

# LUNCH POSITIVE

England & Wales · Charity number 1137186

## Details

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**Other names** LUNCH +

**Status** Registered

**Legal form** Trust

**Registered** 2010-07-29

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Lunch Positive  
Community Base  
113 Queens Road  
Brighton

**Phone** 07846 464384

**Email** [service@lunchpositive.org](mailto:service@lunchpositive.org)

**Website** [www.lunchpositive.org](http://www.lunchpositive.org)

## Activities

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**Objects:** TO RELIEVE THE NEEDS OF PERSONS AFFECTED BY HIV BY THE PROVISION OF A LUNCH SERVICE, INFORMATION AND ADVICE ON HEALTHY EATING AND LIFESTYLES AND A SIGNPOSTING SERVICE TO OTHER HIV NUTRITIONAL SUPPORT SERVICES.

**Activities:** Lunch Positive runs a weekly lunch club & community space for all adults with HIV. The service is delivered by volunteers, provides increased access to good nutrition, a safe and supportive space for people to meet; to find peer support, build supportive networks and reduce social isolation. We signpost & offer advice. The service actively involves members in volunteering and helping activities.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Other Charitable Purposes
- **Who:** People With Disabilities, Other Defined Groups

## Geography

- **Area of benefit:** NOT DEFINED BUT IN PRACTICE BRIGHTON AND HOVE, EAST SUSSEX AND WEST SUSSEX
- Brighton And Hove
- East Sussex
- West Sussex

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-05-31	£188,351	£145,017	-	-
2024-05-31	£132,579	£118,881	-	-
2023-05-31	£112,140	£132,273	-	-
2022-05-31	£116,718	£107,628	-	-
2021-05-31	£104,466	£87,526	-	-

## Trustees

Name	Role	Appointed
Andrew Platt		2025-07-17
Julian Ridler		2025-10-02
Margot Uden		2026-04-18
Nigel Utting		2026-04-18
Richard Jeneway		2018-03-22

**LUNCH POSITIVE**

England & Wales - Charity number 1137186

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# Accounts

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**LUNCH POSITIVE  
TRUSTEES' ANNUAL REPORT  
FOR THE PERIOD  
1<sup>st</sup> JUNE 2024 – 31<sup>st</sup> MAY 2025**

## Reference and administration details

Charity name: Lunch Positive

Registered charity number: 1137186

Charity's principal address:

113 Queens Road

Brighton

East Sussex

BN1 3XG

## Names of the charity trustees who 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)
Heather Leake	Date		
Richard Jeneway			
Chris Sarson			

## Name of Chief Executive or names of senior staff members

Gary Pargeter

## STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted as a Charitable Trust through a Trust Deed dated 28<sup>th</sup> July 2010.

The charity actively involves people with HIV in trusteeship. Trustees are selected by the Board with regard to the applicant's knowledge, skills and experience, how these relate to role specifications and the needs of the Board in providing effective governance.

Trustees are inducted and trained using a variety of methods which include a comprehensive induction training programme. Following induction, further ongoing training opportunities are offered in-house and through local providers. During the year our organisation has continued to participate in the local voluntary and community sector Governance Network facilitated by VCSE infrastructure organisation Brighton & Hove Community Works.

Trustees undertake their roles within an extensive policy framework. Organisational structure is such that trustees are collectively responsible for effective governance and development of the organisation, whilst utilising specialism in skills to support decision making and undertake individual project and/or sub- committee work.

Trustees' considerations of major risks are undertaken through the active operation and review of a comprehensive risk register. Appropriate measures to manage risk are incorporated into organisational strategy, planning and delivery and are reviewed accordingly.

The charity is highly collaborative, working across sectors and with a wide range of stakeholders. Lunch Positive is an active participant of the Brighton & Hove Fast Track City Taskforce, strategically focused on reducing HIV stigma, ending new cases of HIV, and improving the quality of life for people living with HIV. We are active participants within a wide range of Sussex-wide strategic networks, including the cross-sector Sussex HIV Network, focused on providing effective health and social care to people with HIV in the locality. Within these we bring the voice of lived experience of people with HIV, service and organisational insight, and help shape and strengthen support for people living with HIV within the region.

Lunch Positive is an active member of the local voluntary sector infrastructure organisation and policy influencing forum Brighton & Hove Community Works. As part of this, our Director is an elected voluntary Community Representative for HIV health and wellbeing, also providing additional community representation in the LGBT+ equalities field. We actively engage with NHS, local authority health and wellbeing and other strategic partnerships focused on a broad range of health and community issues.

## **OBJECTIVES AND ACTIVITIES**

Our objectives are to relieve the needs of person affected by HIV through the provision of a lunch service, information on healthy living and lifestyles and a signposting service to other HIV and nutritional services.

Our services are provided for people who have an HIV positive diagnosis or who are affected by HIV by virtue of being the families, relatives, close friends, carers and partners of such persons; and persons from those communities that are considered most at risk of acquiring HIV. Service users join through self-referral or referral from a range of sources which include clinicians, health & social care practitioners, support organisations and agencies. The charity operates within an Equalities & Diversity Policy framework.

## **Summary of main activities**

**The charity trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit, and have followed this in planning and undertaking our activities.**

The charity's aims are to support and improve the health and well-being of service users through the provision of a range of community based activities. The year has been one of high levels of activity addressing the enduring, new and evolving support needs of people living with HIV, and we have supported 344 people across Sussex.

The main activities undertaken in relation to our objects during the year are:

### **1. *HIV community safe spaces***

We have run the weekly HIV lunch club which has provided impactful psycho-social benefit. The lunch club has provided a facilitated, supportive safe space for people to access food, meet, share conversation and peer support, form friendships and support networks. It is a unique and highly valued space to relieve social isolation, access information, and to derive social, emotional, practical and nutritional support. A key development of the HIV lunch club has been the continued weekly hiring of an additional floor known as 'The Sanctuary' for each session. This has been instrumental in attracting, engaging and providing continuing support for people with complex needs.

Responding to the impact of the cost of living crisis on the community of people living with HIV in Brighton & Hove we continued the Tuesday drop-in 'Warm Hub'. Running for one additional day each week, this space has provided a warm refuge and saving of heating bills for people, together with added opportunity to access a hot cooked meal, food bank and other nutritional support. The Warm Hub has been facilitated by our support worker who has offered drop-in advice and scheduled session person-centred support to people experiencing complex needs and multiple vulnerabilities. Initially running throughout the winter months, this hub now operates permanently and as a 'Tuesday drop-In' throughout the rest of the year. The Warm Hub / Drop-In has proved highly impactful, with a notable reach and engagement of people who experience poverty, social isolation, social anxiety, mental health issues, and neuro-diverse people for whom the space has felt more accessible.

### **2. *East Sussex groups and support***

Our work in East Sussex has continued to develop substantially and we have seen a growth in numbers of people engaging for support. Numbers reached and engaged in services have seen a consistent growth, and the needs of those self-referring and attending have often been more complex.

Support activities have developed, including a monthly HIV lunch club in Eastbourne, quarterly supper group in Hastings, and a monthly social and wellbeing hub in Seaford. These services reach and support a diverse group of people living with HIV in a geographical area where there is no other regular group face-to-face support.

### **3. *Social isolation and loneliness***

Large numbers of people have reported social isolation and profound feelings of loneliness, deterioration in mental health, and some suicidal ideation. On a weekly basis we have made telephone companionship calls to service users who use our face-to-face services and to a separate growing cohort who are looking for a remote support approach. Companion calls have involved checking in on people's welfare, providing peer-support and friendship, and offering a listening ear to people who are lonely and socially isolated, often feeling anxious and distressed. Our companionship phone calls have provided vital emotional and mental health support, an opportunity to provide information and advice to assist people, and to connect people to additional support and services.

We have delivered, strengthened and developed our community face-to-face HIV befriending scheme in Brighton & Hove and in East Sussex. This befriending project matches people living with HIV with volunteer befrienders for friendship and mutually agreed practical support. Our befriending scheme has particular success in engaging and supporting people who have complex support needs, experience profound loneliness and barriers to accessing social support.

### **4. *Nutritional support***

We have expanded our nutritional support offer. In addition to the provision of regular healthy shared meals at the lunch club and our HIV food bank, we have provided additional nutritional support through a new community food table offering at our support gatherings, providing surplus donated food to people with need when not using the service. We have also provided a home delivered cooked food and food bank service to people in crisis who are unable to attend in person. Together, this nutritional support has helped people who experience difficulty maintaining a healthy diet and feeding themselves on a regular basis. This includes service users who have life circumstances or health issues affecting self-care; diminished physical or mental health, lack of motivation or personal resources to eat healthily; and those who have constrained income and are experiencing poverty.

### **5. *Information and advice***

Provision of information and advice resources, including workshops, leaflets, periodicals and digital resources that address the health and wellbeing needs of service users.

Signposting and making referrals to other agencies, charities community groups that support the needs of service users and volunteers.

At lunch club and other groups sessions, we have facilitated space for staff and volunteers from other agencies to attend the HIV lunch club and to offer support. These include organisations that focus on health and well-being improvement, mental health; healthy lifestyles, alcohol, drug and substance misuse; carer support; HIV related health issues, and welfare benefits advice.

## 6. **Winter support**

We have developed our winter support programme, providing winter wellness advice & signposting, also providing additional emergency food and emergency heating support to people in crisis.

## 7. **Social prescribing**

An important development of our support offer within Brighton & Hove, and sites within East Sussex, has been the inclusion of social prescribing through collaborative working with local social prescribing organisations. At regular sessions we have provided space for social prescribers to engage with our service users. This has proved highly effective, supporting many people with complex needs to engage with wider health and wellbeing support.

Our support worker has attended the local HIV clinic to engage with patients, including acting as a link worker to engage with community social prescribing.

## 8. **Accessible volunteering**

We have continued our supported volunteering programme, engaging and involving people living with HIV who have complex need. This has enabled us to actively involve and support people with HIV whose volunteering helped maintain and improve mental health, support substance misuse and mental health recovery, encourage & support self-care and long-term health condition management.

Our services are locally unique. We have reached and supported record numbers of people in community settings, including many people in crisis, people experiencing profound and multiple disadvantage, complex need and health challenges, mental health issues, and multiple vulnerabilities.

We have continued to reach and support people who are often otherwise unreached. This has been through the successful involvement of service users in delivering services and providing peer-support, taking asset based approaches to psycho-social support, and continuing to address the social determinants of health of our service users.

We have consistently worked with agility, building and maintaining strong connections with service users, community and stakeholders, providing community led support. We have continued to identify, review and work within national and local policy and strategies focussed on supporting people living with HIV. Support provided through volunteering and service-user participation has been essential in creating this community & asset based support. Through this volunteer input we have responded to a continued growth in numbers of people using all services, developed these, and started new services.

We have supported greater numbers of people with complex need, including those who are socially isolated, people with mental health issues, serious mental illness, co-morbidities, and large numbers of people with high levels of social anxiety who often find it difficult accessing services.

Service users consistently inform us that they access our support due to being socially isolated, and many have reduced or no other social resource and network. This includes older people with HIV, an increased number of people who are recently diagnosed, and growing numbers of people with drug and alcohol issues. We have facilitated affirmative, safe and supportive service environments where people have been able to relieve isolation, share peer support, form friendships and develop supportive social networks. Service use has also provided nutritional support, enabling an improvement in regular access to healthy diet for a large number of people, having positive benefits for physical and mental health and well-being.

### **HIV STIGMA REDUCTION**

Our organisation led on the event management and staging of the well-attended Zero Stigma Day rally in Brighton & Hove in July 2024. Reflecting our organisation's commitment to ending HIV stigma, we produced a high profile public awareness event that gave opportunity to share the voice of people living with HIV, shared lived experiences of HIV stigma, and reached an audience of hundreds of people.

### **HIV PREVENTION**

Our organisation partnered with Brighton & Hove Community Works as part of a West Sussex County Council commissioned initiative to scope and establish community-led organisations in West Sussex that expressed interest in supporting HIV prevention initiatives. Within West Sussex we supported twelve diverse community led organisations to undertake community insight exercises and prepare for delivery of HIV prevention with their communities.

### **SERVICE USER & VOLUNTEER INVOLVEMENT**

Service activity and development has continued to reflect the needs, insights and approaches identified as part of our ongoing Appreciative Inquiry with service users and key stakeholders. This has provided added opportunity for service users and volunteers to give continued input into scope and qualities of service delivery and volunteering, consider future and new activities, and inform the strategic direction of the charity. Services have been delivered through a record level of volunteer involvement and activity.

We have actively involved service users and others with or affected by HIV in volunteering and helping activities. Volunteering has attracted individuals who express an interest in voluntary activity to relieve social isolation, find peer support and to improve their own health and well-being. We have involved people experiencing challenges and barriers to participation and have also worked in cooperation with other agencies to involve people in volunteering who have higher levels of support need. Many positive health and wellbeing outcomes and personal capitals built through volunteering have been attained. Across all our service activity, **83 volunteers have given a total of 11,940 hours to the charity**. This has included a range of newly established volunteer roles, and a consistently high degree of flexible volunteer working to respond to evolving need, new and changing service environments. The paid equivalent of the time which has been given by volunteers would be valued at £144,474

## **STAKEHOLDERS**

We have maintained purposeful and effective relationships with a wide range of stakeholders: funders, care providers, other charities and community groups, peer support groups, infrastructure organisations, donors, the local community and the wider public. This has helped raise the profile of the charity and our services, increased self-referrals and service use, had positive impact on fundraising, and has widened scope for future partnership working and organisational development.

We have contributed to local & national LGBTQ and HIV press, reporting on HIV issues through regular articles that represent our work and the views of service users.

## **BUSINESS PLANNING**

We have addressed organisational and operational sustainability as fundamental aspects of planning. This has included business planning to meet growth in service uptake and service use, complexity of support need of service users. Business planning has included review of service landscape and service development, scoping new project work, capacity building, resilience of staffing and volunteering team structures, identifying additional and more diverse funding streams, and increasing our own income generation.

## **FINANCIAL REVIEW**

The charity has a mixed income, incorporating voluntary sector grants, local authority grants, income generation activities, community fundraising activities, and voluntary donations. This has been essential to deliver services at scale and pace. The charity's grant funding includes a range of annual smaller grants. These are awarded from a range of funders with whom we have established and built long-term and effective relationships. During the year we have worked to refresh and develop our community fundraising strategy which includes identifying potential new grant funders in response to a rapidly changing funding landscape where there is greater pressure on voluntary sector grants overall, and a decline in HIV specific grant funders. It has remained a priority to scope new grant funders, both to sustain current service delivery and to support growth of our ongoing work, development and expansion of work.

The financial benefit of a range of cost-of-living related grants, together with our own income generation and the support of community fundraising partners have been instrumental in meeting expenditure to deliver on core activities and growth of service uptake and increased complexity of need of service users.

Trustees, staff and volunteers have all worked exceptionally hard during the year to strategise, develop and deliver our community fundraising programme of events and activities, and to engage new supporters across community.

Our reserves policy incorporates maintaining reserves to meet the requirements of our Trust Deed and to mitigate any unforeseen shortfalls in grant funding for service delivery expenditure. For these purposes, the level of this fund is based on an average of three months budgeted operational expenditure and related overheads for each financial year. The level of reserves required to be in place for these purposes is reviewed and set during annual budgeting, and as part of longer-term business planning. This is monitored

throughout each year as part of ongoing forecasting. Any free reserves held at the year-end which are surplus to this fund level are allocated either as free or designated reserves contributing to a range of budgeted and planned activities for the following year or longer term. This may include service delivery, developmental activities, match funding, new projects, and developing income generation activities. Our reserves policy is available on request.

**DECLARATION**

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

Signed on behalf of the charity's trustees

Signature

Richard Jeneway  
Trustee

A rectangular box containing a handwritten signature in black ink, which appears to be 'Richard Jeneway'.

28 March 2026

**Independent examiner's report to the trustees of Lunch Positive**  
**Registered charity number 1137186**

I report to the trustees on my examination of the accounts of Lunch Positive for the year ended 31 May 2025.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:



Lucy Cryan, ACA  
Institute of Chartered Accountants in England and Wales  
21 Inwood Crescent, Brighton, BN1 5AP  
30 March 2025


Lunch Positive		1137186	
<b>Receipts and payments accounts</b>			
<b>For the period from</b>	Period start date 01/06/2024	<b>To</b>	Period end date 31/05/2025

### 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 £
<b>A1 Receipts</b>					
Incoming resources from charitable activities	90,039	48,461	-	138,500	92,033
Donations	15,004	-	-	15,004	39,006
Income from investments	1,597	-	-	1,597	624
Community fundraising	33,250	-	-	33,250	1,540
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>139,890</b>	<b>48,461</b>	<b>-</b>	<b>188,351</b>	<b>132,579</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>139,890</b>	<b>48,461</b>	<b>-</b>	<b>188,351</b>	<b>132,579</b>
<b>A3 Payments</b>					
Expenditure on charitable activities	130,528	12,855	-	143,383	117,916
Expenditure on fundraising	1,634	-	-	1,634	965
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>132,162</b>	<b>12,855</b>	<b>-</b>	<b>145,017</b>	<b>118,881</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>132,162</b>	<b>12,855</b>	<b>-</b>	<b>145,017</b>	<b>118,881</b>
<b>Net of receipts/(payments)</b>	<b>7,728</b>	<b>35,606</b>	<b>-</b>	<b>43,334</b>	<b>13,699</b>
<b>A5 Transfers between funds</b>		-	-	-	-
<b>A6 Cash funds last year end</b>			-	138,863	125,164
<b>Cash funds this year end</b>	<b>7,728</b>	<b>35,606</b>	<b>-</b>	<b>182,197</b>	<b>138,863</b>

NB Some additions may vary by +/- £1 due to rounding

### 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 £
<b>B1 Cash funds</b>	Current account ****3555 00	103,620	-	-
	Current account *****3555 50	45,465	33,134	-
	Cash in hand	40	-	-
	<b>Total cash funds</b>	<b>149,125</b>	<b>33,134</b>	<b>-</b>
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		R Jeneway 28/03/26		

<b>Receipts</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>2025</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>2024</b>
<b>Incoming resources from charitable activities</b>						
<b>Grants:</b>						
BHCC Third Sector Prospectus	0	6839.85		14440	0	14440
National Lottery Cost of Living Fund	0	0	0	16000	0	16000
BHCC Household Support Fund 6	12855	0	0	4500	0	4500
MAC Aids Fund	0	0	0	0	10000	10000
Sussex Community Foundation	0	10000	0	0	5000	5000
SCDA	0	1150	0	0	4500	4500
Eastbourne Borough Council	0	0	0	0	1412	1412
House Project	0	0	0	0	1000	1000
SCDA Small Spark	0	0	0	0	500	500
TDC Older Persons	0	0	0	0	1000	1000
Eastbourne Food Partnership	0	500	0	0	1800	1800
Wellbeing stigma grant	0	0	0	0	4850	4850
BDNAT	0	0	0	0	3000	3000
BH Public Health	0	8570	0	0	8570	8570
Edward Carpenter Trust	0	0	0	0	500	500
Lewes District Council	0	1500	0	0	1928	1928
Awards for All	19606	0		0		
Chalk Cliff Trust	0	5000		0	0	0
Peoples Postcode Trust	0	10000		0	0	0
Foreshore Trust	0	4405		0	0	0
Rother Food Partnership	0	1000		0	0	0
Pride	0	25836		0	0	0
Diocese of Chichester	0	7000		0	0	0
Household Support Fund 7	16000	0		0	0	0
<b>Other:</b>						
Community catering income	0	8082.78	0	0	8110	8110
Community reps fees	0	800	0	0	800	800
Miscellaneous	0	0	0	0	4123	4123
Community engagement	0	7438	0	0	0	0
<b>Donations</b>						
Community fundraising	0	25167.08	33250	0	7482	7482
Donations	0	0	0	0	31524	31524
Other donations	0	15004	14961	0	0	0
<b>Investments</b>						
Bank interest		1537			1540	
<b>TOTAL RECEIPTS</b>	<b>48461</b>	<b>139889.71</b>	<b>188350.71</b>	<b>34940</b>	<b>97639</b>	<b>132579</b>

Payments	2024-2025		2023-2024			
<b>Expenditure on charitable activities</b>						
Salaries, wages, on-costs	0	60559.52	60559.52	20128.49	36723.56	56852.1
Premises	0	35474.17	35474.17	9811.2	21560.32	31371.5
Food & consumables	10907	11438.08	22345.08	3005.67	12973.76	15979.4
Health & safety	0	2666.35	2666.35	0	1397.43	1397.43
Admin, IT, insurance	0	3731.37	3731.37	0	2340.12	2340.12
Volunteer programme	0	1099.7	1099.7	0	1010.94	1010.94
Volunteer expenses	0	164.3	164.3	0	175.98	175.98
Catering equipment	0	423.03	423.03	0	120.76	120.76
Capital items	0	0	0	0	0	0
Marketing & promotion	0	546.82	546.82	0	375.3	375.3
Vehicle costs and fuel	0	2974.69	2974.69	50.42	4926.04	4976.46
Community engagement	0	2628.3	2628.3	0	0	0
Community catering	0	0	0	0	0	0
Wellbeing projects	0	6050.16	6050.16	0	3115.34	3115.34
Household support Lunch Positive	530	0	530	0	0	0
Household support fund support	3890	0	3890	0	0	0
Accountancy	0	300	300	0	200	200
Miscellaneous	0	0	0	0	0	0
<b>Expenditure on fundraising</b>						
Fundraising	0	1633.96	1633.96	0	965.25	965.25
<b>TOTAL PAYMENTS</b>	<b>15327</b>	<b>129690.45</b>	<b>145017.45</b>	<b>32995.78</b>	<b>85884.8</b>	<b>118881</b>

**NB Some additions may vary by +/- £1 due to rounding**

### Breakdown of funds held at 31st May 2025

#### Funds held at 31st May 2024

Restricted funds	6869
Designated fund (1) Organisational development	100000

Free reserves 32002

	138871
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#### Funds held at 31st May 2025

Restricted funds	33134
Designated fund (1) Organisational development	100000
Unrestricted funds	12614
Free reserves	36511

	182259
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### Breakdown of restricted funds held at 31st May 2025

Awards for All	19606
Household Support Fund 7	13528

	33134
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**LUNCH POSITIVE**

England & Wales - Charity number 1137186

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# Accounts

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**LUNCH POSITIVE  
TRUSTEES' ANNUAL REPORT  
FOR THE PERIOD  
1<sup>st</sup> JUNE 2023 – 31<sup>st</sup> MAY 2024**

## Reference and administration details

Charity name: Lunch Positive

Registered charity number: 1137186

Charity's principal address:

113 Queens Road

Brighton

East Sussex

BN1 3XG

## Names of the charity trustees who 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)
Heather Leake	Date		
Richard Jeneway			
Chris Sarson			

## Name of Chief Executive or names of senior staff members

Gary Pargeter

## STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted as a Charitable Trust through a Trust Deed dated 28<sup>th</sup> July 2010.

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Trustees undertake their roles within an extensive policy framework. Organisational structure is such that trustees are collectively responsible for effective governance and development of the organisation, whilst utilising specialism in skills to support decision making and undertake individual project and/or sub- committee work.

Trustees' considerations of major risks are undertaken through the active operation and review of a comprehensive risk register. Appropriate measures to manage risk are incorporated into organisational strategy, planning and delivery and are reviewed accordingly.

The charity is highly collaborative, working across sectors and with a wide range of stakeholders. Lunch Positive is an active participant of the Brighton & Hove Fast Track City Taskforce, strategically focused on reducing HIV stigma, ending new cases of HIV, and improving the quality of life for people living with HIV. We are active participants within a wide range of Sussex-wide strategic networks, including the cross-sector Sussex HIV Network, focused on providing effective health and social care to people with HIV in the locality. Within these we bring the voice of lived experience of people with HIV, service and organisational insight, and help shape and strengthen support provided for people living with HIV within the Sussex region.

Lunch Positive is an active member of the local voluntary sector infrastructure organisation and policy influencing forum Brighton & Hove Community Works. As part of this, our Director is an elected voluntary Community Representative for HIV health and wellbeing, also providing additional community representation in the LGBT+ equalities field. We actively engage with NHS, local authority, health and wellbeing and other strategic partnerships focused on a broad range of health and community issues.

## **OBJECTIVES AND ACTIVITIES**

Our objectives are to relieve the needs of person affected by HIV through the provision of a lunch service, information on healthy living and lifestyles and a signposting service to other HIV and nutritional services.

Our services are provided for people who have an HIV positive diagnosis or who are affected by HIV by virtue of being the families, relatives, close friends, carers and partners of such persons; and persons from those communities that are considered most at risk of acquiring HIV. Service users join through self-referral or referral from a range of sources which include clinicians, health & social care practitioners, support organisations and agencies. The charity operates within an Equalities & Diversity Policy framework.

## **Summary of main activities**

**The charity trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit, and have followed this in planning and undertaking our activities.**

The charity's aims are to support and improve the health and well-being of service users through the provision of a range of community based activities. The year has been one of high levels of activity addressing the enduring, new and evolving support needs of people living with HIV, and we have supported 344 people across Sussex.

The main activities undertaken in relation to our objects during the year are:

### **1. *HIV Lunch Club***

We have run the weekly HIV lunch club which has provided impactful psycho-social benefit. The lunch club has provided a well facilitated, supportive safe space for people to access food, meet, share conversation and peer support, form friendships and support networks. It is a unique and highly valued space to relieve social isolation, access information, and to derive social, emotional, practical and nutritional support.

A key development of the HIV lunch club has been the continued weekly hiring of an additional floor known as 'The Sanctuary' for each session. Providing additional space for the growing numbers of people attending, this space is facilitated in a café style with fewer seats and purposely provides a quieter environment for people who find large numbers of people and louder environments a barrier to participation. This has been instrumental in attracting, engaging and providing continuing support for people with complex needs.

### **2. *Warm hub and drop-in***

Responding to the impact of the cost of living crisis on the community of people living with HIV in Brighton & Hove we have continued the Tuesday drop-in 'Warm Hub'. Running for one additional day each week, this space has provided a warm refuge and saving of heating bills for people, together with added opportunity to access a hot cooked meal, food bank and other nutritional support. The Warm Hub has been facilitated by our support worker who has offered drop-in advice and scheduled session person-centred support to people experiencing complex needs and multiple vulnerabilities. Initially running throughout the winter months, this hub now operates permanently and as a 'Tuesday drop-In' throughout the rest of the year. The Warm Hub / Drop-In has proved highly impactful, with a notable reach and engagement of people who experience poverty, social isolation, social anxiety, mental health issues, and people with neuro-diversity for whom the space has felt more accessible.

### **3. *Food bank and food support***

We have expanded our nutritional support offer. In addition to the provision of regular healthy shared meals at the lunch club and our HIV food bank, we have provided additional nutritional support through a new community food table offering at our support gatherings, providing surplus donated food to people with need when not using

the service. We have also provided a home delivered cooked food and food bank service to people in crisis who are unable to attend in person. Together, this nutritional support has helped people who experience difficulty maintaining a healthy diet and feeding themselves on a regular basis. This includes service users who have life circumstances or health issues affecting self-care; diminished physical or mental health, lack of motivation or personal resources to eat healthily; and those who have constrained income and are experiencing poverty.

#### **4. *Information and advice***

Provision of information and advice resources, including workshops, leaflets, periodicals and digital resources that address the health and wellbeing needs of service users. Signposting and making referrals to other agencies, charities community groups that support the needs of service users and volunteers.

At lunch club and other groups sessions, we have facilitated space for staff and volunteers from other agencies to attend the HIV lunch club and to offer support. These include organisations that focus on health and well-being improvement, mental health; healthy lifestyles, alcohol, drug and substance misuse; carer support; HIV related health issues, and welfare benefits advice.

#### **5. *Companionship connections***

Many people have reported social isolation and profound feelings of loneliness, deterioration in mental health, and some suicidal ideation. On a weekly basis we have made telephone companionship calls to service users who use our face-to-face services and to a separate growing cohort who are looking for a remote support approach. Companion calls have involved checking in on people's welfare, providing peer-support and friendship, and offering a listening ear to people who are lonely and socially isolated, often feeling anxious and distressed. Our companionship phone calls have provided vital emotional and mental health support, an opportunity to provide information and advice to assist people, and to connect people to additional support and services.

#### **6. *Befriending scheme***

We have delivered, strengthened and developed our community face-to-face HIV befriending scheme in Brighton & Hove and in East Sussex. This befriending project matches people living with HIV with volunteer befrienders for friendship and mutually agreed practical support. Our befriending scheme has particular success in engaging and supporting people who have complex support needs, experience profound loneliness and barriers to accessing social support.

#### **7. *Winter support***

We have developed our winter support programme, providing winter wellness advice & signposting, also providing additional emergency food and emergency heating support to people in crisis.

#### **8. *Social prescribing***

An important development of our support offer within Brighton & Hove, and sites within East Sussex, has been the inclusion of social prescribing through collaborative working

with local social prescribing organisations. At regular sessions we have provided space for social prescribers to engage with our service users. This has proved highly effective, supporting many people with complex needs to engage with wider health and wellbeing support.

Our support worker has attended the local HIV clinic to engage with patients, including acting as a link worker to engage with community social prescribing.

#### **9. *East Sussex groups and support***

Our work in East Sussex has continued to develop substantially. We have employed a worker to coordinate this, and we have seen a growth in numbers of people engaging for support. The needs of those self-referring and attending have often been more complex. Support activities have developed, including a monthly HIV lunch club in Eastbourne, quarterly supper group in Hastings, and a monthly social and wellbeing hub in Seaford. These services reach and support a diverse group of people living with HIV in a geographical area where there is no other regular group or face-to-face support. A further development of work in this area has been link working with East Sussex social prescribing organisations, and the inclusion of Eastbourne HIV clinic patient forum meetings within Lunch Positive sessions.

#### **10. *Accessible volunteering***

We have continued our supported volunteering programme, engaging and involving people living with HIV who have complex need. This has enabled us to actively involve and support people with HIV whose volunteering helped maintain and improve mental health, support substance misuse and mental health recovery, encourage & support self-care and long-term health condition management.

### **ACHIEVEMENTS**

Our services are locally unique. We have reached and supported record numbers of people in community settings, including many people in crisis, people experiencing profound and multiple disadvantage, complex need and health challenges, mental health issues, and multiple vulnerabilities.

We have continued to reach and support people who are often otherwise unreached. This has been through the successful involvement of service users in delivering services and providing peer-support, taking asset based approaches to psycho-social support, and continuing to address the social determinants of health of our service users.

We have consistently worked with agility, building and maintaining strong connections with service users, community and stakeholders, providing community led support. We have continued to identify, review and work within national and local policy and strategies focussed on supporting people living with HIV. Support provided through volunteering and service-user participation has been essential in creating this community & asset based support. Through this volunteer input we have responded to a continued growth in numbers of people using all services, developed these, and started new services.

We have supported greater numbers of people with complex need, including those who are socially isolated, people with mental health issues, serious mental illness, co-morbidities, and large numbers of people with high levels of social anxiety who often find it difficult accessing services.

Service users consistently inform us that they access our support due to being socially isolated, and many have reduced or no other social resource and network. This includes older people with HIV, an increased number of people who are recently diagnosed, and growing numbers of people with drug and alcohol issues. We have facilitated affirmative, safe and supportive service environments where people have been able to relieve isolation, share peer support, form friendships and develop supportive social networks. Service use has also provided nutritional support, enabling an improvement in regular access to healthy diet for a large number of people, having positive benefits for physical and mental health and well-being.

### **SHARING LEARNING AND OUR MODELS OF OPERATION - NATIONAL HIV NURSING ASSOCIATION CONFERENCE**

In June 2024, Lunch Positive was pleased to present to the National HIV Nursing Association Annual Conference in Liverpool. The presentation focussed on the asset-based and community focussed models of service delivery operated by Lunch Positive. Evidence of the involvement of people living with HIV to deliver services, socially-based peer support, improved health and wellbeing outcomes for service users, examples of reach to people with need, and the cost-effectiveness of the support we provide were received enthusiastically by delegates.

### **ZERO STIGMA DAY**

Our organisation led on the event management and staging of the first Zero Stigma Day rally in Brighton & Hove, in July 2023. Reflecting our organisation's commitment to ending HIV stigma, we produced a high profile public awareness event that gave opportunity to share the voice of people living with HIV, shared lived experiences of HIV stigma, and reached an audience of hundreds of people.

### **SERVICE USER & VOLUNTEER INVOLVEMENT**

Service activity and development has continued to reflect the needs, insights and approaches identified as part of our ongoing Appreciative Inquiry with service users and key stakeholders. This has provided added opportunity for service users and volunteers to give continued input into scope and qualities of service delivery and volunteering, consider future and new activities, and inform the strategic direction of the charity. Services have been delivered through a record level of volunteer involvement and activity.

We have actively involved service users and others with or affected by HIV in volunteering and helping activities. Volunteering has attracted individuals who express an interest in voluntary activity to relieve social isolation, find peer support and to improve their own health and well-being. We have involved people experiencing challenges and barriers to participation and have also worked in cooperation with other agencies to involve people in volunteering who have higher levels of support need. Many positive health and wellbeing outcomes and personal capitals built through volunteering have been attained.

Across all our service activity, **78 volunteers have given a total of 11,800 hours to the charity**. This has included a range of newly established volunteer roles, and a consistently high degree of flexible volunteer working to respond to evolving need, new and changing service environments. The paid equivalent of the time which has been given by volunteers would be valued at £131,000

### **STAKEHOLDERS**

We have maintained purposeful and effective relationships with a wide range of stakeholders: funders, care providers, other charities and community groups, peer support groups, infrastructure organisations, donors, the local community and the wider public. This has helped raise the profile of the charity and our services, increased self-referrals and service use, had positive impact on fundraising, and has widened scope for future partnership working and organisational development.

We have contributed to local & national LGBTQ and HIV press, reporting on HIV issues through regular articles that represent our work and the views of service users.

### **BUSINESS PLANNING**

We have addressed organisational and operational sustainability as fundamental aspects of planning. This has included business planning to meet growth in service uptake and service use, complexity of support need of service users. Business planning has included Covid-19 recovery, review of service landscape and service development, scoping new project work, capacity building, resilience of staffing and volunteering team structures, identifying additional and more diverse funding streams, and increasing our own income generation.

## **FINANCIAL REVIEW**

The charity has a mixed income, incorporating voluntary sector grants, local authority grants, income generation activities, community fundraising activities, and voluntary donations. This has been essential to deliver services at scale and pace. The charity's grant funding includes a range of annual smaller grants. These are awarded from a range of funders with whom we have established and built long-term and effective relationships. During the year we have worked to refresh and develop our community fundraising strategy which includes identifying potential new grant funders in response to a rapidly changing funding landscape where there is greater pressure on voluntary sector grants overall, and a decline in HIV specific grant funders. It has remained a priority to scope new grant funders, both to sustain current service delivery and to support growth of our ongoing work, development and expansion of work.

The financial benefit of a range of cost-of-living related grants, together with our own income generation and the support of community fundraising partners have been instrumental in meeting expenditure to deliver on core activities, growth of service uptake and increased complexity of need of service users.

Trustees, staff and volunteers have all worked exceptionally hard during the year to strategise, develop and deliver our community fundraising programme of events and activities, and to engage new supporters across community.

Our reserves policy incorporates maintaining reserves to meet the requirements of our Trust Deed and to mitigate any unforeseen shortfalls in grant funding for service delivery expenditure. For these purposes, the level of this fund is based on an average of three months budgeted operational expenditure and related overheads for each financial year. The level of reserves required to be in place for these purposes is reviewed and set during annual budgeting, and as part of longer-term business planning. This is monitored throughout each year as part of ongoing forecasting. Any free reserves held at the year-end which are surplus to this fund level are allocated either as free or designated reserves contributing to a range of budgeted and planned activities for the following year or longer term. This may include service delivery, developmental activities, match funding, new projects, and developing income generation activities. Our reserves policy is available on request.

## **DECLARATION**

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

Signed on behalf of the charity's trustees

Signature



Richard Jeneway

Trustee

30 March 2024

**Independent examiner's report to the trustees of Lunch Positive**  
**Registered charity number 1137186**

I report to the trustees on my examination of the accounts of Lunch Positive for the year ended 31 May 2024.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:



Lucy Cryan, ACA  
Institute of Chartered Accountants in England and Wales  
21 Inwood Crescent, Brighton, BN1 5AP  
30 March 2025

Lunch Positive	1137186
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## Receipts and payments accounts

<b>For the period from</b>	Period start date 01/06/2023	<b>To</b>	Period end date 31/05/2024
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### 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 £
<b>A1 Receipts</b>					
Incoming resources from charitable activities	57,093	34,940	-	92,033	90,368
Donations & community fundraising	39,006	-	-	39,006	21,148
Income from investments	1,540	-	-	1,540	624
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>97,639</b>	<b>34,940</b>	<b>-</b>	<b>132,579</b>	<b>112,140</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>97,639</b>	<b>34,940</b>	<b>-</b>	<b>132,579</b>	<b>112,140</b>
<b>A3 Payments</b>					
Expenditure on charitable activities	84,920	32,996	-	117,915	131,670
Expenditure on fundraising	965	-	-	965	603
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>85,885</b>	<b>32,996</b>	<b>-</b>	<b>118,881</b>	<b>132,273</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>85,885</b>	<b>32,996</b>	<b>-</b>	<b>118,881</b>	<b>132,273</b>
<b>Net of receipts/(payments)</b>	<b>11,754</b>	<b>1,944</b>	<b>-</b>	<b>13,698</b>	<b>- 20,133</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>109,803</b>	<b>15,361</b>	<b>-</b>	<b>125,164</b>	<b>145,341</b>
<b>Cash funds this year end</b>	<b>121,557</b>	<b>17,305</b>	<b>-</b>	<b>138,862</b>	<b>125,208</b>

NB Some additions may vary by +/- £1 due to rounding

## 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 £
<b>B1 Cash funds</b>	Current account ****3555 00	29,939	6,869	-
	Current account ****3555 50	102,023	-	-
	Cash in hand	40	-	-
	<b>Total cash funds</b>	<b>132,002</b>	<b>6,869</b>	<b>-</b>

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	-	-	-
	-	-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	-	-	-
	-	-	-
	-	-	-
	-	-	-

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

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	-	-	-
	-	-	-

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

Signature	Print Name	Date of approval

Signed on behalf of all the trustees

Richard Jeneway



Trustee

30 March 2025

## Receipts and payments account year ended 31st May 2024

Receipts	Restricted	Unrestricted	2024	Restricted	Unrestricted	2023
<b>Incoming resources from charitable activities</b>						
<b>Grants:</b>						
BHCC Third Sector Prospectus	14440	0	14440	15200	0	15200
National Lottery Cost-of-living fund	16000	0	16000	0	0	0
BHCC Household Support Fund 6	4500	0	4500	0	0	0
MAC Aids Fund	0	10000	10000	15000	0	15000
Sussex Community Foundation	0	5000	5000	5000	0	5000
SCDA	0	4500	4500	0	0	0
Eastbourne Borough Council	0	1412	1412	0	0	0
House Project	0	1000	1000	0	0	0
Lewes District Council	0	1928	1928	0	0	0
SCDA Small Spark Grant	0	500	500	0	0	0
TDC Older Persons Grant	0	1000	1000	0	0	0
Eastbourne Food Partnership	0	1800	1800	0	0	0
Wellbeing stigma grant	0	4850	4850	0	0	0
Brighton District Nursing Association	0	3000	3000	3000	0	3000
BH Public Health	0	8570	8570	8570	0	8570
Edward Carpenter Trust	0	500	500	0	0	0
Other grants awarded previous year	0	0	0	20849	0	0
<b>Other:</b>						
Community catering income	0	8110	0	0	7491	7491
Community reps fees	0	800	0	0	800	800
Miscellaneous	0	4123	0	0	0	0
<b>Donations</b>						
Community fundraising	0	7482	7482	0	14458.59	14458.59
Other donations	0	31524	31524	0	21148.3	21148.3
<b>Investments</b>						
Bank interest		1539.74		0	624	624
<b>TOTAL RECEIPTS</b>	<b>34940</b>	<b>97638.74</b>	<b>132578.7</b>	<b>67619</b>	<b>44521.89</b>	<b>91291.89</b>

## Payments

### Expenditure on charitable activities

Salaries, wages, on-costs	20128.49	36723.56	56852.05	39434.69	28074	67508.69
Premises	9811.2	21560.31	31371.51	6415.25	21907.94	28323.19
Food & consumables	3005.67	12973.76	15979.43	18599.68	299.32	18899
Health & safety	0	1397.43	1397.43	2482.42	-50.68	2431.74
Admin, IT, insurance	0	2340.12	2340.12	2744.83	530.62	3275.45
Volunteer programme	0	1010.94	1010.94	609.23	1127.28	1736.51
Volunteer expenses	0	175.98	175.98	316.23	82.75	398.98
Catering equipment	0	120.76	120.76	1479.82	25.62	1505.44
Capital items	0	0	0	0	0	0
Marketing & promotion	0	375.3	375.3	157.31	0	157.31
Vehicle costs and fuel	50.42	4926.04	4976.46	3780.28	728.96	4509.24
Community engagement	0	0	0	185.41	797.67	983.08
Community catering	0	0	0	0	0	0
Wellbeing projects	0	3115.34	3115.34	471.47	1073.05	1544.52
Winter support activities	0	0	0	196.2	0	196.2
Accountancy	0	200	200	0	200	200
Miscellaneous	0			0	0	0

### Expenditure on fundraising

Fundraising	0	965.25	965.25	45.6	557.7	603.3
<b>TOTAL PAYMENTS</b>	<b>32995.78</b>	<b>85884.79</b>	<b>118880.6</b>	<b>76918.42</b>	<b>55354.23</b>	<b>132272.7</b>

**NB Some additions may vary by +/- £1 due to rounding**

## Breakdown of funds held at 31st May 2024

### Funds held at 31st May 2023

Restricted funds	15361
Designated fund (1) Organisational development	72803
Free reserves	37000
	<b>125164</b>

### Funds held at 31st May 2024

Restricted funds	6869
Designated fund (1) Organisational development	100000
Free reserves	32002
	<b>138871</b>

## Breakdown of restricted funds held at 31st May 2024

Awards for All (carried forward from 2018-19)	7.5
Awards for All (carried forward from 2019-20)	1766
BH HSF 6	1943.91
TDC older persons grant	1000
Sussex Community Foundation	651.57
Edward Carpenter Trust	500
Rainbow Fund Writing Workshop (recd. 2022-3)	1000

**6868.98**

**LUNCH POSITIVE**

England & Wales - Charity number 1137186

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# Accounts

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**LUNCH POSITIVE  
TRUSTEES' ANNUAL REPORT  
FOR THE PERIOD  
1<sup>st</sup> JUNE 2022 – 31<sup>st</sup> MAY 2023**



*Lunch Positive received the Queen's Award for Voluntary Service in 2022*

## Reference and administration details

Charity name: Lunch Positive

Registered charity number: 1137186

Charity's principal address:

113 Queens Road

Brighton

East Sussex

BN1 3XG

## Names of the charity trustees who 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)
Heather Leake	Date		
Richard Jeneway			
Chris Sarson			

## Name of Chief Executive or names of senior staff members

Gary Pargeter

## STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted as a Charitable Trust through a Trust Deed dated 28<sup>th</sup> July 2010.

The charity actively involves people with HIV in trusteeship. Trustees are selected by the Board with regard to the applicant's knowledge, skills and experience, how these relate to role specifications and the needs of the Board in providing effective governance.

Trustees are inducted and trained using a variety of methods which include a comprehensive induction training programme. Following induction, further ongoing training opportunities are offered in-house and through local providers. During the year our organisation has continued to participate in the local voluntary and community sector Governance Network facilitated by VCSE infrastructure organisation Brighton & Hove Community Works.

Trustees undertake their roles within an extensive policy framework. Organisational structure is such that trustees are collectively responsible for effective governance and development of the organisation, whilst utilising specialism in skills to support decision making and undertake individual project and/or sub- committee work.

Trustees' considerations of major risks are undertaken through the active operation and review of a comprehensive risk register. Appropriate measures to manage risk are incorporated into organisational strategy, planning and delivery and are reviewed accordingly.

The charity is highly collaborative, working across sectors and with a wide range of stakeholders. Lunch Positive is an active participant of the Brighton & Hove Sexual Health Programme HIV Health & Social Care Domain, focused on providing effective health and social care to people with HIV in the locality. Participation supports the national and local HIV Action Plans. We also work collaboratively with local partners as part of the HIV Towards Zero Strategy, contributing to the strategic direction and delivery of Brighton & Hove Fast Track City activities.

Lunch Positive is an active member of the local voluntary sector infrastructure organisation and policy influencing forum Brighton & Hove Community Works. As part of this, our Director is an elected voluntary Community Representative for health and wellbeing: HIV. We engage to represent at city-wide strategic partnerships including the local authority & NHS led Fast Track City Taskforce, Sussex Health & Social Care Forum, and Sussex Police LGBTQ External Reference Group.

## **OBJECTIVES AND ACTIVITIES**

Our objectives are to relieve the needs of person affected by HIV through the provision of a lunch service, information on healthy living and lifestyles and a signposting service to other HIV and nutritional services.

Our services are provided for people who have an HIV positive diagnosis or who are affected by HIV by virtue of being the families, relatives, close friends, carers and partners of such persons; and persons from those communities that are considered most at risk of acquiring HIV. Service users join through self-referral or referral from a range of sources which include clinicians, health & social care practitioners, support organisations and agencies. The charity operates within an Equalities Policy framework.

### **Summary of main activities**

**The charity trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit, and have followed this in planning and undertaking our activities.**

The charity's aims are to support and improve the health and well-being of service users through the provision of a range of community based activities.

The main activities undertaken in relation to our objects during the year are:

### **Adapting Covid-19 responses to ongoing core service delivery**

Following the end of the Covid-19 restrictions and the return to face-to-face support activities during 2022-23, we have adapted a range of Covid-19 support services and integrated these within our core service offer. These respond to our greatly developed reach to more people with complex support need.

#### **1. *Companionship connections***

Many people have reported social isolation and profound feelings of loneliness, deterioration in mental health, and some suicidal ideation. On a weekly basis we have made telephone companionship calls to service users who use our face-to-face services and to a separate growing cohort who are looking for a remote support approach. Companion calls have involved checking in on people's welfare, providing peer-support and friendship, and offering a listening ear to people who are lonely and socially isolated, often feeling anxious and distressed. Our companionship phone calls have provided vital emotional and mental health support, an opportunity to provide information and advice to assist people, and to connect people to additional support and services.

#### **2. *Befriending scheme***

We have delivered, strengthened and developed our community face-to-face HIV befriending scheme in Brighton & Hove and in East Sussex. This befriending project matches people living with HIV with volunteer befrienders for friendship and mutually agreed practical support.

#### **3. *Winter support***

We have developed our winter support programme, providing winter wellness advice & signposting, also providing additional emergency food and emergency heating support to people in crisis.

### **Core service activities & developments**

#### **1. *HIV Lunch Club***

We have run the weekly HIV lunch club which has provided impactful psycho-social benefit. The lunch club has provided a facilitated, supportive safe space for people to access food, meet, share conversation and peer support, form friendships and support networks. It is a unique and highly valued space to relieve social isolation, access information, and to derive social, emotional, practical and nutritional support.

A key development of the HIV lunch club has been the weekly hiring of an additional floor known as 'The Sanctuary' for each session. Providing additional space for the growing numbers of people attending, this space is facilitated with fewer seats and purposely provides a quieter environment for people who find large numbers of people and louder

environments a barrier to participation. This has been instrumental in attracting, engaging and providing continuing support for people with complex needs.

## **2. *Support Worker role***

We have employed a Support Worker to provide additional capacity in response to the growth of service use and often complexity of service user need.

The Support Worker has provided an invaluable link with clinical service referrers, administrated our referrals system, on-boarded new service users, attended and become integrated within sessions and provided 1-1 enhanced and specialist support to service users where needed.

## **3. *Warm hub and drop-in***

Responding to the impact of the cost of living crisis on the community of people living with HIV in Brighton & Hove we have established the new service of a 'Warm Hub'.

Running for one additional day each week, this space has provided a warm refuge and saving of heating bills for people, together with added opportunity to access a hot cooked meal, food bank and other nutritional support. The Warm Hub has been facilitated by our support worker who has offered drop-in advice and scheduled session person-centred support to people experiencing complex needs and multiple vulnerabilities. Initially running throughout the winter months, this hub now operates permanently and as a 'Tuesday drop-In' throughout the rest of the year. The Warm Hub / Drop-In has proved highly impactful, with a notable reach and engagement of people who experience poverty, social isolation, social anxiety, mental health issues, and people with neuro-diversity.

## **4. *Food bank and food support***

We have expanded our nutritional support offer. In addition to the provision of regular healthy shared meals at the lunch club and our HIV food bank, we have provided additional nutritional support through a new community food table offering at our support gatherings, providing surplus donated food to people with need when not using the service. We have also provided a home delivered cooked food and food bank service to people in crisis who are unable to attend in person. Together, this nutritional support has helped people who experience difficulty maintaining a healthy diet and feeding themselves on a regular basis. This includes service users who have life circumstances or health issues affecting self-care; diminished physical or mental health, lack of motivation or personal resources to eat healthily; and those who have constrained income and are experiencing poverty.

## **5. *Information and advice***

Provision of information and advice resources, including workshops, leaflets, periodicals and digital resources that address the health and wellbeing needs of service users.

Signposting and making referrals to other agencies, charities community groups that support the needs of service users and volunteers.

At lunch club and other groups sessions, we have facilitated space for staff and volunteers from other agencies to attend the HIV lunch club and to offer support. These include organisations that focus on health and well-being improvement, mental health; healthy

lifestyles, alcohol, drug and substance misuse; carer support; HIV related health issues, and welfare benefits advice.

#### **6. *Social prescribing***

An important development of our Brighton & Hove community support offer has been the inclusion of social prescribing through collaborative working with local social prescribing organisation Together Co. At regular sessions we have provided space for a Together Co social prescriber to engage with our service users. This has proved highly effective, supporting many people with complex needs to engage with wider health and wellbeing support.

Our support worker has attended the local HIV clinic to engage with patients, including as a link worker to engage with community social prescribing.

#### **7. *East Sussex groups and support***

Our work in East Sussex has developed substantially. We have employed a worker to coordinate this, and we have seen a growth in numbers of people engaging for support. Support activities have developed, including a monthly HIV lunch club in Eastbourne, quarterly supper group in Hastings, and a monthly social and wellbeing hub in Seaford. These services reach and support a diverse group of people living with HIV in a geographical area where there is no other regular group or face-to-face support. A further development of work in this area has been link working with East Sussex social prescribing organisations, and the inclusion of Eastbourne HIV clinic patient forum meetings within Lunch Positive sessions.

#### **8. *Accessible volunteering***

We have continued our supported volunteering programme, engaging in person and involving people living with HIV who have complex need. This has enabled us to actively involve and support people with HIV whose volunteering helped maintain and improve mental health, support substance misuse and mental health recovery, encourage & support self-care and long-term health condition management.

### **ACHIEVEMENTS**

The year has been one of high levels of activity addressing the enduring, new and evolving support needs of people living with HIV, and we have supported 274 people.

Our services are locally unique. We have reached and supported record numbers of people in community settings, including many people in crisis, people experiencing profound and multiple disadvantage, complex need and health challenges, mental health issues, and multiple vulnerabilities.

We have continued to reach and support people who are often otherwise unreached. This has been through the successful involvement of service users in delivering services and providing peer-support, taking asset based approaches to psycho-social support, and continuing to address the social determinants of health of our service users.

We have consistently worked with agility, building and maintaining strong connections with service users, community and stakeholders, providing community led support. We have continued to identify, review and work within national and local policy and strategies focussed on supporting people living with HIV. Support provided through volunteering and service-user participation has been essential in creating this community & asset based support. Through this volunteer input we have responded to a continued growth in numbers of people using all services, developed these, and started new services. We have supported greater numbers of people with complex need, including those who are socially isolated, people with mental health issues, serious mental illness, co-morbidities, and large numbers of people with high levels of social anxiety who often find it difficult accessing services.

Large numbers of service users consistently inform us that they access our support due to being socially isolated, and many have reduced or no other social resource and network. This includes older people with HIV, an increased number of people who are recently diagnosed, and growing numbers of people with drug and alcohol issues. We have facilitated affirmative, safe and supportive service environments where people have been able to relieve isolation, share peer support, form friendships and develop supportive social networks. Service use has also provided nutritional support, enabling an improvement in regular access to healthy diet for a large number of people, having positive benefits for physical and mental health and well-being.

### **Queens Award for Voluntary Service**

In 2022, we were overjoyed to receive the prestigious Queen's Award for Voluntary Service, which is considered to be the highest award given to volunteer led groups, the equivalent of an MBE. The award is given for life. Following a rigorous nomination, shortlisting and organisational scrutiny process, the citation for the award included a commentary on the reach, range and scope of Lunch Positive support in the community, impact for people living with HIV, community leadership and focus, and the uniqueness of the charity and our work. There was reflection on the charity being formed and developed by people living with HIV as volunteers, the high measure of quality and genuine leadership of volunteers to support the community of people living with HIV.

### **Impact Research**

During 2021-22, University of Sussex undertook an impact study with us, looking at the impact of our support activities during the Covid-19 pandemic. This included a written survey and focus groups, followed by the production of a powerful video with service user and community testimonials. This was published during 2023, and we were delighted to submit an abstract that was selected for poster display at the BHIVA (British HIV Association) Spring Conference 2023. A link to the short video is [here](#).

We encourage anyone looking for insight into the needs and strengths of our service users and organisation to view the video.

## **SERVICE USER & VOLUNTEER INVOLVEMENT**

Service activity and development has continued to reflect the needs, insights and approaches identified as part of our ongoing Appreciative Inquiry with service users and key stakeholders. This has provided added opportunity for service users and volunteers to give continued input into scope and qualities of service delivery and volunteering, consider future and new activities, and inform the strategic direction of the charity. Services have been delivered through a record level of volunteer involvement and activity.

We have actively involved service users and others with or affected by HIV in volunteering and helping activities. Volunteering has attracted individuals who express an interest in voluntary activity to relieve social isolation, find peer support and to improve their own health and well-being. We have involved people experiencing challenges and barriers to participation and have also worked in cooperation with other agencies to involve people in volunteering who have higher levels of support need. Many positive health and wellbeing outcomes and personal capitals built through volunteering have been attained.

Across all our service activity, **72 volunteers have given a total of 11,400 hours to the charity**. This has included a range of newly established volunteer roles, and a consistently high degree of flexible volunteer working to respond to evolving need, new and changing service environments. The paid equivalent of the time which has been given by volunteers would be valued at £126,426.

## **STAKEHOLDERS**

We have maintained purposeful and effective relationships with a wide range of stakeholders: funders, care providers, other charities and community groups, peer support groups, infrastructure organisations, donors, the local community and the wider public. This has helped raise the profile of the charity and our services, increased self-referrals and service use, had positive impact on fundraising, and has widened scope for future partnership working and organisational development.

We have contributed to local & national LGBTQ and HIV press, reporting on HIV issues through regular articles that represent our work and the views of service users.

## **COMMUNITY DEVELOPMENT, HEALTH POLICY AND RESEARCH**

We have continued to be highly involved in a wide range of community representation activities. We have shared the voice and experiences of people living with HIV and the experiences and learning of being a community based HIV organisation with asset based principles and approaches. During the year we actively contributed towards the **Brighton & Hove Fast Track City Taskforce** strategy, the **Towards Zero HIV Stigma Group** planning, and the Sussex HIV Network. As a community based support provider, our community representation contributed to the establishment and development of opt-out testing for HIV within the **Brighton A&E Department** in the local health trust.

We provided community insight for the **Brighton & Sussex Medical School** study on frailty and HIV.

Our Director is the elected *Health & Wellbeing Representative (HIV)* within VCSE infrastructure organisation *Brighton & Hove Community Works*, and throughout the year we have contributed to multiple cross-sector health and social care partnership committees.

## **BUSINESS PLANNING**

We have addressed organisational and operational sustainability as fundamental aspects of planning. This has included business planning to meet growth in service uptake and service use, complexity of support need of service users. Business planning has included Covid-19 restart and recovery, review of service landscape and service development, scoping new project work, capacity building, resilience of staffing and volunteering team structures, identifying additional and more diverse funding streams, and increasing our own income generation.

## **FINANCIAL REVIEW**

The charity has a mixed income, incorporating voluntary sector grants, local authority grants, income generation activities, community fundraising activities, and voluntary donations. This has been essential to deliver services at scale and pace. The charity's grant funding includes a range of annual smaller grants and several larger multi-year grants. These are awarded from a range of funders with whom we have established and built long-term and meaningful relationships. During the year we have worked to refresh and develop our community fundraising strategy which includes identifying potential new grant funders to support growth of our ongoing work, development and expansion of work.

During the year we experienced an unexpected and significant rise in premises hiring costs for our work in Brighton Hove, together with anticipated increases of other general operating costs. The financial benefit of a range of cost-of-living related grants, together with our own income generation and the support of community fundraising partners have been instrumental in meeting expenditure to deliver on core activities and rapid growth of service uptake.

Our reserves policy incorporates maintaining reserves to meet the requirements of our Trust Deed and to mitigate any unforeseen shortfalls in grant funding for service delivery expenditure. For these purposes, the level of this fund is based on an average of three months budgeted operational expenditure and related overheads for each financial year. The level of reserves required to be in place for these purposes is reviewed and set during annual budgeting, and as part of longer-term business planning. This is monitored throughout each year as part of ongoing forecasting. Any free reserves held at the year-end which are surplus to this fund level are allocated either as free or designated reserves contributing to a range of budgeted and planned activities for the following year or longer term. This may include service delivery, developmental activities, match funding, new projects, and developing income generation activities. Our reserves policy is viewable on our website or on request.

**DECLARATION**

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

Signed on behalf of the charity's trustees

Signature

A handwritten signature in black ink, appearing to read 'Heather Leake Date', written in a cursive style.

Heather Leake Date  
Trustee

12<sup>th</sup> March 2024

**Independent examiner's report to the trustees of Lunch Positive**  
**Registered Charity Number 1137186**  
**Accounts for the year ended 31 May 2023**

I report to the trustees on my examination of the accounts of Lunch Positive ('the Trust') for the year ended 31 May 2023.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). You consider that an audit is not required for this year under section 144 of the Act and that an Independent Examination is needed.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Lucy Cryan, ACA  
21 Inwood Crescent, Brighton, BN1 5AP  
13 March 2024

# Lunch Positive

Registered charity: 1137186

## Statement of financial activities year ended 31st May 2023

	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 £
<b>Receipts</b>					
Incoming resources from charitable activities	22,750	67,618	-	90,368	93,737
Donations	21,148	-	-	21,148	22,954
Income from investments	624	-	-	624	27
<b>Sub total (Gross income for AR)</b>	<b>44,522</b>	<b>67,618</b>	<b>-</b>	<b>112,140</b>	<b>116,718</b>
<b>Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>44,522</b>	<b>67,618</b>	<b>-</b>	<b>112,140</b>	<b>116,718</b>
<b>Payments</b>					
Expenditure on charitable activities	54,797	76,873	-	131,670	106,566
Expenditure on fundraising	558	46	-	603	1,061
<b>Sub total</b>	<b>55,355</b>	<b>76,918</b>	<b>-</b>	<b>132,273</b>	<b>107,627</b>
<b>Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>55,355</b>	<b>76,918</b>	<b>-</b>	<b>132,273</b>	<b>107,627</b>
<b>Net of receipts/(payments)</b>					
	- 10,833	- 9,300	-	- 20,133	9,091
Transfers between funds		-	-	-	-
Cash funds last year end	120,679	24,662	-	145,341	136,251
<b>Cash funds this year end</b>	<b>109,846</b>	<b>15,362</b>	<b>-</b>	<b>125,208</b>	<b>145,342</b>

NB Some additions may vary by +/- £1 due to rounding

Receipts and payments account year ended 31st May 2023

Receipts	Restricted	Unrestricted	2023	Restricted	Unrestricted	2022
<b>Incoming resources from charitable activities</b>						
<b>Grants:</b>						
BHCC Third Sector Prospectus	15200	0	15200	15200	0	15200
Arnold Clark	0	0	0	3500	0	3500
Community Works re-opening	0	0	0	1724	0	1724
MAC Aids Fund	15000	0	15000	0	0	0
Sussex Community Foundation	0	0	0	5000	0	5000
Sussex Crisis Fund	0	0	0	9928	0	9928
Sussex Community Foundation Winter Support	0	0	0	8354	0	8354
BHCC COMF	0	0	0	5290	0	5290
BHCC Jubilee	0	0	0	300	0	300
BHCC Summer Grant	0	0	0	1348	0	1348
BHCC Winter Grant	3000	0	3000	4994	0	4994
BH Food Partnership LOP	0	0	0	3647	0	3647
BH Food Partnership Household Support	0	0	0	1376	0	1376
BH Food Partnership Food Safety	0	0	0	444	0	444
Brighton District Nursing Association	3000	0	3000	2500	0	2500
BH Rainbow Fund	0	0	0	17500	0	17500
BH Public Health	8570	0	8570	8570	0	8570
Local Giving Magic Little Grant	500	0	500	500	0	500
BHFP Soil in the city	500	0	500	0	0	0
BHCC HSF 2022	4000	0	4000	0	0	0
BHCC HSF 2023	7000	0	7000	0	0	0
Sussex Community Foundation East Sussex	7849	0	7849	0	0	0
Lewes District Cost of Living	2000	0	2000	0	0	0
Rainbow Fund Writing Workshop	1000	0	1000	0	0	0
<b>Other:</b>						
Community catering income	0	7491	7491	0	2560	2560
Community reps fees	0	800	800	0	800	800
Refunds on purchases	0	0	0	0	202	202
<b>Donations</b>						
Community fundraising	0	14458.59	14458.59	0	899	899
Collection tins	0	0	0	0	22055	22055
Other donations	0	21148.3	21148.3	0	0	0
<b>Investments</b>						
Bank interest		624	624		27	27
<b>TOTAL RECEIPTS</b>	<b>67619</b>	<b>44521.89</b>	<b>112140.9</b>	<b>90175</b>	<b>26543</b>	<b>116718</b>

## Payments

<b>Expenditure on charitable activities</b>						
Salaries, wages, on-costs	39434.69	28074	67508.69	45887	7599	53486
Premises	6415.25	21907.94	28323.19	14962	128	15090
Food & consumables	18599.68	299.32	18899	13359	199	13558
Health & safety	2482.42	-50.68	2431.74	1297	2	1299
Admin, IT, insurance	2744.83	530.62	3275.45	6631	0	6631
Volunteer programme	609.23	1127.28	1736.51	1753	63	1816
Volunteer expenses	316.23	82.75	398.98	1349	10	1359
Catering equipment	1479.82	25.62	1505.44	1053	0	1053
Capital items	0	0	0	0	2250	2250
Marketing & promotion	157.31	0	157.31	909	0	909
Vehicle costs and fuel	3780.28	728.96	4509.24	7552	0	7552
Community engagement	185.41	797.67	983.08	46	559	605
Community catering	0	0	0	479	0	479
Wellbeing projects	471.47	1073.05	1544.52	0	0	0
Winter support activities	196.2	0	196.2	0	0	0
Accountancy	0	200	200	400	0	400
Miscellaneous	0	0	0	0	80	80
<b>Expenditure on fundraising</b>						
Fundraising	45.6	557.7	603.3	73	988	1061
<b>TOTAL PAYMENTS</b>	<b>76918.42</b>	<b>55354.23</b>	<b>132272.7</b>	<b>95750</b>	<b>11878</b>	<b>107628</b>

NB Some additions may vary by +/- £1 due to rounding

## Statement of assets and liabilities at the end of the period

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>Cash funds</b>	Current account ****3555 00	9,280	15,361	-
	Current account ****3555 50	100,483	-	-
	Cash in hand	40	-	-
	<b>Total cash funds</b>	<b>109,803</b>	<b>15,361</b>	<b>-</b>
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>Other monetary assets</b>	Details None	-	-	-
<b>Investment assets</b>	Details None	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
<b>Assets retained for the</b>	Details None	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
<b>Liabilities</b>	Details None	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	

### Breakdown of funds held at 31st May 2023

#### Funds held at 31st May 2022

Restricted funds	24662
Designated fund (1) Organisational development	78969
Designated fund (2) Employment contingency	7950
Free reserves	33760
	<b>145341</b>

#### Funds held at 31st May 2023

Restricted funds	15361
Designated fund (1) Organisational development	72803
Free reserves	37000
	<b>125164</b>

#### Breakdown of restricted funds held at 31st May 2023

Awards for All (carried forward from 2018-19)	7.5
Awards for All (carried forward from 2019-20)	1766
BHFP Food Safety (recd. 2022-3)	2.2
BHCC Third Sector Propsectus (recd. 2022-3)	3585.44
BHCC Public Health (recd. 2022-3)	0.12
Lewes District Cost of Living (recd. 2022-3)	2000
BHCC HSF 2023-4 (recd. 2022-3)	7000
Rainbow Fund Writing Workshop (recd. 2022-3)	1000
	<b>15361.26</b>

## Lunch Positive

Registered charity: 1137186

### Accounts year ended 31<sup>st</sup> May 2023

Charity correspondent:

Gary Pargeter  
Community Base  
113 Queens Road  
Brighton  
BN1 3XG

These accounts have been prepared on the Receipts and Payments basis from information and explanations received from the charity.

Lucy Cryan, ACA  
21 Inwood Crescent, Brighton, BN1 5AP

These accounts have been approved by the Trustees of the charity.

Signed on behalf of all of the Trustees for the charity

Trustee Name: Heather Leake Date

Signature



Date: 12/03/24

**LUNCH POSITIVE**

England & Wales - Charity number 1137186

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# Accounts

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**LUNCH POSITIVE  
TRUSTEES' ANNUAL REPORT  
FOR THE PERIOD  
1<sup>st</sup> JUNE 2021 – 31<sup>st</sup> MAY 2022**



**Visit to Lunch Positive from Winnie Byanyima, Executive Director of UNAIDS. September 2021.**

## Reference and administration details

Charity name: Lunch Positive

Registered charity number: 1137186

Charity's principal address:

113 Queens Road

Brighton

East Sussex

BN1 3XG

## Names of the charity trustees who 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)
Steven Foster	Secretary	01/06/21-15/10/21	
Heather Leake			
Date			
Richard Jeneway			
Margot Uden		01/06/21-31/03/22	
Chris Sarson			

## Name of Chief Executive or names of senior staff members

Gary Pargeter

## STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted as a Charitable Trust through a Trust Deed dated 28<sup>th</sup> July 2010.

The charity actively involves people with HIV in trusteeship. Trustees are selected by the Board with regard to the applicant's knowledge, skills and experience, how these relate to role specifications and the needs of the Board in providing effective governance.

Trustees are inducted and trained using a variety of methods which include a comprehensive induction training programme. Following induction, further ongoing training opportunities are offered in-house and through local providers. During the year our organisation has continued to participate in the local voluntary and community sector Governance Network facilitated by VCSE infrastructure organisation Brighton & Hove Community Works.

Trustees undertake their roles within an extensive policy framework. Organisational structure is such that trustees are collectively responsible for effective governance and

development of the organisation, whilst utilising specialism in skills to support decision making and undertake individual project and/or sub- committee work.

Trustees' considerations of major risks are undertaken through the active operation and review of a comprehensive risk register. Appropriate measures to manage risk are incorporated into organisational strategy, planning and delivery and are reviewed accordingly.

The charity is highly collaborative, working across sectors and closely with a wide range of stakeholders. Lunch Positive is an active participant of the Brighton & Hove Sexual Health Programme HIV Health & Social Care Domain, focused on providing effective health and social care for people living with HIV in the locality. Participation also supports the local HIV Action Plan. We also work closely with local partners as part of the HIV Towards Zero Taskforce, contributing to the strategic direction and delivery of Brighton & Hove Fast Track City activities.

Lunch Positive is an active member of the local voluntary sector infrastructure organisation and policy influencing forum Brighton & Hove Community Works. As part of this, our Director is an elected voluntary Community Representative representing the HIV community at city-wide strategic partnerships including the local authority Fast Track City Taskforce, Sussex Health & Social Care Forum, and Sussex Police LGBTQ External Reference Group.

## **OBJECTIVES AND ACTIVITIES**

Our objectives are to relieve the needs of person affected by HIV through the provision of a lunch service, information on healthy living and lifestyles and a signposting service to other HIV and nutritional services.

Our services are provided for people who have an HIV positive diagnosis or who are affected by HIV by virtue of being the families, relatives, close friends, carers and partners of such persons; and persons from those communities locally that are considered most at risk of HIV infection. Service users join through self-referral or referral from a range of sources which include clinicians, practitioners, other support organisations and agencies. The charity operates within an Equalities Policy framework.

### **Summary of main activities**

**The charity trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit, and have followed this in planning and undertaking our activities.**

The charity's aims are to support and improve the health and well-being of service users through the provision of a range of activities.

The main activities undertaken in relation to our objects during the year are:

### **Continuing response to the Covid-19 pandemic and its impact**

We continued to provide our outreach Covid-19 response which was started in early 2020, adapting to new needs and taking opportunities to return to safe face-to-face support where Covid-19 restrictions were progressively relaxed over the year. This required adapting service activity and environment, working at pace and continuing to engage and support record numbers of people.

Covid-19 response activities supported 359 service users across Sussex. Our volunteer team responded amazingly, recruiting new helpers, giving increased availability to perform additional and new duties as part of this Covid-19 response.

The response focused on providing nutritional support to people with pre-existing, new and exacerbated need, expanded advice and information, mental health and emotional support, peer-support, befriending and companionship for people who were often fearful and anxious, socially isolated and lonely.

#### ***Covid response activities***

1. Nutritional support included the preparation and weekly delivery of cooked food and groceries to people with HIV who were unable to cook for themselves, self-isolating, and those whose mental health had deteriorated resulting in anxiety affecting leaving the home and shopping for food.
2. On a weekly basis we made telephone companionship calls to service users, checking in on people's welfare, providing peer-support and friendship, and offering a listening ear to people who were lonely and socially isolated, often feeling anxious and distressed. Many people reported deterioration in mental health, and some suicidal ideation. Our companionship phone calls provided vital emotional and mental health support, an opportunity to provide information and advice to assist people, and to connect people to additional support and services. A new key theme of these companionship calls was the possibility of people returning to face-to-face service use and anxieties about the developing relaxation of Covid-19 restrictions.
3. We delivered, strengthened and developed our structured HIV befriending project, delivered in partnership with local charity Together Co. This befriending project matches people with HIV with volunteer befrienders for friendship and mutually agreed practical support. The scheme saw a growth of people seeking befriending who had complex needs.
4. We developed our winter support programme, providing winter wellness advice & signposting, also providing additional heating equipment and essential household items to people in need, emergency food vouchers and emergency heating to people in crisis.

**Return to core service activities at various stages of Covid 'unlocking' and ability to deliver face-to-face support gatherings**

1. Provision of a weekly lunch club which has provided psycho-social benefit and has supported the health & well-being of 137 service users. This provided a facilitated, supportive and safe space for people to access food, meet, share peer support, form friendships and support networks, relieve social isolation, access information, and to derive emotional, practical and nutritional support.
2. Provision of a regular healthy meal at the lunch club (or drop in takeaway), free for people unable to make a donation, and additional nutritional support for people when not using the service. In addition to the enabling impact this meal has on psycho-social and peer support it has been evidenced that these shared meals have provided added nutritional support to people who experience difficulty maintaining a healthy diet and feeding themselves on a regular basis. This includes service users who have life circumstances or disabilities affecting self-care; diminished physical or mental health, lack of skills, motivation or personal resources to eat healthily; and those who have constrained income and are experiencing poverty.
3. Provision of information and advice resources, including workshops, leaflets, periodicals and digital resources that address the health and wellbeing needs of service users.
4. Signposting and making referrals to other agencies, charities community groups that support the needs of service users and volunteers.
5. Facilitating space for staff and volunteers from other agencies to attend the HIV lunch club and to offer support. These include organisations that focus on health and well-being improvement, mental health; healthy lifestyles, alcohol, drug and substance misuse; carer support; HIV related health issues, and welfare benefits advice.
6. We have continued our supported volunteering programme, engaging in person and involving people living with HIV who have complex need. This enabled us to actively involve and support people with HIV whose volunteering helped maintain and improve mental health, support substance misuse and mental health recovery, encourage self-care and prevent health deterioration.

**Achievements**

The year has been one of continued activity addressing the enduring, new and evolving support needs of people living with HIV throughout the Covid 19 pandemic, and a return to face-to-face activities and support.

Our services are locally unique. We have reached and supported record numbers of people, including those at serious risk and in crisis, people experiencing profound and multiple disadvantage, complex needs, pre-existing and Covid impacted health issues, mental health issues, and multiple vulnerabilities.

The support provided remains fundamentally and strongly community centred and highly asset based.

Notably we have continued to reach and support people who are often otherwise unreached, and through asset based working provided psycho-social benefit, peer support, continuing to address the social determinants of health of our service users.

We have consistently worked with agility, building and maintaining strong connections with service users, community and stakeholders, providing rapid community based responses. We have continued to identify, review and work within national and local strategies surrounding the Covid-19 pandemic, support of people with HIV, people experiencing social and economic disadvantage, HIV health management and improvement, nutrition for people with chronic illness, and enabled volunteering for people experiencing barriers and challenges to participation.

As part of both our Covid-19 response and core activities we have continued supporting people with complex needs with increased emphasis on supporting people in crisis, helping those who are socially isolated, whose mental health has been affected, serious mental illness, people with high levels of social anxiety who often find it difficult accessing services.

Support provided through volunteering and service-user participation has been essential in creating this community & asset based support. Through this volunteer input we have responded to a continued growth in numbers of people using all services. In addition to the wide ranging Covid-19 support need, large numbers of service users inform us that they access support due to being socially isolated, and many have reduced or no other social resource and network. This includes older people with HIV, an increased number of people who are recently diagnosed, and growing numbers of people with drug and alcohol issues. We have facilitated affirmative, safe and supportive service environments where people have been able to relieve isolation, share peer support, form friendships and develop supportive social networks. Service use has also provided nutritional support, enabling an improvement in regular access to healthy diet for a large number of people, having positive benefits for physical and mental health and well-being.

### **Visit from United Nations Aids (UNAIDS)**

As part of a visit to the United Kingdom from UNAIDS Executive Director Winnie Byanyima, Lunch Positive provided an HIV community lunch event. Bringing together a wide range of national and local stakeholders, this event showcased our work and enabled delegates to engage with our service users, learning more about their lives, needs, strengths and gifts. Reflecting our asset based work, volunteers staged this event, and over 80 people living with HIV attended. Following the community lunch, we hosted a round table discussion for UNAIDS delegates, Fast Track City stakeholders, national policy influencing organisations and local Members of Parliament.

We were proud to hear Winnie Byanyima's commendation of Lunch Positive as ***"Building and sustaining a community of people living with HIV, fighting stigma, partnering with researchers and the Council to spur prevention, testing and treatment innovations that work for people. Awesome!"***

## **Impact Research**

Towards the end of the year, University of Sussex undertook an impact study with us, looking at the impact of our support activities during the Covid-19 pandemic. This included a written survey and focus groups, followed by the production of a powerful video with service user and community testimonials. Results from this will be published in the following year Trustees' Annual Report.

## **Service User & Volunteer Involvement**

Core service activity continued to reflect the needs, insights and approaches identified as part of our 2019-20 Appreciative Inquiry with service users and key stakeholders. This has provided added opportunity for service users and volunteers to give continued input into scope and qualities of service delivery and volunteering, consider future and new activities, and inform the strategic direction of the charity. Services have been delivered through a record level of volunteer involvement and activity.

Through both our core and Covid-19 related activities a total of **64 volunteers have given a total of 11,240 hours to the charity**. This has included a range of newly established volunteer roles, and a consistently high degree of volunteer working flexibility to respond to evolving Covid-19 need and changing service environment. The paid equivalent of the time which has been given by volunteers would be £124,652.

We have actively involved service users and others with or affected by HIV in volunteering and helping activities. Volunteering has attracted individuals who express an interest in voluntary activity to relieve social isolation, find peer support and to address their own health and well-being. We have involved people experiencing challenges and barriers to participation and have also worked in cooperation with other agencies to involve people in volunteering who have higher levels of support need. Positive health and wellbeing outcomes and personal capitals built through volunteering have been attained.

## **Stakeholders**

We have maintained purposeful and effective relationships with a wide range of stakeholders: funders, care providers, other charities and community groups, peer support groups, infrastructure organisations, donors, the local community and the wider public. This has helped raise the profile of the charity and our services, increased self-referrals and service use, had positive impact on fundraising, and has widened scope for future partnership working and organisational development.

We have contributed to local & national LGBTQ and HIV press, reporting on HIV issues through regular articles that represent our work and the views of service users.

## **Community development, health policy and research**

Opportunities for involvement in wider face-to-face community development were reduced due to Covid-19 measures throughout the year. However, we continued to be highly involved in a wide range of development and wider community support activities. This enabled us to share the voice and experiences of people living with HIV, and the experiences and learning of being a community based HIV organisation with asset based principles and approaches. During the year we actively contributed towards the local authority ***Equalities and Access Cell*** which informed local policy and processes to support the most vulnerable of local residents throughout the Covid-19 pandemic, and the ***NHS England working group*** on developing a toolkit for HIV commissioning.

We provided community insight, support and involvement for the ***Brighton & Sussex Medical School*** new study on frailty and HIV.

## **Business Planning**

We have addressed organisational and operational sustainability as a fundamental aspect of all planning. This has included business planning to meet growth in service uptake and service use, complexity of need and support for service users and volunteers. Business planning has included Covid-19 impact restart and recovery, service landscape and development, scoping need and new project work, capacity building, identifying additional and more diverse funding streams, and increasing our own income generation.

## **FINANCIAL REVIEW**

Our reserves policy incorporates maintaining reserves to meet the requirements of our Trust Deed and to mitigate any unforeseen shortfalls in grant funding for service delivery expenditure. For these purposes, the level of this fund is based on an average of three months budgeted operational expenditure and directly related overheads for each financial year.

Reserves for these purposes are gained through income generation and community fundraising activities. The level of reserves required to be in place for these purposes is reviewed and set during annual budgeting, and as part of longer-term business planning. This is monitored throughout each year as part of annual forecasting in preparation for increases or decreases of the fund to the optimum level during the year and at the start of each subsequent year. Any free reserves held at the year-end which are surplus to this fund level are allocated either as free or designated reserves contributing to a range of budgeted and planned activities for the following year or longer term which may include service delivery, developmental activities, match funding, new projects, and income generation activities.

The charity has a mixed income, incorporating grant income, income generation activities, community fundraising activities, and voluntary donations. Covid support grants received during the year were essential to deliver services at scale and pace, and to mitigate Covid related loss of community fundraising income. The charity's sources of general grant funding remain a range of annual smaller grants and several larger longer term grants. The award of longer term grants has impacted positively on the charity's ability to plan strategically.

## DECLARATION

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

Signed on behalf of the charity's trustees

Signature

H. A. Leake (H.A. LEAKE DATE)

29<sup>th</sup> March 2023

# Lunch Positive

Accounts year ended 31<sup>st</sup> May 2022

Registered charity: 1137186

Charity correspondent: Gary Pargeter  
Community Base  
113 Queens Road  
Brighton  
BN1 3XG

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These accounts have been prepared on the Receipts and Payments basis from information and explanations supplied by the charity.



Kate Chapman  
Resource Centre  
6 Tilbury Place  
Brighton BN2 0GY  
27<sup>th</sup> March 2023

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These accounts have been approved by the Trustees of the charity.

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

1. H. A. LEAKE (DATE)

2. \_\_\_\_\_

Date 29<sup>th</sup> March 2023

## Lunch Positive

Registered charity: 1137186

### Statement of Financial Activities year ended 31st May 2022

	Restricted	Unrestricted	2022	Restricted	Unrestricted	2021
<b>Receipts</b>						
Incoming resources from charitable activities	90,175	3,562	93,737	78,269	800	79,069
Donations	-	22,954	22,954	-	25,387	25,387
Income from investments	-	27	27	-	10	10
<b>Total Receipts</b>	<b>90,175</b>	<b>26,543</b>	<b>116,718</b>	<b>78,269</b>	<b>26,197</b>	<b>104,466</b>
<b>Payments</b>						
Expenditure on charitable activities	95,677	10,889	106,566	75,368	12,062	87,430
Expenditure on fundraising	73	988	1,061	-	96	96
<b>Total Payments</b>	<b>95,750</b>	<b>11,878</b>	<b>107,628</b>	<b>75,368</b>	<b>12,158</b>	<b>87,526</b>
Net receipts for the year	(5,575)	14,665	9,090	2,901	14,040	16,941
Funds at 1st June 2021	30,253	105,998	136,251	27,353	91,958	119,311
Transfer between funds 31/5/22	(16)	16	-	(1)	1	-
<b>Balance of funds at 31st May 2022</b>	<b>24,662</b>	<b>120,679</b>	<b>145,341</b>	<b>30,253</b>	<b>105,998</b>	<b>136,251</b>

NB some additions may vary by +/- £1 due to rounding

## Lunch Positive

Registered charity: 1137186

### Receipts and Payments Account year ended 31st May 2022

	Restricted	Unrestricted	2022	Restricted	Unrestricted	2021
<b>Receipts</b>						
<b>Incoming resources from charitable activities</b>						
Grant BHCC Third Sector Prospectus	15,200	-	15,200	15,200	-	15,200
Grant Arnold Clark	3,500	-	3,500	-	-	-
Grant Community Works re-opening grant	1,724	-	1,724	-	-	-
Grant MAC AIDS Fund	-	-	-	10,000	-	10,000
Grant Sussex Community Foundation	5,000	-	5,000	5,000	-	5,000
Grant Sussex Community Foundation West Sussex	-	-	-	1,374	-	1,374
Grant Sussex Crisis Fund	9,928	-	9,928	5,000	-	5,000
Grant Sussex Community Foundation Food Security Fund	-	-	-	5,000	-	5,000
Grant Sussex Community Foundation Winter Support	8,354	-	8,354	-	-	-
Grant BHCC COMF	5,290	-	5,290	-	-	-
Grant BHCC Jubilee Fund	300	-	300	-	-	-
Grant BHCC Summer grant	1,348	-	1,348	-	-	-
Grant BHCC Winter grant	4,994	-	4,994	3,853	-	3,853
Grant Brighton & Hove Food Partnership LOP	3,647	-	3,647	6,973	-	6,973
Grant Brighton & Hove Food Partnership Household Support	1,376	-	1,376	-	-	-
Grant Brighton & Hove Food Partnership Food Safety	444	-	444	-	-	-
Grant Brighton District Nursing Association	2,500	-	2,500	2,500	-	2,500
Grant Brighton & Hove Rainbow Fund	17,500	-	17,500	-	-	-
Grant TNL Covid Support	-	-	-	14,800	-	14,800
Grant BHCC Public Health	8,570	-	8,570	8,570	-	8,570
Grant Local Giving	500	-	500	-	-	-
Community catering income	-	2,560	2,560	-	-	-
Community reps fees	-	800	800	-	800	800
Refunds on 2021 purchases	-	202	202	-	-	-
<b>Donations</b>						
Community fundraising	-	899	899	-	10,692	10,692
Collection tins	-	-	-	-	794	794
Other donations	-	22,055	22,055	-	13,901	13,901
<b>Income from investments</b>						
Bank interest	-	27	27	-	10	10
<b>Total Receipts</b>	<b>90,175</b>	<b>26,543</b>	<b>116,718</b>	<b>78,269</b>	<b>26,197</b>	<b>104,466</b>
<b>Payments</b>						
<b>Expenditure on charitable activities</b>						
Salaries, wages, on-costs	45,887	7,599	53,486	43,158	-	43,158
Premises	14,962	128	15,089	8,166	2,703	10,869
Food & consumables	13,359	199	13,558	11,575	123	11,698
Health & safety supplies and services	1,297	2	1,299	1,941	699	2,640
Administration, IT, insurance	6,631	-	6,631	2,833	1,217	4,050
Volunteer programme	1,753	63	1,816	366	2,088	2,454
Volunteer expenses	1,349	10	1,359	549	16	564
Catering equipment	1,053	-	1,053	2,890	1,712	4,602
Capital items	-	2,250	2,250	-	-	-
Marketing and promotion	909	-	909	1,150	1,220	2,370
Vehicle costs & fuel	7,552	-	7,552	2,371	2,134	4,504
Community engagement	46	559	605	-	-	-
Community catering	479	-	479	-	-	-
Accountancy	400	-	400	-	150	150
Winter Support Equipment	-	-	-	370	-	370
Miscellaneous	-	80	80	-	-	-
<b>Expenditure on fundraising</b>						
Fundraising	73	988	1,061	-	96	96
<b>Total Payments</b>	<b>95,750</b>	<b>11,878</b>	<b>107,628</b>	<b>75,368</b>	<b>12,158</b>	<b>87,526</b>
Net receipts for the year	(5,575)	14,665	9,090	2,901	14,040	16,941
Funds at 1st June 2021	30,253	105,998	136,251	27,353	91,958	119,311
Transfer between funds 31/5/22	(16)	16	-	1	1	-
<b>Balance of funds at 31st May 2022</b>	<b>24,662</b>	<b>120,679</b>	<b>145,341</b>	<b>30,253</b>	<b>105,998</b>	<b>136,251</b>

NB some additions may vary by +/- £1 due to rounding

# Lunch Positive

Registered charity: 1137186

## Statement of Assets and Liabilities at 31st May 2022

### Monetary Assets

Cooperative bank (current account, ****355 00)	21,873
Cooperative bank (deposit account, ****355 50)	123,428
Cash in hand	40
<b>Balance of funds held at 31st May 2022</b>	<b>145,341</b>

### Liabilities

none known	0
	<hr/>
	<b>0</b>

### Non-Monetary Assets

The charity has a vehicle purchased for £2,250 in 2021. Depreciated at 25% pa current value: £1,688

NB some additions may vary by +/- £1 due to rounding

NB some additions may vary by +/- £1 due to rounding

## Lunch Positive

Registered charity: 1137186

### Breakdown of funds held at 31st May 2022

Please note that errors of +/- £1 may occur due to rounding

#### Funds held at 31st May 2021

Restricted funds	30,253
Designated fund (1) Organisational development	78,969
Designated fund (2) Employment contingency	7,950
Free reserves	19,079
	<hr/>
	136,251

#### Funds held at 31st May 2022

Restricted funds	24,662
Designated fund (1) Organisational development	78,969
Designated fund (2) Employment contingency	7,950
Free reserves	33,760
	<hr/>
	145,341

#### Breakdown of restricted funds held at 31st May 2022

Arnold Clark Community Fund (received 21/22)	3,500
Awards for All (1) (carried forward from 2018-19)	745
Awards for All (2, "Positive Times") (received 2019-20)	1,766
Brighton & Hove City Council Jubilee Fund (received May 22)	300
Brighton & Hove City Council Third Sector Prospectus (received April 22)	7,600
Brighton & Hove Community Works Reopening Fund (received Nov 21)	1,028
Brighton & Hove Food Partnership Food Safety Grant (received Feb 22)	444
Brighton & Hove Food Partnership Household Support Fund (received April 22)	1,376
Brighton & Hove Food Partnership LOP Fund (received Oct 21)	90
Brighton & Hove Rainbow Fund (received 21/22)	1,586
Brighton District Nursing Association (received 21/22)	291
Local Giving Wellbeing (received June 21)	500
Sussex Community Foundation Winter Support and Recovery (received Feb 22)	5,435
<b>TOTAL of restricted funds held at 31st May 2022</b>	<hr/> <b>24,662</b>

NB some additions may vary by +/- £1 due to rounding

**LUNCH POSITIVE**

England & Wales - Charity number 1137186

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# Accounts

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**LUNCH POSITIVE TRUSTEES' ANNUAL REPORT  
FOR THE PERIOD 1<sup>st</sup> JUNE 2020 – 31<sup>st</sup> MAY 2021**

**Reference and administration details**

Charity name: Lunch Positive

Registered charity number: 1137186

Charity's principal address:

113 Queens Road  
Brighton  
East Sussex  
BN1 3XG

**Names of the charity trustees who manage the charity**

<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
Steven Foster	Secretary		
Heather Leake Date			
Richard Jeneway			
Margot Uden			
Chris Sarson			

**Name of Chief Executive or names of senior staff members**

Gary Pargeter

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity is constituted as a Charitable Trust through a Trust Deed dated 28<sup>th</sup> July 2010.

The charity actively involves people with HIV in trusteeship. Trustees are selected by the Board with regard to the applicant's knowledge, skills and experience, how these relate to role specifications and the needs of the Board in providing effective governance.

Skills audit forms part of recruitment, induction & training processes. Trustees are inducted and trained using a variety of methods which include a comprehensive induction training programme. Following induction, further ongoing training opportunities are offered in-house and through local providers. During the year our organisation has continued to participate in the local voluntary and community sector Governance Network facilitated by Brighton & Hove Community Works.

Trustees undertake their roles within an extensive policy framework. Organisational structure is such that trustees are collectively responsible for effective governance and development of the organisation, whilst utilising specialism in skills to support decision making and undertake individual project and/or sub-committee work.

Trustees' considerations of major risks are undertaken through the active operation and review of a comprehensive risk register. Appropriate measures to manage risk are incorporated into organisational strategy, planning and delivery and are reviewed accordingly.

The charity is highly collaborative, working across sectors and closely with a wide range of local charities and community organisations, care providers and support organisations which address the needs of people with or affected by HIV. Lunch Positive is an active participant of the Brighton & Hove Sexual Health Programme HIV Health & Social Care Domain, a forum focused on providing effective health and social care to people with HIV in the locality. Participation supports the local HIV Action Plan. We also work closely with local partners as part of the HIV Towards Zero Strategy, contributing to the strategic direction and delivery of Brighton & Hove Fast Track City activities. Lunch Positive is an active member of the local voluntary sector infrastructure organisation and policy influencing forum Brighton & Hove Community Works. As part of this, our senior employee Service Manager is an elected voluntary Community Representative representing the HIV community at city-wide strategic partnerships including the local authority Fast Track City Taskforce, Sussex Health & Social Care Forum, and Sussex Police LGBTQ External Reference Group.

## **OBJECTIVES AND ACTIVITIES**

Our objectives are to relieve the needs of person affected by HIV through the provision of a lunch service, information on healthy living and lifestyles and a signposting service to other HIV and nutritional services.

Our services are provided for people who have an HIV positive diagnosis or who are affected by HIV by virtue of being the families, relatives, close friends, carers and partners of such persons; and persons from those communities locally that are considered most at risk of HIV infection. Service users join through self-referral or referral from a range of sources which include clinicians, practitioners, other support organisations and agencies. The charity operates within an Equalities Policy framework.

**During the first year of the Covid-19 pandemic we continued to provide frontline community based support to the HIV community. We established, delivered and developed a unique range of new support. We rapidly scaled up activity and provided an ongoing Covid-19 response supporting people with HIV across Sussex. We also significantly adapted and developed our pre Covid-19 core support activities and projects, delivering these in new ways where Covid-19 measures allowed.**

### **Summary of main activities**

**The charity trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit, and have followed this in planning and undertaking our activities.**

The charity's aims are to support and improve the health and well-being of service users through the provision of a range of activities.

The main activities undertaken in relation to our objects during the year are:

#### ***Covid-19 response***

We continued to deliver and develop our Covid-19 response which was started in early 2020. This responded to current, new and evolving need, adapting service activity and environment, working at pace and adjusting to increased scale.

Covid-19 response activities supported 307 service users across Sussex. Our volunteer team responded amazingly, recruiting new helpers, giving increased availability to perform additional and new duties as part of this Covid-19 response.

The response focused on providing nutritional support to people with pre-existing, new and exacerbated need, expanded advice and information, mental health and emotional support, peer-support, befriending and companionship for people who were often fearful and anxious, socially isolated and lonely.

#### ***Covid response activities***

1. Nutritional support included the preparation and delivery of cooked food and groceries to people with HIV who were unable to shop or cook for themselves, self-isolating, and clinically shielded. We provided a 5-day supply of food to the most vulnerable of service users, with an increased reach to people with co-morbidities, ageing and frailty, and people leaving hospital. We prepared and delivered a weekly average of 542 meals.
2. On a weekly basis we made telephone companionship calls to service users, checking in on people's welfare, providing peer-support and friendship, and offering a listening ear to people who were lonely and socially isolated, often feeling anxious and distressed.  
A high number of people with whom we spoke reported deterioration in mental health, and some suicidal ideation. Our companionship phone calls provided vital emotional and mental health support, an opportunity to provide information and advice to assist people, and to connect people to additional support and services.
3. We delivered, strengthened and developed our structured HIV befriending project, delivered in partnership with local charity Together Co. This befriending project matches people with HIV with volunteer befrienders for friendship and mutually agreed practical support.

4. We established and delivered a winter support programme, providing winter wellness advice & signposting, also providing additional heating equipment and essential household items to people in need, and emergency heating funding to people in crisis.
5. On a highly flexible needs-led basis we provided practical support to people in crisis who because of the pandemic were encountering difficulties in accessing usual services and support. This included helping people move their belongings from temporary hostel accommodation to permanent social housing, helping with travel to hospital appointments, guidance and support using digital devices that people were otherwise unfamiliar with.

***Core service activities at various stages of Covid ‘unlocking’ and ability to deliver face-to-face support gatherings***

1. Provision of a weekly lunch club (or an alternative Covid secure weekly drop in food takeaway at times of Covid restriction) which has provided psycho-social support and has supported the health & well-being of 94 service users. This provided a facilitated, supportive and safe space for people to access food, meet, share peer support, form friendships and support networks, relieve social isolation, access information, and to derive emotional, practical and nutritional support.
2. Provision of a regular healthy meal at the lunch club (or drop in takeaway), free for people unable to make a donation, and additional nutritional support for people when not using the service. In addition to the enabling impact this meal has on psycho- social support it has been evidenced that these shared meals have provided added nutritional support to people who experience difficulty maintaining a healthy diet and feeding themselves on a regular basis. This includes service users who have life circumstances or disabilities affecting self-care; diminished physical or mental health, lack of skills, motivation or personal resources to eat healthily; and those who have constrained income and are experiencing poverty.
3. During the year we expanded the range, amount and geographical reach of food made available to people in financial crisis and experiencing food poverty. We achieved this through attracting an increase of food donations and redistribution to people in need on a preventative and responsive basis.
4. Provision of information and advice resources, including workshops, leaflets, periodicals and digital resources that address the health and wellbeing needs of service users.
5. Signposting other charities, community organisations and groups that support the needs of service users and volunteers.
6. Facilitating space for staff and volunteers from other agencies to attend or be connected remotely, and to offer support. These include organisations that focus on health and well-being improvement, mental health; healthy lifestyles, alcohol, drug and substance misuse; carer support; HIV related health issues, and welfare benefits advice.
7. We continued our supported volunteering programme, engaging in person and involving people with HIV with complex need. This enabled us to actively involve and support people with HIV whose volunteering helped maintain and improve mental health, support substance misuse and mental health recovery, encourage self-care and prevent health deterioration.

## **ACHIEVEMENTS AND PERFORMANCE**

The charity provides locally unique community and asset based services which are focussed on psycho-social support, peer support, and address the social determinants of health for people with HIV.

Our year has been one of unique, continual and outstanding activity addressing the pre-existing, new and evolving support needs of people with HIV throughout the Covid 19 pandemic.

We have reached and supported record numbers of people, including those at serious risk and in crisis, people experiencing profound disadvantage, complex needs, pre-existing and Covid impacted health issues, mental health, and multiple vulnerabilities. Our models, adaptation and scaling of services have contributed to health and sector research and have been published in NHS and third sector reports on VCSE response to the Covid-19 pandemic.

We have consistently worked with agility, building and maintaining strong connections with service users, community and stakeholders, providing rapid community based responses. We have continued to identify, review and work within national and local strategies surrounding the Covid-19 pandemic, support of people with HIV, people experiencing social and economic disadvantage, HIV health management and improvement, nutrition for people with chronic illness, and enabled volunteering for people experiencing barriers and challenges to participation.

As part of both our Covid-19 response and core activities we have continued supporting people with complex needs with increased emphasis on supporting people in crisis, helping those who are socially isolated, whose mental health has been affected, serious mental illness, people with high levels of social anxiety who often find it difficult accessing new services.

Support provided through volunteering and service-user participation has been essential in creating this community & asset based support. Through this volunteer input we have responded to a continued growth in numbers of people using all services. In addition to the wide ranging Covid-19 support need, large numbers of service users inform us that they access support due to being socially isolated, and many have reduced or no other social resource and network. This includes older people with HIV, an increased number of people who are recently diagnosed, and growing numbers of people with drug and alcohol issues. We have facilitated affirmative, safe and supportive service environments where people have been able to relieve isolation, share peer support, from friendships and develop supportive social networks. Service use has also provided nutritional support, enabling an improvement in regular access to healthy diet for a large number of people, having positive benefits for physical and mental health and well-being.

### **Service User & Volunteer Involvement**

Core service activity continued to reflect the needs, insights and approaches identified as part of our 2019-20 Appreciative Inquiry with service users and key stakeholders. This has provided added opportunity for service users and volunteers to give continued input into scope and qualities of service delivery and volunteering, consider future and new activities, and inform the strategic direction of the charity.

We have actively involved service users and others with or affected by HIV in volunteering and helping activities. Volunteering has attracted individuals who express an interest in voluntary activity to relieve social isolation, find peer support and to address their own health and well-being. We have involved people experiencing challenges and barriers to participation and have also worked in cooperation with other agencies to involve people in volunteering who have higher levels of support

need. Positive health and wellbeing outcomes and personal capitals built through volunteering have been attained.

Services have been delivered through a record level of volunteer involvement and activity. Through both our core and Covid-10 related activities a total of **47 volunteers have given a total of 11,978 hours to the charity**. This has included a range of newly established volunteer roles, and a consistently high degree of volunteer working flexibility to respond to evolving Covid-19 need and changing service environment. The paid equivalent of the time which has been given by volunteers would be £132,836.

### **Nutritional Support**

Overall we have seen an ongoing increase in people experiencing food poverty, which has been addressed through increased numbers of meals served and emergency food items provided. Special thanks are given to local businesses, supermarkets for food donation and charities Nourish and FareShare Sussex that re-distribute food stocks that would otherwise have been wasted. These food stocks have contributed to Covid -19 outreach, lunch club meal provision and emergency food provision.

### **Stakeholders**

We have maintained purposeful and effective relationships with a wide range of stakeholders: funders, care providers, other charities and community groups, peer support groups, infrastructure organisations, donors, the local community and the wider public. This has helped raise the profile of the charity and our services, increased self-referrals and service use, had positive impact on fundraising, and has widened scope for future partnership working and organisational development.

We have contributed to local & national LGBTQ and HIV press, reporting on HIV issues through regular articles that represent our work and the views of service users.

### **Community development, health policy and research, awards & recognition**

Opportunities for involvement in wider face-to-face community development were reduced due to Covid-19 measures throughout the year. However, we continued to be highly involved in a wide range of development and wider community support activities. This enabled us to share the voice and experiences of people living with HIV, and the experiences and learning of being a community based HIV organisation with asset based principles and approaches. During the year we actively contributed towards the local authority **Equalities and Access Cell** which informed local policy and processes to support the most vulnerable of local residents throughout the Covid-19 pandemic, and the **NHS England working group** on developing a toolkit for HIV commissioning.

We provided community insight, support and involvement for the **Brighton & Sussex Medical School** new study on frailty and HIV.

We contributed towards third sector study and research on the impact of the Covid-19 pandemic on service users and the sector. *The scope, quality and impact of our Covid response was featured as a case study, informing and published in the NHS Commissioners Sussex Partnership Report 'COVID-19 Sussex wide review: Stronger partnerships, stronger communities and a stronger voluntary, community and social enterprise sector'*

## **Business Planning**

We have addressed organisational and operational sustainability as a fundamental aspect of all planning. This has included business planning to meet growth in service uptake and service use, complexity of need and support for service users and volunteers. Business planning has included Covid-19 impact restart and recovery, service landscape and development, scoping need and new project work, capacity building, identifying additional and more diverse funding streams, and increasing our own income generation.

## **Fundraising**

The grant funding and community fundraising landscape was seriously affected by the Covid-19 pandemic. Opportunities were not available for our usual community fund-raising and income generation activities, many based around food provision for other charities & community groups and catering at community events. General grant funding was often realigned to Covid-19, and some grants were temporarily no longer open. We accessed a wider range of Covid-19 support grants and enhanced our community giving and public donation approaches.

## **FINANCIAL REVIEW**

Our reserves policy incorporates maintaining reserves to meet the requirements of our Trust Deed and to mitigate any unforeseen shortfalls in grant funding for service delivery expenditure. For these purposes, the level of this fund is based on an average of three months budgeted operational expenditure and directly related overheads for each financial year.

Reserves for these purposes are gained through income generation and community fundraising activities. The level of reserves required to be in place for these purposes is reviewed and set during annual budgeting, and as part of longer-term business planning. This is monitored throughout each year as part of annual forecasting in preparation for increases or decreases of the fund to the optimum level during the year and at the start of each subsequent year. Any free reserves held at the year-end which are surplus to this fund level are allocated either as free or designated reserves contributing to a range of budgeted and planned activities for the following year or longer term which may include service delivery, developmental activities, match funding, new projects, and income generation activities.

The charity has a mixed income, incorporating grant income, income generation activities, community fundraising activities, and voluntary donations. Covid support grants received during the year were essential to deliver services at scale and pace, and to mitigate Covid related loss of community fundraising income. The charity's sources of general grant funding remain a range of annual smaller grants and several larger longer term grants. The award of longer term grants has impacted positively on the charity's ability to plan strategically.

## DECLARATION

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

Signed on behalf of the charity's trustees

Signature

A handwritten signature in black ink, appearing to read "H Leake Date". The signature is written in a cursive style with some loops and flourishes.

Full name: Heather Leake Date

Position: Trustee

Date: 5<sup>th</sup> April 2022

## **Independent Examiner's report on the accounts**

**Report to the trustees of *Lunch Positive***

**Registered Charity number 1137186**

**Accounts year ended 31<sup>st</sup> May 2021**

The accounts have been prepared on the Receipts and Payments basis.

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

As the charity's trustees, you are responsible for the preparation of the accounts. You consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to: examine the accounts under section 145 of the Charities Act, to follow the procedures specified in the General Directions of the Charity Commissioners (under section 145 (5)(b) of the 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 the 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 laid out in the statement below.

### **Independent Examiner's Report**

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
  - a) to keep accounting records in accordance with section 130 of the Act; and
  - b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave 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.



Mireille Shimoda  
Resource Centre  
6 Tilbury Place  
Brighton BN2 0GY

5<sup>th</sup> April 2022

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**Disclosure section**

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None

# Lunch Positive

## Accounts year ended 31st May 2021

Registered charity: 1137186

Charity correspondent: Gary Pargeter  
Community Base  
113 Queens Road  
Brighton  
BN1 3XG

These accounts have been prepared on the Receipts and Payments basis from information and explanations supplied by the charity.

Mireille Shimoda  
Resource Centre  
6 Tilbury Place  
Brighton BN2 0GY  
4th April 2022

These accounts have been approved by the Trustees of the charity.  
Signed by one or two Trustees on behalf of all the Trustees

1. Mireille Shimoda TIA. LEAKE DATE

2. \_\_\_\_\_

Date 05/04/22

## Lunch Positive

Registered charity: 1137186

### Statement of Financial Activities year ended 31st May 2021

	Restricted	Unrestricted	2021	Restricted	Unrestricted	2020
<b>Receipts</b>						
Incoming resources from charitable activities	78,269	800	79,069	58,222	6,152	64,374
Donations	-	25,387	25,387	-	18,316	18,316
Income from investments	-	10	10	-	42	42
<b>Total Receipts</b>	<b>78,269</b>	<b>26,197</b>	<b>104,466</b>	<b>58,222</b>	<b>24,510</b>	<b>82,732</b>
<b>Payments</b>						
Expenditure on charitable activities	75,368	12,062	87,430	52,257	18,454	70,711
Expenditure on fundraising	-	96	96	99	992	1,091
<b>Total Payments</b>	<b>75,368</b>	<b>12,158</b>	<b>87,526</b>	<b>52,356</b>	<b>19,446</b>	<b>71,802</b>
Net receipts for the year	2,901	14,040	16,941	5,866	5,064	10,930
Funds at 1st June 2020	27,353	91,958	119,311	21,495	86,886	108,381
Transfer of funds at 31st May 2021	(1)	1	-	(8)	8	-
<b>Balance of funds at 31st May 2021</b>	<b>30,253</b>	<b>105,998</b>	<b>136,251</b>	<b>27,353</b>	<b>91,958</b>	<b>119,311</b>

NB some additions may vary by +/- £1 due to rounding

## Lunch Positive

Registered charity: 1137186

### Receipts and Payments Account year ended 31st May 2021

	Restricted	Unrestricted	2021	Restricted	Unrestricted	2020
<b>Receipts</b>						
<i>Incoming resources from charitable activities</i>						
Grant BHCC Third Sector Prospectus	15,200	-	15,200	14,450	-	14,450
Grant People's Health Trust	-	-	-	6,414	-	6,414
Grant MAC AIDS Fund	10,000	-	10,000	8,000	-	8,000
Grant Sussèx Community Foundation	5,000	-	5,000	5,000	-	5,000
Grant Sussex Community Foundation West Sussex	1,374	-	1,374	-	-	-
Grant Sussex Crisis Fund	5,000	-	5,000	4,920	-	4,920
Grant Sussex Community Foundation Food Security Fund	5,000	-	5,000	-	-	-
Grant BHCC Winter grant	3,853	-	3,853	-	-	-
Grant Brighton & Hove Food Partnership Covid	6,973	-	6,973	-	-	-
Grant Brighton District Nursing Association	2,500	-	2,500	-	-	-
Grant TNL Covid Support	14,800	-	14,800	-	-	-
Grant BHCC Public Health	8,570	-	8,570	8,570	-	8,570
Grant Homity Trust	-	-	-	1,000	-	1,000
Grant Awards for All	-	-	-	9,868	-	9,868
Community catering income	-	-	-	-	2,730	2,730
Community reps fees	-	800	800	-	800	800
Meal income	-	-	-	-	2,622	2,622
<i>Donations</i>						
Meal donations	-	-	-	-	-	-
Community fundraising	-	10,692	10,692	-	8,528	8,528
Collection tins	-	794	794	-	415	415
Other donations	-	13,901	13,901	-	9,373	9,373
<i>Income from investments</i>						
Bank interest	-	10	10	-	42	42
<b>Total Receipts</b>	<b>78,269</b>	<b>26,197</b>	<b>104,466</b>	<b>58,222</b>	<b>24,510</b>	<b>82,732</b>
<b>Payments</b>						
<i>Expenditure on charitable activities</i>						
Salaries, wages, on-costs	43,158	-	43,158	23,519	4,525	28,043
Premises	8,166	2,703	10,869	8,139	2,838	10,977
Food & consumables	11,575	123	11,698	7,760	4,190	11,949
Health & safety supplies and services	1,941	699	2,640	1,535	259	1,794
Administration, IT, insurance	2,833	1,217	4,050	2,359	531	2,890
Volunteer programme	366	2,088	2,454	676	3,412	4,089
Volunteer expenses	549	16	564	1,198	323	1,522
Catering equipment	2,890	1,712	4,602	2,301	45	2,346
Capital items	-	-	-	-	-	-
Marketing and promotion	1,150	1,220	2,370	311	1,579	1,890
Vehicle costs & fuel	2,371	2,134	4,504	2,845	642	3,487
Community engagement	-	-	-	-	110	110
Community catering	-	-	-	-	-	-
Accountancy	-	150	150	-	-	-
Winter Support Equipment	370	-	370	-	-	-
Capacity building project	-	-	-	1,614	-	1,614
<i>Expenditure on fundraising</i>						
Fundraising	-	96	96	99	992	1,091
<b>Total Payments</b>	<b>75,368</b>	<b>12,158</b>	<b>87,526</b>	<b>52,356</b>	<b>19,446</b>	<b>71,802</b>
Net receipts for the year	2,901	14,040	16,941	5,866	5,064	10,930
Funds at 1st June 2020	27,353	91,958	119,311	21,495	86,886	108,381
Transfer of funds at 31st May 2021	(1)	1	-	(8)	8	-
<b>Balance of funds at 31st May 2021</b>	<b>30,253</b>	<b>105,998</b>	<b>136,251</b>	<b>27,353</b>	<b>91,958</b>	<b>119,311</b>

NB some additions may vary by +/- £1 due to rounding

# Lunch Positive

Registered charity: 1137186

## Statement of Assets and Liabilities at 31st May 2021

### Monetary Assets

Cooperative bank (current account, ****355 00)	127,810
Cooperative bank (savings account, ****355 50)	8,401
Cash in hand	40

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<b>Balance of funds held at 31st May 2021</b>	<b>136,251</b>
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### Liabilities

At 31st May 2021, the charity owed the following:

Dorset Gardens Methodist Church (INVOICE NOS. 2021/012£ 228 & 2021/018 £450)	678
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<b>678</b>
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### Non-Monetary Assets

The charity has no known non-monetary assets.

NB some additions may vary by +/- £1 due to rounding

## Lunch Positive

Registered charity: 1137186

### Breakdown of funds held at 31st May 2021

Please note that errors of +/- £1 may occur due to rounding

#### Funds held at 1st June 2020

Restricted funds	27,353
Designated fund (1) Organisational development	64,929
Designated fund (2) Employment contingency	7,950
Free reserves	19,079
	<hr/>
	119,311

#### Funds held at 31st May 2021

Restricted funds	30,253
Designated fund (1) Organisational development	78,969
Designated fund (2) Employment contingency	7,950
Free reserves	19,079
	<hr/>
	136,251

#### Breakdown of restricted funds held at 31st May 2021

Clinical Commissioning Group (carried forward from 2018-19)	1,221
Hedgecock Bequest (carried forward from 2018-19)	800
Awards for All (1) (carried forward from 2018-19)	1,476
Awards for All (2, "Positive Times") (received 2019-20)	1,766
MAC Aids Fund (received 2020-21)	7,592
Sussex Community Foundation (received 2020-21)	5,000
Sussex Community Foundation Food Security (received 2020-21)	5,000
Sussex Community Foundation West Sussex (received 2020-21)	524
Brighton District Nursing Association (received 2020-21)	476
Brighton & Hove City Council Third Sector Prospectus (received 2020-21)	6,398
<b>TOTAL of restricted funds held at 31st May 2021</b>	<hr/> <b>30,253</b>