

**COMPANY REGISTRATION NUMBER: 06741227**  
**CHARITY REGISTRATION NUMBER: 1127086**

**SUSSEX PATHWAYS LIMITED**  
**Company Limited by Guarantee**  
**UNAUDITED FINANCIAL STATEMENTS**  
**5 APRIL 2025**

**SUSSEX PATHWAYS LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 5 APRIL 2025**

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# **SUSSEX PATHWAYS LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

#### **YEAR ENDED 5 APRIL 2025**

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 5 April 2025.

#### **Reference and administrative details**

**Registered charity name**           Sussex Pathways Limited

**Charity registration number**   1127086

**Company registration number** 06741227

**Principal office and registered office**   Kingfisher House  
Hurstwood Grange  
Hurstwood Lane  
Haywards Heath  
West Sussex  
RH17 7QX

#### **The trustees**

T Botting  
A Milton-Thompson  
D Coombes  
G Ratcliff  
P Sellings  
S Fradley  
P Prior (resigned 30.4.25)  
A Turner  
V Hancock  
C Thomas (resigned 23.8.24)

#### **Accountants**

PRB Accountants LLP  
Chartered Accountant  
Kingfisher House  
Hurstwood Grange  
Hurstwood Lane  
Haywards Heath  
West Sussex  
RH17 7QX

# **SUSSEX PATHWAYS LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

#### **YEAR ENDED 5 APRIL 2025**

##### **Structure, governance, and management**

The charity is a company limited by guarantee.

The governing documents of the Charity are the Memorandum and Articles of Sussex Pathways Limited dated 30th October 2008.

Trustees are recruited to fulfil the strategic requirements of the organisation, specifically relating to the governance and oversight of the charity and its compliance with associated legislation and regulation.

There are currently eight Trustees who bring a board experience of working within the third sector, with backgrounds in and experience of working within the criminal justice system, the prison service, the judiciary as well as experience in governance and compliance, senior management, and public service.

In the years, 2024 – 2025, a new Chair was appointed whilst two Trustees left the Board, one through the pressures of other commitments and one who retired. The year 2025-2026 will see the recruitment of additional Trustees. This recruitment will be targeting suitable persons with key skills to enhance the capabilities of the board; these being related to Finance, project management, media and IT (website, external communications) and rehabilitation.

Board meetings are held in person albeit the option for Board Members to join the meeting virtually is available when required.

None of the Trustees have any beneficial interest in the company. All Trustees are members of the company and guarantee to contribute £1 in the event of the company winding up.

##### **Objectives and activities**

Sussex Pathways' objectives are to provide care, support, mentoring and rehabilitation for offenders and for those at risk of offending.

##### **Summary of achievements and performance**

The work of the Trustees has been focused on its key responsibilities relating to the oversight, compliance, and governance of the Charity. This work is undertaken through working collaboratively with the Senior Leadership Team, staff, and volunteers. During the year under review (and into the following year), the challenging UK fiscal environment will be a key focus for the Board to ensure the financial stability and viability of the charity into the future. The Chief Executive Officer maintains a sharp commitment to seeking funding from a number of benefactors and other funding streams to increase the funding of the charity.

Despite the UK charity sector experiencing significant pressures on its financial position, Sussex Pathways has maintained a stable position for the year under review. All board meetings include a review of the Charity's financial position and projections for the following periods. A more consistent risk-based approach is also taken, supported by a new Strategic Plan, launched at the end of the 2024 – 2025 period, to provide a clear focus for its service delivery.

Sussex Pathways benefits from continued support from the Lloyds Foundation in support of the Pathways to Change programme. The funding from Police and Crime Commissioner for Sussex towards restorative justice continues with a contract review due in March 2026, with a potential option for a further year's funding.

## **SUSSEX PATHWAYS LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

#### **YEAR ENDED 5 APRIL 2025**

Training events have been delivered across the charity during the year under review, including restorative justice, training for volunteers, unconscious bias, diversity, and the management of information and documents. Related policies have been introduced or reviewed.

The year under review saw the continued partnership with local universities, with Sussex Pathways providing placements for social care students. Such placements provide significant opportunity for the students to gain relevant skills and experience relating to their degree. Funding is provided for these placements, and the students do provide additional resilience in the charity's service delivery.

Plans are also in place for 2025-2026 for Trustee training and development together with the development of governance documents (code of conduct and governance) for the Trustees and the Board.

#### **Projects and Activities**

Sussex Pathways works with residents in HMP Lewes on a number of projects to promote rehabilitation through the provision of a number of interlinked projects, giving residents opportunities for change and a more positive outcome upon and following their release from prison. A key programme is the 'Pathways to Change,' a seven-week course covering key life skills and mindfulness. Sussex Pathways, in partnership with HMP Lewes, are trialling a new programme, kintsugi. Kintsugi is a programme to assist in reflection and healing with participants being facilitated to have safe, non-threatening conversations about their life stories, 'wounds,' and the harm caused to others to encourage self-reflection and to promote recovery.

Sussex Pathways staff and volunteers also provide support immediately upon the release of a resident, assisting them in the days and weeks following their release to establish themselves with accommodation, potential work, benefits and income and general support as they re-enter the community.

Our aims are to reduce reoffending through providing support to those just released from prison in making better choices in the future. This work is critical because other forms of support are hard to achieve with demand outstripping the capacity of statutory agencies.

Sussex Pathways is a key member of the Sussex Restorative Justice Partnership, funded by the Sussex Police and Crime Commissioner. Restorative justice is a powerful process within the criminal justice process, both for those who have been harmed and those who have caused the harm. Whilst the Charity, and Restorative Justice Partnership remain committed to this programme, challenges have been experienced in obtaining referrals for potential post sentence clients given that Lewes Prison is predominantly a remand centre, and residents are frequently moved to other centres post sentence. That said, Sussex Pathways will be seeking other ways or work during the next year to increase the outreach to both harmers and those harmed to increase the number of referrals.

#### **Management and Administration**

Sussex Pathways staff and volunteers continue to work from office accommodation within HMP Lewes. Working from within the prison estate is important in allowing access to the residents in the most efficient way. The Trustees and senior leadership remain grateful to the Ministry of Justice for their collaborative approach to allow Sussex Pathways to support residents on a daily basis.

## **SUSSEX PATHWAYS LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

#### **YEAR ENDED 5 APRIL 2025**

The Senior Leadership Team, comprising the Chief Executive Officer, Chief Operating Officer and Business Manager are working effectively together. A weekly senior leadership meeting is held, which I as the Chair have a standing invitation. Whilst respecting the boundaries of the operational delivery against the strategic governance and oversight, my attendance at a number of the senior leadership meetings allows me a greater knowledge of the service delivery and allows me to add value through guidance, coaching and supporting what is a very busy and engaged senior leadership team as appropriate.

In relation to the staff and volunteers, challenges in the recruitment of qualified and suitably experienced people have been experienced across most project areas. This reflects a national trend within the third sector and as a result, the current staff and volunteers are having to work harder to fill some gaps. It is important to document, on behalf of the Trustees, our enormous thanks and admiration for the work of the staff and volunteers; their work truly makes a difference to the lives of some of the most vulnerable within our communities.

#### **Financial review**

The financial position of the Sussex Pathways Charity is one that is stable, well managed and in a good position to respond to the current economic challenges faced by charities in the UK. It is my assessment that the Board of Trustees is providing an effective oversight of the finances of Sussex Pathways. The CEO is reporting in greater depth than before which has been helpful for the Board in undertaking their compliance responsibilities.

Key funders and benefactors remain engaged with Sussex Pathways. The CEO has worked in a focussed and effective way to bid for funding and maintain relationships with those who support the charity.

The Trustees, Senior Leadership Team and all of the volunteers and staff remain appreciative of the support the Charity receives, allowing them to support our clients.

Given the current economic environment and the financial uncertainty that the next twelve to twenty-four months may bring as a result of UK Government fiscal policy, local Government reform in Sussex and the national challenges faced by charities, the Board of Trustees is and will remain committed to ensuring the financial stability and viability of the charity. Whilst success in the short term may not be growth, financial stability and the continuance of our current services will allow the charity to navigate this period and emerge from it stronger.

The Trustees' annual report and accounts were approved on 12 August 2025 and signed on behalf of the Board of Trustees by:

*T Botting*

.....

Trevor Botting

Chair of the Board of Trustees

Sussex Pathways

## **SUSSEX PATHWAYS LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

#### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SUSSEX PATHWAYS LIMITED**

##### **YEAR ENDED 5 APRIL 2025**

I report on the financial statements for the year ended 5 April 2025, which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes.

##### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

##### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

**SUSSEX PATHWAYS LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SUSSEX  
PATHWAYS LIMITED** *(continued)*

**YEAR ENDED 5 APRIL 2025**

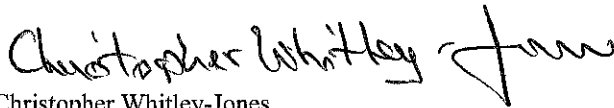
**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006, and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Christopher Whitley-Jones  
PRB ACCOUNTANTS LLP  
Chartered accountant

Kingfisher House  
Hurstwood Grange  
Hurstwood Lane  
Haywards Heath  
West Sussex  
RH17 7QX

26/8/25



# SUSSEX PATHWAYS LIMITED

## COMPANY LIMITED BY GUARANTEE

### STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 5 APRIL 2025

		2025		2024
		Unrestricted	Total funds	Total funds
	Note	funds		
		£	£	£
<b>Income and endowments</b>				
Donations and legacies	5	260,724	260,724	286,012
Charitable activities	6	72,500	72,500	72,500
Investment income	7	707	707	186
<b>Total income</b>		<u>333,931</u>	<u>333,931</u>	<u>358,698</u>
<b>Expenditure</b>				
Expenditure on charitable activities	8,9	408,915	408,915	381,728
<b>Total expenditure</b>		<u>408,915</u>	<u>408,915</u>	<u>381,728</u>
<b>Net income/(expenditure) and net movement in funds</b>		<u>(74,984)</u>	<u>(74,984)</u>	<u>(23,030)</u>
<b>Reconciliation of funds</b>				
Total funds brought forward		86,891	86,891	109,921
<b>Total funds carried forward</b>		<u>11,907</u>	<u>11,907</u>	<u>86,891</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 9 to 13 form part of these financial statements.

**SUSSEX PATHWAYS LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**STATEMENT OF FINANCIAL POSITION**  
**5 APRIL 2025**

		2025		2024	
		£	£	£	£
<b>Current assets</b>					
Debtors		81,160		5,500	
Cash at bank and in hand		99,465		150,988	
<b>Creditors: amounts falling due within one year</b>	<b>14</b>	<b>(168,718)</b>		<b>(69,597)</b>	
<b>Net current assets</b>			<b>11,907</b>		<b>86,891</b>
<b>Total assets less current liabilities</b>			<b>11,907</b>		<b>86,891</b>
<b>Net assets</b>			<b>11,907</b>		<b>86,891</b>
<b>Funds of the charity</b>					
Unrestricted funds			<b>11,907</b>		<b>86,891</b>
<b>Total charity funds</b>	<b>15</b>		<b>11,907</b>		<b>86,891</b>

For the year ending 5 April 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the board of trustees and authorised for issue on 12 August 2025, and are signed on behalf of the board by:

*T Botting*

T Botting  
Chair of the Board of Trustees  
Sussex Pathways

**The notes on pages 9 to 13 form part of these financial statements.**

**SUSSEX PATHWAYS LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 5 APRIL 2025**

**1. General information**

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Kingfisher House, Hurstwood Grange, Hurstwood Lane, Haywards Heath, West Sussex, RH17 7QX.

**2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

**3. Accounting policies**

**Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Significant judgements**

The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

# **SUSSEX PATHWAYS LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **NOTES TO THE FINANCIAL STATEMENTS** *(continued)*

#### **YEAR ENDED 5 APRIL 2025**

#### **3. Accounting policies** *(continued)*

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes. Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal.

##### **Incoming resources**

###### **Income**

All income is included in the statement of financial activities when the charity is entitled to the income, any performance related conditions attached have been met or are fully within the control of the charity, the income is considered probable and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Investment income is included when receivable.

###### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

###### **Tangible assets**

All fixed assets are initially recorded at cost and are subsequently stated at cost less any accumulated depreciation. Any fixed assets carried at revalued amounts are recorded at the market value at the balance sheet date.

###### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings	- 3 years
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###### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

**SUSSEX PATHWAYS LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS** *(continued)*

**YEAR ENDED 5 APRIL 2025**

**3. Accounting policies** *(continued)*

**Financial instruments**

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

**4. Limited by guarantee**

The Charity is a company limited by guarantee. All of the Trustees are Members of the company and guarantee to contribute £1 in the event of a winding up.

**5. Donations and legacies**

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
<b>Grants and donations</b>				
General	260,724	<b>260,724</b>	286,012	286,012
	<u>260,724</u>	<u><b>260,724</b></u>	<u>286,012</u>	<u>286,012</u>

**6. Charitable activities**

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
Restorative Justice	<u>72,500</u>	<u><b>72,500</b></u>	<u>72,500</u>	<u>72,500</u>

**7. Investment income**

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
Interest receivable	<u>707</u>	<u><b>707</b></u>	<u>186</u>	<u>186</u>

# SUSSEX PATHWAYS LIMITED

## COMPANY LIMITED BY GUARANTEE

### NOTES TO THE FINANCIAL STATEMENTS *(continued)*

#### YEAR ENDED 5 APRIL 2025

#### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
Staff costs	350,241	<b>350,241</b>	326,768	326,768
Support costs	58,674	<b>58,674</b>	54,960	54,960
	<u>408,915</u>	<u><b>408,915</b></u>	<u>381,728</u>	<u>381,728</u>

#### 9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	<b>Total funds 2025 £</b>	Total fund 2024 £
Staff costs	350,241	28,605	<b>378,846</b>	351,883
Management and administration	—	27,496	<b>27,496</b>	28,324
Insurance	—	1,090	<b>1,090</b>	626
Governance costs	—	1,483	<b>1,483</b>	895
	<u>350,241</u>	<u>58,674</u>	<u><b>408,915</b></u>	<u>381,728</u>

#### 10. Independent examination fees

	<b>2025 £</b>	<b>2024 £</b>
Fees payable to the independent examiner for:		
Independent examination of the financial statements	<u><b>780</b></u>	<u><b>780</b></u>

#### 11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	<b>2025 £</b>	<b>2024 £</b>
Wages and salaries	<u><b>350,241</b></u>	<u><b>326,768</b></u>

The average head count of employees during the year was 14 (2024: 14). The average number of full-time equivalent employees during the year is analysed as follows:

	<b>2025 No.</b>	<b>2024 No.</b>
Number of staff	<u><b>14</b></u>	<u><b>14</b></u>

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

# SUSSEX PATHWAYS LIMITED

## COMPANY LIMITED BY GUARANTEE

### NOTES TO THE FINANCIAL STATEMENTS *(continued)*

#### YEAR ENDED 5 APRIL 2025

#### 12. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

#### 13. Tangible fixed assets

	Equipment £	Total £
<b>Cost</b>		
At 6 April 2024 and 5 April 2025	<u>1,298</u>	<u>1,298</u>
<b>Depreciation</b>		
At 6 April 2024 and 5 April 2025	<u>1,298</u>	<u>1,298</u>
<b>Carrying amount</b>		
At 5 April 2025	<u>—</u>	<u>—</u>

#### 14. Creditors: amounts falling due within one year

	2025 £	2024 £
Deferred income	166,289	67,560
Trade creditors	129	—
Pension	1,520	1,257
Accruals	780	780
	<u>168,718</u>	<u>69,597</u>

#### 15. Analysis of charitable funds

##### Unrestricted funds

	At 6 April 2024 £	Income £	Expenditure £	At 5 April 2025 £
General funds	<u>86,891</u>	<u>333,931</u>	<u>(408,915)</u>	<u>11,907</u>

#### 16. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2025 £
Current assets	180,625	180,625
Creditors less than 1 year	(168,718)	(168,718)
<b>Net assets</b>	<u>11,907</u>	<u>11,907</u>