

THE JPK SUSSEX PROJECT
ANNUAL REPORT FROM THE CHAIRMAN
2020-2021

The year commencing the 1st April 2020 has been a very difficult year for the JPK with the onset of the Covid 19 Pandemic, whereby the JPK Community Centre had to close its doors for the foreseeable future and no meetings were allowed. The JPK did attempt a virtual meeting but this proved to be unsuccessful and therefore all business was undertaken through email communications. No Annual General Meeting was held this year, although the JPK did undertake the End of Year Accounts and the Chairman's Annual Report, which was lodged with Companies House and the Charity Commission to fulfil our legal obligations as a charity.

The Staff were all furloughed at 80% through the Central Government furlough scheme.

During the closure of the Community Training Centre, Patrick Parker and Brian Goldsmith undertook all the necessary maintenance and decorations required, socially distancing, and with Jill Parker re-arranged the Café for social distancing and all the health and hygiene measures and protocols in readiness for the re-opening when allowed.

During this period and with no income from the Café, yet all overheads having to be paid and with the reduction of the furlough scheme imminent, it became clear, with no indication at that time when we might be able re-open again, that the JPK could not continue in this fashion, using charitable monies to support staff wages with the introduction of employers contribution and therefore the Trustees had to make the difficult decision to make all the staff redundant in July with a month's notice, on full pay.

During this time we were also unable to fundraise locally but with the assistance of Andrew Devon, Salvia Fundraising, we continued to apply to Grant Making Trusts and Donors for the funding required to commence building Phase 2 – Supported Living Accommodation. We were also grateful to many of our supporters who undertook virtual fundraising on our behalf and also to those who continued with their monthly donations.

The JPK Trustees continued to work 'behind the scenes' to plan for the future.

PATRONAGE:

Dame Jane Gow, DBE continues as our Patron and we are ever grateful for her patronage, advice and support. Dame Jane has been kept fully informed throughout the year of all matters appertaining to the work and progress of the JPK. We are grateful to Dame Jane for attending the JPK Annual General Meeting and for her attendance at other functions when the situation allows.

BOARD OF TRUSTEES:

The Board of Trustees have not met in person during this year but a constant dialogue has been maintained via email and when the Chairman requires advice on various topics. The Trustees have Lead Roles which makes it easier for the Chairman to discuss issues with the relevant Trustee.

We have been grateful to Roger Bevan, Volunteer, for his support and for his undertaking of Financial Analysis Spreadsheets which has enabled the JPK to have a clear understanding as to all the various funds donated and pledged and whether they are restricted or unrestricted and attributable to which phase of the development.

Roger has also assisted The JPK enormously during the year as a Financial Advisor.

We have also been grateful for the support of Paul Goodenough, Sovereign Construction and Derek Kemp, Architect (retired) who have assisted and advised the JPK on the future plans and costs for the 8 flats, communal rooms and the Training Classroom/Activity Room.

During our closure we were able to undertake the enlargement of our disabled toilet within the Community Training Centre as an Accessible facility for those with seen or unseen disabilities.

We are extremely grateful to the following for their financial assistance which made this possible:

- The A Lacy Tate Charitable Fund
- The Stable Trust
- East Dean and Friston Parish Council
- Willingdon and Jevington Parish Council
- Old Town Ward Councillors – Devolved Budget
- Upperton Ward Councillors – Devolved Budget
- Eastbourne Borough Council – Inclusion Fund
- The John Jackson Charitable Trust
- Mr and Mrs Jackie and Roger Bevan and
- The professional assistance of Paul Goodenough, Sovereign Construction.

TRUSTEES:

During the year we have welcomed several new Trustees and we have been grateful for their support, expertise and dedication.

The Trustees with their Lead Roles for 2020-21:

Ms Margaret Barr	Community Training Centre
Mr Mark Bennett (Resigned 09/20)	Business, Marketing, Promotion, Training
Mr Brian Goldsmith (Resigned 09/20)	Premises Management (Resigned)
Mrs Sue Horsman	Finance Director
Mr Ray McGeary	Safeguarding
Mrs Jill Parker MBE	Chairman Secretary Fundraising Gift Aid
Dr Patrick Parker	Vice Chairman Corporate Governance/Charity Commission Management of the JPK premises
Mrs Christine Haniver	Legal
Mr Michael Keane	Finance Director (Resigned 08/20)
Mr Adrian White	Health and Safety/Risk Management

External Advisors:

Accountant	Mr John Males BA (HONS) ACA Watsons Associates
Solicitor	Mr Gary Brookshaw Cornfield Law
Architects	Mr Phil Winch CPL Architects
Quantity Surveyor	Mr David Norwood ACP

Structural Engineer	Mr Ali Ramezan	A R Associates
Mr Paul Goodenough	Sovereign Construction	
Mr Derek Kemp (Rtd)	Architect	
Fundraising	Mr Andrew Devon Salvia Fundraising Ltd	
Insurance	Mr Richard Dew	
Marketing	Mrs Julie Bennett	(Resigned 09/20)
Marketing and Media	Mrs Claire Horsman	
Counsel	Mrs Suzanne Ornsby QC Silk Mr George Mackenzie QC	

Our grateful thanks to our External Advisors for their valuable advice and support during the year and especially to Mr John Males, Accountant, for undertaking our Annual Accounts pro bono.

PROGRESS REPORT 2020-2021

For future clarity and simplification the JPK Trustees have changed the phasing aspects of the development of the Supported Living Centre, to the following:

- Phase 1 The Community Training Centre (completed)
- Phase 2 8 flats, communal rooms and training classroom/activity room (current)
- Phase 3 16 en-suite studio apartments. After due consideration the Trustees have decided to abort their plans for this phase, due to the difficulties in raising the full capital and in the knowledge that East Sussex County Council (ESCC) would only support a maximum of eight residents on one site.

Phase 1: Community Training Centre: (CTC)

In October 2020 we employed Cliff Hughes, a professional and experienced Chef as the Centre Supervisor who also had past experience in the culinary teaching arena. He also has business acumen and fully implements budgets, cash flow and also understands the need

for accurate stock taking, to insure a profit margin with the additional experience and an expert in Information Technology and Security. Cliff has employed a dedicated staff team who understand the hospitality industry and who have been trained 'in house' to train and support our Students.

For the first time in three years the JPK has shown a small profit in this area.

Following much activity during the year in fundraising and applications to Grant Making Trusts and especially in receipt of 3 years funding from the National Lottery Fund, we had sufficient funds to commence advertising for the recruitment of 'specialist' training staff for the Community Training Centre.

The JPK employed a Training and Development Coordinator who commenced employment on the 1st March 2021. During her first 2 month's employment, whilst the Centre was still closed for Covid she undertook all the relevant paperwork and trained the staff.

We have now introduced 6 modules of training:

- Reception
- Table Service
- Barista
- Service Bar
- Food preparation and wash up area, and
- IT Study Room.

All the above include Health & Safety, Hygiene and Self-help skills

We are also grateful to The Covid Lottery Fund, Awards4All and Eastbourne Borough Council (EBC) for their financial support during this difficult time.

We are also grateful to Patrick Parker and Brian Goldsmith for building the Service Bar and to Tyrian Masonic Lodge and Sussex Provincial Masonic Lodge for providing all the equipment.

During the 'lock down' period the Trustees looked at raising the profile of the CTC and having taken advice from a media expert decided to change its name to the Old Town Café, which has a higher profile now on google analytics and all that entails!

The Old Town Café was able to open its doors again in October 2020, under Covid restrictions and the CTC has since been proving to be very popular with the excellent service and cuisine. Regretfully, we went into

lock down again in November, opened again in December until the 28th when it closed again for four months. (We finally were able to open again in May 2021. The JPK continues to maintain its Covid protocols, which is an additional attraction to our customers.)

The JPK has now completed the first 'real' phase of its development and it is now a joy, when visiting the CTC and Old Town Cafe, to see the students growing in confidence and self-esteem, learning new skills and building friendships. The customer base is continually growing and recently a group who was attending for lunch said "it is marvelous to see how busy you are and how wonderful to be served by your students"!

Andrew's Key Worker has written "The JPK Project has taught Andrew a variety of Customer Service skills and this has had a significant and profound positive impact on his life. He has done so well because of the support he has received at the JPK, his own commitment, enthusiasm and dedication in doing a good job. I cannot speak highly enough of the project, it does and will continue to change people's lives for the better and help make people who are disadvantaged so often, into more positive and useful members of their communities, enabling them to enter the job market, if they desire, with skills and experience. In my opinion the JPK initiative should receive the maximum support and funding."

The Daisy Chain Gift Shop.

The Gift Shop has been very popular since the inception of the CTC whereby unwanted Gifts and Items are donated by our supporters. During closure 'business was slack' but people continued to donate on a pre-arranged visit, having had the time to clear their houses of unwanted items. We are ever grateful to Doreen and Brian Goldsmith who manage this area and keep the shelving well stocked and looking 'inviting'.

Preserve Sales.

Patrick and Katie Parker continued during lock down to make their preserves as they could isolate themselves in the Bradbury Training Kitchen and 'gave them something to do'. Orders were taken by phone or email and they were delivered so 'business' continued.

Card Sales.

Maureen Bennett continued to make her cards and I purchased all my greeting cards from this source.

Phase 2. Supported Living Centre

During September we engaged our Architects to undertake a:

- Feasibility Study to only incorporate the 8 supported living flats and the Communal Rooms. This would have to be presented to the

planning department as a change of design. This was approved within three weeks. We then engaged our architects to commence:

- The Pre-building work which would include the Final Plans, in consultation with their additional associates and the final costs.

FUTURE CARE PROVIDER:

During this period the JPK has also been seeking a suitable and experienced Care Provider for when the Supported Living Accommodation has been completed.

It was considered essential that the Care Provider should be established as soon as possible as we would wish to liaise with them prior to the completion of the building work to insure that everything was in place, in regard to their requirements. It is also a mandatory requirement that the Landlord (the JPK) cannot also be the Care Provider, which has to be a separate entity.

We are fortunate to have secured an excellent and local care provider, MyPesp and we have already commenced a very useful liaison with Luke Watts, Best Practice Director and Practice Leader. They are already registered with the Care Quality Commission (CQC)

FUNDRAISING:

The JPK continues to fundraise for the next stage of our development, that being, the residential aspects of the project for eight en-suite Studio apartments, communal rooms, to include a kitchen, lounge/dining room and laundry, the latter which will be shared with the CTC. Fundraising to date has been very successful with 20% of the capital required and we have approached several Grant Making Trusts who in the past have shown an interest but required us to make more progress.

We have during the year commenced two initiatives of fundraising, which are:

- Capital funding for Phase 2, and
 - Fundraising for furniture and equipment for the flats and communal rooms.
1. Capital fundraising for Phase 2. Donations and pledges have already been received from:
 - The Duke of Devonshire Settlement Trust
 - The Brownless Charitable Trust
 - The Dr Merry Memorial Trust
 - The Bernard Sunley Charitable Foundation (pledge)
 - The Sylvia Waddilove Foundation (pledge)

- The Childwick Trust
- The Edward Gostling Foundation (pledge)
- The Ernest Klienwort Charitable Trust
- The Garfield Weston Foundation
- Margaret Wood Bequest
- The Baily Thomas Charitable Fund (pledge)
- WO Street Charitable Foundation
- Catherine Cookson Charitable Trust

2. Fundraising for furniture and equipment. The JPK has commenced fundraising for all the requirements which have been broken down into items, rooms etc. We have applied to fifteen Grant Making Trusts but will also be undertaking events ourselves in coming year. We have already received £6,738 for three of the flats and a further £1,000.

Once again, we are grateful to Andrew Devon for his assistance.

Collecting Tins.

We are grateful to all those that have a collecting tin and especially the Triangle Coop, Willingdon who raise during a month £30 -£40 from their generous customers.

MEETINGS NORMALLY ATTENDED:

Learning Disability Network Group (ESCC)
 Learning Disability Providers Forum (ESCC)
 Disability Involvement Group (DIG) (EBC)
 Learning Disability Steering Group (NHS)

These meetings are held regularly throughout the year where the Chairman attends. They are strategic meetings where the JPK can be kept abreast of any community and legislative changes, but also can be the voice of parent carers and people with a learning disability. Information from these meetings are circulated through the JPK Newsletter. The JPK has also undertaken any consultation processes that have occurred during the year where it could affect people with a learning disability and can be disseminated to parent and carers. From experience we have found that undertaking these consultations have made little difference to the outcomes, as decisions have already been made!

The Chairman normally undertakes numerous 'talks' in the community when invited, to groups and associations which 'spreads the word' of the

JPK and provides additional support. These 'talks' have also encouraged the community to undertake fundraising initiatives on our behalf.

The Chairman has also commenced a liaison, in a consultative capacity, with St Wildred's Hospice as they are aiming to support people with a learning disability and their parent/carers with end of life care and bereavement.

NEWSLETTER:

The quarterly newsletter is distributed to all interested parties, donors and volunteers. Membership has decreased during the last year to 361 being distributed by post or by email which saves costs on postage and envelopes. Email distribution has increased to 50% of the total and we are grateful to Claire Horsman who undertakes the mailings having undertaken this since Julie resigned..

We are grateful to Ann and Robert Lindsay who continue to sponsor our stationary and postage for the Newsletter and they undertake all the compilation of Newsletters and any fliers.

DATA PROTECTION:

The JPK adheres to all the legislation for data protection by anyone holding data on individuals. By necessity the JPK has had to comply with the new Data Protection Legislation, (GDPR) This notice continues to be included in all our Newsletters. We now always ask new contacts if they would like to receive the newsletter and explain GDPR. Should anyone no longer wish to be on our mailing list for Newsletters or Information, either by email or 'snail mail', we ask that they contact us and we will delete their contact details from our data base. The JPK is very strict with regard to data protection and we never pass on any contact details without personal confirmation that we may so do.

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APPLICANTS:

CTC: The JPK has continued to receive interest from parents in the community, those having adults (Post 19) with a learning disability who would wish for a future placement. This has all been through word of mouth. All those that have applied have stated that the aims and objectives and ethos of the JPK is what they are seeking for their vulnerable dependents. We are now being approached from Colleges and ESCC for placements for training, for when individuals leave their educational programs.

Phase 2 – Accommodation.

Now that the building work is likely to commence, we shall shortly be sending out Application Forms to all those that originally showed an interest to identify those that still wish to apply for a placement. Our future Care Provider has provided us with their application forms.

Those that we currently know, have also stated that they wish to assist their vulnerable dependents with this enormous transition into independent living before a crisis occurs. This will enable them to live independently but in the sure knowledge that there will be sufficient experienced staff and support to insure their progress and safety. Currently we know of four who will definitely be applying for a placement.

GRAPHIC DESIGN:

Mick Cooke continues to assist the JPK with all our graphic design when required for posters, fliers, invitations and tickets and everything I ask of him, on a voluntary basis. He also comes up with some brilliant ideas for raising the profile of the JPK. His fliers for advertising locally of the Old Town Cafe are always being updated and in production. Mick is one of our longest standing supporters of some 38 years. Our very grateful thanks.

JPK WEBSITE:

We are ever grateful to Julie and latterly Claire, the JPK Marketing Advisors, who have assisted us over the years.

IT SUPPORT:

Clifford Attwell Hughes continues to support and provide the JPK with its IT requirements for the JPK Office and during the year has also donated and installed all the IT equipment for the CTC. H is always at the 'end of a phone' if the Chairman has a problem with her computer, which is fairly regularly!

Our very grateful thanks to Cliff for his continuing pro bono support.

PUBLIC LIABILITY INSURANCE:

The JPK throughout 2020-21 has been insured with Aviva through Tennyson Insurance for Trustee, Public Liability, Products and Pollution. We are grateful to Richard Dew who has undertaken this business for the JPK and for his generous donation to offset some of the costs on the JPK Premium. Richard has also advised and overseen all the required additional insurance and the necessity for training the new staff in Fire Health and Safety.

POLICIES:

Conflict of Interest Policy

Ratified 2010

Confidential Policy	Ratified 2010
Equality and Diversity Policy	Ratified 2010
Data Protection Policy	Ratified 2010
Volunteer Policy	Ratified 2010
Governance and Management Policy	Ratified 2011
Funding Strategy	Ratified 2013
Health and Safety Policy	Ratified 2012
Risk Assessments	On Going
Safeguarding Vulnerable Adults Policy	Ratified 2018

DBS CHECKS:

The JPK undertakes Enhanced DBS Checks on all its Trustees, Staff and Volunteers.

SUMMARY:

The Trustees, especially, and Associates remain totally committed to providing a Supported Living Centre for people with a learning disability in Eastbourne and for the surrounding areas. The situation remains unchanged with regard to service provision in this area and for this client group, except, inevitably parents and carers are getting that much older and want the security for their dependents before they are no longer able to care, due to their advancing years, ill health or death. People with a learning disability are requiring Person Centred Approaches in their lives, to be given the opportunity to live with their peer group and to build friendships, take their rightful places in the community and live a richer, meaningful and useful life and not live isolated in the community. It is those parents and people with a learning disability who initially instigated and designed the JPK.

The JPK will, with support of MyPesp, assist all tenants to access their rights to Personal Budgets and all allied Benefits.

The JPK has strengthened its management structure and financial acumen during the year and has made much progress in having completed the building work, equipped and opened the first major phase, being the Community Training Centre – Old Town Cafe

In addition it has commenced major fundraising initiatives.

The JPK will continue to use its facilities to increase its fundraising capabilities, raise the profile of the JPK within the existing community and be able to arrange social occasions for future residents and students on a training program, to enable their familiarisation of the venue and to commence building friendships for the future.

However, the JPK understands the enormous task that still lies ahead to raise the capital required to complete the residential aspects of the

Supported Living Centre and overcome the lack of support of ESCC Adult Social Care, LD, but is committed so to do, and is eternally grateful to those that have shown faith in our aims, objectives, ethos and have given their support thus far.

The Trustees are strengthened and encouraged by the support of so many people, which helps us to battle on with our endeavors to provide this much needed Supported Living Centre for those people who, through no fault of their own, cannot help themselves.

I am extremely grateful for the continued support and dedication of all the Trustees, Professional Advisors and now our excellent Staff Team, plus the community at large.

'No man/woman is an island', we are a strong united Team.

The Trustees have commenced looking at undertaking the new build for Phase 2 themselves. This will enable us to negotiate prices and cease wherever possible a reduction in professional fees. With a 'fair wind' this time next year we should have completed Phase 2 with residents in place.

Together we stand, divided we fall! We shall succeed.

***Mrs Jill Parker MBE
Chairman to the Trustees 2020-2021.***

REGISTERED NUMBER: 07954630 (England and Wales)
REGISTERED CHARITY NUMBER: 1146743

**REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
THE JPK SUSSEX PROJECT**

**WATSON ASSOCIATES (PROFESSIONAL SERVICES) LIMITED
30 – 34 NORTH STREET
HAILSHAM
EAST SUSSEX
BN27 1DW**

THE JPK SUSSEX PROJECT

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FOR THE YEAR ENDED 31 MARCH 2021**

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THE JPK SUSSEX PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07954630 (England and Wales)

Registered Charity number

1146743

Registered Office

7 Wannock Avenue
Eastbourne
East Sussex
BN20 9RP

Trustees

A P Parker
J W Parker
A P White
M Bennett
S Horsman
R McGeary
M Barr
B Goldsmith
M Keane

Independent Examiner

Watson Associates (Professional Services) Limited
30 – 34 North Street
Hailsham
East Sussex
BN27 1DW

STRUCTURE, GOVERNANCE AND MANAGEMENT


Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Approved by order of the board of trustees on 29th October 2021 and signed on its behalf by:


.....
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE JPK SUSSEX PROJECT**

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages three and eleven.

Responsibilities and basis of report

As the charity's trustees (and also the directors for the purpose of the company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

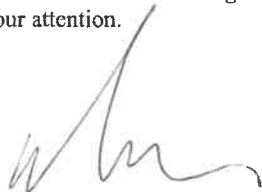
Having satisfied myself that the charity is not subject to audit under company law and is eligible for the independent examination, I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

- 1) that accounting records were not kept as required by section 386 of the Companies Act 2006; or
- 2) that the accounts do not accord with those records; or
- 3) that the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland; or
- 4) that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



Watson Associates (Professional Services) Limited
30 – 34 North Street
Hailsham
East Sussex
BN27 1DW

Date: 17-11-21

THE JPK SUSSEX PROJECT

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted fund £	Designated £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOMING RESOURCES						
Incoming resources from generated funds						
Voluntary income		248,973	-	86,350	335,323	186,685
Activities for generating funds	2	<u>82,691</u>	<u>-</u>	<u>-</u>	<u>82,691</u>	<u>119,998</u>
Total incoming resources		166,282	-	86,350	252,632	66,687
RESOURCES EXPENDED						
Costs of generating funds						
Costs of generating voluntary income		25,241	-	-	25,241	20,312
Fundraising trading: cost of goods sold and other costs		-	-	-	-	-
Transfer of funds		-	-	-	-	-
Total resources expended		<u>25,241</u>	<u>-</u>	<u>-</u>	<u>25,241</u>	<u>20,312</u>
NET INCOMING RESOURCES		141,041	-	86,350	227,391	46,375
RECONCILIATION OF FUNDS						
Total funds brought forward		<u>1,603,199</u>	<u>-</u>	<u>200,883</u>	<u>1,804,082</u>	<u>1,757,707</u>
TOTAL FUNDS CARRIED FORWARD		<u>1,744,240</u>	<u>-</u>	<u>287,233</u>	<u>2,031,473</u>	<u>1,804,082</u>

THE JPK SUSSEX PROJECT

**BALANCE SHEET
AT 31 MARCH 2021**

	Notes	Unrestricted fund £	Designated £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS						
Tangible assets	4	1,477,852			1,477,852	1,422,628
CURRENT ASSETS						
Debtors	5	329	-	-	329	329
Cash at bank		<u>266,059</u>		<u>287,233</u>	<u>553,292</u>	<u>381,125</u>
		<u>266,388</u>		<u>287,233</u>	<u>553,621</u>	<u>381,454</u>
NET CURRENT ASSETS/(LIABILITIES)		<u>266,388</u>		<u>287,233</u>	<u>553,621</u>	<u>381,454</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,744,240</u>		<u>287,233</u>	<u>2,031,473</u>	<u>1,804,082</u>
NET ASSETS		<u>1,744,240</u>		<u>287,233</u>	<u>2,031,473</u>	<u>1,804,082</u>
FUNDS	6					
Unrestricted funds					1,744,240	1,603,199
Restricted funds					<u>287,233</u>	<u>200,883</u>
TOTAL FUNDS					<u>2,031,473</u>	<u>1,804,082</u>

THE JPK SUSSEX PROJECT

**BALANCE SHEET – CONTINUED
AT 31 MARCH 2021**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year end of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 29th Oct 2021 and were signed on its behalf by:


.....
Trustee

THE JPK SUSSEX PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for the Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings – not provided.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. ACTIVITIES FOR GENERATING FUNDS

	2021 £	2020 £
Fundraising events	71,005	100,108
Café / shop costs	11,686	19,890

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

THE JPK SUSSEX PROJECT

**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2021**

4. TANGIBLE FIXED ASSETS

	Land and buildings	Plant and machinery etc	Totals
	£	£	£
COST			
At 1 April 2020	1,351,244	71,384	1,422,628
Additions	<u>42,850</u>	<u>12,374</u>	<u>55,224</u>
At 31 March 2021	<u>1,394,094</u>	<u>83,758</u>	<u>1,477,852</u>
NET BOOK VALUE			
At 31 March 2021	<u>1,394,094</u>	<u>83,758</u>	<u>1,477,852</u>
As at 31 March 2020	<u>1,351,244</u>	<u>71,384</u>	<u>1,422,628</u>

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Other debtors	<u>329</u>	<u>329</u>

THE JPK SUSSEX PROJECT

**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2021**

6. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	1,603,199	141,041	1,744,240
	<u>1,603,199</u>	<u>141,041</u>	<u>1,744,240</u>

THE JPK SUSSEX PROJECT

**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2021**

6. MOVEMENT IN FUNDS - CONTINUED

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
Restricted funds			
Willingdon and Jevington	614	2,000	2,614
The Childwick Trust	10,000	-	10,000
Dr Merry Memorial Fund	172,119	-	172,119
The Duke of Devonshire Settlement Trust	5,000	-	5,000
The Brownless Trust	200	(200)	-
WO Street Charitable Foundation	2,500	-	2,500
Upperton Ward	550	(550)	-
Ernest Kleinwort Charitable Trust (1)	5,000	(5,000)	-
John Jackson Charitable Trust	-	3,000	3,000
Ernest Kleinwort Charitable Trust (2)	-	15,000	15,000
Wealden District Council	1,000	(1,000)	-
Masonic Lodges	900	(900)	-
The A Lacy Tate Trust	3,000	(3,000)	-
Lottery Grant Covid	-	50,000	50,000
Eastbourne Borough Council	-	2,000	2,000
Catherine Cookson Phase 2	-	25,000	25,000
	<u>200,883</u>	<u>86,350</u>	<u>287,233</u>
TOTAL FUNDS	<u>1,804,082</u>	<u>227,391</u>	<u>2,031,473</u>

THE JPK SUSSEX PROJECT

**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2020**

6. MOVEMENT IN FUNDS - CONTINUED
Comparatives for movement in funds

	At 1.4.19	Net movement in funds	At 31.3.20
	£	£	£
Restricted funds			
Willingdon and Jevington	614	-	614
The Childwick Trust	10,000	-	10,000
Dr Merry Memorial Fund	165,000	7,119	172,119
The Duke of Devonshire Settlement Trust	5,000	-	5,000
The Brownless Trust	200	-	200
WO Street Charitable Foundation	-	2,500	2,500
Upperton Ward	-	550	550
Ernest Kleinwort Charitable Trust (1)	-	5,000	5,000
Wealden District Council	1,000	-	1,000
Masonic Lodges	900	-	900
The A Lacy Tate Trust	2,000	1,000	3,000
Eastbourne Borough Council	3,000	(3,000)	0
Awards for All	10,000	(10,000)	0
Groundwork UK	1,000	(1,000)	0
Sunrise Foundation	11,854	(11,854)	0
Charlotte Marshall Trust	600	(600)	0
Garfield Weston	10,000	(10,000)	0
	<u>221,168</u>	<u>(20,285)</u>	<u>200,883</u>
TOTAL FUNDS	<u>1,757,707</u>	<u>46,375</u>	<u>1,804,082</u>

THE JPK SUSSEX PROJECT

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	2021	2020
	£	£
INCOMING RESOURCES		
Voluntary income		
Gifts / Café / Shop /Fees	331,727	183,042
Gift aid & tax reclaims	<u>3,596</u>	<u>3,643</u>
	335,323	186,685
Activities for generating funds		
Fundraising events (including wages)	71,005	100,108
Café/shop costs	<u>11,686</u>	<u>19,890</u>
	<u>82,691</u>	<u>119,998</u>
Total incoming resources	252,632	66,687
RESOURCES EXPENDED		
Costs of generating voluntary income		
Rates and water	4,488	2,587
Insurance	2,517	2,207
Light, heat and utilities	690	6,645
Postage and stationery	2,627	2,123
Sundries	2,856	2,451
Repairs & renewals	5,012	3,732
Professional fees	<u>7,051</u>	<u>567</u>
	25,241	20,312
Fundraising trading: cost of goods sold and other costs		
Purchases	<u>-</u>	<u>-</u>
Total resources expended	<u>-</u>	<u>-</u>
Net income	<u>227,391</u>	<u>46,375</u>

REGISTERED NUMBER: 07954630 (England and Wales)
REGISTERED CHARITY NUMBER: 1146743

**REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
THE JPK SUSSEX PROJECT**

**WATSON ASSOCIATES (PROFESSIONAL SERVICES) LIMITED
30 – 34 NORTH STREET
HAILSHAM
EAST SUSSEX
BN27 1DW**

THE JPK SUSSEX PROJECT

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

Report of the Trustees	1
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4 to 5
Notes to the Financial Statements	6 to 10
Detailed Statement of Financial Activities	11

THE JPK SUSSEX PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07954630 (England and Wales)

Registered Charity number

1146743

Registered Office

7 Wannock Avenue
Eastbourne
East Sussex
BN20 9RP

Trustees

A P Parker
J W Parker
A P White
M Bennett
S Horsman
R McGeary
M Barr
B Goldsmith
M Keane

Independent Examiner

Watson Associates (Professional Services) Limited
30 – 34 North Street
Hailsham
East Sussex
BN27 1DW

STRUCTURE, GOVERNANCE AND MANAGEMENT


Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Approved by order of the board of trustees on 29th October 2021 and signed on its behalf by:


.....
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE JPK SUSSEX PROJECT**

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages three and eleven.

Responsibilities and basis of report

As the charity's trustees (and also the directors for the purpose of the company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

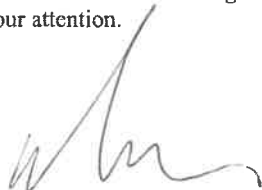
Having satisfied myself that the charity is not subject to audit under company law and is eligible for the independent examination, I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directors given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

- 1) that accounting records were not kept as required by section 386 of the Companies Act 2006; or
- 2) that the accounts do not accord with those records; or
- 3) that the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland; or
- 4) that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



Watson Associates (Professional Services) Limited
30 – 34 North Street
Hailsham
East Sussex
BN27 1DW

Date: 17-11-21

THE JPK SUSSEX PROJECT

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted fund £	Designated £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOMING RESOURCES						
Incoming resources from generated funds						
Voluntary income		248,973	-	86,350	335,323	186,685
Activities for generating funds	2	<u>82,691</u>	<u>-</u>	<u>-</u>	<u>82,691</u>	<u>119,998</u>
Total incoming resources		166,282	-	86,350	252,632	66,687
RESOURCES EXPENDED						
Costs of generating funds						
Costs of generating voluntary income		25,241	-	-	25,241	20,312
Fundraising trading: cost of goods sold and other costs		-	-	-	-	-
Transfer of funds		-	-	-	-	-
Total resources expended		<u>25,241</u>	<u>-</u>	<u>-</u>	<u>25,241</u>	<u>20,312</u>
NET INCOMING RESOURCES		141,041	-	86,350	227,391	46,375
RECONCILIATION OF FUNDS						
Total funds brought forward		<u>1,603,199</u>	<u>-</u>	<u>200,883</u>	<u>1,804,082</u>	<u>1,757,707</u>
TOTAL FUNDS CARRIED FORWARD		<u>1,744,240</u>	<u>-</u>	<u>287,233</u>	<u>2,031,473</u>	<u>1,804,082</u>

THE JPK SUSSEX PROJECT

**BALANCE SHEET
AT 31 MARCH 2021**

	Notes	Unrestricted fund £	Designated £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS						
Tangible assets	4	1,477,852			1,477,852	1,422,628
CURRENT ASSETS						
Debtors	5	329	-	-	329	329
Cash at bank		<u>266,059</u>		<u>287,233</u>	<u>553,292</u>	<u>381,125</u>
		<u>266,388</u>		<u>287,233</u>	<u>553,621</u>	<u>381,454</u>
NET CURRENT ASSETS/(LIABILITIES)		<u>266,388</u>		<u>287,233</u>	<u>553,621</u>	<u>381,454</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,744,240</u>		<u>287,233</u>	<u>2,031,473</u>	<u>1,804,082</u>
NET ASSETS		<u>1,744,240</u>		<u>287,233</u>	<u>2,031,473</u>	<u>1,804,082</u>
FUNDS	6					
Unrestricted funds					1,744,240	1,603,199
Restricted funds					<u>287,233</u>	<u>200,883</u>
TOTAL FUNDS					<u>2,031,473</u>	<u>1,804,082</u>

THE JPK SUSSEX PROJECT

**BALANCE SHEET – CONTINUED
AT 31 MARCH 2021**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year end of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 29th Oct 2021 and were signed on its behalf by:


.....
Trustee

THE JPK SUSSEX PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for the Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings – not provided.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. ACTIVITIES FOR GENERATING FUNDS

	2021 £	2020 £
Fundraising events	71,005	100,108
Café / shop costs	11,686	19,890

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

THE JPK SUSSEX PROJECT

**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2021**

4. TANGIBLE FIXED ASSETS

	Land and buildings	Plant and machinery etc	Totals
	£	£	£
COST			
At 1 April 2020	1,351,244	71,384	1,422,628
Additions	<u>42,850</u>	<u>12,374</u>	<u>55,224</u>
At 31 March 2021	<u>1,394,094</u>	<u>83,758</u>	<u>1,477,852</u>
NET BOOK VALUE			
At 31 March 2021	<u>1,394,094</u>	<u>83,758</u>	<u>1,477,852</u>
As at 31 March 2020	<u>1,351,244</u>	<u>71,384</u>	<u>1,422,628</u>

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Other debtors	<u>329</u>	<u>329</u>

THE JPK SUSSEX PROJECT

**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2021**

6. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	1,603,199	141,041	1,744,240
	<u>1,603,199</u>	<u>141,041</u>	<u>1,744,240</u>

THE JPK SUSSEX PROJECT

**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2021**

6. MOVEMENT IN FUNDS - CONTINUED

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
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Willingdon and Jevington	614	2,000	2,614
The Childwick Trust	10,000	-	10,000
Dr Merry Memorial Fund	172,119	-	172,119
The Duke of Devonshire Settlement Trust	5,000	-	5,000
The Brownless Trust	200	(200)	-
WO Street Charitable Foundation	2,500	-	2,500
Upperton Ward	550	(550)	-
Ernest Kleinwort Charitable Trust (1)	5,000	(5,000)	-
John Jackson Charitable Trust	-	3,000	3,000
Ernest Kleinwort Charitable Trust (2)	-	15,000	15,000
Wealden District Council	1,000	(1,000)	-
Masonic Lodges	900	(900)	-
The A Lacy Tate Trust	3,000	(3,000)	-
Lottery Grant Covid	-	50,000	50,000
Eastbourne Borough Council	-	2,000	2,000
Catherine Cookson Phase 2	-	25,000	25,000
	<u>200,883</u>	<u>86,350</u>	<u>287,233</u>
TOTAL FUNDS	<u>1,804,082</u>	<u>227,391</u>	<u>2,031,473</u>

THE JPK SUSSEX PROJECT

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2020

6. MOVEMENT IN FUNDS - CONTINUED
Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
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Willingdon and Jevington	614	-	614
The Childwick Trust	10,000	-	10,000
Dr Merry Memorial Fund	165,000	7,119	172,119
The Duke of Devonshire Settlement Trust	5,000	-	5,000
The Brownless Trust	200	-	200
WO Street Charitable Foundation	-	2,500	2,500
Upperton Ward	-	550	550
Ernest Kleinwort Charitable Trust (1)	-	5,000	5,000
Wealden District Council	1,000	-	1,000
Masonic Lodges	900	-	900
The A Lacy Tate Trust	2,000	1,000	3,000
Eastbourne Borough Council	3,000	(3,000)	0
Awards for All	10,000	(10,000)	0
Groundwork UK	1,000	(1,000)	0
Sunrise Foundation	11,854	(11,854)	0
Charlotte Marshall Trust	600	(600)	0
Garfield Weston	10,000	(10,000)	0
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TOTAL FUNDS	<u>1,757,707</u>	<u>46,375</u>	<u>1,804,082</u>

THE JPK SUSSEX PROJECT

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	2021	2020
	£	£
INCOMING RESOURCES		
Voluntary income		
Gifts / Café / Shop /Fees	331,727	183,042
Gift aid & tax reclaims	<u>3,596</u>	<u>3,643</u>
	335,323	186,685
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Café/shop costs	<u>11,686</u>	<u>19,890</u>
	<u>82,691</u>	<u>119,998</u>
Total incoming resources	252,632	66,687
RESOURCES EXPENDED		
Costs of generating voluntary income		
Rates and water	4,488	2,587
Insurance	2,517	2,207
Light, heat and utilities	690	6,645
Postage and stationery	2,627	2,123
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Repairs & renewals	5,012	3,732
Professional fees	<u>7,051</u>	<u>567</u>
	25,241	20,312
Fundraising trading: cost of goods sold and other costs		
Purchases	<u>-</u>	<u>-</u>
Total resources expended	<u>-</u>	<u>-</u>
Net income	<u>227,391</u>	<u>46,375</u>