

Registered number: 03946296
Charity number: 1102847

Sheppey Matters
(A company limited by guarantee)

Trustees' report and financial statements
for the year ended 31 March 2021

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**Reference and administrative details of the Charity, its Trustees and Advisers
for the year ended 31 March 2021**

Trustees

Michael John Brown, Principal
Christine White
Kenneth Pugh
Paul Murray
Joe Rook

Company registered number

03946296

Charity registered number

1102847

Registered office

Sheppey Leisure Centre
Broadway
Sheerness
Kent
ME12 1HH

Company secretary

Nigel Martin

Swale Borough Council Representative

Richard Darby (to May 2021)
Oliver Eakin (from May 2021)

Independent auditor

Kreston Reeves LLP
Chartered Accountants
Statutory Auditor
Montague Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

Sheppey Matters
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Trustees' report
for the year ended 31 March 2021

The Trustees present their annual report together with the audited financial statements of the Charity for the year from 1 April 2020 to 31 March 2021. The Annual report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual report and financial statements of the Charity comply with the current statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The objects of the Charity are:

- To promote and protect the good health of people living on the Isle of Sheppey, in particular by the provision of a healthy living centre.
- To advance education in the benefits of good health and social well being.
- To provide or assist in the provision of facilities in the interest of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities because of their youth, age, disability, financial hardship, or social circumstances.

Sheppey Matters is an independent charity, and the Trustees meet at least four times a year to make major policy decisions and review progress. Other times limited working groups are set up when a particular topic needs more detailed consideration by the Trustees.

The Chief Executive takes overall day to day responsibility for steering the Charity in accordance with the strategic direction set by the Trustees. He meets the chair of Sheppey Matters on a weekly basis and has a regular email and telephone contact between meetings. Administrative staff based at Sheppey HLC take responsibility for room bookings and supporting projects.

Sheppey Matters has a service level agreement with Swale CVS, which provides financial administration services. There is a designated finance officer at Swale CVS who carries out financial administration. Additional day to day financial management support is provided by the director of Swale CVS.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

The Trustees' policy is to work in partnership with local agencies from the community and voluntary sector, and statutory sector to run projects at Sheppey HLC and outreach projects elsewhere on the Island. In this way, the Charity can make a bigger impact, draw on the expertise of specialist agencies and avoid duplication of local projects.

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Trustees' report (continued)
for the year ended 31 March 2021

Achievements and performance

a. Review of activities

The Trustees have further updated the business plan for Sheppey Matters, which has been implemented by the CEO and his team and continued during 2020/21. The effect of COVID-19 throughout this financial year required some imaginative and quick decision-taking by the board and staff to maintain, amend and create work schedules to not only meet our existing obligations, but also the needs of our community as it became rapidly clear that normal delivery was no longer possible. Along with an amended approach to the year, the overall strategy for the Charity continues; to aim to diversify the range of services offered by Sheppey Matters, reduce our reliance on room hire income at Sheppey HLC and the financial support of any one funder; continue to develop project management expertise in existing and new business areas.

Sheppey Matters is grateful to our many funders for their support throughout 2020/21 and the flexible approach allowed to change our delivery to support those most in need. The trust given by our funders allowed the team of staff and volunteers to move forward confidently and tackle the many challenges placed before the team – for example: cooking meals and delivery, dropping off prescriptions, art packs for young people, DAB radios for seniors, phone calls and zoom meetings for young and old often using loaned iPads and tablets to ensure our beneficiaries could keep in touch.

The healthy living centre was only open for our use from mid-July to the end of October – other times it was closed. Whilst open, there was very limited access by our centre partners, with most opting for online delivery. The government restrictions obliged us to seek new ways of engaging our clients – the use of iPads and social media by our senior citizens (with some well into their 90s) was an amazing and heart-warming success story as well as being a welcome surprise to some staff! As the centre remained closed, use was occasionally made of our outreach base in Eastchurch, whilst our community radio station remained open and broadcasting throughout. Sheppey Matters would like to acknowledge the support of its partner in the healthy living centre – Swale Community Leisure.

Despite the COVID restrictions during 2020/21, the Charity successfully opened two new projects; Isle Connect You (funded by the National Lottery Community Fund) in September 2020 and Mobile Matters (funded by the Department for Digital, Culture, Media and Sport and the Henry Smith Charity) in December 2020. The Magic 1-2-3 project which closed in September was temporarily reopened for four months thanks to BBC Children in Need, whilst a successful application to the Garfield Weston Foundation brought much needed core funding to Sheppey Matters. The Charity also, for the first time, engaged in an online fundraising event with localgiving.com which was highly successful.

The Charity was able to take advantage of some of the various government support programmes available including the furlough scheme for five colleagues.

Sadly, during the year, Sheppey Matters lost four of its volunteers, all of whom made invaluable contributions to the Charity. Our colleagues Pearl Wood, Noel Pritchard, Mark Ellen, and Mark Smith will be greatly missed. We are grateful to the families of Mark Smith and another supporter Sylvia Everest, for allowing donations to be made to Sheppey Matters.

The Board, staff and volunteers would like to thank the many funders over this twelve month period, and acknowledges the donations received from the local community to support our work

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Trustees' report (continued)
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Achievements and performance (continued)

The Charity is grateful for the support of its funders to enable health and well being work (especially during the COVID pandemic) to be undertaken on the Isle of Sheppey; Kent County Council, BBC Children in Need, The Minerva Fund, Kent Community Foundation, Optivo, Swale Borough Council, the National Lottery Community Fund, Tudor Trust, Garfield Weston Foundation, The Henry Smith Charity, Department for Digital, Culture, Media and Sport, Colyer Fergusson Charitable Foundation, Sheppey CEP, UK Youth, Royal Opera House Bridge, Medway Voluntary Action, Standard Life, Groundwork/Tesco, Alpkitt, SEETEC, The Card Factory, Burg Wachter, Kent Police/Kent County Council (Violence Reduction Unit), Kent County Council and Swale Borough Council members, Monckton Whitehead, Kent Sport, Localgiving.com, Chapman Charitable Trust, Asda, Rotary Club of Minster-on-Sea, Grantscape, Swale CVS and OFCOM.

Below are further details on these projects:

Arts and Media (project manager Justin Aggett)

The project delivered the TIDE art project with Sheppey CEP during the latter part of the year, bringing a successful island-wide programme to Sheppey's young people. As the COVID pandemic brought a national lockdown, the project was able to secure monies to purchase a wide range of arts and crafts items to create an arts-box which was delivered around the community. The success of this programme led to further funding being obtained from the Royal Opera House Bridge and is described in the Rural Youth report below.

Community Development (project manager Nicola Waghorne)

Most of this year has been dedicated to supporting staff and members, isolation and bereavement have been the highest priority, I qualified as a bereavement counsellor in March just as we went into lockdown, and this has been most valuable, and I have been able to offer specialist skills that have needed it. This will continue as we continue into the next year with the addition of groups.

Wednesday sessions were done as Zoom, we continued book club, crafting and general chat and support, along with doorstep visits to keep contact and make sure they had all the support that we were aware of. The group members were able to return for a short period after first lockdown but resumed Zoom meetings through December and till Late May.

I created several varied wellbeing creative packs for many of our members that were delivered, these included crafts, books, and various small items to cheer and inspire them. Some were also made for staff and their families. I also made wellbeing packs that were sent to residents. I created patterns for mask making and put these on our Face Book page along with the instructions on "how to" and during the year have also done more "how to" for bunting making, Christmas crafts and various sewing ideas. I also made lots of masks for one of our adult residential homes, Neptune House for all their staff and residents as they thought it would be nicer for them to have pretty-looking masks (Kevin the Carrot fabric) so they could encourage them to be worn.

Golden Leas holiday park contacted us, and we were able to deliver vegetable boxes donated by them to many of our members and residents, this has since developed into a working relationship with Golden Leas and we were also donated a Red Phone box from them that we have transported and relocated at Eastchurch village hall, this will be redecorated and made into a community library later in the year. Many of the books that we have used over this year will find a new home here along with piles of donated books too.

I joined with Eastchurch Parish Clerk to decorate the village hall for the missed VE day celebrations, but the flags, bunting and numerous knitted poppies were very much appreciated by the passing villages and those travelling through Eastchurch. Later in the year we also decorated the gardens with tinsel and decorations too. In June Elaine and I undertook the full redecoration of the community hub using our time to repaint and reorganise our rooms for re-opening, I also had the signage rebranded to give a fresh new feeling throughout the hub. When this was completed, I then went onto redecorate the new ICY room at the HLC in preparation for that project starting.

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Trustees' report (continued)
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Achievements and performance (continued)

In late Summer I was able to further support staff with wellbeing sessions at hub, and we got creative with clay and various art forms. This gave us plenty of opportunity to talk and to listen to their concerns, to ensure they had adequate resources for working from home and feeling supported. Towards the end of the Summer, we started staff family quiz nights on Zoom, and this proved very popular and became a regular session over the following months, I'm not sure that it improved our general knowledge or intelligence, but we laughed a lot.

We secured a beach hut at the end of September at one of the furthest outpoint's of the Island with the thought of using it as a dedicated meeting point, the idea was to meet there for walking groups and social groups as well as one to one sessions. With much help and support from our Community Warden Debbie, we set about repainting and kitting out the hut. We started Nordic walking from there soon after and outside one to one sessions soon followed. In Spring we were able to up the numbers at meetings and now hold 2 walking sessions a week along with coffee and chat after. The hut is also now available for other Sheppey Matters groups to access and use for their sessions as well as for staff and their families to use at weekends whilst as travel and holidays are still restricted, we would also like to offer its use to local families who would otherwise not get a breakaway. Minster Rotary Club visited us and planted lots of Croc at the site, in support of "End Polio Now". We also had a "Happy to Talk" bench installed from Swale Borough Council next to the hut for anyone to enjoy.

Men's Matters group has suffered particularly badly during this Pandemic, their own mental health has been quite poor and one of the members moved to another area early on. Later in the year we were very saddened to lose a founder member of the group to Covid. The remaining team has tried hard to keep up members wellbeing, but it has been a very difficult time for them. They began well and did a lot of work on their Shed project and were setting up an allotment area when Mark was taken ill, they have remained as a group and are hoping to get restarted with tasks and meetings soon.

The Book club was extended to accommodate the ICY Zoom meetings and has flourished, with many of their members joining in the reads and discussions.

Crafting throughout the year has been great fun with most of the members enjoying the variety that I have offered, we have sewn and made and painted throughout the year crafting, birds, stones, crochet, clay figures, Lavender wands, plaques, seed sowing, Christmas bottle painting and advent calendars amongst our projects. All of these helped to make a distraction from the effects of what was going on outside and the terrible losses and isolation that this year has brought.

Bereavement support and counselling has been the main part of my job throughout this time, whilst I have been unable to develop groups. The need to listen and understand the fear and pain of loss has been at times overwhelming for myself and many members of the team and our members and residents, this support will continue for a long time into the coming years as we return to a "new normal".

Healthy Living Centre (project manager Amanda Cooper)

Sheppey Matters operates the Healthy Living Centre (HLC) in Sheerness with additional outreach from our hub in Eastchurch and our face-to-face outreach projects such as Mobile Matters, Isle Connect You. Usually this contact also includes our Community Chef's Food truck, our Community Radio Roadshows, and our Community Gardeners allotment project but Government restrictions have prevented these projects operating as normal.

In the reporting period the HLC was closed for 8 months out of the year so much of our work went online to support the community. The HLC staff adapted their roles to assist other projects deliver much need interventions and practical support as well as wellbeing visits and care packs.

All service provision from other agencies, charities and individuals based with us at HLC ceased, as did the regular room hires during our enforced closure. Some service providers returned between lockdowns and again since we re-opened on the 12 April 2021.

We have forged new partnerships with The Samaritans, Age UK, The Fire Brigade, local Food banks and our Community Wardens to name a few, to ensure that community need has been met over these difficult months.

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Trustees' report (continued)
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Achievements and performance (continued)

Rural Youth after school and youth clubs (Project manager Elaine Christopher)

During lockdown Rural youth changed direction and delivery but continued to support young people by providing between 150-200 Art Packs, these were delivered or posted out. I made wellbeing phone calls to our wheels and ICY client list for a while but had to stop due to the demand for Art Packs.

I gave the radio station and presenters activities to read out over the air these included art, challenges, and physical activity to support young people and help with both physical and mental health wellbeing.

We were able to open clubs during October for a couple of weeks when restrictions eased but within the Government guidelines. The Art club and Eastchurch after school club each had a permitted limit of 4 attendees during October. Eastchurch young people participated in a fund raiser that consisted of planting up pots with flowers and bulbs and selling them which raised £60.

Bingo and Mingle continued for October with 2 sessions a week with 4-6 participants. I also attended one session of Dads Matter with Jason and provided Arts and Crafts.

SYPA Group (NEETs) continued online with 4-6 participants and 3 managed to take Math exams but unfortunately only one passed. Due to our partnership work with POA ceasing (the organisation closed in April 2021) our Group had to be put on hold until we found another provider.

Staff have adapted to the way they have worked through supporting other projects. One staff member has supported our Community Chef through cooking for the Community, and vulnerable people (ICY members, The Salvation Army).

Sheppey Wheels (project managers Rebecca Gebbie/Russell Cashman)

Sheppey Wheels was forced to shut the daytrips and private hires due to the Covid pandemic. During the first lockdown we had to furlough all three drivers. Staff had to work from home, and we distributed contact numbers of customers to a group of staff to make wellbeing calls each day. From these calls we were able to offer support in the form of community wardens making home checks. They were also able to offer food and medication delivery. We had perspex fitted to each of our minibuses to ensure we could operate safely when restrictions eased. We purchased foggers for each bus and disinfectant to mist and clean the bus after every trip. We diverted all our efforts into delivering art packs to families for the children to do whilst they were at home. We also used Sheppey Wheels to deliver hot meals that our community chef prepared and cooked for people in the community that needed support.

In December we used the community transport to deliver packages to customers. We were able to arrange transport for a respite customer to be carried out during the period of "work from home." Although work within the Blackburn Lodge Care home stopped with the day centre, we were still required to offer hospital visits for clients of the Blackburn.

Under governmental restrictions Sheppey Wheels has been unable to offer our day trips function over the most of the last year, but when they were available trips to a variety of venues including Craft Fairs, Shopping Trips, Markets and Historic recreations ran at reduced capacity. However, throughout the restrictions, when the educational facilities have been open, we have continued to run a full school service in line with all government guidelines. We have spoken to numerous clients, and they have expressed sorrow that they were not able to use the Sheppey Wheels service. On the resumption of a slimmed down service on 19th May, we opened our booking line for our trips again on 10th May and by the end of the first day had fully booked 95% of the trips on offer. We are also looking at different ways to involve our clients involved in the local community again, including themed tea afternoons and Christmas tea afternoons later in the year.

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Trustees' report (continued)
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Achievements and performance (continued)

Community Chef / Sheppey Lifestyle (project manager Mike Spackman)

Support for the project in the Swale area has been lessening over the last year or two, yet bizarrely it has increased in other areas of Kent, resulting in our chef, Mike Spackman, being offered a two year secondment to the Big Local in Newington (Thanet). Mike started his work in that community in October 2020 and will return in September 2022.

In his absence, his assistant Jason Hurren has stepped up and kept the project operating albeit on a restricted basis.

"We linked up with the Salvation Army during July and August to produce Tasty Tuesday meals for 15 families producing up to 70 meals over the summer holidays. We did work with ADHD families on the Sheppey Matters allotments alongside Anita and Paul (our gardeners) who manage the allotments.

A VRU (Violence Reduction Unit) course started in autumn with students struggling in mainstream schooling. They learnt people skills and produced food for the elderly up to 30 meals a week on the island. Sadly, this changed to making the videos to produce the dishes because of COVID.

The Dad's Matters group is going from strength to strength including cooking videos and regular zoom chats. The group was formed to strengthen bonds between any male member of a family and his (grand)children, nephews, nieces etc. The group is particularly successful when operating in a 'food' environment.

I produced live cooking sessions with a Christmas theme for three days for POA Learning linked with Beverley Nölker showing great simple recipes and using up left-overs.

In Late December the community chef was in Newington Ramsgate in a support role helping on a project producing 100 meals for children as they left school, making 500 in total. A total of three baking videos were produced and shared and baking kits were handed out to 30 lucky families. During February half term, I linked up with the Salvation Army again to feed children and families from the local food bank producing almost 400 meals based on pasta that week.

The community chef posts weekly recipes on the Sheppey Matters Facebook page and often on the radio (community radio Sheppey FM 92.2) talking about the week's recipe".

Sheppey Community Media Centre (project manager Julie Nicholls)

Our community radio service is totally unique to Kent and very distinct in nature and content to any other station. Since March 2020 and throughout the pandemic we have continued to broadcast 'live' from our studios for up to 13 hours per day, an eclectic mix of music genre appealing to a diverse, transgenerational audience with ratio 60% music / 40% speech. We do not try to sound like a commercial station but instead focus our attention on localism and giving local people the opportunity to be a part of a great community project.

The pandemic has made the station stronger and more resilient, and we are determined to continue to flourish and succeed in serving our community. Our radio service has become, now more than ever, a lifeline to a large proportion of isolated and vulnerable members of our community. Our station's ethos is to also support disadvantaged individuals and several of our shows are hosted by special needs presenters, who are mentored by an experienced colleague. During the lockdowns, volunteers were asked if they wanted time out, but everyone replied that the station has kept them involved and given a feeling of being wanted and valued and eased their anxieties. They all pull together as a family and have found great comfort in this mutual support.

The Isle of Sheppey has a very tight-knit community and Sheppey FM is very well known and highly regarded as the station that gives back to the community. We have delivered over 150 DAB/FM radios to isolated and vulnerable people. This project was initiated by the Radio Hub organised by Danny Lawrence, but the demand was so high on the island that we have sourced further funding to meet demand. We have a long list of testimonials thanking us for our help.

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Trustees' report (continued)
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Achievements and performance (continued)

In these stressful times it is important to stay healthy and so we have also donated four family hampers of fresh fruit and vegetables to local people in need. Every Christmas, the Sheppey FM volunteers donate to a local cause and this year a huge box of goodies was donated to a retirement home that was struggling. Our volunteers were also out in the community delivering hot Christmas dinners to elderly, vulnerable people working with the Salvation Army on Christmas Day. Every year we raise funds for 'Children in Need' and 'Red Nose Day' and in 2020 we raised £780. Our volunteers also donated over 80 Easter Eggs to Demelza House, a local hospice for children with terminal illness.

Social gain for the benefit of our community is our primary objective and is what we feel most passionate about. We are embedded in the heart of Sheerness, and we strive to fully understand our community's needs. We seek to give our community their 'voice' to be heard and our continual support to enhance their social inclusion and well-being. The focus of our objectives is to include people of all ages and abilities, from all walks of life within our community and give them the equality they deserve to access voluntary involvement, work experience placements and the exciting training opportunities to learn a wide range of valuable and transferable skills and to acquire nationally recognised qualifications.

The Station delivers social gain on so many levels from mentoring individuals to supporting local groups and organisations, and by the provision of educational training to schools and governing bodies and by its substantial support of our community.

As the restrictions have lifted, we have resumed student training with the Oasis Academy and with our National award-winning Saturday Youth-led show. All students are now progressing their Bronze & Silver Arts Awards and we are optimistic that the presentations of certificates will be held at the Oasis Academy later this year where Sheppey FM sponsors the Academy's 'Achievement Shield'.

Further funded training projects have also restarted, partnering with the Kent Police Violence Reduction Unit, the Kent Community Foundation, Swale Borough Council Environment, and the Kent & Medway Progression Federation working with the University of Creative Arts.

We are fully booked with training courses until the end of 2021.

Our output features 'local' weather, traffic & travel, local talent, a 'Community Events Diary', quizzes and give-away prize competitions. We do not use national news but prefer to research and home produce our own local news as this is more relevant to our listeners. Precedence is given to guest interviews and topical discussions on issues affecting our local community. Our interviews strengthen the station's involvement and engagement within our community and is beneficial to the interviewee, encouraging an increase in 'up-take' of their services. We believe that the more we network and engage, the stronger our understanding of our community and its needs.

We create social gain by dedicating our daily shows to local health support groups to raise awareness of their provision of specific support services and their offer of professional counselling available locally. This helps to point people in the right direction to access medical help, counselling and to decrease their isolation.

Further shows are dedicated to Oasis Academy and presented by their young students to help them gain further accredited qualifications. We have also set up an in-house radio studio at Oasis Academy called 'Academy Sounds'. This is broadcast throughout the academy, and we dedicate our FM air-time on a regular basis to 'Academy Sounds' productions.

With restrictions now lifting, we can now start to attend public events with our road-shows, and we also aim to resume our constant flow of local bands, musicians and singers that perform 'live' in our studios. We further promote local artistes on our two Facebook pages (Sheppey FM Local Gig Guide and Sheppey FM Local Talent) We also promote local authors on our Sunday morning 'Arts review' show.

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Trustees' report (continued)
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Achievements and performance (continued)

Magic 1 2 3 (project manager Bev Nolker)

As we had no funding in October and November to support families, we were overjoyed to obtain some short-term monies from BBC Children in Need to enable us to move forward with our project during Covid. We have been able to reach out and support 38 children who would have otherwise not been able to receive any help for their ADHD.

In fact, we have been able to have a further reach with families in our more rural areas who would not be able to attend a physical location due to lack of transport. Being able to carry out Zoom meetings with families has been a huge asset to the project. We were unable to, physically, meet with the families. Therefore, boxes of resources were packaged up and either posted or hand delivered in readiness for their sessions.

We carried out a 'meet and greet' Zoom call with the family prior to the first session. This ensured that not only were the parent/carers aware of who would be 'meeting' them each week, but it gave the opportunity for us to find out more about the young person. Part of their resource pack was an 'All About Me' worksheet which the young person completed. They were then able to talk to us about their likes/dislikes, favourite foods, games, hobbies etc. It was a good way of breaking the ice and they were able to ask questions of us at the same time.

We found that the families had a lot of other questions during the sessions, so being able to access them immediately and display other resources on the computer screen, in real time, was a huge asset. We were able to email or post extra resources after each Zoom session as well. It was an efficient, streamlined process.

We have found that some families have asked for extra sessions as their young people have benefitted from the connection with people that understand how their amazing brains work. We have accommodated those families and have prepared and delivered extra resources for them to interact with us over Zoom.

Part of the funding was also used to develop a peer mentoring programme for five girls aged between ten and twelve. They have been learning how to support a peer or friend who has ADHD by learning about how the ADHD brain works, the executive functions which are essential for daily functioning as well as some basic coaching skills to help build self-esteem and confidence. At the end of the course, they will all receive a certificate and peer mentor badge to use in their learning environment. Two of the girls are home-schooled but they have a group of pen friends who also have ADHD. They have expressed their wishes to be able to support their friends with their ADHD via pictures and worksheets they can create and post. All participants have worked very hard on their workbooks and the resources they have been given as part of the project.

Here is some feedback from one of the families who took part in the peer mentoring programme:

"Thank you for the amazing sessions that E was lucky enough to be given the opportunity to participate in. She has grown in confidence and has a really amazing view of herself, and others affected by ADHD."

"She found the course positive, knowledgeable, and inspiring. With the hope she can help her peers overcome issues they face and give them the scientific facts behind certain behaviours, and feelings (she loves science)."

"We are so proud of the young lady she has become and thank you for your continued support, encouragement and uplifting strategies that really do promote positive thinking in young minds."

"Thanks to you my daughter loves and is at peace with herself just a little bit more."

"Seeing the fantastic person we all see, through her own eyes is a pleasure and honestly all a parent could ever wish for. From the bottom of my heart thank you."

Overall, 38 children took part in this programme from 28 families.

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Trustees' report (continued)
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Achievements and performance (continued)

Isle Connect You (project manager Rebecca Gebbie)

This project started in September 2020. It is a three-year project aimed at reducing isolation and loneliness in the over 65s. During the month of October and November we had 32 people on the Isle Connect You project that we are supporting. The two coordinators have a split of 50/50 of these cases. Our customers live in Sheerness, Halfway, Minster, Queenborough, Warden Bay and Leysdown.

In October, the team went out and delivered flyers to many neighbourhoods, Doctors Surgeries, and community notice boards. We had several referrals come to us from this leaflet drop. Due to the ongoing COVID pandemic we were not able to meet our customers for the planned sessions or daytrips we had hoped for.

During the months of October and November we were able to continue the small-scale garden gate type visits. We had planned to take some of the members to a holistic garden in Faversham – however this had to be cancelled due to the restrictions. We met with customers on good weather days during October at the beach for a socially distanced walk and talk, in a park with our own pop-up chairs, or if the customer requested, we refrained from meeting and spoke on the telephone – continuing with well-being calls.

Due to the change in weather the team planned a better way to meet and speak with customers. The Garden Gate in November was no longer an option as the weather had become cold and wet. We converted one of our other project's minibuses into a mobile "meet and greet unit" – with the idea that we could drive to our customers and invite them onto the warm bus and talk – with the possibility of taking out specialist service providers, such as citizens advice, community wardens etc. - please see photos below. We also found that some of our customers did not wish to meet at their homes due to problems with their neighbours, or not having a back garden to meet in. This mobile opportunity would navigate around these issues.



Everything was put in place for this to be rolled out – however this was unable to go ahead as restrictions tightened and so could not take our minibus out, we therefore parked this plan – which we will restart when restrictions lighten. During the months of November and December - Swale was rated as the highest area for COVID figures and due to this we were put into local tiers of restrictions, meaning for the safety of our customers and staff we would stop the face-to-face meetings until things got better, Coordinators increased their wellbeing calls and looked at different activities we could get out to our customers.

Lockdown has affected our members greatly, they have been the section of society that have had to shield and isolate to remain safe, this has meant that we have kept in contact to ensure they have.

Community Engagement is vital during this time to ensure we are giving our people what they need – we devised several social media campaigns to get the message out about loneliness and isolation, this increased the amount of people that wanted to access our service.

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Trustees' report (continued)
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Achievements and performance (continued)

The winter months were quite possibly the hardest point of the lockdown, the weather was cold, and people were struggling with the increased lockdown restrictions. During the month of January, we provided our members with bird boxes in line with the Big Garden Bird Watch 2021 – they were delivered to their homes as flat pack or premade with art stencils etc. We had 14 packs to make, 5 flatpacks and 9 premade. Feedback from the participants was extremely positive and we had our first 95-year-old lady request to make her own bird box as flat pack – she really enjoyed this activity and bought it to the coffee mornings we hold on Wednesdays to show the rest of the group.

We also introduced our weekly coffee mornings on a Wednesday – each coffee morning was themed. We held quizzes and a bespoke 'race night' – in which participants were delivered a goodie bag and given a link to log on to in the evening. Each participant dressed up for the occasion – A night at the races. They bet on their favourite animal (all animated) and bet for fun – no money was involved. Feedback from the event was fantastic and really helped break up the evening for the groups as evenings would often be a difficult time of the day for many.

We planned a monthly book club offering for the participants of the project. There are 8 of the participants that have taken up this activity. We have had a few problems with this offer as our age group tend to struggle with their deteriorating eyesight. So, we have purchased some MP3 players and USB memory sticks that we can download audio books onto for them to listen to and join in with the book club.

Route 66 was born! We introduced a virtual tour covering 2,448 miles across the map - for people over the age of 65 to get them moving and having fun whilst connecting at the same time. This launched on the 1st March 2021. We have 18 participants on this and have moved many miles to date. We held a virtual tour in Chicago where the Route 66 kicked off with trip advisors' number one tour guide giving us a river tour of the area. We then moved on 298 miles to St Louis. Each landmark we reached customers receive an email with interesting information about the area, music, and food information. On the 30th of March we got to 800 miles and moved to Springfield Missouri and held a Ghost Tour of Pythian Castle. We have delivered food that our community chef prepared and cooked based on a typical meal you would expect to see in Texas. This was extremely well received.

We connected with an organisation in America – The New York Federation for Seniors. We have arranged a pen pal scheme where we match our participants with theirs and send mail across the pond. This has been well received and given our customers an exciting perspective and new spin on having a pen pal. This has been extended to Australia too.

During the month of March, we provided a teacup activity – planting plants and decorating the cup and saucer, these creative art and craft events have gone well, with participants bringing their creations to the weekly coffee club sessions we are also running.

Towards the end of March, we launched a recruitment campaign for volunteers. Our wellbeing calls have really been a lifeline for customers – every week we call our participants and check how they are doing. They have not been keen to rush out once restrictions ease and we will continue to offer services online to those who are anxious about coming out too soon.

Sheppey Matters
(A company limited by guarantee)

Trustees' report (continued)
for the year ended 31 March 2021

Achievements and performance (continued)

Mobile Matters (project manager Russell Cashman)

Mobile Matters is a new project which opened in December 2020 and is funded for one year, bringing Sheppey Matters services to other parts of the island not served by one of our venues.

It has been unable to get out and meet the community due to social restrictions in place since the previous year, which have directly impinged on its full launch. However, since the relaxation of some of the restrictions, for the first time on 29th April under the current restrictions we were able to offer a service to the local community. The surrounding areas were heavily leafleted, and the response was better than expected and there has been a promising number of new members to Sheppey Matters. In the coming months we will be taking Mobile Matters to several locations on the Isle of Sheppey which will include colleagues from our sister projects and our work partners. We envisage that as we re-visit sites in the future that the attendance should rise significantly. We have also contacted the local primary school to offer the tablets to them to assist with pupils that have fallen behind in their studies and those who do not have access to a computer.

Everyday Active (project manager Julie Calder)

This year has been a tough year for both our mental and physical health and although we have been allowed out to exercise once a day (apart from those that were shielding), fear of catching COVID, lack of company, knowledge and physical contact have all played a part in low motivation, and self-esteem to take up this opportunity.

It has been especially tough for those that have been shielding, which has resulted in poor postural stability, a huge decline in mobility and an increase in falls, poor mental health, isolation, and confidence.

While we were able to go out in groups of six, I Nordic walked twice a day Monday and Friday with residents that already had health conditions and mobility problems doing a one hour session, with each group talking and motivating each other, we did stretch exercises at the end of the session to help keep them supple. I also did one to one teaching with those that were more vulnerable, these were predominately those that had come from welfare calls that were either made by myself, other Sheppey Matters colleagues or other services such as the community wardens, and the garden gate visits later in the year.

To reach a wider audience I worked with Amanda and wrote programmes for people to do at home while they were listening to Sheppey FM radio, with the emphasis on fun but safe routines, such as the Muscles from Brussels!

As we had to adapt our way of working this also meant communicating by mail because a lot of the residents that use Sheppey Matters do not have access or cannot use the internet, Sheppey Matters Newsletters became a lifeline of communication and writing articles to help the members stay healthy and connected, I supported this by providing articles on healthy eating, how to boost your immunity by eating everyday products and explained how they supported the body's defences, and an index of telephone numbers of Mental health support numbers for loss, suicide, family break ups, Men's support services to name but a few.

Kent Sport has provided articles for the magazine to support engagement and services online to keep people connected and ideas for local activities on their Everyday Active site, and a user's guide for those that find websites difficult to use.

I produced several articles that provided routines, and ideas of ways they could keep themselves active at home, and later through an inequalities fund, provided equipment such as DVDs, Dyno bands, squeeze balls and an Active at home booklet that provided not only exercise but practical advice on safety and staying motivated. Since September I have been supporting the Isle Connect You team and their clients to access services both locally or to online health services such as the NHS Fall Prevention service and following up with them through the process. I have supported the Route 66 activity by providing those less able to be more active through armchair activities and routines, with DVDs and Nordic Walking poles if money is an issue.

Sheppey Matters
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Trustees' report (continued)
for the year ended 31 March 2021

Achievements and performance (continued)

I am continuing with the One-to-One support and advice on both health issues and physical problems for those that are isolated through fear or lack of motivation, who are more vulnerable.

I have recently produced an article to support those that are carrying extra weight because of lack of movement or comfort eating during lockdown, with ideas on how to get them back or down to a healthier weight and will follow up for the next newsletter with additional tips, and ideas.

Nordic Walking has now returned, and 2 leaders have been trained with funding from Kent Sport to support me to run extra sessions around the island due to the high demand.

S said, *"this is the most I've walked in 2 years" previous to walking with the poles she had struggled to walk outside her house due to muscle loss and fear of falling."*

Community Gardener (project manager Anita Brunt)

Covid-19 has provided the opportunity to plan for post Covid-19 and to work in different ways. Within legal limitations of restrictions much has been achieved by the Community Gardener project.

We provided 20 Art in the Garden activity packs and are currently working on gardening and nature based activity packs for 50 families. With support from Oasis Academy Isle of Sheppey and participants from the wider community we enabled completion of the ASDAN Gardening Short Course. 14 participants passed their ASDAN with 6 credits and 1 participant with 2 credits. Additionally, 8 of these students completed their Arts Awards in conjunction with the gardening course. We had many positive statements from the students involved. Sheppey Matters staff training continued with the Community Gardener staff, Anita and Paul, completing the Mental Health First Aid training (Mind). Anita completed the Award in Social and Therapeutic Horticulture Programme Development for her chosen client group of Dementia (Thrive).

The Community Gardener allotment plots continued to supply the Community Chef (8 visits. Produce market value £118), Holy Trinity Food Bank (13 donations. Produce market value £320 to 15 households), and a residential care home with activities and fresh produce (Produce market value £45). The Community Gardener supported the Community Chef to supply food to the vulnerable. We held a bumblebee hunt through Bumblebee Conservation Trust for allotment holders and a plot to plate activity for an ADHD family in conjunction with the Community Chef.

Natural England provided seed funding to establish the need of nature reconnection. High number of positive feedbacks supports this need. In conjunction with Swale Borough Council, Beachfields Gardens, Sheerness has become an ongoing joint project within which Sheppey Matters may construct a Community Garden for reflection, commemoration, and celebration. Client gardens have gained importance. Through the Isle Connect You project the Community Gardener provides remedial gardening work enabling access to the residents outdoor spaces.

Ongoing communication continues to establish a time to return and complete any outstanding work with groups with whom we were working pre-Covid-19. The Community Gardener provides regular updates and information for Sheppey Matters mailings, provided a regular newsletter to groups we work with, updates post on social media, and provides a regular gardening slot on Sheppey FM 92.2.

Sheppey Matters
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Trustees' report (continued)
for the year ended 31 March 2021

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

The Trustee Board expects that the Charity, at any one time, will hold the equivalent of a minimum of four months worth of unrestricted expenditure within unrestricted reserves. This equates to a minimum level of £23,000. At the Balance Sheet date the Charity has unrestricted reserves amounting to £55,808. The Board review this policy on an annual basis.

The Charity will maintain a positive reserve which will be expended in accordance with grant applications over the next few years.

c. Results for the year

The results for the year are set out within the Statement of financial activities, on page 22, and shows a surplus for the year of £132,621 (2020: a deficit of £1,843), with total income of £694,576 (2020: £552,477) and total expenditure of £561,955 (2020: £554,320).

As set out on page 23, at the Balance sheet date the Charity holds total funds of £349,550, with £24,517 being held in designated funds, £293,742 in restricted funds, and £31,291 in unrestricted general funds.

Structure, governance and management

a. Constitution

The Charity is constituted under a Charity Commission Scheme and is a registered charity number 1102847. Sheppey Matters is a charitable company limited by guarantee, incorporated in March 2000 and registered as a charity in March 2004.

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected or co-opted under the terms of the Trust Deed. The current policy of the Trustees is to recruit new trustees from a local partnership committee known as the 'Sheppey Health and Wellbeing Group' which is comprised of local residents and representatives from agencies who provide services in Sheppey Healthy Living Centre (known as Sheppey HLC).

c. Pay policy for key management personnel

The policy is in line with similar charities in the local area.

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Trustees' report (continued)
for the year ended 31 March 2021

Structure, governance and management (continued)

d. Risk management

The Trustees have assessed the major risks to which the Charity is exposed and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

The Trustees have considered what they believe to be the main risks the Charity is facing. These are deemed to be as follows:

1. Reliance on one or few funders – the Charity has expanded its funder base to ensure the potential loss of one funder has a minimal effect (or as minimal as possible).
2. Loss of key staff; staff are kept engaged and are valued by the Charity. It recognises that losing a staff member at the end of a period of funding can be detrimental to the Charity as skills are lost, so the Charity always endeavours to keep staff even if in a different role. It cannot afford to lose years of training and investment in a staff member.
3. Effect of COVID; the Charity has worked hard to maintain meaningful contact with both its beneficiaries and funders since March 2020. Without the support of either beneficiary or funder the Charity would have struggled. Regular online staff meetings and social events have maintained the high level of involvement and dedication from the team whilst beneficiaries have seen a wide range of support services provided through the Charity or partners.
4. Loss of public support; the Charity has worked hard over the years to establish itself a good name and high level of support from all areas of the local community. It regularly checks media and social media for adverse comments and keeps a close and strong relationship with residents, businesses, other charities, and community groups plus those in authority and influential positions (councillors, council leaders etc.).
5. Loss of use of the healthy living centre; the Charity holds a 25 year lease which expires January 2028. It relies on its partner in the centre, Swale Community Leisure, to undertake the operational aspect of the centre (security, maintenance etc). Its contract ends October 2025 so the Charity may find itself faced with substantial extra costs to operate the centre on its own or be obliged to find alternative premises. The HLC provides significant unrestricted income for the Charity.

e. COVID-19 and its effects on Sheppey Matters

COVID-19 started to affect operations in early March as the pandemic started to make its mark on our and other local services. The first impact was the suspension of our community bus transport scheme as day trips and transfers for the school and day centre. The announcement of the lockdown on Monday 23 March 2020 stopped all activities apart from our community radio station, Sheppey FM 92.2 which was permitted to continue to deliver health messages and government information regarding COVID-19. This had a positive effect on the station as it changed its output to meet the new need and has received many compliments and accolades for a greater community engagement.

As the pandemic period has continued into the 2020/21 year, the Charity has risen to the challenge of providing much needed services to our community, either on our own or in partnership. Most projects have operated in some format and have changed their outputs to suit the immediate needs of the community.

The Charity placed five staff on furlough (three drivers, cleaner and office administrator) to take advantage of the Job Retention Scheme. It has benefitted from funding from Swale Borough Council through the Discretionary Payment scheme.

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Trustees' report (continued)
for the year ended 31 March 2021

Structure, governance and management (continued)

The Charity has been fortunate to have many projects starting or in the middle of three year funding which has offered a level of stability. The unrestricted income usually generated through room hire, minibus trips or radio advertising was greatly reduced; Sheppey Matters was delighted to receive financial support to offset some of these losses during the pandemic period from both new and existing funders. Despite the effects of COVID-19, the Charity remains in a robust position, and whilst it may have to consider staff numbers during the next six to twelve months, the Board and senior management are confident that it will still be serving the island's health and well being for a considerable period. It has recently celebrated its first 25 years of services and fully intends to take positive and meaningful strides into the second 25 years.

In August 2020, the healthy living centre has reopened; there has been a mixed reaction from clients about returning to the centre; only time and the caring and passionate approach of the project staff will tell how quickly and safely sessions return and residents participate in a confident and assured manner.

Sheppey Matters intended to reopen the remaining projects during September, albeit under COVID-19 safe conditions. This happened but the continuing presence of COVID resulted in the closure of the centre and other venues for the remainder of the financial year, apart from our radio station which continued to broadcast albeit under restrictions. The healthy living centre finally reopened in April 2021. Two new projects 'Isle Connect You' and Mobile Matters opened in late 2020, whilst the project 'Sheppey Lifestyle' due to finish in September, was extended to April 2021 to allow it to continue its excellent community work; demand for help is expected to be much higher as the year progresses and our more vulnerable community starts to return to social opportunities.

The Board of Trustees, staff and volunteers are united in their efforts to ensure the ongoing success of Sheppey Matters in delivering its valuable work to the Sheppey community and have positive plans for the Charity's future both financially and operationally.

Plans for future periods

The Trustees will continue to support the objectives of the Charity for the foreseeable future.

Statement of Trustees' responsibilities

The Trustees (who are also the Directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' report 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its income and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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Trustees' report (continued)
for the year ended 31 March 2021

Disclosure of information to auditor


Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the Charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the Charity's auditor is aware of that information.

Auditor

The auditor, Kreston Reeves LLP, has indicated his willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

Approved by order of the members of the Board of Trustees on 26 October 2021 and signed on their behalf by:



Michael John Brown
Trustee

Sheppey Matters
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Independent auditor's report to the Members of Sheppey Matters

Opinion

We have audited the financial statements of Sheppey Matters (the 'Charity') for the year ended 31 March 2021 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Annual report other than the financial statements and our Auditor's report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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Independent auditor's report to the Members of Sheppey Matters (continued)

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the Directors of the Charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Capability of the audit in detecting irregularities, including fraud

Based on our understanding of the Charity and the sector as a whole, and through discussion with the Trustees and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to health and safety, anti-bribery and employment law. We considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities SORP (FRS 102) Second Edition (released October 2019), the Companies Act 2006 and other relevant charity legislation. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated Trustees' and management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks related to: posting inappropriate journal entries to increase revenue or reduce expenditure; management bias in accounting estimates; and judgemental areas of the financial statements. Audit procedures performed by the engagement team included:

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Independent auditor's report to the Members of Sheppey Matters (continued)

- Discussions with management and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud; and
- Assessment of identified fraud risk factors; and
- Review of cash expenditure to confirm no evidence of personal benefit; and
- Challenging assumptions and judgements made by management in its significant accounting estimates; and
- Performing analytical procedures to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Confirmation of related parties with management, and review of transactions throughout the period to identify any previously undisclosed transactions with related parties outside the normal course of business; and
- Reading minutes of meetings of those charged with governance; and
- Review of significant and unusual transactions; and
- Identifying and testing journal entries, in particular any manual entries made at the year end for financial statement preparation.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Trustees.
- Conclude on the appropriateness of the Trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in my Auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of my Auditor's report. However, future events or conditions may cause the Charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

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Independent auditor's report to the Members of Sheppey Matters (continued)

Use of our report

This report is made solely to the Charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity's and its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

A handwritten signature in dark ink that reads "Kreston Reeves LLP". The signature is written in a cursive, flowing style.

Kreston Reeves LLP
Chartered Accountants
Statutory Auditor

Chatham Maritime

Date: 1 November 2021

Kreston Reeves LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

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Statement of financial activities (incorporating income and expenditure account)
for the year ended 31 March 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	63,657	547,220	610,877	406,500
Charitable activities	4	27,728	55,860	83,588	145,658
Investments	5	111	-	111	319
		<u>91,496</u>	<u>603,080</u>	<u>694,576</u>	<u>552,477</u>
Total income					
Expenditure on:					
Charitable activities	6	68,417	493,538	561,955	554,320
		<u>68,417</u>	<u>493,538</u>	<u>561,955</u>	<u>554,320</u>
Total expenditure					
Net income/(expenditure)		23,079	109,542	132,621	(1,843)
Transfers between funds	12	(29,333)	29,333	-	-
		<u>(6,254)</u>	<u>138,875</u>	<u>132,621</u>	<u>(1,843)</u>
Net movement in funds					
Reconciliation of funds:					
Total funds brought forward		62,062	154,867	216,929	218,772
Net movement in funds		(6,254)	138,875	132,621	(1,843)
		<u>55,808</u>	<u>293,742</u>	<u>349,550</u>	<u>216,929</u>
Total funds carried forward					

The notes on pages 25 to 38 form part of these financial statements.

Sheppey Matters
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Registered number: 03946296

Balance sheet
as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	9	18,586	34,646
Current assets			
Debtors	10	23,458	39,027
Cash at bank and in hand		332,248	194,114
		355,706	233,141
Creditors: amounts falling due within one year	11	(24,742)	(50,858)
Net current assets		330,964	182,283
Total net assets		349,550	216,929
Charity funds			
Restricted funds	12	293,742	154,867
Unrestricted funds	12	55,808	62,062
Total funds		349,550	216,929

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

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

However, an audit is required in accordance with section 145 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on 26 October 2021 and signed on their behalf by:



Michael John Brown
Trustee

The notes on pages 25 to 38 form part of these financial statements.

Sheppey Matters
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Statement of cash flows
for the year ended 31 March 2021

	2021 £	2020 £
Cash flows from operating activities		
Net cash used in operating activities (see note 17)	139,174	47,812
Cash flows from investing activities		
Dividends, interests and rents from investments	110	319
Purchase of tangible fixed assets	(1,150)	-
Net cash (used in)/provided by investing activities	(1,040)	319
Change in cash and cash equivalents in the year	138,134	48,131
Cash and cash equivalents at the beginning of the year	194,114	145,983
Cash and cash equivalents at the end of the year	332,248	194,114

The notes on pages 25 to 38 form part of these financial statements

Sheppey Matters
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2021

1. General information

Sheppey Matters is a charitable company limited by guarantee incorporated in England and Wales. The registered office is Sheppey Leisure Centre, Broadway, Sheerness, Kent, ME12 1HH. The principal activities of the Charity are as set out in the Trustees' Report.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Sheppey Matters meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Company status

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

2.3 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Whilst the impact of the Covid-19 pandemic has been assessed by the Trustees, so far as is reasonably possible, due to its unprecedented impact on the worldwide economy it is difficult to evaluate with any certainty the potential outcomes on the Charity's future activities. However, taking into consideration the Charity's level of reserves, the Trustees believe that the Charity will be able to continue in operational existence for the foreseeable future.

Notes to the financial statements
for the year ended 31 March 2021

2. Accounting policies (continued)

2.4 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

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.

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives on the following bases:

Motor vehicles	- 5 years straight line
Fixtures and fittings	- 5 years straight line

Notes to the financial statements
for the year ended 31 March 2021

2. Accounting policies (continued)

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.12 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.13 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 Charity and which have not been designated for other purposes.

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 Charity 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.

Sheppey Matters
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2021

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	778	3,272	4,050	3,637
Grants	62,879	543,948	606,827	402,863
	<u>63,657</u>	<u>547,220</u>	<u>610,877</u>	<u>406,500</u>
Total 2020	<u>4,727</u>	<u>401,773</u>	<u>406,500</u>	

4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Charitable activities (see note 21)	27,728	55,860	83,588	145,658
	<u>145,658</u>	<u>-</u>	<u>145,658</u>	
Total 2020	<u>145,658</u>	<u>-</u>	<u>145,658</u>	

5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Bank interest receivable	111	111	319
	<u>319</u>	<u>319</u>	
Total 2020	<u>319</u>	<u>319</u>	

Sheppey Matters
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**Notes to the financial statements
for the year ended 31 March 2021**

6. Analysis of expenditure by activities

	Direct costs 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Charitable activities (see note 21)	553,335	8,620	561,955	554,320
Total 2020	547,772	6,548	554,320	

7. Staff costs

	2021 £	2020 £
Wages and salaries	334,846	291,000
Social security costs	16,794	15,012
Pension costs	6,564	4,690
	358,204	310,702

The average number of persons employed by the Charity during the year was as follows:

2021 No.	2020 No.
25	25

The average headcount expressed as full-time equivalents was:

2021 No.	2020 No.
15	14

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

During the year the Charity's key management personnel received remuneration and benefits, including employer's national insurance contributions, amounting to £70,894 (2020: £64,713).

Sheppey Matters
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Notes to the financial statements
for the year ended 31 March 2021

8. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

9. Tangible fixed assets

	Motor vehicles £	Fixtures and fittings £	Total £
Cost or valuation			
At 1 April 2020	119,717	49,697	169,414
Additions	-	1,150	1,150
Disposals	(8,089)	-	(8,089)
At 31 March 2021	111,628	50,847	162,475
Depreciation			
At 1 April 2020	88,685	46,083	134,768
Charge for the year	13,413	3,018	16,431
On disposals	(7,310)	-	(7,310)
At 31 March 2021	94,788	49,101	143,889
Net book value			
At 31 March 2021	16,840	1,746	18,586
At 31 March 2020	31,032	3,614	34,646

Sheppey Matters
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2021

10. Debtors

	2021 £	2020 £
Due within one year		
Trade debtors	19,674	35,463
Other debtors	10	-
Prepayments and accrued income	3,774	3,564
	23,458	39,027

11. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	2,839	4,533
Other taxation and social security	5,575	4,820
Other creditors	-	1,293
Accruals and deferred income	16,328	40,212
	24,742	50,858

	2021 £	2020 £
Deferred income at 1 April 2020	36,012	-
Resources deferred during the year	11,288	36,012
Amounts released from previous periods	(36,012)	-
Deferred income at 31 March 2021	11,288	36,012

Sheppey Matters
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2021

12. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Redundancy Reserve	24,517	-	-	-	24,517
General funds					
General Funds	37,545	91,496	(68,417)	(29,333)	31,291
Total Unrestricted funds	62,062	91,496	(68,417)	(29,333)	55,808
Restricted funds					
Restricted Funds (see Note 21)	154,867	603,080	(493,538)	29,333	293,742
Total of funds	216,929	694,576	(561,955)	-	349,550

Sheppey Matters
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Notes to the financial statements
for the year ended 31 March 2021

12. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Unrestricted funds					
Designated funds					
Redundancy Reserve	5,615	-	-	18,902	24,517
General funds					
General Funds	11,946	150,704	(106,203)	(18,902)	37,545
Total Unrestricted funds	17,561	-	(106,203)	-	62,062
Restricted funds					
Rural Youth	7,713	40,213	(28,467)	-	19,459
Chef	5,854	16,746	(13,982)	-	8,618
Chef Childrens Centre	17,831	5,900	(11,712)	-	12,019
Arts & Media	4,006	49,153	(53,159)	-	-
Sheppey Allotments	1,608	1,403	(2,207)	-	804
SCMC	23,521	13,145	(31,745)	-	4,921
Sheppey ADHD	10,040	11,900	(5,386)	-	16,554
Sheppey Wheels	39,360	1,000	(19,033)	-	21,327
Sheppey Lifestyle	64,938	122,694	(156,615)	-	31,017
Magic 1-2-3	7,076	8,615	(8,319)	-	7,372
Henry Smith	19,264	48,900	(54,255)	-	13,909
Tudor	-	20,000	(7,280)	-	12,720
Garfield Weston Foundation	-	25,000	(18,853)	-	6,147
Colyer Fergusson	-	37,104	(37,104)	-	-
	201,211	401,773	(448,117)	-	154,867
Total of funds	218,772	401,773	(554,320)	-	216,929

Sheppey Matters
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 March 2021

13. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	24,517	-	-	-	24,517
General funds	37,545	91,496	(68,417)	(29,333)	31,291
Restricted funds	154,867	603,080	(493,538)	29,333	293,742
	<u>216,929</u>	<u>694,576</u>	<u>(561,955)</u>	<u>-</u>	<u>349,550</u>

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Designated funds	5,615	-	-	18,902	24,517
General funds	11,946	150,704	(106,203)	(18,902)	37,545
Restricted funds	201,211	401,773	(448,117)	-	154,867
	<u>218,772</u>	<u>552,477</u>	<u>(554,320)</u>	<u>-</u>	<u>216,929</u>

Sheppey Matters
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Notes to the financial statements
for the year ended 31 March 2021

14. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	5,874	12,712	18,586
Current assets	64,676	291,030	355,706
Creditors due within one year	(14,742)	(10,000)	(24,742)
Total	55,808	293,742	349,550

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	10,160	24,486	34,646
Current assets	66,748	166,393	233,141
Creditors due within one year	(14,846)	(36,012)	(50,858)
Total	62,062	154,867	216,929

Sheppey Matters
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Notes to the financial statements
for the year ended 31 March 2021

15. Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
Net income/expenditure for the year (as per Statement of Financial Activities)	132,621	(1,841)
Adjustments for:		
Depreciation charges	16,431	19,446
Dividends, interests and rents from investments	(110)	(319)
Loss on the sale of fixed assets	779	-
Decrease/(increase) in debtors	15,569	(4,794)
Increase/(decrease) in creditors	(26,116)	35,322
Net cash provided by operating activities	139,174	47,812

16. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	332,248	194,114
Total cash and cash equivalents	332,248	194,114

17. Analysis of changes in net debt

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash at bank and in hand	194,114	138,134	332,248
	194,114	138,134	332,248

18. Pension commitments

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £6,564 (2020: £4,690). There were no amounts payable to the fund at the Balance sheet date (2020: £Nil).

Sheppey Matters
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**Notes to the financial statements
for the year ended 31 March 2021**

19. Operating lease commitments

At 31 March 2021 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	6,062	6,062
Later than 1 year and not later than 5 years	10,610	16,672
	<u>16,672</u>	<u>22,734</u>

20. Related party transactions

Two of the Trustees, K Pugh and P Murray are also trustees of Swale CVS, with C White being an employee of Swale CVS. During the financial year, Sheppey Matters incurred expenditure with Swale CVS of £9,600 (2020: £18,604) and received income of £17,426 (2020: £Nil). All of these transactions were conducted at arms length. There were no amounts outstanding at the Balance sheet date (2020: balance of £1,490 owed to Swale CVS).

MJ Brown and K Pugh are both trustees of Work This Way. During the financial year Sheppey Matters incurred expenditure of £Nil (2020: £Nil) with this organisation. All of these transactions were conducted at arms length. There were no amounts outstanding at the Balance sheet date (2020: £Nil).

C White is also a trustee of Home Start Sittingbourne and Sheppey. During the financial year Sheppey Matters has incurred expenditure of £288 (2020: £292) with this organisation. All of these transactions were conducted at arms length. There were no amounts outstanding at the Balance sheet date (2020: £Nil).

K Pugh is also a trustee of Queenborough Fishery Trust. During the financial year Sheppey Matters has incurred expenditure of £Nil (2020: £1,000) with this organisation. All of these transactions were conducted at arms length. There were no amounts outstanding at the Balance sheet date (2020: £Nil).

P Murray is also a director of Swale Community Leisure. During the financial year Sheppey Matters has received income of £1,717 (2020: £3,882) from this organisation and incurred expenditure of £2,945 (2020: £13,080). All of these transactions were conducted at arms length. There was a balance of £Nil (2020: £4) owed to Swale Community Leisure at the year end and a balance owed by Swale Community Leisure of £1,717 (2020: £678).

P Murray and N Martin are also trustees of Age UK Sheppey. During the financial year Sheppey Matters has received income of £875 (2020: £Nil) from this organisation. All of these transactions were conducted at arms length. There were no amounts outstanding at the Balance sheet date (2020: £Nil).

Sheppey Matters

Notes to the financial statements
For the year ended 31 March 2021

21. Restricted funds - breakdown by project

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