



Spotlight UK

Date: 07/10/2025

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.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

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	22 Apr 2009 onwards	- (founding member)
Mr James Riley	Trustee	22 Apr 2009 onwards	- (founding member)
Mrs Gaenor Miles	Health and Safety Officer	13 Oct 2009 onwards	
Mr Joe Scott Parkinson	Trustee	3 March 2011 onwards	Deceased
Mr Michael Jones	Trustee		
Mr Scott Malcolmson	Trustee		
Mrs Tricia Turner	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 6000 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 3500 children with Christmas presents for children who would not have received presents at Christmas.
 - • Spotlight provided 4544 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 400 children and families to a free day out to Chessington World of Adventures.
 -

C.2.2 Charity Object 2

We have provided over 23000 spaces into low cost activities including bowling, trampolining, soft play each week throughout the year for over 5000 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 8000 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 4544 discounted family days out for 18776 people to Beale Park, Living Rainforest, 4 Kingdom, Legoland, Thorpe Park and Chessington.

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: 14.1.2026

Signature: *MJ RILEY*

Full Name: Michael Jones

Position: Treasurer

Date: 14.1.2026



CHARITY COMMISSION
FOR ENGLAND AND WALES

SpotlightUK

1129258

Draft Receipts and payments account

CC16a

For the period
from

4/1/24

To

3/31/25

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	53198	18500		71698	45697
Donations Received	93044			93044	80863
Fundraising Income	63581			63581	66584
Covid Grants					
Insurance Claims					
Loans received					1180
Sub total (Gross income for AR)	209823	18500		228323	194324
A2 Asset and investment sales, (see table).					
Sub total					
Total receipts	209823	18500		228323	194324
A3 Payments					
Charitable objective costs	149942			149942	55895
Fundraising costs					
Volunteer Costs	5157			5157	7869
Staff Costs	21983	27787		49771	58856
Employers NI					
Employer Pensions	69			69	
Recruitment					
Motor and Travel					313
Professional Fees	130			130	264
Office Costs, telecoms, computing	916			916	977
Rent and Rates	26915			26915	29114
Power and Lighting	2134			2134	2687
Insurance	4350			4350	526
Repairs					
Banking costs	858			858	996
Training					399
Marketing and Promotion	3109			3109	2973
Subscriptions	748			748	251
HMRC	4148			4148	5497
Salaries due	-1091			-1091	2037
Loan Repayments					5000
Interest					
Pensions	-161			-161	-66
Sub total	219209	27787		246996	173588
A4 Asset and investment purchases, (see table)					
Sub total					
Total payments	219209	27787		246996	173588
Net of receipts/(payments)	-9386	-9287		-18673	20736
A5 Transfers between funds					
A6 Cash funds last year end	25177			25177	4440
Cash funds this year end	15791	-9287		6503	25177

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	6503		
	Total cash funds	6503		
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
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 asset belongs	Cost (optional)	Current value (optional)
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Trustee Loans		800	
	Net Wages		1985	
	PAYE and National Insurance		18890	
	Long term loans		1787	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Michaela Riley	6/12/25	
		Michael Jones	6/12/25	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Spotlight UK

On accounts for the year
ended

31/03/2025

Charity no
(if any)

1129258

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2025**.

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: 06/11/2025

Name: Matthew Russell ACA

Relevant professional
qualification(s) or body
(if any):

Institute of Chartered Accountants England and Wales

Address: First Floor Unit S

Roentgen Road