

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

FOR

BRIGHTON & HOVE SPEAK OUT
(A COMPANY LIMITED BY GUARANTEE)

F1 CRT Limited
Flat 24 Wellingtonia Court
Laine Close
Brighton
East Sussex
BN1 6TD

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FOR THE YEAR ENDED 31 MARCH 2023

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BRIGHTON & HOVE SPEAK OUT

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2023**

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 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Speak Out's Objects

The Charitable objects are : 'the relief of people who have learning difficulties and who live in Brighton and Hove or the immediately surrounding area'.

Speak Out believes people with a learning difficulty/disability should have the support they need to speak up and be heard , participate in decisions made about their lives and access the services they need.

Speak Out's Aims

- People with learning disabilities to claim their rights , and deliver the skills , confidence and knowledge to make choices and take control of their lives.
- People with learning disabilities to get support to speak up and be listened to.
- Services to change in a way that people with learning disabilities want.
- The needs of people with learning disabilities to be included in local policies and public service plans.

BRIGHTON & HOVE SPEAK OUT

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2023**

OBJECTIVES AND ACTIVITIES

Speak out's activities

Brighton and Hove Speak Out is a dynamic, independent advocacy charity supporting people with learning disabilities to speak up and take action about the things that matter to them. Our mission is to work alongside people with learning disabilities to make sure they get their voices heard and can address problems they face and live fulfilling lives.

We deliver advocacy with impact, through which people with learning disabilities develop networks, skills and confidence so that they can:

- Challenge discrimination and access their rights
- Make their own choices and have control in their lives
- Access the support and services they need
- Build community links and take an active part in and contribute to community life
- Reduce isolation and improve their wellbeing
- Raise awareness of issues that matter them, challenge policy and campaign for change

We do this by offering a unique range of advocacy services and community projects for adults and young pwld (17+yrs). A team of staff and volunteers supported 439 beneficiaries in 2022-23 with a wide range of issues. Service users were supported to build their skills and confidence and develop community/peer networks leading to greater resilience, reduced isolation and improved wellbeing.

Our current services include:

1-1 issue advocacy. People with learning disabilities are supported by a trained advocate to solve problems, express opinions and make choices about issues in their life. We are part of a pan Sussex partnership led by Pohwer which delivers community and statutory Care Act advocacy and also advocacy support for learning disabled parents going through child protection proceedings.

Citizen advocacy - People with learning disabilities are partnered with volunteers who provide longer term individual advocacy.

Self-advocacy groups and user led campaigning - We facilitate a number of self-advocacy groups which support members to explore and problem solve themes and issues whilst developing the confidence to speak out, learn new skills have a voice in the provision of local health, social care and mainstream services via close work with the Brighton and Hove Learning Disability Partnership Board. The Learning Disability Voices Network enables people to come together and campaign about the shared issues and positive changes for the wider learning-disabled community.

Weekly drop-in sessions - Drop ins offer a space for people to meet and support each other, access immediate short-term advocacy, information and signposting whilst providing peer support to each other.

Consultation activities. We run a variety of focus groups and interviews around themed consultations in conjunction with the Council in order to design services to meet local needs better. Speak Out's engagement work and partnership with the Council and NHS Sussex enables people with learning disabilities to have a voice and positively influence service development.

Easy read and training. We support people with learning disabilities to become trainers and run learning disability awareness training for a variety of services in order to improve the understanding and support of people locally. We also run Accessible Information Training. Additionally, we support local organisations to create accessible easy read information in order that their information can be understood by their learning-disabled service users.

BRIGHTON & HOVE SPEAK OUT

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2023**

OBJECTIVES AND ACTIVITIES

Public benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in the planning of future activities.

Speak Out has many links with council, health, leisure and other services in the city and we use these links to positively influence how they work with the learning disabled community. Through our group work and awareness raising training, we ensure that local services understand the needs and priorities of learning disabled people and have tools to help them work more effectively. Additionally, we work more formally with the council in facilitating the Learning Disability Partnership Board and the CCG in order to make plans for people with learning disabilities locally.

BRIGHTON & HOVE SPEAK OUT

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2023**

ACHIEVEMENT AND PERFORMANCE

Achievements and Performance in 2022-23

2022/23 was a year of rebuilding capacity after the Covid pandemic. For many of our members, supporters, and staff the first half of this year was still about adjusting to a post covid world: returning to groups, re-establishing in person working, and supporting people to build up confidence. We have been focused on encouraging people to return to our services whilst maintaining safe environments. We have worked hard to re-establish our services to pre covid levels and supporting members to feel secure attending in person activities. It has been a year of change and a positive one at that.

We were sad to bid farewell to Sarah Pickard, Speak Out Director of the charity from 2013 and with Speak Out since 2005 Sarah, along with Emily Barratt, was instrumental in getting Speak Out off the ground and building it into the strong advocacy organisation that it is today. We thank her for her great work and commitment to Speak Out over the years. We also said goodbye to Dawn Thorpe Self Advocacy team leader who coordinated The Learning Disability Voices network from its beginning, Chris Mansour, who established and coordinated our Transitions advocacy project for Young people with Learning Disabilities since its beginning in 2018, Emma Lopez, Engagement Coordinator, and Sarah Coombes, Volunteer Coordinator, who had been at Speak Out since 2012. We wish them all well and the very best of luck for the future. We were pleased to welcome the following new team members:

Will Davies, joined Speak Out in March 23 as the new CEO. Will brings a wealth of experience from his time as CEO at Lewisham Speaking Up in South East London. We were also joined by Sarah Charsley as the new Transitions Advocacy Coordinator, Alex Kaye as Self-Advocacy Team leader, and Frances Sulikowski as Engagement Coordinator. No doubt they will enhance and strengthen the charity's work with the variety of skills and experience they bring.

This year our team has continued to deliver and develop our services and meet funder targets, including: delivery of 1:1 advocacy case work, support to parents in child protection proceedings and young people in transition to adult services, providing self-advocacy groups and drop ins, offered learning disability awareness training and worked locally with partners to improve services for people with learning disabilities (pwld).

Speak Out's work continued to enable pwld to have a voice and take action about the things they care about. Demand for advocacy support remained high, particularly in relation to housing, isolation and mental health issues. This year, we successfully secured funding for all core services until 2025; we continue to seek core funding and additional funding to extend our community drop-in sessions to other locations in the city.

Some highlights this year include receiving 2 national Learning Disability and Autism Leaders Awards in 2022 for Danielle Garratt (staff member with a learning disability) for her self-advocacy, research and film work during the pandemic, and for our ever successful 'Thumbs Up' project for their Better Health campaign. An exhibition of artwork and recordings from our Covid Stories project took place at the Jubilee library, Brighton in September 22 - depicting how people with learning disabilities navigated the pandemic. We have also successfully launched the next phase of our user-led Learning Disability Voices Network project with three year funding from Henry Smith Charity. We continued to work with the Learning Disability Partnership Board around delivery of the BHCC LD strategy, which aims to provide better support and services to people with learning disabilities living in the City.

Our services

This year we assisted **439** people with a learning disability in different ways.

We delivered **189** 1-1 advocacy cases supporting **121** people with learning disabilities. A high proportion of pwld supported through 1-1 advocacy have been supported to access other support organisations or had community support increased. Over the past year numbers of people accessing 1:1 advocacy has remained high. Key issues addressed include access to health and social care, access to mental health services and other wellbeing support, inappropriate housing, safeguarding, criminal justice, support for parents going through child protection proceedings and young people moving to more independent accommodation during their transition to adult services. We were pleased that people reported feeling that their voices were heard during meetings/ decision in their lives with support from an advocate.

BRIGHTON & HOVE SPEAK OUT

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2023**

141 pwld attending drop ins this year; 107 sessions were held. There was an increase in numbers attending drop-in sessions over the year, indicating more people felt comfortable to attend in-person activities following the pandemic. Isolation remained an issue for many pwld and high numbers of participants in groups and drop-ins told us how important seeing others/ accessing peer support at Speak Out is to them: 'I have some where to come to talk about the difficult things.'

52 pwld attended advocacy groups and 92 meetings were held. 207 pwld took part in consultations/ focus groups and interviews and 71 people attended workshops and events. Other work this year included producing and sharing easy read document relating to health and local council strategy including accessible City, anti-racism, voting rights, and cost of living support. Speak Out also produced and widely shared films on the experience of pwld during the pandemic and the 50-year history of self-advocacy.

Volunteers continued to be pivotal to Speak Out's work, adding value across both 1:1 and self-advocacy projects. Collectively, 18 volunteers contributed 1,228 hours for the charity as Citizen Advocates, supporting drop-ins, supporting our Board as Trustees, and assisting with our Covid Stories project.

Feedback

Feedback is important to us as a charity as it tells us if we doing good work and meeting people's needs or if we need to change anything. We were delighted to receive some very positive feedback in 2022/23:

- 54% pwld reported increased wellbeing/resilience
- 53% of respondents from Speak Out reported increased skills and confidence to participate in economic life
- 84% respondents reported that groups and drop ins helped to build support networks and reduce feelings of isolation
- 100% of respondents reported that their voices are heard and their views are taken into account through contact with Speak Out

Speak Out had a successful year with fundraising securing grants from Trusts and Foundations, as well as statutory contracts, earned income, donations and community fundraising.

FINANCIAL REVIEW

Financial position

The year ended 31st March 2023 recorded a net income over expenditure surplus of £8,021, with a £7,512 surplus on unrestricted funds and a surplus of £509 on restricted funds. Total reserves now stand at £117,650 of which £99,279 is unrestricted funds and £18,371 restricted funds. Total reserves in 2022 stood at £109,629 of which £91,767 was unrestricted and £17,862 was restricted funds.

Total income for the year ended 31st March 2023 amounted to £300,379 compared to £286,666 in the previous year, an increase of £13,713 from 2022.

Total expenditure for the year ended 31st March 2023 amounted to £292,358 compared to £293,659 in the previous year, a decrease of £1,301 from 2022.

Reserves policy

Brighton & Hove Speak Out is committed to using its resources in pursuit of its charitable objectives. It is also committed however to maintaining a level of reserves that is prudent to meet on-going liabilities.

In seeking to balance these priorities, the trustees have agreed that, it is prudent to hold a level of reserves that equates to 4 months of current expenditure.

At 31 March 2023 there is £99,279 in general unrestricted reserves which equates to 4.0 months of expenditure at 2022/23 levels. As this is slightly below the level set by our policy, the future financial outlook is to pursue a policy of increasing reserves, both by diversifying income generation and by continuing to effectively manage resources, as identified in our Plans for the Future section. However, the trustees are confident they have sufficient reserves for funding forthcoming commitments in the coming year. The board of trustees monitors the level of reserves and takes appropriate action if reserves fall outside the desired range.

BRIGHTON & HOVE SPEAK OUT

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2023**

FUTURE PLANS

We continue to work hard on our strategic aim to offer advocacy services to more people with learning disabilities in the City. We are particularly keen to engage people who were left behind after Covid, people with hidden learning disabilities who are less likely to get support, and younger people with learning disabilities. We want to help more people who experiencing hardship because of cost of living, housing difficulties, and not enough support.

We will continue to deliver on our other strategic aims to:

- Build and develop our current successful projects
- Develop new projects where there are gaps in provision
- Increase our campaigning - making it stronger with more impact
- Develop regional and national partnerships to strengthen self-advocacy
- Develop new approaches to bring in additional income
- Build a stronger Board

We are excited as we go into 23/24 with a new team who have a variety of excellent skills. We want Speak Out to be agile, responsive, and more reactive as we move forward.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is constituted as a company limited by guarantee incorporated on 14 July 1999.

It is governed by its Memorandum and Articles of Association.

It gained charitable status on 11 August 1999.

In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Organisational structure

Brighton & Hove Speak Out is currently governed by a Board of 8 people who are voted in at the AGM, 5 of whom are Trustees. Of the wider board, four people have a learning disability. Two Trustees resigned in 2023 and two new Trustees joined the Board in 2023: one in June and another in September. The board has two subgroups: Operations (overseeing finance, HR, and strategy), and Comms (overseeing comms, marketing and promotion). The board is advised by people with learning disabilities and Speak Out volunteers via focus groups and workshops and their feedback is incorporated into planning direct project work and longer-term goals. New board members are provided with training to understand their governance role and can attend external training about this.

Speak Out employed 12 permanent staff during 2022-23, two of whom are full time with the remaining working part time. The posts comprised the CEO, the Deputy, Operations and Finance Officer, and 9 project workers delivering front line advocacy, group work and outreach. One member of staff has a learning disability and other people with learning disabilities were employed on an ad hoc basis to deliver Learning Disability Awareness, Accessibility, and Health Training across the city. Our work was supported by a team of 18 volunteers including trustees.

Decision making

The Charity produces an annually updated 3 year development plan which outlines the project work plans for the year ahead and potential developments for future years. All staff and Board members participate in deciding the priorities for future work and fundraising. User views are influential in this process, supplied by evaluation and individual feedback throughout the year and the views provided by the Advisors Group. Staff make regular work reports to the Governance Board who monitor progress and targets reached throughout the year.

Risk review

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and events and by ensuring consistent quality of delivery for all operational aspects of the charity. These procedures are reviewed periodically to ensure that they still meet the needs of the charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03807112 (England and Wales)

BRIGHTON & HOVE SPEAK OUT

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2023**

Registered Charity number
1076995

Registered office
The Brighthelm Centre
40 North Road
Brighton
East Sussex
BN1 1YD

Trustees
Kate McLachlan
Rohan Lowe
Jo-Anne Carden (Chair)
Shelley Brown (resigned 19.6.23)
Nick Handley (resigned 25.9.23)
Victoria Goldfield (appointed 19.6.23)
Emily Hindle (appointed 25.9.23)

Company Secretary
Jo-Anne Carden

Independent Examiner
Christopher Robert Tyler FCA DChA FCIE
F1 CRT Limited
Flat 24 Wellingtonia Court
Laine Close
Brighton
East Sussex
BN1 6TD

Bankers
CafCash Limited
Kings Hill
West Malling
Kent
ME19 4TA

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Brighton & Hove Speak Out for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the 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 and of the incoming resources and application of resources, including the income and expenditure, 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 that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BRIGHTON & HOVE SPEAK OUT

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

Approved by order of the board of trustees on ..13th Nov 2023..... and signed on its behalf by:


.....
Jo-Anne Carden - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRIGHTON & HOVE SPEAK OUT**

Independent examiner's report to the trustees of Brighton & Hove Speak Out ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

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 accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company 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 accounts 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the ****ERROR - relevant professional body must be completed****, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts 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 accounts to be reached.



Christopher Robert Tyler FCA DChA FCIE

F1 CRT Limited
Flat 24 Wellingtonia Court
Laine Close
Brighton
East Sussex
BN1 6TD

Date: 13th December 2023

BRIGHTON & HOVE SPEAK OUT

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	3,481	-	3,481	3,241
Charitable activities					
Grants	4	50,655	163,072	213,727	197,733
Other income		5,000	-	5,000	4,000
Sales		5,450	-	5,450	9,334
Contracts		72,353	-	72,353	72,353
Investment income	3	368	-	368	5
Total		<u>137,307</u>	<u>163,072</u>	<u>300,379</u>	<u>286,666</u>
EXPENDITURE ON					
Raising funds	5	8,050	-	8,050	266
Charitable activities					
Charitable activities	6	<u>121,745</u>	<u>162,563</u>	<u>284,308</u>	<u>293,393</u>
Total		<u>129,795</u>	<u>162,563</u>	<u>292,358</u>	<u>293,659</u>
NET INCOME/(EXPENDITURE)		7,512	509	8,021	(6,993)
RECONCILIATION OF FUNDS					
Total funds brought forward		91,767	17,862	109,629	116,622
TOTAL FUNDS CARRIED FORWARD		<u>99,279</u>	<u>18,371</u>	<u>117,650</u>	<u>109,629</u>

BRIGHTON & HOVE SPEAK OUT**BALANCE SHEET**
31 MARCH 2023

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
CURRENT ASSETS					
Debtors	13	10,166	-	10,166	9,895
Cash at bank and in hand		136,014	18,370	154,384	139,259
		<u>146,180</u>	<u>18,370</u>	<u>164,550</u>	<u>149,154</u>
CREDITORS					
Amounts falling due within one year	14	(46,900)	-	(46,900)	(39,525)
		<u>99,280</u>	<u>18,370</u>	<u>117,650</u>	<u>109,629</u>
NET CURRENT ASSETS					
		<u>99,280</u>	<u>18,370</u>	<u>117,650</u>	<u>109,629</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>99,280</u>	<u>18,370</u>	<u>117,650</u>	<u>109,629</u>
NET ASSETS					
		<u>99,280</u>	<u>18,370</u>	<u>117,650</u>	<u>109,629</u>
FUNDS					
	15				
Unrestricted funds				99,280	91,767
Restricted funds				18,370	17,862
				<u>117,650</u>	<u>109,629</u>
TOTAL FUNDS					
				<u>117,650</u>	<u>109,629</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

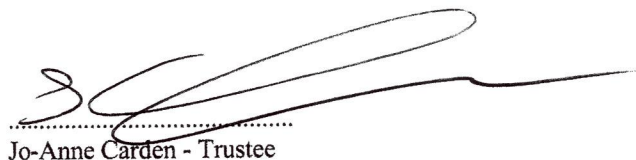
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 13th Nov 2023 and were signed on its behalf by:


Jo-Anne Carden - Trustee

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019)', Financial Reporting Standard FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The trustees/directors consider that there are no material uncertainties about the company's ability to continue as a going concern.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Incoming resources from charitable activities are recognised on an earned basis in the year in which the conditions for receipt are met.

Expenditure

Expenditure is recognised in the period in which it is incurred.

Expenditure on grants is recorded once the Charity has made an unconditional commitment to pay the grant and this has been communicated to the beneficiary or the grant has been paid, whichever is the earlier.

Expenditure is allocated to the particular activity where the cost relates directly to that activity. Support costs include central functions and have been allocated to activity cost categories on the basis consistent with the use of resources. Allocations are predominantly based on usage and staff time expended.

Tangible fixed assets

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, or where specifically for a project, over the life of the project. The company has a minimum value of £750 for capitalisation of fixed assets.

Depreciation policy applied:

Equipment - over 2 years on a straight line basis.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company 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 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 to charitable purposes.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

BRIGHTON & HOVE SPEAK OUT

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES - continued

Fund accounting

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Operating leases

Rentals payable under operating leases are charged on a straight line basis over the terms of the lease.

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	3,481	3,241

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	368	5

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2023	2022
		£	£
Grants	Grants	213,727	197,733
Online filing incentive	Other income	5,000	4,000
Contracts	Sales	5,450	-
Sales	Sales	-	9,334
Contracts	Contracts	72,353	72,353
		296,530	283,420

Grants received, included in the above, are as follows:

	2023	2022
	£	£
Barchester Charitable Foundation	400	-
Boshier Hinton Foundation	800	-
Brighton and Hove City Council	64,322	31,222
CCG	-	8,000
Chalk Cliff Trust	800	-
Douglas Arter Foundation	500	-
East Brighton Trust	-	500
Ernest Kleinwort Charitable Trust	5,000	-
The February Foundation	-	5,000
Friargate Trust	-	2,000
Good Things Foundation	2,000	-
The Hendy Foundation	810	-
Henry Smith Trust	86,600	28,900
Learning Disability England	3,300	3,300
The National Lottery Community Fund	16,228	104,228
NHS Sussex ICB	16,000	-
The Pebble Trust	4,667	3,333
South Coast Ambulance Service	1,800	-
Sussex Community Foundation	3,000	7,500
Carried forward	206,227	193,983

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

4. INCOME FROM CHARITABLE ACTIVITIES - continued

	2023	2022
	£	£
Brought forward	206,227	193,983
Trust for Developing Communities	7,500	3,750
	<u>213,727</u>	<u>197,733</u>

The following grants received in 2022/23 have been deferred to 2023/24:

	2023	2022
	£	£
Sussex Community Foundation	-	2,500
Speakfast East - Barchester Charitable Foundation	-	400
Transitions - Henry Smith Trust	14,850	13,600
CVDP - NHS Sussex ICB	27,395	-
LDVN - The National Lottery Community Fund	-	16,228
LDVN - Good Things Foundation	-	2,000
Helpline - The Pebble Trust	-	1,667
Parents Project - The Hendy Foundation	-	810
Parents Project - Boshier Hinton Foundation	-	800

5. RAISING FUNDS

Raising donations and legacies

	2023	2022
	£	£
Raising funds	<u>8,050</u>	<u>266</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £
Charitable activities	<u>284,308</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2023	2022
	£	£
Project costs	17,164	13,317
Staff costs	215,759	231,843
Premises and office costs	29,183	27,970
Professional costs	15,898	13,583
Governance costs	6,304	6,680
	<u>284,308</u>	<u>293,393</u>

BRIGHTON & HOVE SPEAK OUT**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023****8. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Independent examiner's fee	<u>1,000</u>	<u>1,000</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

One trustee was reimbursed expenses of £75 (2022 : £82).

10. STAFF COSTS

Staff costs were as follows:

	2023	2022
	£	£
Salaries	186,661	204,862
Social security costs	13,931	14,334
Pension costs	<u>3,479</u>	<u>3,943</u>
	<u>204,071</u>	<u>223,139</u>
Average number of employees	7	9

No employee received emoluments in excess of £60,000 (2022 : none).

Brighton & Hove Speak Out considers that the key management personnel comprise the Board of Trustees and the Director. The total employee benefits of the key management personnel of the charity were £38,279 (2022 : £40,565).

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (2022)

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3,239	2	3,241
Charitable activities			
Grants	26,104	171,629	197,733
Other income	4,000	-	4,000
Sales	9,334	-	9,334
Contracts	72,353	-	72,353
Investment income	<u>5</u>	<u>-</u>	<u>5</u>
Total	<u>115,035</u>	<u>171,631</u>	<u>286,666</u>
EXPENDITURE ON			
Raising funds	266	-	266

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (2022) - continued

	Unrestricted fund £	Restricted funds £	Total funds £
Charitable activities			
Charitable activities	111,005	182,388	293,393
Total	111,271	182,388	293,659
NET INCOME/(EXPENDITURE)	3,764	(10,757)	(6,993)
RECONCILIATION OF FUNDS			
Total funds brought forward	88,000	28,622	116,622
TOTAL FUNDS CARRIED FORWARD	91,764	17,865	109,629

12. TANGIBLE FIXED ASSETS

	Office equipment £
COST	
At 1 April 2022 and 31 March 2023	870
DEPRECIATION	
At 1 April 2022 and 31 March 2023	870
NET BOOK VALUE	
At 31 March 2023	-
At 31 March 2022	-

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Other debtors	8,329	7,179
Taxes and SSC	-	358
Rent deposit	1,000	1,000
Staff loan	-	334
Prepayments and accrued income	837	1,024
	10,166	9,895

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	1,062	488
Social security and other taxes	2,563	-
Other creditors	30	32
Accruals	1,000	1,000
Deferred income	42,245	38,005
	<u>46,900</u>	<u>39,525</u>

15. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	91,767	7,513	99,280
Restricted funds			
Covid Stories	7,162	(7,162)	-
Help Line	438	(438)	-
Henry Smith Trust - LDVN	-	18,370	18,370
Henry Smith Trust - Transitions	1,016	(1,016)	-
The National Lottery Community Fund - LDVN	9,246	(9,246)	-
	<u>17,862</u>	<u>508</u>	<u>18,370</u>
TOTAL FUNDS	<u>109,629</u>	<u>8,021</u>	<u>117,650</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	137,307	(129,794)	7,513
Restricted funds			
Brighton and Hove City Council - Engagement	38,001	(38,001)	-
Brighton and Hove City Council - Speak Out East	16,166	(16,166)	-
Covid Stories	800	(7,962)	(7,162)
Help Line	1,667	(2,105)	(438)
Henry Smith Trust - LDVN	59,400	(41,030)	18,370
Henry Smith Trust - Transitions	27,200	(28,216)	(1,016)
The National Lottery Community Fund - LDVN	18,228	(27,474)	(9,246)
Parent and Mother Project	1,610	(1,610)	-
	<u>163,072</u>	<u>(162,564)</u>	<u>508</u>
TOTAL FUNDS	<u>300,379</u>	<u>(292,358)</u>	<u>8,021</u>

BRIGHTON & HOVE SPEAK OUT**NOTES TO THE FINANCIAL STATEMENTS - continued**
FOR THE YEAR ENDED 31 MARCH 2023**15. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	88,000	3,767	91,767
Restricted funds			
CCG - Consultation and Engagement	2,937	(2,937)	-
Covid Stories	-	7,162	7,162
The Edward Gostling Foundation - Transitions	5,000	(5,000)	-
Help Line	-	438	438
Henry Smith Trust - Transitions	-	1,016	1,016
Learning Disability England	4,300	(4,300)	-
Lloyds Bank Foundation - Transitions	1,000	(1,000)	-
The National Lottery Community Fund - LDVN	15,385	(6,139)	9,246
	<u>28,622</u>	<u>(10,760)</u>	<u>17,862</u>
TOTAL FUNDS	<u>116,622</u>	<u>(6,993)</u>	<u>109,629</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	115,036	(111,269)	3,767
Restricted funds			
Brighton and Hove City Council - Speak Out East	15,268	(15,268)	-
CCG - Consultation and Engagement	38,000	(40,937)	(2,937)
CCG - Engage	8,000	(8,000)	-
Covid Stories	9,544	(2,382)	7,162
The Edward Gostling Foundation - Transitions	-	(5,000)	(5,000)
Friargate Trust - Transitions	2,000	(2,000)	-
Help Line	13,234	(12,796)	438
Henry Smith Trust - Transitions	28,900	(27,884)	1,016
Learning Disability England	-	(4,300)	(4,300)
Lloyds Bank Foundation - Transitions	-	(1,000)	(1,000)
The National Lottery Community Fund - LDVN	56,684	(62,823)	(6,139)
	<u>171,630</u>	<u>(182,390)</u>	<u>(10,760)</u>
TOTAL FUNDS	<u>286,666</u>	<u>(293,659)</u>	<u>(6,993)</u>

The purpose of each restricted funding was as follows:

BRIGHTON & HOVE SPEAK OUT

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 MARCH 2023**

15. MOVEMENT IN FUNDS - continued

Learning Disability Voices Network

The National Lottery Community Fund - LDVN (April - June 22)

The Henry Smith Charity (July 22 - March 23)

The Learning Disability Voices Network, is a user led project which brings together people with learning disabilities to have a strong collective voice in order to address issues they face and bring about positive change for themselves and the wider community. The project supports a range of activities including group work, drop ins and other events.

Transitions

The Henry Smith Foundation funds this project providing a range of advocacy support, including groups and one to one advocacy for young people going through the transition from children to adults' services and resulting in greater independence.

Speak Out East

Brighton & Hove City Council (BHCC) funds Speak Out East - The council fund Speak Out East, a drop in based in East Brighton which brings together people with learning disabilities and volunteers on a weekly basis and supports people with learning disabilities to link in with the local community.

Engagement

Brighton City Council funds engagement work with people with learning disabilities in the City via a network of self-advocacy groups and regular external focus groups. This work is part of a citywide engagement and community development partnership which is led by another local charity, The Trust for Developing Communities.

Covid Stories & Helpline

Learning Disability England, Sussex Community Fund, The Chalk Cliff Trust, The February Foundation and the Pebble Trust funded

Speak Out's Covid emergency response. This work included quickly reconfiguring our advocacy services and establishing ways to continue supporting people remotely, over the phone and online so they had the support they needed to navigate the complexities of lockdowns, reduction in other support services and associated problems as they arose. Work included improving digital access, equipment and IT costs and the production of a film highlighting the experiences of people with learning disabilities during covid.

Parent & Mothers Project

The Hendy Foundation and Boshier Hinton Foundation funded a project to:

Provides specialist advocacy support to parents with a learning disability who are going through child protection proceedings. At such a challenging time advocacy can be vital to helping these parents understand their rights and navigate the complicated assessments and legal procedures they have to engage with.

CCG - Consultation and Engagement

NHS Sussex funded

Speak Out was funded by the CCG to provide consultation and engagement about the health needs of people with learning disabilities, especially in relation into the effects of covid

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

17. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2023 , the charity had the following commitments under non-cancellable operating leases , payable as follows:

Premises	2023	2022
Payments due:	£	£
Within one year	17,683	17,683
Between two and five years	-	-
	<u>17,683</u>	<u>17,683</u>

The lease for the office premises at Brighthelm Church and Community Centre , North Road , Brighton, BN1 1YD is on a rolling contract since 1st September 2020.

BRIGHTON & HOVE SPEAK OUT**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDED 31 MARCH 2023

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	3,481	3,241
Investment income		
Deposit account interest	368	5
Charitable activities		
Contracts	77,803	72,353
Online filing incentive	5,000	4,000
Grants	213,727	197,733
Sales	-	9,334
	<hr/>	<hr/>
	296,530	283,420
Total incoming resources	<hr/>	<hr/>
	300,379	286,666
EXPENDITURE		
Raising donations and legacies		
Raising funds	8,050	266
Charitable activities		
Project costs	17,164	13,317
Staff costs	215,759	231,843
Premises and office costs	29,183	27,970
Professional costs	15,898	13,583
Governance costs	6,304	6,680
	<hr/>	<hr/>
	284,308	293,393
Total resources expended	<hr/>	<hr/>
	292,358	293,659
Net income/(expenditure)	<hr/>	<hr/>
	8,021	(6,993)

This page does not form part of the statutory financial statements