

Spotlight UK

Date:	29/10/2024

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	Details of any funds in deficit	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

Who manages 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:

-
- We fund free and low cost places for siblings of children with additional needs/terminal illness or disability as a way of respite in fun activities like bowling, trampolining, soft play and more. We provided over 3000 free spaces into positive activities throughout the year.
 - Spotlight provided over 4500 mental health care packs to children struggling with their mental health
 - Spotlight provided 3000 children with Christmas presents for children who would not have received presents at Christmas.
 - Spotlight provided 3944 discounted family passes to days out including Living Rainforest, Beale Park and 4 Kingdoms to help create positive new memories.
 - Spotlight was able to take 300 children and families to a free day out to Chessington World of Adventures.

C.2.2 Charity Object 2

We have provided over 6 low cost activities including bowling, trampolining, soft play each week throughout the year for over 4500 children and families across Hampshire and Berkshire to help create new special memories. Our charity subsidised the cost of the activities to help make it more affordable for all families to be able to spend fun quality time together.. 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

During this year we funded 6000 spaces into fun activities for children who are from low income families, children in care, young carers, children affected by loss and separation, children with have a parent/carer/sibling with mental health issues or long term medical conditions, and children who have a parent/carer who is in the armed forces or who are a veteran.

Spotlight provided 3944 discounted family days out for 15776 people to Beale Park, Living Rainforest, 4 Kingdom and Chessington.

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.

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

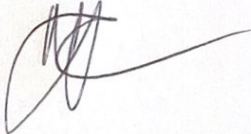
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the Charity's trustees:

Full Name: Michaela June Riley

Position: Chair

Date: 29/10/24

Signature: 



Receipts and payments accounts

CC16a

For the period
from

4/1/23

To

3/31/24

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	-	45697	-00	45697	98030
Donations Received	80863	-00	-00	80863	73812
Fundraising Income	66584	-00	-00	66584	62699
Covid Grants	-	-00	-00	-00	-00
Insurance Claims	-	-00	-00	-00	195
Loans received	1180	-00	-00	1180	5800
	-	-00	-00	-00	-00
	-	-00	-00	-00	-00
Sub total(Gross income for AR)	148627	45697	-00	194324	240535
A2 Asset and investment sales, (see table).					
	-	-	-	-00	-
	-	-	-	-00	-
Sub total	-	-	-	-00	-
Total receipts	148627	45697	-	194324	240535
A3 Payments					
Charitable objective costs	55895	-00	-00	55895	69245
Fundraising costs	-	-00	-00	-00	2714
Volunteer Costs	7869	-00	-00	7869	10773
Staff Costs		58856	-00	58856	87881
Employers NI	-		-00	-00	-00
Employer Pensions	-		-00	-00	-00
Recruitment	-		-00	-00	-00
Motor and Travel	313			313	1043
Professional Fees	264			264	4809
Office Costs, telecoms, computing	977			977	1499
Rent and Rates		29114	-00	29114	45477
Power and Lighting		2687		2687	1287
Insurance	526			526	1962
Repairs	-			-00	49
Banking costs	996			996	918
Training	399			399	750
Marketing and Promotion	2973			2973	4776
Subscriptions	251			251	-00
HMRC	5497			5497	5497
Salaries due	2037			2037	4431
Loan Repayments	5000			5000	2273
Interest	-	-00	-00	-00	174
Pensions	-66			-66	-00
Sub total	82930	90658	-00	173588	245559
A4 Asset and investment purchases, (see table)					
			-	-00	-
			-	-00	-00
Sub total	-	-	-	-00	-
Total payments	82930	90658	-	173588	245559
Net of receipts/(payments)	65697	-44960	-00	20736	4286
A5 Transfers between funds	-	-00	-00	-00	-00
A6 Cash funds last year end	4440	-00	-00	4440	154
Cash funds this year end	70137	-44960	-00	25177	4440

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	25177	-00	-00
		-00	-00	-00
		-00	-00	-00
	Total cash funds	25177	-00	-00
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-00	-00	-00
		-00	-00	-00
		-00	-00	-00
		-00	-00	-00
		-00	-00	-00
		-00	-00	-00
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-00	-00
			-00	-00
			-00	-00
			-00	-00
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-00	-00
			-00	-00
			-00	-00
			-00	-00
			-00	-00
			-00	-00
			-00	-00
			-00	-00
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Trustee Loans		800	
	Net Wages		894	
	PAYE and National Insurance		23038	
	Long term loans		1787	
		-00		
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Michaela Riley	4/16/24	
		Michael Jones	4/16/24	



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:

Matthew Russell

Date:

03/10/2023

Name:

MATTHEW RUSSELL ACA

Relevant professional
qualification(s) or body

ICAEW