



Spotlight UK

Date: 26/3/2024

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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

manage the charity:

Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Mrs Michaela Riley	Chairman		- (founding member)
Mr James Riley	Trustee		- (founding member)
Mr Michael Jones	Trustee		
Mr Philip Keeble	Trustee		
Mrs Evadne Keeble	Trustee		

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, weekday fun activities for children and families 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 our dance classes as well as our activities including bowling, laser tag, trampolining.
- We held two family fun days out for local disadvantaged families and were able to give out free tickets. We arranged trips to Chessington and 4 Kingdoms and provided tickets to over 600 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 3060 free spaces in our fun activities including bowling, trampolining, paddleboarding, laser tag, 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 2500 mental health care packs to children and parents struggling with their mental health

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 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.

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 including bowling, laser tag, swimming, trampolining 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.

Going Concern

During the pandemic Spotlight UK responded to numerous requests to help local people in a number of areas including operating a foodbank. This required additional staff and premises to operate which led to a depletion of reserves and falling into deficit. Since the end of the year the trustees have taken steps to ensure that the charity returns to focus on the areas it excels in and has stopped running the foodbank and reduced staffing levels and premises costs. This will return the charity to a position of surplus in due course and it is for this reason that the accounts are prepared on the Going Concern Basis. Later accounts will show this improvement in the financial status of the Charity and the goal is to have at least three months operating reserves in due course. Reserves are there for use in emergency and we feel they were used responsibly since the start of the pandemic in early 2020.

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. During this financial year we have worked hard to regain funds to help with our reserves policy and aim to continue this in 2023-2024 and hope to be able to rebuild reserves. 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:

26-4-24



CHARITY COMMISSION
FOR ENGLAND AND WALES

SpotlightUK

1129258

Receipts and payments accounts

CC16a

For the period
from

01/04/22

To

31/03/23

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
GrantS received		98030		98030	125000
Donations Received	73799			73799	66222
Fundraising Income	63509			63509	44303
Covid Grants					13908
Insurance Claims	195			195	
Sub total (Gross income for AR)	137504	98030		235533	249433
A2 Asset and investment sales, (see table).					
Sub total					
Total receipts	137504	98030		235533	249433
A3 Payments					
Charitable objective costs	69245			69245	58628
Fundraising costs	2188			2188	14847
Volunteer Costs	10773			10773	10156
Staff Costs		87881		87881	106105
Employers NI					542
Employer Pensions					204
Recruitment					677
Motor and Travel	1043			1043	1102
Professional Fees	4809			4809	4987
Office Costs, telecoms, computing	1499			1499	3919
Rent and Rates		45477		45477	37024
Power and Lighting		1287		1287	1499
Insurance	1962			1962	1838
Repairs	49			49	437
Banking costs	918			918	605
Training	750			750	2679
Marketing and Promotion	4776			4776	11436
Rounding					4
Interest	174			174	-
Sub total	98186	134645		232831	256689
A4 Asset and investment purchases, (see table)					
Sub total					
Total payments	98186	134645		232831	256689
Net of receipts/(payments)	39318	-36616		2702	-7256
A5 Transfers between funds					
A6 Cash funds last year end	5237			5237	12560
Cash funds this year end	44555	-36616		7939	5304

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	5237		
	Total cash funds	5237		

(agree balances with receipts and payments account(s))


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets				

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

	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		5880	
	Net Wages		2930	
	PAYE and National Insurance		28535	

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

Signature	Print Name	Date of approval
	Michaela Riley	16/04/24
	Michael Jones	16/04/24



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

31/03/2023

Charity no
(if any)

1129258

Set out on pages

3 - 4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year 31st March 2023.

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**

The charity's gross income exceeded £25,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants England and Wales.

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: 16/04/2024

Name:

Matthew Russell

Relevant professional
qualification(s) or body

ICAEW

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First Floor Unit S, Roentgen Road, Basingstoke, England, RG24 8NG

Disclosure

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