadly passed away during this year. As a trust, we greatly appreciated his contribution to the board, in particular his work on governance and policies.

Registered Charity No. 1070530 Address: The Shoreham Centre, 2 Pond Road, Shoreham by Sea, West Sussex. BN43 5WU

Day-to-day Management

Management of The Shoreham Centre is carried out by our small team in the office, plus cleaners & caretaking staff, who are pleased to deal with questions and enquiries. To get in touch, please see our contact page on our website: www.shorehamcentre.co.uk

Staff Members

Shoreham Centre Manager	Jeremy Charlton
Deputy Manager	Zara Spanton
Events & Administration	Michele Pape
Receptionist & Administration	Tracy Keen
Skyway Curator	Crimson Trebar
Caretakers	Rob Koenig
	Lee Pomfrey
	Laura Fontana
Catering Manager	Jennifer Moore
Café Assistant	Karen Hibbert
Café Assistant	Jacqueline Martin
Café Assistant	Karen Sando
Weekend Manager	Vacant
Cleaners	Joyce May
	Debra Watson
	Chelsea Watson

Independent Examiner / Accountants

Laurence Savage FCCA, Marsh & Co Accountants Limited, 254 Upper Shoreham Road, Shoreham-by-Sea, West Sussex BN 43 6BF.

Banking

Barclays Bank PLC Worthing, Chapel House, 1 Chapel Road, Worthing, West Sussex BN11 1EX.

12. Financial Review

The financial statements indicate that the charity achieved a small surplus of £20,796 during the year, compared to a loss of £16,694 for the previous year. Total income was £279,640, and total expenditure was £258,844.

Our DRAFT financial position marginally improved over 2022/23, mainly due to recovery from the Covid pandemic season and the direct impact this had on the business over previous financial years.

All the Trust's current assets and liabilities relate to delivery of its charitable aims and objectives. The Trust's direct expenses in providing charitable services are the personnel and other costs involved in running The Shoreham Centre and in making its facilities available for community activities.

A detailed account of the activities and workings of The Shoreham Centre, along with information about its facilities, management, and history, can be found on our website www.shorehamcentre.co.uk

13. Long Term Achievements

The most visible improvement over recent years has been the extension to The Shoreham Centre and the substantial refurbishment to the interior of the building that Adur District Council has provided.

The Shoreham Centre building is a focal point in the town, bringing the community together through multiple activities across the district.

The introduction of the Skyway Gallery has provided the building with a real cultural flourish of which the team are very proud, and the Pond Cafe is a wonderful gathering point for refreshments of all kinds throughout the week.

Surrounding land which holds future development potential will only add to the long-term goal of the building being very much at the epicentre of this vibrant town.

Adur and Worthing Council, as part of their pledge to be carbon neutral by 2030 is using part of a grant of more than £1.8m from the Public Sector Decarbonisation Scheme to install a series of environmentally friendly air source heat pumps. These heat pumps will be installed to provide the bulk of the heating and hot water to the building which will result in lower carbon emissions.

Finally, we look forward into the next financial year in celebrating 50 years of The Shoreham Centre welcoming the whole local community through its doors.

14. Related Parties

There have been no related party transactions in the financial year ending 31st March 2023.

Statement of the Trustees' Responsibilities

Company Law requires Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates which are reasonable and prudent;
- prepare the financial statements on a "going concern" basis (*unless it is inappropriate to presume that the charitable company will continue in operation*).

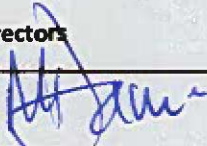

The Trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charitable company, and which enable them both to ascertain the financial position of the charitable company and to ensure that the financial statements comply with the Charities Act.

The Trustees are responsible for safeguarding the assets of the charity - and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The trustees declare that they have approved the Annual Report at their board of trustees meeting, and it is signed on its behalf by Matt Davis (*Chair*) and Janice Roberts (*Treasurer*). See Section 15.

15. Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.	
The trustees declare that they have approved the trustees' report (including directors' report) above.	
Signed on behalf of the charity's trustees/directors	
Signature Full Name Position	 Matt Davis Chair
Signature Full Name Position	 Janice Roberts Treasurer
Date	18-3-24

16. Annual General Meeting

The next Annual General Meeting (AGM) of Shoreham Community Trust will be held in March 2024 (*there has been a Trustee-approved delay in holding the AGM in connection with the securing of a new lease*).

The AGM is open to anyone who has an interest in The Trust and The Shoreham Centre.

Anyone over the age of 18 can become a member of the charity. Please note, however, that voting rights at the AGM are restricted to the representatives who have signed the relevant documentation stating they uphold the objectives of the Charity/Trust. Forms are available from the office at The Shoreham Centre.

Shoreham Community Trust Limited

Independent Examiners Report

Independent Examiner's Report to the trustees of Shoreham Community Trust Limited

I report to the charity trustees on my examination of the financial statements of Shoreham Community Trust Limited for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements have been prepared in accordance with the Charities SORP (FRS 102).

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 financial statements to be reached.

Marsh & Co Accountants Limited
254 Upper Shoreham Road
Shoreham by Sea
West Sussex

BN43 6BF

2024

Shoreham Community Trust Limited
Statement of Financial Activities
for the year ended 31 March 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Reserves 2023 £	Total funds 2023 £	Total funds 2022 £
Income and endowments from:						
Donations and legacies	4	2	-	-	2	242
Charitable activities	5	269,691	-	-	269,691	175,872
Other trading activities	6	7,880	-	-	7,880	4,092
Other	7	2,067	-	-	2,067	35,444
Total		279,640	-	-	279,640	215,650
Expenditure on:						
Other	8	258,100	744	-	258,844	232,344
Total		258,100	744	-	258,844	232,344
Net gains on investments		-	-	-	-	-
Net income/(expenditure)	9	21,540	(744)	-	20,796	(16,694)
Transfers between funds		-	-	-	-	-
Net income/(expenditure) before other gains/(losses)		21,540	(744)	-	20,796	(16,694)
Other gains and losses						
Net movement in funds		21,540	(744)	-	20,796	(16,694)
Reconciliation of funds:						
Total funds brought forward		184,540	12,454	-	196,994	213,688
Total funds carried forward		206,080	11,710	-	217,790	196,994

Shoreham Community Trust Limited
Summary Income and Expenditure Account
for the year ended 31 March 2023

	2023	2022
	£	£
Income	279,640	215,650
Gross income for the year	<u>279,640</u>	<u>215,650</u>
Expenditure	251,890	225,691
Depreciation and charges for impairment of fixed assets	6,954	6,653
Total expenditure for the year	<u>258,844</u>	<u>232,344</u>
Net income/(expenditure) before tax for the year	20,796	(16,694)
Net income /(expenditure)for the year	<u>20,796</u>	<u>(16,694)</u>

Shoreham Community Trust Limited**Balance Sheet**

at 31 March 2023

Company No. 03567456	Notes	2023 £	2022 £
Fixed assets			
Tangible assets	11	16,488	14,543
Investments	12	-	-
		<u>16,488</u>	<u>14,543</u>
Current assets			
Debtors	13	19,558	241
Cash at bank and in hand		185,185	188,735
		<u>240,743</u>	<u>188,976</u>
Creditors: Amount falling due within one year	14	<u>(3,441)</u>	<u>(6,525)</u>
Net current assets		201,302	182,451
Total assets less current liabilities		<u>219,926</u>	<u>196,994</u>
Net assets excluding pension asset or liability		<u>217,790</u>	<u>196,994</u>
Total net assets		<u>217,790</u>	<u>196,994</u>
The funds of the charity			
Restricted funds	15		
Restricted income funds		11,710	12,454
		<u>11,710</u>	<u>12,454</u>
Unrestricted funds	15		
General funds		206,080	184,540
		<u>206,080</u>	<u>184,540</u>
Total funds		<u>217,790</u>	<u>196,994</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 March 2023 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on

2024

And signed on its behalf by: M. Davis Trustee

Shoreham Community Trust Limited

Notes to the Accounts

for the year ended 31 March 2023

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), and the Companies Act 2006.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds General funds are unrestricted funds which are available to use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds These are unrestricted funds earmarked by the trustees for particular purposes.

Reserved designated funds Reserved designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. the aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds Restricted funds are funds which are to be used in accordance with specific

restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income

Recognition of income All incoming resources are included in the Statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donated services or facilities Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income tax recoverable Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.
Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Shoreham Community Trust Limited

Notes to the Accounts

Expenditure

Recognition of expenditure All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Governance costs Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Property improvements	10% Straight line
Computer and website design	25% Reducing balance
Fixtures and fittings	25% Reducing balance

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

Shoreham Community Trust Limited

Notes to the Accounts

3 Statement of Financial Activities - prior year

	Unrestricted funds 2022	Restricted funds 2022	Reserves 2022	Total funds 2022
	£	£	£	£
Income and endowments from:				
Donations and legacies	242	-	-	242
Charitable activities	175,872	-	-	175,872
Other trading activities	4,092	-	-	4,092
Other	35,444	-	-	35,444
Total	215,650	-	-	215,650
Expenditure on:				
Other	231,600	744	-	232,344
Total	231,600	744	-	232,344
Net income	(15,950)	(744)	-	(16,694)
Net income before other gains/(losses)	(15,950)	(744)	-	(16,694)
Other gains and losses:				
Net movement in funds	(15,950)	(744)	-	(16,694)
Reconciliation of funds:				
Total funds brought forward	200,490	13,198	-	213,688
Total funds carried forward	184,540	12,454	-	196,994

4 Income from donations and legacies

	Unrestricted	Restricted	Endowment	Total 2023	Total 2022
	£	£	£	£	£
Donations	2	-	-	2	242
	<u>2</u>	<u>-</u>	<u>-</u>	<u>2</u>	<u>242</u>

5 Income from charitable activities

	Unrestricted	Restricted	Endowment	Total 2023	Total 2022
	£	£	£	£	£
Lettings and rentals	157,387	-	-	157,387	104,751
Cafe	75,571	-	-	75,571	41,270
Centre running costs	36,733	-	-	36,733	29,851
	<u>269,691</u>	<u>-</u>	<u>-</u>	<u>269,691</u>	<u>175,872</u>

Shoreham Community Trust Limited
Notes to the Accounts

6 Income from other trading activities

	Unrestricted	Restricted	Endowment	Total 2023	Total 2022
	£	£	£	£	£
Income from trading subsidiary	7,880	-	-	7,880	4,092
	<u>7,880</u>	<u>-</u>	<u>-</u>	<u>7,880</u>	<u>4,092</u>

7 Other income

	Unrestricted	Restricted	Endowment	Total 2023	Total 2022
	£	£	£	£	£
Misc income	465	-	-	465	62
Furlough scheme	-	-	-	-	19,382
COVID grants	-	-	-	-	16,000
Interest received	1,602	-	-	1,602	-
	<u>2,067</u>	<u>-</u>	<u>-</u>	<u>2,067</u>	<u>35,444</u>

8 Other expenditure

	Unrestricted	Restricted	Endowment	Total 2023	Total 2022
	£	£	£	£	£
Skyway expenses	2,580	-	-	2,580	112
Cafe supplies and machine hire	29,475	-	-	29,475	17,299
Adur District Council premises costs	31,858	-	-	31,858	30,827
Employee costs	164,560	-	-	164,560	156,066
Premises costs	8,565	-	-	8,565	8,444
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	6,210	744	-	6,954	6,653
General administrative costs	12,256	-	-	12,256	8,960
Legal and professional costs	2,596	-	-	2,596	3,983
	<u>258,100</u>	<u>744</u>	<u>-</u>	<u>258,844</u>	<u>232,344</u>

9 Net income/(expenditure) before transfers

	2023	2022
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	6,954	6,653

Shoreham Community Trust Limited

Notes to the Accounts

10 Staff costs

	2023	2022
	£	£
Salaries and wages	137,560	146,486
Social security costs	23,573	6,855
Pension costs	3,282	2,565
	<u>164,415</u>	<u>155,906</u>

No employee received emoluments in excess of £60,000.

The average monthly number of full time equivalent employees during the year was as follows:

	2023	2022
	Number	Number
Staff	21	20
	<u>21</u>	<u>20</u>

11 Tangible fixed assets

	Land and buildings £	Computer and website design £	Equipment £	Fixtures and fittings £	Total £
Cost or revaluation					
At 1 April 2022	34,058	6,367	-	72,618	113,043
Additions	8,480	420	-	-	8,900
At 31 March 2023	<u>42,538</u>	<u>6,787</u>	-	<u>72,618</u>	<u>121,943</u>
Depreciation and impairment					
At 1 April 2022	28,074	5,694	-	64,732	98,500
Depreciation charge for the year	4,258	725	-	1,971	6,954
At 31 March 2023	<u>32,332</u>	<u>6,419</u>	-	<u>66,703</u>	<u>105,454</u>
Net book values					
At 31 March 2023	<u>10,206</u>	<u>368</u>	-	<u>5,914</u>	<u>16,488</u>
At 31 March 2022	<u>5,984</u>	<u>673</u>	-	<u>7,886</u>	<u>14,543</u>

12 Investments

Investment In Subsidiaries

The company has the following subsidiary undertakings:

Name of company	Country of incorporation (if not UK)	Class of shares held	% age of shares held %	Capital and reserves at end of the relevant year £	Profit/(loss) for the relevant year £
SCT Trading Limited	England and Wales	Ordinary	100	1	-

Shoreham Community Trust Limited
Notes to the Accounts

13 Debtors

	2023	2022
	£	£
Other debtors	14,110	-
Prepayments and accrued income	5,448	241
	<u>19,558</u>	<u>241</u>

14 Creditors:

amounts falling due within one year

	2023	2022
	£	£
Other taxes and social security	-	-
Other creditors	334	-
Accruals	3,107	6,525
	<u>3,441</u>	<u>6,525</u>

15 Movement in funds

	At 1 April 2022	Incoming resources (including other gains/losses)	Resources expended	Gross transfers	At 31 March 2023
	£	£	£	£	£
Restricted funds:					
Restricted income funds:	12,454	-	(744)	-	11,710
Total	<u>12,454</u>	<u>-</u>	<u>(744)</u>	<u>-</u>	<u>11,710</u>
Unrestricted funds:					
General funds	184,540	279,640	(258,100)	-	206,080
Total funds	<u>196,994</u>	<u>279,640</u>	<u>(258,844)</u>	<u>-</u>	<u>217,790</u>

16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment funds	Total
	£	£	£	£
Fixed assets	12,769	3,719	-	16,488
Net current assets	201,302	-	-	201,302
	<u>214,071</u>	<u>3,719</u>	<u>-</u>	<u>217,790</u>

Shoreham Community Trust Limited
Notes to the Accounts

17 Reconciliation of net debt

	At 1 April 2022 £	Cash flows £	New HP/Finance leases £	At 31 March 2023 £
Cash and cash equivalents	188,734	(3,549)		185,185
	<u>188,734</u>	<u>(3,549)</u>	-	<u>185,185</u>
Borrowings	-	-		-
Net debt	<u>188,734</u>	<u>(3,549)</u>	-	<u>185,185</u>

18 Commitments

Operating lease commitments

Annual commitments under non-cancellable operating leases are as follows:

	2023 Land and buildings £	2023 Other £	2022 Land and buildings £	2022 Other £
Operating leases with expiry date:				
Within one year	-	-	-	-
In the second to fifth years inclusive	-	-	-	-
Over five years	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

Pension commitments

	2023 £	2022 £
The pension cost charge to the company amounted to:	<u>3,282</u>	<u>2,565</u>

19 Related party disclosures

Controlling party

The company is limited by guarantee and has no share capital; thus no single party controls the company.

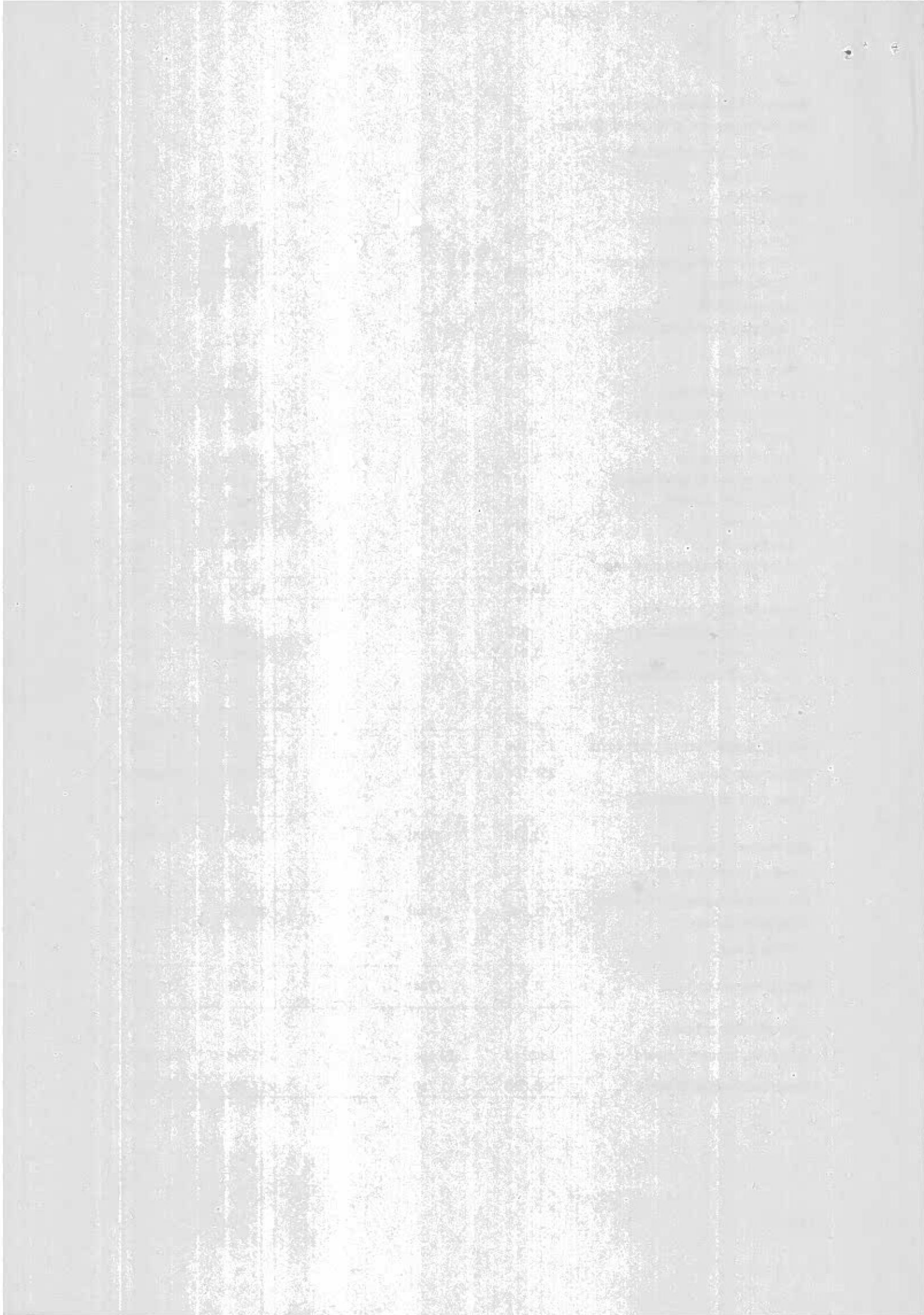
Shoreham Community Trust Limited
Detailed Statement of Financial Activities
for the year ended 31 March 2023

	Unrestricted funds			Total funds	Total funds
	2023	2023	2023	2023	2022
	£	£	£	£	£
Income and endowments from:					
Donations and legacies					
Donations	2	-	-	2	242
	<u>2</u>	<u>-</u>	<u>-</u>	<u>2</u>	<u>242</u>
Charitable activities					
Lettings and rentals	157,387	-	-	157,387	104,751
Cafe	75,571	-	-	75,571	41,270
Centre running costs	36,733	-	-	36,733	29,851
	<u>269,691</u>	<u>-</u>	<u>-</u>	<u>269,691</u>	<u>175,872</u>
Other trading activities					
Income from trading subsidiary	7,880	-	-	7,880	4,092
	<u>7,880</u>	<u>-</u>	<u>-</u>	<u>7,880</u>	<u>4,092</u>
Other					
Misc income	465	-	-	465	62
Furlough scheme	-	-	-	-	19,382
COVID grants	-	-	-	-	16,000
Interest received	1,602	-	-	1,602	-
	<u>2,067</u>	<u>-</u>	<u>-</u>	<u>2,067</u>	<u>35,444</u>
Total income and endowments	279,640	-	-	279,640	215,650
Expenditure on:					
Other expenditure					
Skyway expenses	2,580	-	-	2,580	112
Canteen, cafe & cafe machine	29,475	-	-	29,475	17,299
ADC premises costs	31,858	-	-	31,858	30,827
	<u>63,913</u>	<u>-</u>	<u>-</u>	<u>63,913</u>	<u>48,238</u>
Employee costs					
Salaries/wages	137,560	-	-	137,560	146,486
Employer's NIC	23,573	-	-	23,573	6,855
Pension costs	3,282	-	-	3,282	2,565
Staff training	145	-	-	145	160
	<u>164,560</u>	<u>-</u>	<u>-</u>	<u>164,560</u>	<u>156,066</u>
Premises costs					
Rates	3,713	-	-	3,713	2,396
Premises cleaning	2,992	-	-	2,992	2,555
Premises repairs and maintenance	1,860	-	-	1,860	3,493
	<u>8,565</u>	<u>-</u>	<u>-</u>	<u>8,565</u>	<u>8,444</u>

Shoreham Community Trust Limited
Detailed Statement of Financial Activities

**General administrative costs,
including depreciation and
amortisation**

Depreciation of land and buildings	3,514	744	-	4,258	3,410
Depreciation of Computer and website design	725	-	-	725	620
Depreciation of	-	-	-	-	-
Depreciation of Fixtures and fittings	1,971	-	-	1,971	2,623
Bank charges	2,060	-	-	2,060	1,653
Equipment expensed	789	-	-	789	684
Equipment leasing and hire charges	1,350	-	-	1,350	1,145
General insurances	1,705	-	-	1,705	1,926
Information and publications	134	-	-	134	375
Postage and couriers	603	-	-	603	475
Subscriptions	3,468	-	-	3,468	814
Sundry expenses	276	-	-	276	186
Telephone, fax and broadband	1,871	-	-	1,871	1,702
	18,466	744	-	19,210	15,613
Legal and professional costs					
Accountancy and bookkeeping	900	-	-	900	900
Consultancy fees	1,643	-	-	1,643	1,643
Other legal and professional costs	53	-	-	53	1,440
	2,596	-	-	2,596	3,983
Total of expenditure of other costs	258,100	744	-	258,844	232,344
Total expenditure	258,100	744	-	258,844	232,344
Net gains on investments	-	-	-	-	-
Net income/(expenditure)	21,540	(744)	-	20,796	(16,694)
Transfers between funds	-	-	-	-	-
Net income/(expenditure) before other gains/(losses)	21,540	(744)	-	20,796	(16,694)
Other Gains	-	-	-	-	-
Net movement in funds	21,540	(744)	-	20,796	(16,694)
Reconciliation of funds:					
Total funds brought forward	184,540	12,454	-	196,994	213,688
Total funds carried forward	206,080	11,710	-	217,790	196,994



SHOREHAM COMMUNITY TRUST LIMITED

England & Wales - Charity number 1070530

Accounts

Shoreham Community Trust Limited

Charity No. 1070530

Company No. 03567456

Trustees' Report and Unaudited Accounts

31 March 2022

Shoreham Community Trust Limited
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Trustees' Annual Report
(Including Directors' report) for the period

1st April 2021 to 31st March 2022

Charity name: Shoreham Community Trust

Charity Registration No.: 1070530

Company No.: 3567456

**SHOREHAM COMMUNITY TRUST
ANNUAL REPORT
YEAR ENDED 31 MARCH 2022**

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1. Introduction

The Shoreham Centre building is a focal point in the town, bringing the community together through multiple activities.

It is owned by the local authority and leased to the Shoreham Community Trust (SCT), and in 2015/16 was substantially refurbished by Adur District Council (ADC) with three objectives in mind:

Firstly, to improve the SCT's offer to the community, enhancing its quality and ability to be used by a wide range of hirers, community groups and voluntary organisations.

Secondly, to accommodate the local authority as its strategic base, serving the Adur District with customer council services.

Thirdly, to support a number of charitable bodies including Citizen Advice and 4Sight, by housing their business activities within the complex.

The net result is a lively hub for the town which offers leisure, civic and professional services of all kinds, being at the very heart of the town, district and wider community.

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting & Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard, applicable in the UK and Republic of Ireland (*FRS 102*) (*effective 1 January 2015*).

The Trust's constitution reflects the requirements of modern charity legislation and recommended good practice for a Charity.

Responsibility for the overall control of the Trust's affairs rests with the board of managing trustees, elected each year by the membership at the AGM. The Trustees herewith present their report, together with the Independently Examined Financial Statements of the Trust, for the financial year beginning on 1 April 2021 and ending on 31 March 2022.

2. Purpose of the Charity

The principal activity of the Trust in the period under review was that of running The Shoreham Centre in line with the Charity's objects which are to:

"Promote for the benefit of the inhabitants of Shoreham-by-Sea and neighbourhood without distinction of sex, colour, race or of political, religious or other opinions by associating the local authorities, voluntary organisations' and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants."

Also "to co-operate with any statutory local authority in the maintenance and management of the premises known as The Shoreham Centre, 2 Pond Road, Shoreham by Sea, West Sussex BN43 5WU, for activities promoted by the company and its constituent bodies in the furtherance of the above objects."

3. Main Activities

We hire out rooms and space to local community groups to further our Charity objectives whereby people can come together to play, learn and celebrate.

Pond Café

Our Pond Cafe is a community cafe offering refreshments for those using the Centre. The finances of the cafe are held in a designated fund with any surplus used, as determined by the trustees, to further our primary charity objectives.

The Pond Café offers a popular service of refreshments and lunches for users of the Centre. In addition, the staff provide an outside catering service when requested and occasionally cater for larger community events held in The Shoreham Centre. Our hospitality portfolio continues to increase and is becoming a key part of the café's offering to local businesses and community groups who use the centre.

Skyway Gallery

After a period of team building and planning, the Skyway gallery was launched on 16th September 2016 and formally became part of the Shoreham Community Trust on 15th August 2017.

Skyway Gallery is a contemporary community centre gallery space, which provides a flexible and affordable context for the promotion of art and culture.

Skyway Gallery has two main purposes: The advancement of the arts & culture and the advancement of education in the arts. Our aim is to stimulate creativity, diversity and activity in the visual arts, as well as strengthening and promoting the well-being of the wider community. The Skyway Gallery exists within a public shared space and has a weekly average footfall of 1,000 to 1,500 people, therefore providing the opportunity for people who wouldn't normally be exposed to the visual arts to engage with a varied and changing body of work.

The Gallery also provides hire space with exhibition opportunities for art groups and clubs, educational establishments and individuals to exhibit, promote and on occasion sell their work during their exhibition period.

Other regular activities at The Shoreham Centre include:

- Arts and crafts
- Dance
- Drama
- Fitness classes & training
- Education
- Pre-school activities
- Music
- Public meetings
- Blood Donation
- Wednesday Market
- Martial arts
- Choir
- Skyway Gallery
- Wedding receptions
- Themed events

- Church services

4. Public Benefit Statement

The Trustees pay full regard to the Charity Commission's guidance on public benefit. They apply it in their general overview of the Trusts affairs and have done so directly in relevant areas of decision-making during the year.

5. Contributions made by Volunteers

The Trust has members who volunteer for a range of roles including preparing and running social events, distributing publicity, attending Skyway Gallery Exhibitions and maintaining the premises.

The management committee would like to record its great appreciation for the continued support given by unpaid volunteers who assist with the running of all aspects of The Shoreham Centre.

6. Main achievements

Principal Funding sources

The principal funding source is from room lettings to local community groups.

Fundraising events are held during the year and include a weekly Wednesday indoor market, craft fairs and other in events held by local charities and community groups.

The Pond Cafe, whilst not a principal funding source, is a relevant part of our funding for the users of the Centre. **Skyway Gallery**, although again is not a principal funding source, however, it exists within a public shared space and has a weekly average footfall of 1,000 to 1,500 people.

The Pond Café has grown in its reputation in providing a meeting place for the community. Mothers with their babies meet friends regularly in the café area for drinks and chats. We provide a regular roast dinner on Thursday lunchtimes at an affordable price, which is growing in popularity each week.

However due to the Covid pandemic the café has not been able to open fully due to the restrictions that were in place and has had to operate on a much smaller scale. This has impacted heavily on the income.

The Skyway Gallery exhibitions that were planned for 2020 were re-scheduled in 2022. From the opening of the gallery in 2016 to January 2022 the success of the gallery had been down to the hard work and dedication of volunteers. Due to the increasing workload and exhibition bookings the demand for a part time curator became apparent. In January 2022 Skyway Gallery appointed a part time Curator to manage the facility.

SCT Trading Limited is a new subsidiary company of Shoreham Community Trust. It was set up during 2019 to provide a licenced bar service for the users of Shoreham Community Trust to hire for their events. Any surplus for each year will be gifted to Shoreham Community Trust to improve the building and services SCT provide to the community. Approval for a gift transfer is actioned at the formal Annual General Meeting.

General

The building is in continuous use throughout the week, and full of many diverse community groups making great use of the space. The variety of these groups is in itself testament to the flexibility, affordability and quality of what the Centre can offer our community.

Due to the Covid pandemic the Centre had been forced to close at numerous times over the last 12 months to comply with the national lockdown rules and regulations. During this time the majority of staff were placed on furlough leave and Managers worked from home.

SCT followed the Government guidelines and invested in everything that was required to ensure the Centre was Covid Secure. During the lockdown periods Managers completed weekly H&S checks to ensure the Centre was compliant and ready to open when restrictions allowed.

SCT claimed and received Business Rate Support Grants from Adur and Worthing Council and Furlough support for wages from HMRC over the 12-month period.

7. Action Plan

Action Plan 2021 - 2023

1. Target: Form Trustee team to negotiate a new lease with Adur District Council as a High priority		
	Action:	Chair of trustees
	When:	31st December 2022
2. Target: Maintain a minimum of 3-6 months expenditure in reserves, with the aim to achieve 6 months in reserves in the coming two years.		
	Action:	Treasurer
	When:	Ongoing
3. Target: Set up quarterly review meetings between ADC officers and Trustees to discuss subjects of mutual interest		
	Action:	Chairman/ Centre manager to agree timetable with ADC
	When:	Upon completion of lease
4. Target: Trustees to annually review hire fees for all spaces		
	Action:	Manager & Treasurer
	When:	End of third Quarter
5. Target: Hirers and tenants to have direct access to the Centre manager to discuss any problems / issues. In addition, regular review meetings with Centre staff can be arranged to discuss future needs and opportunities.		

	Action:	Centre manager / Vice Chair
	When:	With immediate effect
6. Target: Create agenda time for Trustees, ADC and other stakeholders to discuss new opportunities, including long-term building development aspirations for the Centre, and to assess barriers to success		
	Action:	SWOT analysis with Trustees, ADC representatives - AWC, Centre Manager
	When:	Date tbc upon completion of lease
7. Target: Determine an integrated media, advertising and promotional strategy and implementation plan		
	Action:	Trustees & Marketing sub-committee
	When:	End June 2023
8. Target: Examine ways to further develop Skyway Gallery activities following the appointment of a Curator to manage the facility		
	Action:	Trustee Board & Skyway Gallery sub-committee
	When:	Ongoing
9. Target: Formulate the long-term building development aspirations		
	Action:	Trustees and Capital sub-committee in conversation with ADC AWC
	When:	Date tbc upon completion of lease
10. Target: Continue commitment to train staff in appropriate skills and draw up suitable programmes to accomplish individual progress		
	Action:	Staffing sub-committee
	When:	Ongoing
11. Target: For 2022/23 we are reviewing and updating all our governance documents and policies held on file		
	Action:	Trustees and Centre Manager
		Ongoing

8. Fundraising Objectives

General

Our fundraising activities allow us to put on events that are free for the public. We invite local, talented and inspirational people who want to contribute, being part of a community hub and part of the entertainment on event days. These events have been well received and grow every year, and we will continue to provide them. In previous years we had provided a Christmas Lunch on Christmas Day, which was free of charge to anyone who wishes to come along. The day is provided by volunteers, trustees and staff working together.

However, Christmas 2020 & 2021 The Shoreham Centre was closed due to Covid-19 government restrictions. The Bridge Public House were able to provide some Christmas Hampers to those who would have normally come to the Shoreham Centre for Christmas lunch on Christmas Day along with a Christmas meal which was delivered via volunteers and Age UK.

Pond Cafe

We provide good quality food and drinks at an affordable price and compare favourably with other providers in the community. We ensure our Pond Café provides regular meals for senior citizens in the community at an affordable community price.

Skyway Gallery Programme 2022

<u>Date</u>	<u>Exhibitions and workshops 2022</u>
28th May- 12th June	Adur Arts Trail
28th May - 12th June	Rotary Club –Children’s drawings about Covid
18th June - 9th July	Melvyn Biddulph Solo show
18th July - 5th August	Emily Ball Solo show
13th - 27th August	GBMet Group show (Emotion & Expression)
10th Sept - 1st Oct	Jon Peaty Retrospective
October - tbc	Brighton Photo Fringe
October half term	The Big Draw - some workshops & a trail
October half term	Black History Month - Althea McNish - workshops
November	Gary Goodman & Sabrinah Shah

Skyway Gallery Programme 2023

<u>Date</u>	<u>Exhibitions and workshops 2023</u>
November /December/ Jan/Feb - no planned exhibitions	
March 2023	Gallit Shaltiel
March 2023	International Women's Day- details tbc
April/May - no plans as yet	
June 2023	Caroline Darke

9. Reserves Policy

The Directors / Trustees endeavour to maintain sufficient reserves in order to ensure that funds remain available to enable the centre to continue to operate in the furtherance of the objectives of the charity.

The reserves held are 3 months' worth of annual expenditure in line with Charity Commission recommendations. Approved by Trustees 15th August 2017.

With all the unforeseen disruption caused by the pandemic season, our Reserves Policy has proven to be a vital cushion in surviving the financial challenges of this season.

10. Principal Risk

Shoreham Community Trust's principal risk is that we still have no lease in place with Adur District Council. We requested to have a lease offering us 20-25 years but have only been offered 15 years in the draft documents so far. We will also need the management document to be workable for us if we are able to grow and not be restricted.

The Trust recognises the impact of the Coronavirus Pandemic and will ensure it places the safety of the staff, hirers and all visitors as our number one priority and will ensure compliance is followed, by additionally following Government guidelines at all times.

11. Structure, Governance & Management

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company (*limited by guarantee*) as defined by the Companies Act 2006.

Shoreham Community Trust is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20th May 1998. It is registered as a charity with the Charity Commission.

During the year trustees considered issues relating to membership of the Trust and how to encourage this amongst hirers of the Centre, alongside individual membership. At a meeting of trustees, it was proposed to offer all hirers membership, without charge. If not already members, larger organisations or groups would be encouraged to organise representation from amongst their membership.

Anyone over the age of 18 can become a member of the charity. Please note, however, that voting rights at the AGM are restricted to the representatives who have signed the relevant documentation

stating they uphold the objectives of the Charity/Trust. Forms are available from the office at The Shoreham Centre.

Trustee Selection

At the AGM Trustees willing to stand may be reappointed by rotation for a further term by fellow Trustees. The optimum term is nine years, but Trusts can decide their own length of service criteria as appropriate.

When contemplating Trustee selection, the Board should actively consider aspects of diversity and inclusivity for the Board to be fully representative of the local community.

Trustee Induction and Training

New Trustees are obliged to undergo a systematic induction programme overseen by an existing Trustee. This includes the provision of a comprehensive data pack and facilities tour of the Centre including introductions to managers and staff.

Training programmes are available and offered on an ad hoc basis as required and appropriate.

Governance

All Policies and Documentation are electronically captured in the Governance Archive. This is updated on an ongoing basis and includes Charity Commission rules and guidelines and staff / employee policies.

The Centre Manager provides a tour of the building, during which time they meet key employees. Health & Safety and Safeguarding training are provided by the appropriate officer of the Trust.

The Management Committee (Trustees)

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, and who served during the period and up to the date of this report are:

Matt Davis	Chair
Val Garland	Vice Chair
Janice Roberts	Treasurer
Danny McBride	Committee Member – Skyway
John Griffin	Committee Member
Kate Green	Committee Member

Registered Charity No. 1070530 Address: The Shoreham Centre, 2 Pond Road, Shoreham by Sea, West Sussex. BN43 5WU

Day-to-day Management

Management of The Shoreham Centre is carried out by our small team in the office, plus cleaners & caretaking staff, who are pleased to deal with questions and enquiries. To get in touch, please see our [contact](#) page on our website: www.shorehamcentre.co.uk

STAFF MEMBERS

Shoreham Centre Manager	Jeremy Charlton
Deputy Manager	Zara Spanton
Events & Administration	Michele Pape
Receptionist & Administration	Tracy Keen
Skyway Curator	Crimson Trebar
Caretakers	Rob Koeing
	Lee Pomfrey
	Laura Fontana
Catering Manager	Jennifer Moore
Café Assistant	Karen Hibbert
Café Assistant	Lorna Davies
Café Assistant	Jacqueline Martin
Café Assistant	Karen Sando
Weekend Manager	Vacant
Cleaners	Joyce May
	Debra Watson
	Chelsea Watson

Independent Examiner /Accountants

Mark Goble, Marsh & Co Accountants Limited, 254 Upper Shoreham Road, Shoreham-by- Sea, West Sussex BN 43 6BF

Bank

Barclays Bank PLC Worthing, Chapel House, 1 Chapel Road, Worthing, West Sussex BN11 1EX.

COIF Charity Funds, Senator House, 85 Queen Victoria Street, London, EC4V 4ET

12. Financial Review

The financial statements indicate that the charity achieved a loss of £16,694 during the year - compared with a loss of £50,617 for the previous year.

Our overall financial position reduced over 2021/22 year. This was due to the Covid pandemic and the direct impact this had on the business over the financial year. Due to the Government lockdowns the Centre had to close for some part of the 2021 and was not permitted to operate in any way during this time. When the Centre was permitted to open the restrictions and guidelines, we had to follow to be Covid Secure meant a large proportion of our business was not permitted to run so this put continued pressure on the business financially.

All the Trust's current assets and liabilities relate to delivery of its charitable aims and objectives. The Trust's direct expenses in providing charitable services are the personnel and other

costs involved in running The Shoreham Centre and in making its facilities available for community activities.

A detailed account of the activities and workings of the Shoreham Centre, along with information about its facilities, management and history, can be found on our website www.shorehamcentre.co.uk

13. Long Term Achievements

The most visible improvement over recent years has been the extension to The Shoreham Centre and the substantial refurbishment to the interior of the building that Adur District Council has provided.

The Shoreham Centre building is a focal point in the town, bringing the community together through multiple activities across the district.

The introduction of the Skyway Gallery has provided the building with a real cultural flourish of which the team are very proud.

Surrounding land which holds future development potential will only add to the long-term goal of the building being very much at the epicentre of this vibrant town.

Adur and Worthing Council, as part of their pledge to be carbon neutral by 2030 is using part of grant of more than £1.8m from the Public Sector Decarbonisation Scheme to install a series of environmentally friendly air source heat pumps. These heat pumps will be installed to provide the bulk of the heating and hot water to the building which will result in lower carbon emissions.

14. Related Parties & Trustee Responsibilities

There have been no related party transactions in the financial year ending 31st March 2022.

Statement of the Trustees' Responsibilities

Company law requires Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company for that period. In preparing those financial statements, the trustees are required to:

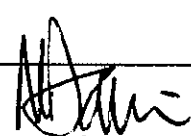
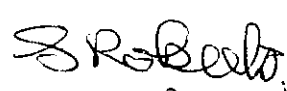
- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charity SORP.
- make judgements and estimates which are reasonable and prudent.
- prepare the financial statements on a "going-concern" basis (*unless it is inappropriate to presume that the charitable company will continue in operation*).

The Trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charitable company, and which enable them both to ascertain the financial position of the charitable company and to ensure that the financial statements comply with the Charities Act.

The Trustees are responsible for safeguarding the assets of the charity - and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. The trustees declare that they have approved the annual report at their board of trustees meeting in xxxxx and signed on its behalf by Matt Davis (Chair) and Janice Roberts (Treasurer).

15. Declarations

<p>The company has taken advantage of the small companies' exemption in preparing the report above.</p> <p>The trustees declare that they have approved the trustees' report (including directors' report) above.</p> <p>Signed on behalf of the charity's trustees/directors</p>	
<p>Signature </p> <p>Full Name MATT DAVIS</p> <p>Position CHAIR</p>	<p>Matt Davis</p> <p>Chair</p>
<p>Signature </p> <p>Full Name JANICE ROBERTS</p> <p>Position TREASURER</p>	<p>Janice Roberts</p> <p>Treasurer</p>
<p>Date 12th December 2022</p>	

16. Annual General Meeting

The Annual General Meeting (AGM) of Shoreham Community Trust will be held during December 2022.

The AGM is open to anyone who has an interest in The Trust and The Shoreham Centre.

Anyone over the age of 18 can become a member of the charity. Please note, however, that voting rights at the AGM are restricted to the representatives who have signed the relevant documentation stating they uphold the objectives of the Charity/Trust. Forms are available from the office at The Shoreham Centre.

**Shoreham Community Trust Limited
Independent Examiners Report**

Independent Examiner's Report to the trustees of Shoreham Community Trust Limited

I report to the charity trustees on my examination of the financial statements of Shoreham Community Trust Limited for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the Charities SORP (FRS 102).

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 financial statements to be reached.

Marsh & Co Accountants
MAAT
Marsh & Co Accountants Limited
254 Upper Shoreham Road
Shoreham by Sea
West Sussex

BN43 6BF
08 November 2022

Shoreham Community Trust Limited
Statement of Financial Activities
for the year ended 31 March 2022

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
	Notes				
Income and endowments					
from:					
Donations and legacies	4	242	-	242	30
Charitable activities	5	175,872	-	175,872	50,245
Other trading activities	6	4,092	-	4,092	19
Other	7	35,444	-	35,444	95,652
Total		215,650	-	215,650	145,946
Expenditure on:					
Other	8	231,600	744	232,344	196,563
Total		231,600	744	232,344	196,563
Net gains on investments		-	-	-	-
Net expenditure	9	(15,950)	(744)	(16,694)	(50,617)
Transfers between funds		-	-	-	-
Net expenditure before other gains/(losses)		(15,950)	(744)	(16,694)	(50,617)
Other gains and losses					
Net movement in funds		(15,950)	(744)	(16,694)	(50,617)
Reconciliation of funds:					
Total funds brought forward		200,490	13,198	213,688	264,305
Total funds carried forward		184,540	12,454	196,994	213,688

Shoreham Community Trust Limited
Summary Income and Expenditure Account
for the year ended 31 March 2022

	2022	2021
	£	£
Income	215,650	145,336
Gross income for the year	<u>215,650</u>	<u>145,336</u>
Expenditure	225,691	187,471
Depreciation and charges for impairment of fixed assets	6,653	8,483
Total expenditure for the year	<u>232,344</u>	<u>195,953</u>
Net expenditure before tax for the year	(16,694)	(50,617)
Net expenditure for the year	<u>(16,694)</u>	<u>(50,617)</u>

Shoreham Community Trust Limited**Balance Sheet**

at 31 March 2022

Company No.	03567456	Notes	2022	2021
			£	£
Fixed assets				
		11	14,543	21,129
		12	-	-
			<u>14,543</u>	<u>21,129</u>
Current assets				
		13	241	1,042
			188,735	192,591
			<u>188,976</u>	<u>193,633</u>
		14	(6,525)	(1,074)
			<u>182,451</u>	<u>192,559</u>
Net current assets				
			196,994	213,688
Total assets less current liabilities				
			<u>196,994</u>	<u>213,688</u>
Net assets excluding pension asset or liability				
			<u>196,994</u>	<u>213,688</u>
Total net assets				
			<u>196,994</u>	<u>213,688</u>
The funds of the charity				
Restricted funds				
		15		
			12,454	13,198
			<u>12,454</u>	<u>13,198</u>
Unrestricted funds				
		15		
			184,540	200,490
			<u>184,540</u>	<u>200,490</u>
Total funds				
			<u>196,994</u>	<u>213,688</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 March 2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 08 November 2022

And signed on its behalf by:

M. Davis

Trustee

08 November 2022

Shoreham Community Trust Limited

Notes to the Accounts

for the year ended 31 March 2022

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds

These are unrestricted funds earmarked by the trustees for particular purposes.

Reserved designated funds Reserved designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income

Recognition of income All incoming resources are included in the Statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donated services or facilities Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income tax recoverable Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Shoreham Community Trust Limited

Notes to the Accounts

Expenditure

Recognition of expenditure All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Governance costs Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements

Taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Property improvement	10% Straight line
Computer and website design	25% Reducing balance
Fixtures and fittings	25% Reducing balance

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

Shoreham Community Trust Limited
Notes to the Accounts

3 Statement of Financial Activities - prior year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Income and endowments from:			
Donations and legacies	30	-	30
Charitable activities	50,245	-	50,245
Other trading activities	19	-	19
Other	95,652	-	95,652
Total	145,946	-	145,946
Expenditure on:			
Other	195,819	744	196,563
Total	195,819	744	196,563
Net income	(49,873)	(744)	(50,617)
Net income before other gains/(losses)	(49,873)	(744)	(50,617)
Other gains and losses:			
Net movement in funds	(49,873)	(744)	(50,617)
Reconciliation of funds:			
Total funds carried forward	(49,873)	(744)	(50,617)

4 Income from donations and legacies

	Unrestricted £	Total 2022 £	Total 2021 £
Donations	242	242	30
	242	242	30

5 Income from charitable activities

	Unrestricted £	Total 2022 £	Total 2021 £
Lettings and rentals	104,751	104,751	26,680
Cafe	41,270	41,270	7,242
Centre running costs	29,851	29,851	16,323
	175,872	175,872	50,245

Shoreham Community Trust Limited
Notes to the Accounts

6 Income from other trading activities

Unrestricted	Total	Total
	2022	2021
£	£	£
4,092	4,092	19
<u>4,092</u>	<u>4,092</u>	<u>19</u>

7 Other income

	Unrestricted	Total	Total
	2022	2022	2021
	£	£	£
Misc income	62	62	-
Furlough scheme	19,382	19,382	55,795
COVID grants	16,000	16,000	39,857
	<u>35,444</u>	<u>35,444</u>	<u>95,652</u>

8 Other expenditure

	Unrestricted	Restricted	Total	Total
	2022		2022	2021
	£	£	£	£
Skyway expenses	112	-	112	750
Cafe supplies and machine hire	17,299	-	17,299	5,840
Adur District Council premises costs	30,827	-	30,827	14,835
Employee costs	156,066	-	156,066	147,241
Premises costs	8,444	-	8,444	6,904
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	5,909	744	6,653	8,482
General administrative costs	8,960	-	8,960	9,302
Legal and professional costs	3,983	-	3,983	3,209
	<u>231,600</u>	<u>744</u>	<u>232,344</u>	<u>196,563</u>

9 Net expenditure before transfers

	2022	2021
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	6,653	8,482

Shoreham Community Trust Limited
Notes to the Accounts

10 Staff costs

	2022	2021
Salaries and wages	146,486	138,533
Social security costs	6,855	6,478
Pension costs	2,565	932
	<u>155,906</u>	<u>145,943</u>

No employee received emoluments in excess of £60,000.

The average monthly number of full time equivalent employees during the year was as follows:

	2022	2021
	Number	Number
Staff	20	18
	<u>20</u>	<u>18</u>

11 Tangible fixed assets

	Land and buildings	Computer and website design	Fixtures and fittings	Total
	£	£	£	£
Cost or revaluation				
At 1 April 2021	34,058	6,317	72,601	112,976
Additions	-	50	17	67
At 31 March 2022	<u>34,058</u>	<u>6,367</u>	<u>72,618</u>	<u>113,043</u>
Depreciation and impairment				
At 1 April 2021	24,664	5,074	62,109	91,847
Depreciation charge for the year	3,410	620	2,623	6,653
At 31 March 2022	<u>28,074</u>	<u>5,694</u>	<u>64,732</u>	<u>98,500</u>
Net book values				
At 31 March 2022	<u>5,984</u>	<u>673</u>	<u>7,886</u>	<u>14,543</u>
At 31 March 2021	<u>9,394</u>	<u>1,243</u>	<u>10,492</u>	<u>21,129</u>

12 Investments

Investment in Subsidiaries

The company has the following subsidiary undertakings:

Name of company	Country of incorporation (if not UK)	Class of shares held	% age of shares held	Capital and reserves at end of the relevant year	Profit/(loss) for the relevant year
			%	£	£
SCT Trading Limited	England and Wales	Ordinary	100	1	-

Shoreham Community Trust Limited
Notes to the Accounts

13 Debtors

	2022	2021
	£	£
Prepayments and accrued income	241	1,042
	<u>241</u>	<u>1,042</u>

14 Creditors:

amounts falling due within one year

	2022	2021
	£	£
Accruals	6,525	1,074
	<u>6,525</u>	<u>1,074</u>

15 Movement in funds

	At 1 April 2021	Incoming resources (including other gains/losses)	Resources expended	At 31 March 2022
	£	£	£	£
Restricted funds:				
Restricted income funds:	13,198	-	(744)	12,454
<i>Total</i>	<u>13,198</u>	<u>-</u>	<u>(744)</u>	<u>12,454</u>
Unrestricted funds:				
General funds	200,490	215,650	(231,600)	184,540
Total funds	<u>213,688</u>	<u>215,650</u>	<u>(232,344)</u>	<u>196,994</u>

16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fixed assets	10,080	4,463	14,543
Net current assets	182,451	-	182,451
	<u>192,531</u>	<u>4,463</u>	<u>196,994</u>

17 Reconciliation of net debt

	At 1 April 2021	Cash flows	At 31 March 2022
	£	£	£
Cash and cash equivalents	192,591	(3,856)	188,735
	<u>192,591</u>	<u>(3,856)</u>	<u>188,735</u>
Net debt	<u>192,591</u>	<u>(3,856)</u>	<u>188,735</u>

Shoreham Community Trust Limited
Notes to the Accounts

18 Commitments

Operating lease commitments

Annual commitments under non-cancellable operating leases are as follows:

	2022	2022	2021	2021
	Land and	Other	Land and	Other
	buildings		buildings	
	£	£	£	£

Operating leases with expiry date:

Pension commitments

	2022	2021
	£	£
The pension cost charge to the company amounted to:	<u>2,565</u>	<u>932</u>

19 Related party disclosures

Controlling party

The company is limited by guarantee and has no share capital; thus no single party controls the company.

Shoreham Community Trust Limited
Detailed Statement of Financial Activities
for the year ended 31 March 2022

	Unrestricted		Total funds	Total funds
	funds		2022	2021
	2022	2022	2022	2021
	£	£	£	£
Income and endowments from:				
Donations and legacies				
Donations	242	-	242	30
	<u>242</u>	<u>-</u>	<u>242</u>	<u>30</u>
Charitable activities				
Lettings and rentals	104,751	-	104,751	26,680
Cafe	41,270	-	41,270	7,242
Centre running costs	29,851	-	29,851	16,323
	<u>175,872</u>	<u>-</u>	<u>175,872</u>	<u>50,245</u>
Other trading activities				
	4,092	-	4,092	19
	<u>4,092</u>	<u>-</u>	<u>4,092</u>	<u>19</u>
Other				
Misc income	62	-	62	-
Furlough scheme	19,382	-	19,382	55,795
COVID grants	16,000	-	16,000	39,857
	<u>35,444</u>	<u>-</u>	<u>35,444</u>	<u>95,652</u>
Total income and endowments	215,650	-	215,650	145,946
Expenditure on:				
Other expenditure				
Skyway expenses	112	-	112	750
Canteen, cafe & cafe machine	17,299	-	17,299	5,840
ADC Premises costs	30,827	-	30,827	14,835
	<u>48,238</u>	<u>-</u>	<u>48,238</u>	<u>21,425</u>
Employee costs				
Salaries/wages	146,486	-	146,486	138,533
Employer's NIC	6,855	-	6,855	6,478
Pension costs	2,565	-	2,565	932
Staff training	160	-	160	1,298
	<u>156,066</u>	<u>-</u>	<u>156,066</u>	<u>147,241</u>
Premises costs				
Rates	2,396	-	2,396	-
Premises cleaning	2,555	-	2,555	3,085
Premises repairs and maintenance	3,493	-	3,493	3,819
	<u>8,444</u>	<u>-</u>	<u>8,444</u>	<u>6,904</u>
General administrative costs, including depreciation and amortisation				

Shoreham Community Trust Limited
Detailed Statement of Financial Activities

Depreciation of land and buildings	2,666	744	3,410	3,406
Depreciation of Computer and website design	620	-	620	1,579
Depreciation of Fixtures and fittings	2,623	-	2,623	3,497
Bank charges	1,653	-	1,653	1,142
Equipment expensed	684	-	684	1,191
Equipment leasing and hire charges	1,145	-	1,145	1,261
General insurances	1,926	-	1,926	1,919
Information and publications	375	-	375	-
Postage and couriers	475	-	475	94
Subscriptions	814	-	814	1,991
Sundry expenses	186	-	186	18
Telephone, fax and broadband	1,702	-	1,702	1,686
	<u>14,869</u>	<u>744</u>	<u>15,613</u>	<u>17,784</u>
Legal and professional costs				
Accountancy and bookkeeping	900	-	900	900
Consultancy fees	1,643	-	1,643	2,243
Other legal and professional costs	1,440	-	1,440	66
	<u>3,983</u>	<u>-</u>	<u>3,983</u>	<u>3,209</u>
Total of expenditure of other costs	<u>231,600</u>	<u>744</u>	<u>232,344</u>	<u>196,563</u>
Total expenditure	<u>231,600</u>	<u>744</u>	<u>232,344</u>	<u>196,563</u>
Net gains on investments	-	-	-	-
	<u>(15,950)</u>	<u>(744)</u>	<u>(16,694)</u>	<u>(50,617)</u>
Net expenditure	<u>(15,950)</u>	<u>(744)</u>	<u>(16,694)</u>	<u>(50,617)</u>
Net expenditure before other gains/(losses)	<u>(15,950)</u>	<u>(744)</u>	<u>(16,694)</u>	<u>(50,617)</u>
Other Gains	-	-	-	-
	<u>(15,950)</u>	<u>(744)</u>	<u>(16,694)</u>	<u>(50,617)</u>
Net movement in funds	<u>(15,950)</u>	<u>(744)</u>	<u>(16,694)</u>	<u>(50,617)</u>
Reconciliation of funds:				
Total funds brought forward	200,490	13,198	213,688	264,305
Total funds carried forward	<u>184,540</u>	<u>12,454</u>	<u>196,994</u>	<u>213,688</u>

SHOREHAM COMMUNITY TRUST LIMITED

England & Wales - Charity number 1070530

Accounts

SHOREHAM COMMUNITY TRUST LIMITED

(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE PERIOD TO 31ST MARCH 2021

Registered Charity Number: 1070530

Registered Company Number: 03567456 (England and Wales)

SHOREHAM COMMUNITY TRUST LIMITED

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SHOREHAM COMMUNITY TRUST LIMITED



Trustees' Annual Report
(including Directors' report) for the period

1st April 2020 to 31st March 2021

Charity name: Shoreham Community Trust

Charity Registration No.: 1070530

Company No.: 3567456

SHOREHAM COMMUNITY TRUST LIMITED

**SHOREHAM COMMUNITY TRUST
ANNUAL REPORT
YEAR ENDED 31 MARCH 2021**

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SHOREHAM COMMUNITY TRUST LIMITED

1. Introduction

The Shoreham Centre building is a focal point in the town, bringing the community together through multiple activities.

It is owned by the local authority and leased to the Shoreham Community Trust (SCT), and in 2015/16 was substantially refurbished by Adur District Council (ADC) with three objectives in mind:

Firstly, to improve the SCT's offer to the community, enhancing its quality and ability to be used by a wide range of hirers, community groups and voluntary organisations.

Secondly, to accommodate the local authority as its strategic base, serving the Adur District with customer council services.

Thirdly, to support a number of charitable bodies including Citizen Advice and 4Sight, by housing their business activities within the complex.

The net result is a lively hub for the town which offers leisure, civic and professional services of all kinds, being at the very heart of the town, district and wider community.

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting & Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard, applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

The Trust's constitution reflects the requirements of modern charity legislation and recommended good practice for a Charity.

Responsibility for the overall control of the Trust's affairs rests in the board of managing trustees, elected each year by the membership at the AGM.

The Trustees herewith present their report, together with the Independently Examined Financial Statements of the Trust, for the financial year beginning on 1 April 2020 and ending on 31 March 2021.

SHOREHAM COMMUNITY TRUST LIMITED

2. Purpose of the Charity

The principle activity of the Trust in the period under review was that of running The Shoreham Centre in line with the Charity's objects which are to:

"Promote for the benefit of the inhabitants of Shoreham By Sea and neighbourhood without distinction of sex, colour, race or of political, religious or other opinions by associating the local authorities, voluntary organisations' and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants."

Also "to co-operate with any statutory local authority in the maintenance and management of the premises known as The Shoreham Centre, 2 Pond Road, Shoreham by Sea, West Sussex BN43 5WU, for activities promoted by the company and its constituent bodies in the furtherance of the above objects."

SHOREHAM COMMUNITY TRUST LIMITED

3. Main Activities

Pond Café

Our Pond Cafe is a community cafe offering refreshments for those using the Centre. The finances of the cafe are held in a designated fund with any surplus used, as determined by the trustees, to further our primary charity objectives.

The Pond Café offers a popular service of refreshments and lunches for users of the Centre. In addition, the staff provide an outside catering service when requested and occasionally cater for large events held in The Shoreham Centre. Our hospitality portfolio continues to increase and is becoming a key part of the café's offering to local businesses and community groups.

Skyway Gallery

After a period of team building and planning, the Skyway gallery was launched on 16th September 2016 and formally became part of the Shoreham Community trust on 15th August 2017.

Skyway Gallery has two main purposes: The advancement of the arts & culture and the advancement of education in the arts. The Skyway Gallery promotes a wide range of visual arts created by national, local, professional and amateur artists. The Gallery provides the opportunity for people who wouldn't normally be exposed to the visual arts to engage with a varied and changing body of work.

The Gallery also provides hire space with exhibition opportunities for art groups and clubs, educational establishments and individuals to exhibit, promote and on occasion sell their work during their exhibition period.

Skyway Gallery is a contemporary community-centre gallery space, which provides an affordable context for the promotion of art and culture. Our aim is to stimulate creativity, diversity and activity in the visual arts, as well as strengthening and promoting the well-being of the wider community. The Skyway Gallery exists within a public shared space and has a weekly average footfall of 1000 to 1500 people.

Other regular activities include:

- Arts and Crafts
- Dance
- Drama
- Fitness Classes & Training
- Education
- Pre-school Activities
- Music
- Public Meetings
- Blood Donation
- Wednesday Market
- Martial Art
- Choir
- Skyway Gallery
- Wedding Receptions
- Themed Events
- Church Services

SHOREHAM COMMUNITY TRUST LIMITED

4. Public Benefit Statement

The Trustees pay full regard to the Charity Commission's guidance on public benefit. They apply it in their general overview of the Trusts affairs and have done so directly in relevant areas of decision-making during the year.

5. Contributions made by Volunteers

The Trust has members who volunteer for a range of roles including preparing and running social events, distributing publicity, attending Skyway Gallery Exhibitions and maintaining the premises.

The management committee would like to record its great appreciation for the continued support given by unpaid volunteers who assist with the running of all aspects of The Shoreham Centre.

SHOREHAM COMMUNITY TRUST LIMITED

6. Main achievements

Principal Funding Sources

The principal funding source is from room lettings to local community groups, and hire of Skyway Gallery space.

Fundraising events are held during the year and include a weekly Wednesday indoor market, craft fairs and other events held by local charities and community groups.

The Pond Cafe, whilst not a principal funding source, is a relevant part of our funding for the users of the Centre.

Skyway Gallery, again is not a principal funding source; however, it exists within a public shared space and has a weekly average footfall of 1000 to 1500 people.

Pond Café

The Pond Café has grown in its reputation over the last 2 years for providing a meeting place for the community. Mothers with their babies meet friends regularly in the café area for drinks and chats. We provide a regular roast dinner on Thursday lunchtimes at an affordable price, which is growing in popularity each week.

However due to Covid-19 in 2020 and 2021 the café has not been able to open fully due to the restrictions in place and has had to operate on a much smaller scale. This has impacted heavily on the income for the café during this time frame.

Skyway

The Skyway Gallery has gone from strength to strength in 2019 to early 2020. The gallery booking calendar was full for 2020 and bookings were being taken for 2021. Due to new regulations on public spaces in relation to Covid-19, the gallery has had to cancel all exhibitions from March 2020 until further notice.

Up until March 2020 the gallery hosted a number of exhibitions and initiatives. The team of volunteers continued to excel themselves with the support and hard work to make each exhibition a resounding success.

A new event in January 2020 saw hundreds of local people join the Shoreham Light Parade. The Skyway volunteers ran a lantern making workshop together with other local organisations which was followed by a parade through Shoreham. This then culminated in an exhibitions of the home made lanterns in the gallery in January 2020

The exhibitions that have been planned for 2020 will hopefully be re-assigned to 2022 when the way forward for public events is made clearer.

SCT Trading Limited is a new subsidiary company of Shoreham Community Trust. It was set up during 2019 to provide a licenced bar service for the users of Shoreham Community Trust to hire for their events. Any surplus for each year will be gift-aided to Shoreham Community Trust to improve the building and services SCT provide to the community. Approval for a gift aid transfer is actioned at the formal Annual General Meeting.

SHOREHAM COMMUNITY TRUST LIMITED

General

The building is in continuous use throughout the week, and full of many diverse community groups making great use of the space. The variety of these groups is in itself testament to the flexibility, affordability and quality of what the Centre can offer our community.

Due to the Covid pandemic the Centre has been forced to close at numerous times over the last 12 months to comply with the national lockdown rules and regulations. During this time the majority of staff were placed on furlough leave and Managers worked from home. SCT followed the Government guidelines and invested in everything that was required to ensure the Centre was Covid Secure. During the lockdown periods Managers completed weekly H&S checks to ensure the Centre was compliant and ready to open when restrictions allowed. SCT claimed and received Business Rate Support Grants from Adur and Worthing Council and Furlough support for wages from HMRC over the 12-month period.

SHOREHAM COMMUNITY TRUST LIMITED

7. Action Plan

Action Plan 2020 - 2023

1. Agree a new lease with Adur District Council – (ADC)

Ongoing – high priority

2. Maintain a minimum of 3 months expenditure in reserves, with the aim to achieve 6 months in the coming 2 years

3. Review annually hire fee charges for all areas

4. Set up Quarterly meetings with AWC officers

5. All tenants tend to come informally; direct to the Centre Manager if there are any issues. However regular meetings are available if required.

6. Set up quarterly optional 'drop in' morning for regular hirers to meet the team and discuss needs, developments etc.

7. Create time for Trustees, ADC and other shareholder to discuss new opportunities, including long-term building development aspirations for The Shoreham Centre and to assess barriers to success

Ongoing

8. Determine an integrated media, advertising and promotional strategy and implementation plan

Work in progress

9. Formulate the long term building development aspirations

Ongoing

10. Examine ways to further develop Skyway Gallery with a view of appointing an Art Director to manage the facility

11. New training plans are now in use being rolled out to all staff . Continue our commitment to training staff to ensure staff have the appropriate skills.

Ongoing

SHOREHAM COMMUNITY TRUST LIMITED

8. Fundraising Objectives

General

Our fundraising activities allow us to put on events that are free for the public. This year we were able to offer free events to the Community which included International Women's / Men's Day, Acoustic Adventures and others.

We invite local, talented and inspirational people who want to contribute, being part of a community hub and part of the entertainment on event days. These events have been well received and grow every year, and we will continue to provide them.

For the last 4 years we have provided a Christmas Lunch on Christmas Day, which is free of charge to anyone who wishes to come along. The day is provided by volunteers, trustees and staff working together.

However, Christmas 2020 the Shoreham Centre was closed due to Covid-19 government restrictions. The Bridge Public House were able to provide some Christmas Hampers to those who would have normally come to the Shoreham Centre for Christmas lunch on Christmas Day along with a Christmas meal which was delivered via volunteers and Age UK.

Pond Cafe

We provide good quality food and drinks at an affordable price and compare favourably with other providers in the community. We ensure our Pond Café provides regular meals for senior citizens in the community at an affordable price.

Skyway Gallery

The exhibitions that have been planned for 2020 will hopefully be re-assigned to 2022 when the way forward for public events is made clearer.

Exhibitions and projects due to be re allocated to 2022:

Individual artists exhibitions:

- Malcolm Love
- Melvyn Biddulph/Graham Fletcher
- John Peaty

Art Groups and community art initiatives

- Drawn Together - Art Group
- Southwick Camera Club
- Wordfest Photography exhibition by Miquel Amortegui
- Friends of Shoreham Beach Photography competition
- West Street Loft Artists
- Steyning Artist
- (IPSE) Independent photography South East

SHOREHAM COMMUNITY TRUST LIMITED

9. Reserves Policy

The Directors/ Trustees endeavour to maintain sufficient reserves in order to ensure that funds remain available to enable the centre to continue to operate in the furtherance of the objectives of the charity.

The reserves held are 3 month worth of annual expenditure in line with Charity Commission recommendations. Approved by Trustees 15th August 2017.

With all the unforeseen disruption caused by the pandemic season, our Reserves Policy has proven to be a vital cushion in surviving the financial challenges of this season.

10. Principal Risk

Shoreham Community Trust's principal risk is that we still have no lease in place with Adur District Council. We need to have a lease offering us 20-25 years, but have only been offered 15 years in the draft documents so far. We will also need the management document to be workable for us if we are able to grow and not be restricted.

The Trust recognises the impact of the Coronavirus Pandemic and will ensure it places the safety of the staff, hirers and all visitors as our number one priority and will ensure compliance is followed by Government guidelines at all times.

SHOREHAM COMMUNITY TRUST LIMITED

11. Structure, Governance & Management

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company (limited by guarantee) as defined by the Companies Act 2006.

Shoreham Community Trust is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20th May 1998. It is registered as a charity with the Charity Commission.

Anyone over the age of 18 can become a member of the charity. Please note, however, that voting rights at the AGM are restricted to the representatives who have signed the relevant documentation stating they uphold the objectives of the Charity/Trust. Forms are available from the office at The Shoreham Centre.

Trustee Selection

A third of trustees are required to retire by rotation at the AGM. They may then be recommended for reappointment by the remaining trustees and in addition the trustees may co-opt during the year a member who is willing to act as a trustee and who is then recommended for appointment. Members of the charity appoint or re-appoint by resolution the trustee body at the AGM.

Trustee Induction & Training

New trustees have an existing trustee to brief them on: their legal obligations under charity and company law, the Charity Commission guidance on public benefit, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity.

All policies and documentation relating to a Trustee are provided electronically. Trustees are encouraged to attend appropriate training events to facilitate the undertaking of their role.

The Centre Manager provides a tour of the building, during which time they meet key employees. Health and Safety and Safeguarding training are provided by the appropriate officer of the Trust.

Members of the Management Committee (Trustees)

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, and who served during the period and up to the date of this report are:

Matt Davis	Chair
Val Garland	Vice Chair
Geoff Howitt	Secretary (resigned 12/11/20)
Janice Roberts	Treasurer
Danny McBride	Committee Member
Angela Edwards	Skyway Director
John Griffin	Committee Member
Kate Green	Committee Member

Registered Charity No. 1070530

Address: The Shoreham Centre, 2 Pond Road, Shoreham by Sea, West Sussex. BN43 5WU

SHOREHAM COMMUNITY TRUST LIMITED

12. Financial Review

The financial statements indicate that the charity achieved a loss of £50,617 during the year - compared with a surplus of £10,482 for the previous year.

Our overall financial position reduced considerably over 2020/21 year. This was due to the Covid pandemic and the direct impact this had on the business over the financial year. Due to the Government lockdowns the Centre had to close for large parts of the year and was not permitted to operate in any way during this time. When the Centre was permitted to open the restrictions and guidelines we had to follow to be Covid Secure meant a large proportion of our business was not permitted to run so this put continued pressure on the business financially.

All the Trust's current assets and liabilities relate to delivery of its charitable aims and objectives. The Trust's direct expenses in providing charitable services are the personnel and other costs involved in running The Shoreham Centre and in making its facilities available for community activities.

A detailed account of the activities and workings of the Shoreham Centre, along with information about its facilities, management and history can be found on our website www.shorehamcentre.co.uk

13. Long Term Achievements

The most visible improvement over recent years has been the extension to The Shoreham Centre and the substantial refurbishment to the interior of the building that Adur District Council has provided

The Shoreham Centre building is a focal point in the town, bringing the community together through multiple activities across the district.

The introduction of the Skyway Gallery has provided the building with a real cultural flourish of which the team are very proud.

Surrounding land which holds future development potential will only add to the long term goal of the building being very much at the epicentre of this vibrant town.

SHOREHAM COMMUNITY TRUST LIMITED

14. Related Parties

There have been no related party transactions in the financial year ending 31st March 2021.

Statement of the Trustees' Responsibilities

Company law requires Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company for that period. In preparing those financial statements, the trustees are required to :

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates which are reasonable and prudent;
- prepare the financial statements on a "going-concern" basis (unless it is inappropriate to presume that the charitable company will continue in operation).

The Trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charitable company, and which enable them both to ascertain the financial position of the charitable company and to ensure that the financial statements comply with the Charities Act.

The Trustees are responsible for safeguarding the assets of the charity - and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. The trustees declare that they have approved the annual report at their board of trustees meeting on DATE and signed on its behalf by Matt Davis (Chair) and Janice Roberts (Treasurer).


SHOREHAM COMMUNITY TRUST LIMITED

15. Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature	
Full Name	Matt Davis
Position	Chair
Signature	
Full Name	Janice Roberts
Position	Treasurer 
Date	15th December 2021

16. Annual General Meeting

Due to government restrictions regarding COVID-19, The Annual General Meeting (AGM) of Shoreham Community Trust will not be held until further government advice allows.

The AGM is open to anyone who has an interest in The Trust and The Shoreham Centre.

Anyone over the age of 18 can become a member of the charity. Please note, however, that voting rights at the AGM are restricted to the representatives who have signed the relevant documentation stating they uphold the objectives of the Charity/Trust. Forms are available from the office at The Shoreham Centre.

SHOREHAM COMMUNITY TRUST LIMITED

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SHOREHAM COMMUNITY TRUST LIMITED

I report on my examination of the financial statements of the charitable company on pages 19 to 26 for the year ended 31 March 2021 which have been prepared in accordance with the Charities Act 2011 (the Act) and with the Financial Reporting Standard 102, (effective 1st January 2016) as modified by FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP), published by the Charity Commission in England & Wales (CCEW), and under the historical cost convention and the accounting policies set out on page 21.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees who are also the Directors of the Company for the purposes of Company law, are responsible for the preparation of the financial statements in accordance with the Companies Act 2006, the Charities Act 2011 and all other applicable law and with United Kingdom Generally Accepted Accounting Practice, applicable to smaller entities, and for being satisfied that the financial statements give a true and fair view."

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the memorandum and articles of the charity for the conducting of an audit, and that the accounts do not require an audit in accordance with Part 16 of the Companies Act 2006 and that no member or members have requested an audit pursuant to Section 476 of the Companies Act 2006. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the financial statements are not required to be audited under any legal provision, or otherwise, and are eligible for independent examination, it is my responsibility to:-

- a) Examine the financial statements of the charity under Section 145 of the Act;
- b) Follow the applicable procedures in the Directions given by the Charity Commission under section 145(5)(b) of the Act.

BASIS OF INDEPENDENT EXAMINER'S REPORT

I report in respect of my examination of the charity's financial statements carried out under s145 of the Act. 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 setting out the duties of an independent examiner in relation to the conducting of an independent examination. An independent examination includes a review of the accounting records kept by the charitable company and of the accounting systems employed by the charitable company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the Trustees concerning such matters.

The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that, on a test basis of evidence relevant to the amounts and disclosures made, the financial statements comply with the SORP."

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries and does not cover all the matters that an auditor would consider in arriving at an opinion. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide"

Consequently, I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtained written assurances from the Trustees of all material matters.

SHOREHAM COMMUNITY TRUST LIMITED

INDEPENDENT EXAMINER'S STATEMENT

Subject to the limitations upon the scope of my work as detailed above, I have completed my examination: and can confirm that:-

The accounts of this charitable company are not required to be audited under Part 16 of the Companies Act 2006;

This is a report in respect of an examination carried out under 145 of the Act and in accordance with Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable.

No material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:-

accounting records were not kept in respect of the charity as required by Section 386 of the Companies Act 2006 and Section 130 of The Charities Act 2011;

the financial statements do not accord with those records; or

the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in section 396 of the Companies Act 2006 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;

have not been prepared in accordance with the methods and principles set out in the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP).

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 financial statements to be reached.

Signed:

MAAT
MARSH & CO ACCOUNTANTS
254 Upper Shoreham Road
Shoreham by Sea
West Sussex
BN43 6BF

Dated: 3rd September 2021

SHOREHAM COMMUNITY TRUST LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (Incorporating income and expenditure account) FOR THE PERIOD TO 31ST MARCH 2021

	NOTE	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
					£
INCOMING RESOURCES					
Donation and legacies		30	-	30	4,994
Letting and rental		26,680	-	26,680	152,891
Bar rental		-	-	-	3,219
Cafe		7,242	-	7,242	75,658
Centre running costs		16,323	-	16,323	40,291
COVID Grants		39,857	-	39,857	-
Furlough Scheme		55,795	-	55,795	-
Other trading activities	2	19	-	19	11,205
Investment Income	3	-	-	-	441
TOTAL INCOMING RESOURCES		145,946	-	145,946	288,699
RESOURCES EXPENDED					
Café		5,840	-	5,840	61,503
Centre running costs		189,079	744	189,213	215,814
Management and administration		900	-	900	900
TOTAL RESOURCES EXPENDED		195,819	744	196,563	278,217
NET INCOME/(EXPENDITURE) FOR THE YEAR		(49,873)	(744)	(50,617)	10,482
Transfer between funds	8	-	-	-	-
MOVEMENT IN TOTAL FUNDS FOR THE YEAR		(49,873)	(744)	(50,617)	10,482
Total funds at 1 April 2020		250,363	13,942	264,305	253,823
FUNDS AT 31 MARCH 2021		200,490	13,198	213,688	264,305

SHOREHAM COMMUNITY TRUST LIMITED

BALANCE SHEET AS AT 31ST MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
FIXED ASSETS					
Tangible Assets	6	12,608	8,521	21,129	23,213
CURRENT ASSETS					
Cash at Bank and in Hand		187,914	4,677	192,591	237,063
Debtors		1,042	-	1,042	1,870
Other Debtors and prepayments		-	-	-	3,266
		188,956	4,677	193,633	242,199
CREDITORS: amounts falling due within one year	7	(1,074)	-	(1,074)	(1,107)
NET CURRENT ASSETS		187,882	4,677	192,559	241,092
NET ASSETS		200,490	13,198	213,688	264,305
CHARITY FUNDS					
Unrestricted funds	8			200,490	250,363
Restricted funds				13,198	13,942
TOTAL FUNDS				213,688	264,305

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on page 16.

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 19/7/ 2021 and signed on their behalf, by:

Matt Davis - Trustee

The Notes on pages 20 to 25 form part of these financial statements.

SHOREHAM COMMUNITY TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

Basis of preparation of financial statements

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

Going Concern

Going concern is one of the fundamental assumptions in accounting on the basis of which financial statements are prepared. Financial statements are prepared assuming that a business entity will continue to operate in the foreseeable future without the need or intention on the part of management to liquidate the entity or to significantly curtail its operational activities. Therefore, it is assumed that the entity will realise its assets and settle its obligations in the normal course of the business.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Reserved designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Incoming resources

All incoming resources are included in the Statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

SHOREHAM COMMUNITY TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

ACCOUNTING POLICIES (continued)

Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Winding up or dissolution of the charity

The company is a company limited by guarantee. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

2. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fundraising events	<u>19</u>	<u>11,112</u>

3. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	<u>0</u>	<u>441</u>

SHOREHAM COMMUNITY TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

4. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2021	2020
	£	£
Depreciation – owned assets	<u>8,482</u>	<u>7,583</u>

There was no trustees' remuneration in the current year.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
Staff	<u>18</u>	<u>19</u>

No employee received remuneration amounting to more than £60,000 in the year

6. TANGIBLE FIXED ASSETS

	Improvements to property	Fixtures and fittings	Computer equipment	Total
	£	£	£	£
COST				
At 31st March 2020	34,058	67,003	5,517	106,578
Additions	-	5,598	800	6,398
Disposal	-	-	-	-
At 31st March 2021	<u>34,058</u>	<u>72,601</u>	<u>6,317</u>	<u>112,976</u>
DEPRECIATION				
At 31st March 2020	21,258	58,612	3,495	83,365
Charge for year	3,406	3,497	1,579	8,482
Disposal	-	-	-	-
At 31st March 2021	<u>24,664</u>	<u>62,109</u>	<u>5,074</u>	<u>91,847</u>
NET BOOK VALUE				
At 31st March 2021	<u>9,394</u>	<u>10,492</u>	<u>1,243</u>	<u>21,129</u>
At 31st March 2020	<u>12,800</u>	<u>8,391</u>	<u>2,022</u>	<u>23,213</u>

SHOREHAM COMMUNITY TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

7. CREDITORS

Amounts falling due within one year

	2021	2020
	£	£
Trade Creditors	-	-
Social security and other taxes	-	-
Net wages control	-	-
Pensions control	174	207
Accruals	900	900
	1,074	1,107

8. MOVEMENT IN FUNDS

	As at 1/4/20	Net movement in funds	Transfers between funds	As at 31/3/21
	£	£	£	£
Unrestricted funds				
General fund	196,575	(49,935)	-	146,640
Café trading	39,840	1,402	-	41,242
Fixed assets	13,948	(1,340)	-	12,608
	250,363	(49,873)	-	200,490
Restricted funds				
Co-op Grant	4,677	-	-	4,677
Fixed assets	9,265	(744)	-	8,521
	13,942	(744)	-	13,198
At 31st March 2021	264,305	(50,617)	-	213,688

9. RELATED PARTY DISCLOSURES

There have been no related party transactions in the financial year ending 31st March 2021.

10. TRADING SUBSIDIARIES

During the year, the company had a trading subsidiary which was registered in England & Wales.

Name	Company Number	Type of Share	Holding
SCT Trading Limited	12206542	Ordinary	100%

All profits are Gift Aided to Shoreham Community Trust Limited and are included in these accounts, this year £0 was Gift Aided from the trading subsidiary.

SHOREHAM COMMUNITY TRUST LIMITED

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	2021	2020
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Gift Aid Donations	30	4,994
Other trading activities		
Fundraising events	19	11,112
Investment income		
Deposit account interest	-	441
Charitable activities		
Lettings and rentals	33,922	231,768
Adur District Council	16,323	40,291
Grant Income	-	93
Other income		
COVID Grants	39,857	-
Furlough Scheme	55,795	-
Total incoming resources	145,946	288,699
EXPENDITURE		
Charitable activities		
Wages	145,012	155,622
Pensions	932	951
Rates and water	-	2,860
Insurance	1,919	1,891
Light and Heat	-	-
Telephone	1,686	1,898
Postage and stationery	94	1,237
Advertising	-	479
Sundries	18	1,299
Canteen & café supplies	4,112	27,049
Café machine hire	1,728	1,872
Cleaning & Waste	3,085	10,049
Caretaker's fees	-	4,182
Repairs and renewals	3,819	12,384
Equipment Hire	1,261	998
Licences	1,991	2,299
Bank & card processing charges	1,142	2,499
Staff Training	1,297	802
Computer Expenses	1,191	436
Skyway expenses	750	397
Adur District Council Premises Costs	14,835	37,801
Depreciation:		
Improvements to property	3,406	3,406
Fixtures and fittings	3,497	2,798
Computer equipment	1,579	1,379

SHOREHAM COMMUNITY TRUST LIMITED

193,354

274,588

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
(CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

	2021	2020
	£	£
Management costs		
Consultancy & management fees	2,243	1,692
Legal & professional fees	66	1,037
Governance costs		
Accountancy	<u>900</u>	<u>900</u>
	3,209	3,629
Total resources expended	<u>196,563</u>	<u>278,217</u>
Net income	<u>(50,617)</u>	<u>10,482</u>