

Spotlight UK

Date: 07/10/2023

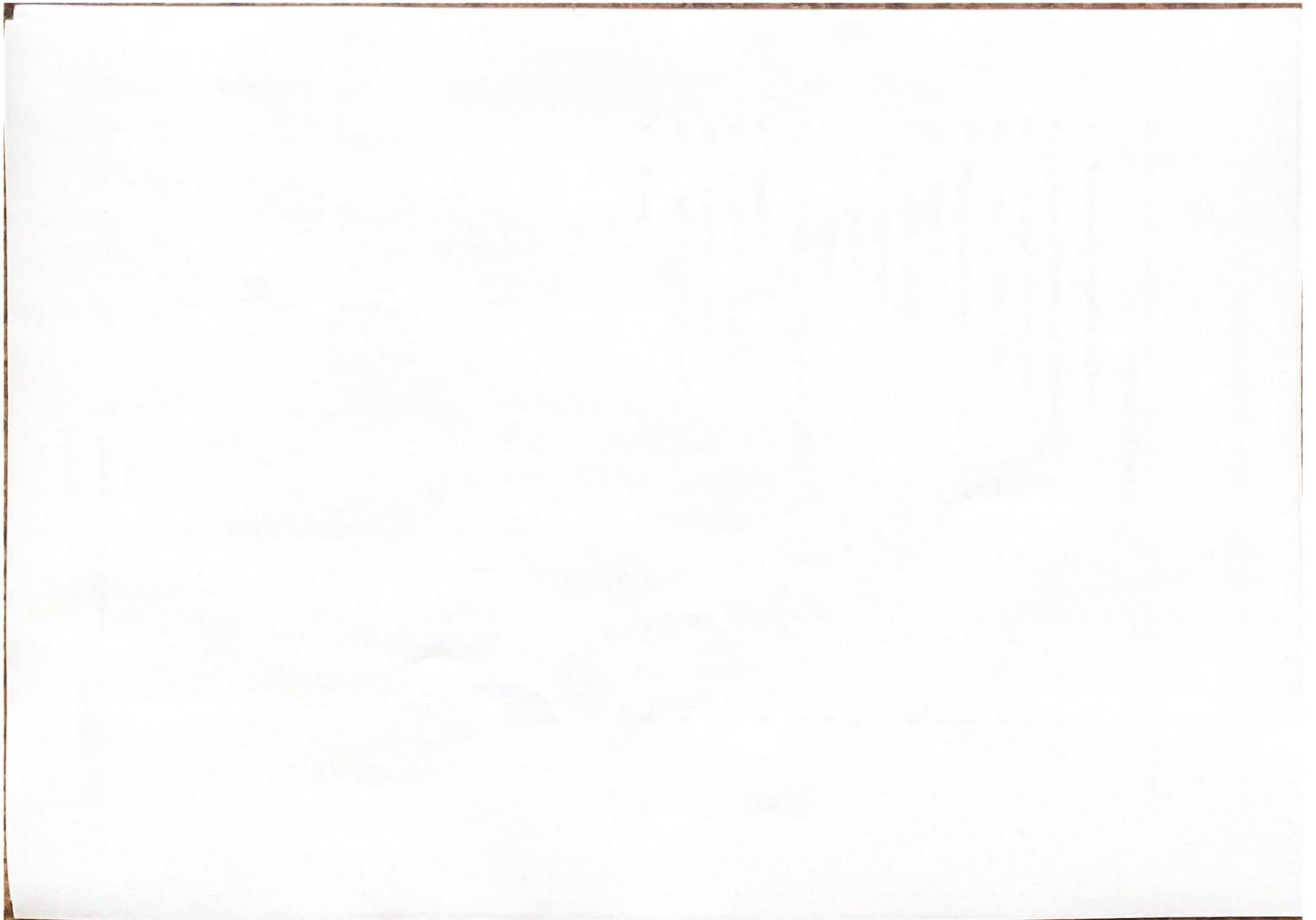


Table of Contents

A	Reference and Administration Details	3
B	Structure, Governance and Management	4
B.1	Description of the Charity's Trusts	4
B.2	Additional Governance Issues	4
C	Objectives and Activities	5
C.1	Charity Objects	5
C.2	Summary of Activities	5
C.2.1	Charity Object 1	5
C.2.2	Charity Object 2	6
C.2.3	Charity Object 3	6
C.3	Additional Details of Objectives and Activities	6
D	Financial Review	8
D.1	Charity's Policy on Reserves	8
D.2	<i>Details of any funds in deficit</i>	8
D.3	Further Financial Review Details	8
E	Declaration	8

A Reference and Administration Details

Charity Name: Spotlight UK Trust Fund

Other names the charity is known by: Spotlight UK

Registered Charity Number: 1129258

Charity's principal address: 7 Winchester Street
Basingstoke, Hampshire, RG21 7ED

B Structure, Governance and Management

B.1 Description of the Charity's Trusts

Type of governing document:	Trust Deed
How the charity is constituted:	Trust
Trustee selection methods:	Election by existing trustees at special meeting

B.2 Additional Governance Issues

All trustees give their time voluntarily and receive no remuneration or other benefits.

In view of the extensive work of the charity with children, the charity has an appointed Child Safety Officer, and operates policies in compliance with legislation regarding the appointment of personnel to roles involving interaction with children on a regular basis:

- Policy on recruitment of ex-offenders
- Policy on secure handling of Criminal Record Bureau (CRB) Information

Other formal appointments include:

- Health and Safety Officer

C Objectives and Activities

C.1 Charity Objects

The objects of the charity, as embodied in the trust deed, are as follows:

1. To relieve the needs of children and young people, their families and carers, who are suffering from terminal illness or mental or physical disability, by the provision of equipment, activities, respite and charitable donations so as to advance their quality and condition of life.
2. To advance in life and relieve the needs of young people (under 21s) through:
 - a. The provision of recreational and leisure time activities provided in the interests of social welfare, designed to improve their conditions of life.
 - b. Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
3. For any such other purposes deemed charitable by the law of England and Wales as the trustees shall from time to time determine.

C.2 Summary of Activities

The activities of the charity are planned with regard to the Charity Commission guidance on public benefit. The objects and activities fulfil the following charitable purposes in the Charities Act:

- The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage
- The advancement of citizenship or community development
- The advancement of education
- The advancement of amateur sport

The activities below address the key principles relating to the reporting of public benefit, namely:

1. *There must be an identifiable benefit.* The benefits provided by activities are described below.
2. *Benefit must be to the public.* All activities are inclusive and without restrictions, except in that some activities are targeted at children of specific age ranges. Policies on charging subscriptions for activities are given in Section C.3 below and are designed to avoid exclusion.

C.2.1 Charity Object 1

The charity provides equipment, trips out, activities by way of respite and support for families of children with disabilities or terminal illnesses, where their needs arising from the illness or disability are not met by other means, such as state funding. This provides the public benefit of relief for the children or their families and to improve their quality of life.

The charity also provides:

-
- Dance lessons, after school clubs, Saturday fun activities for children and families and youth clubs that are inclusive for young people in Hampshire and Berkshire, to benefit their condition of life and social integration, plus develop a skill. We fund free and low cost places for siblings of children with additional needs/terminal illness or disability as a way of respite in holiday clubs, after school clubs and performing arts activities.
 - We held four family fun days for local disadvantaged families and were able to give out free fun day wristbands which gave unlimited access to inflatables and other fun equipment for the whole day. We donated 180 free wristbands on each event to children with additional needs/mental health issues/disabilities and their families.
 - Spotlight offer emotional and practical support through our family support service and mentoring programme. In the last year we supported families that are coping with children with challenging behaviours including supporting families with children with ASD and ADHD through group support and 1-2-1 support.
 - We provide 300 free spaces in our holiday clubs for young carers and children with mental health problems or those who have experienced trauma. This provided respite and a chance to be themselves without stresses of home life.
 - Spotlight provided over 1500 mental health care packs to children and parents struggling with their mental health
 - Spotlight provided emergency food to over 160 families every week equating to over 600 people every week which were from the backend of the Covid pandemic as many families and elderly residents continued to struggle financially and the demand remained very high and also ran a clothes/toys bank to support families via referrals from Social services, schools, GPs, Health Visitors and the Early Help Hubs.

C.2.2 Charity Object 2

The charity operates weekly dance training, after school and weekend activities either free or low cost for children and families, youth clubs across Hampshire and Berkshire for children of any background from the age of 5 to 16 dance training is consolidated in performances. These activities are branded under the "Spotlight Academy" banner. We funded over 400 spaces each week in performing arts activities to children from low income families, young carers, children in care, children with siblings with additional needs, children on child protection plans/ children in need plans or early help hub plans. As well as keep costs low for other local families.

Throughout the year we ran holiday clubs per school holiday week and were able to offer over 300 free spaces to children referred by social services, schools and other service providers for children affected by domestic abuse, young carers, children in care, and children on child protection and children in need plans

Over the past year we have increased our partnership working as part of the local Early Help Hub working alongside social workers, schools, police, health visitors and other service providers to help deliver early intervention support to families close to crisis and/or family breakdown.

We have provided free and low cost activities for over 3500 children and families across Hampshire and Berkshire to help create new special memories. Our view is we cannot take away the past but can create new positive memories.

Over the next year we aim to expand our area reach to support more children and families across Hampshire and Berkshire

C.2.3 Charity Object 3

Spotlight UK also provided over 3000 children from disadvantaged backgrounds with Christmas presents and also provided 400 hampers for elderly residents locally.

C.3 Additional Details of Objectives and Activities

For participatory activities under the Spotlight Academy banner, we charge a modest subscription to help cover costs. We provide sponsorship schemes for cases where the subscription charge becomes a barrier. It is a stated objective that no child should be excluded on the grounds of cost. There are no restrictions (other than age) on who may participate.

We make use of voluntary assistance wherever possible, but purchase the services of skilled instructors and support workers in order to secure their specific skills and commitment. This represents the main outgoing for the charity.

Qualification for grant of equipment assistance under Object 1 of the charity is made by a joint assessment and decision by the trustees on the basis of the level of need and alignment with the charity's objectives, and is made without prejudice to the background, race, religion or gender of the requestor.

D Financial Review

D.1 Charity's Policy on Reserves

The Charity's Policy on Reserves states the following:

The Charity will aim to use up all Restricted funds, with no Reserves at the end of the relevant accounting period.

The Charity will aim to maintain total Unrestricted and Designated Reserves at between 80% and 100% of the forecast spend for the current quarter.

The rationale for this level is as follows. A quarterly figure is useful as the Charity is in a phase of growth. There are income risks as a significant proportion of the income depends on accurately predicting the level of take up of activities. There are spend commitments which must be kept regardless of income, such as facility hire and staff payments, until a loss-making activity can be wound down. The likely time frame to wind down an activity is likely to be the order of two or three months.

When the level of Reserves is not in this range, the Charity will aim to build / reduce Reserves at a minimum rate of 10% per quarter (eg 2 years max to build 80% Reserves from zero).

During the pandemic the charity was involved in a number of additional activities to support the local community including providing emergency food parcels which involved needing additional staff and other costs. This caused our reserves to be depleted. It is our intention going forward to raise additional funds to rebuild the reserves back to three months of overheads. We have also taken steps to minimise the ongoing overheads by reducing staff costs, rental costs and stopping emergency food bank to concentrate on our core objectives.

D.2 Further Financial Review Details

The Charity's sources of funds are:

- Grants from public or private bodies
- Voluntary donations and sponsorship from businesses, charitable trusts, and individuals
- Subscription fees for activities undertaken by participants
- Fundraising activities carried out by the Charity

The trustees anticipate a likely reduction in the accessibility of public funding in the near future, so objectives are to compensate via the other channels and minimize costs.

E Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the Charity's trustees:

Signature:



Full Name:

Michaela June Riley

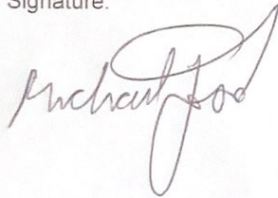
Position:

Chair

Date:

7/10/23

Signature:



Full Name:

Michael Jones

Position:

Treasurer

Date:

7/10/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

SpotlightUK

1129258

Receipts and payments accounts

CC16a

For the period from 01/04/21 To 31/03/22

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Grants received	-	125,000	-	125,000	-
Donations Received	66,222	-	-	66,222	-
Fundraising Income	44,303	-	-	44,303	-
Other Grants	13,908	-	-	13,908	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	124,433	125,000	-	249,433	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	124,433	125,000	-	249,433	-
A3 Payments					
Charitable objective costs	58,628	-	-	58,628	-
Fundraising costs	14,847	-	-	14,847	-
Volunteer Costs	10,156	-	-	10,156	-
Staff Costs	-	106,105	-	106,105	-
Employers NI	-	542	-	542	-
Employer Pensions	-	204	-	204	-
Recruitment	-	677	-	677	-
Motor Expenses	1,102	-	-	1,102	-
Professional Fees	4,987	-	-	4,987	-
Office Costs telecoms computing	3,919	-	-	3,919	-
Rent	-	37,024	-	37,024	-
Power and Lighting	-	1,499	-	1,499	-
Insurance	1,838	-	-	1,838	-
Repairs	437	-	-	437	-
Banking costs	605	-	-	605	-
Training	2,679	-	-	2,679	-
Marketing and Promotion	11,438	-	-	11,438	-
Rounding	4	-	-	4	-
Loan repayments	5,150	-	-	5,150	-
	-	-	-	-	-
Sub total	115,788	146,051	-	261,839	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	115,788	146,051	-	261,839	-
Net of receipts/(payments)	8,645	-21,051	-	-12,406	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	12,560	-	-	12,560	-
Cash funds this year end	21,205	-21,051	-	154	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank accounts	154	-	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	154	-	-

regime operates with receipts and payments accounting

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Debtors	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Debtors		-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Trustee Loans		2,880	
	Wages		7,362	
	PAYE and National Insurance		24,722	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

Michaela Riley

Michaela Riley

Michael Jones

03/10/23

03/10/23



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Spotlight UK

On accounts for the year
ended

31/03/2022

Charity no:

1129258

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

03/10/2023

Name:

MATTHEW RUSSELL ACA

Relevant professional
qualification(s) or body

ICAEW

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

(if any):

Address:

FIRST FLOOR UNITS

ROBINTON ROAD, BASINGSTOKK

RG24 8NG

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.