

Charity registration number 1151019

**THE LIGHTHOUSE PROJECT (CRAWLEY)**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

# **THE LIGHTHOUSE PROJECT (CRAWLEY)**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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**Trustees**

Mrs R Benwell - Chair  
Mr I Hancock - Treasurer  
Mr K Taylor  
Mr I Johnson  
Mrs S Lindridge  
Rev R Poole  
Rev S Burston

**Charity number**

1151019

**Registered office**

St Andrew's Church  
Weald Drive  
Furnace Green  
Crawley  
West Sussex  
England  
RH10 6NU

**Independent examiner**

Darren Harding ACA FCCA DChA  
Richard Place Dobson Services Limited  
Chartered Accountants  
1-7 Station Road  
Crawley  
RH10 1HT

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# **THE LIGHTHOUSE PROJECT (CRAWLEY)**

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# **THE LIGHTHOUSE PROJECT (CRAWLEY)**

## **TRUSTEES' REPORT**

***FOR THE YEAR ENDED 31 MARCH 2022***

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The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's trust deed, the Charities Act 2011 and "Accounting and Reporting by 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 (FRS 102)" (effective 1 January 2019).

### **Objectives and activities**

The principal object of the charity is to advance the Christian Faith among young people and families, in schools and groups, and in conjunction with the churches in the area of Crawley, West Sussex and the surrounding area.

The trustees are committed to ensuring that through our staff and volunteers, the Christian Faith is presented to young people in schools and groups, and in conjunction with the churches in the area of Crawley, West Sussex and the surrounding area.

We maintain contact with the local churches and supporters through regular prayer letters, joint church meetings and meeting with local church ministers, pastors and leaders.

The objectives are achieved through staff and volunteers leading assemblies, clubs, R E lessons and other activities in primary and secondary schools in the Crawley area.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

### **Achievements and performance**

During the last year, our work in schools has continued to be affected by Covid restrictions. As these have been reduced, we have been able to start working in schools again delivering assemblies and workshops. We have spent time renewing our links with schools and volunteers. As well as this, during the past year, we have run a mental health/wellbeing course in two local secondary schools. We have found that there is an increased need for such courses because of the impact of the Covid epidemic on young people. Also staff continued to develop videos for assemblies, RE workshops (related to Easter and Christmas), and a racism workshop. These were well received by the schools. We receive feedback about our work through discussion and questionnaires, and act upon the outcomes to ensure that our work is always of the highest standard.

We currently have 4 part time staff members, one of whom is on maternity leave, and 23 volunteers.

Volunteers receive training to ensure that our input is engaging and appropriate. This covers for example, health and safety and safeguarding. The training also supports activities in assemblies, clubs and PSHCB sessions.

The charity is an Associate of Scripture Union, who have worked for many years in schools and children's missions. They provide us with additional training and resources.

In addition, a trustee with education experience, monitors assemblies against Ofsted criteria. Currently they are of a high standard.

It was not always easy to maintain regular contact with our supporters and the local churches, but we are taking action to strengthen these links now that Covid restrictions are relaxed.

### **Financial review**

The net outgoing resources at the year end were £608 (2021: net incoming resources £1,504).

It is the trustees' policy to maintain a balance of funds which equates to at least three months unrestricted payments, equivalent to £12,000 to cover emergency situations that may arise from time to time.

## **THE LIGHTHOUSE PROJECT (CRAWLEY)**

### **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2022***

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#### **Plans for future periods**

The Covid-19 pandemic has affected our working practices and future plans for our school work. We are currently reviewing the needs identified by schools to ensure that we meet their needs while ensuring that our mission, 'to present the Christian faith to young people in schools and groups, and in conjunction with the churches in the area of Crawley, West Sussex and the surrounding area', is addressed. We anticipate that we will continue to deliver assemblies and workshops in schools, and plan to run lunch clubs. As well as this, we plan to organise the many videos that we produced during Covid to make these available to schools to use independently. To bring all this about, we are reviewing our staffing structure, and expect to appoint another member of staff to support lunch clubs and workshops.

#### **Structure, governance and management**

The Lighthouse Project (Crawley) is a registered charity, number 1151019, and is constituted under a Trust deed.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs R Benwell - Chair

Mr I Hancock - Treasurer

Mr K Taylor

Mr I Johnson

Mrs S Lindridge

Rev R Poole

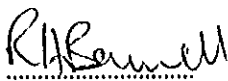
Rev S Burston

The trustees are appointed under the Trust deed dated 11 February 2013.

Any decision may be taken either:

- at a meeting of the charity trustees; or
- by resolution in writing or electronic form agreed by all of the charity trustees, which may comprise either a single document or several documents containing the text of the resolution in like form to each of which one or more charity trustees has signified their agreement.
- All decisions are minuted.

The trustees' report was approved by the Board of Trustees.



Mrs R Benwell - Chair  
Trustee

Date: 14/12/22

# **THE LIGHTHOUSE PROJECT (CRAWLEY)**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF THE LIGHTHOUSE PROJECT (CRAWLEY)**

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I report to the trustees on my examination of the financial statements of The Lighthouse Project (Crawley) (the charity) for the year ended 31 March 2022.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

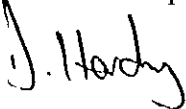
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no 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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



**Darren Harding ACA FCCA DChA**  
Richard Place Dobson Services Limited  
1-7 Station Road  
Crawley  
West Sussex  
RH10 1HT

Dated: 20/12/2022

# THE LIGHTHOUSE PROJECT (CRAWLEY)

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
<b><u>Income from:</u></b>			
Donations and legacies	3	41,917	48,981
<b><u>Expenditure on:</u></b>			
Charitable activities	4	42,537	47,477
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		(620)	1,504
<b>Fund balances at 1 April 2021</b>		40,844	39,340
<b>Fund balances at 31 March 2022</b>		40,224	40,844

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

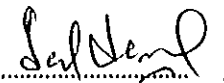
# THE LIGHTHOUSE PROJECT (CRAWLEY)

## BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	8		2,278		-
<b>Current assets</b>					
Debtors	9	6,348		5,469	
Cash at bank and in hand		33,110		36,637	
		39,458		42,106	
<b>Creditors: amounts falling due within one year</b>	10	(1,512)		(1,262)	
Net current assets			37,946		40,844
<b>Total assets less current liabilities</b>			40,224		40,844
<b>Income funds</b>					
Unrestricted funds			40,224		40,844
			40,224		40,844

The financial statements were approved by the Trustees on 14/12/2022

  
Mr I Hancock - Treasurer  
Trustee



# **THE LIGHTHOUSE PROJECT (CRAWLEY)**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **FOR THE YEAR ENDED 31 MARCH 2022**

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#### **1 Accounting policies**

##### **Charity information**

The Lighthouse Project (Crawley) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

##### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's trust deed, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by 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 (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

##### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### **1.3 Charitable funds**

General funds are unrestricted funds which are available to use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

##### **1.4 Income**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

# THE LIGHTHOUSE PROJECT (CRAWLEY)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

#### 1.6 Tangible fixed assets

Computers 25% straight line

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.8 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as a basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured a amortised cost using the effective interest method.

#### 1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.10 Retirement benefits

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

#### 1.11 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts.

#### 1.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of past events, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

# THE LIGHTHOUSE PROJECT (CRAWLEY)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Donations and gifts	41,917	48,981

### 4 Charitable activities

	Advancing the Christian Faith	Advancing the Christian Faith
	2022	2021
	£	£
Staff costs	35,166	38,559
Depreciation and impairment	176	-
Travelling	43	86
Training	410	236
Office supplies & postage	680	1,518
Resources for schools work	962	1,253
Equipment	119	1,651
Insurance	748	722
Events	196	-
Other	287	154
Associate scheme donation	2,000	2,000
	40,787	46,179
Share of governance costs (see note 5)	1,750	1,298
	42,537	47,477

# THE LIGHTHOUSE PROJECT (CRAWLEY)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 5 Support costs

	Support costs	Governance costs	2022	2021
	£	£	£	£
Accountancy	-	1,750	1,750	1,298
	<u>-</u>	<u>1,750</u>	<u>1,750</u>	<u>1,298</u>
Analysed between				
Charitable activities	-	1,750	1,750	1,298
	<u>-</u>	<u>1,750</u>	<u>1,750</u>	<u>1,298</u>

Governance costs includes payments to the independent examiners of £1,500 (2021- £1,500) for the independent examination.

### 6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

During the year ended 31 March 2022, only one trustee, Mrs Rosemary Benwell, was reimbursed expenses totalling £176.

### 7 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	5	5
	<u>5</u>	<u>5</u>
Employment costs	2022 £	2021 £
Wages and salaries	34,722	38,129
Other pension costs	444	430
	<u>35,166</u>	<u>38,559</u>

There were no employees whose annual remuneration was more than £60,000.

# THE LIGHTHOUSE PROJECT (CRAWLEY)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 8 Tangible fixed assets

	Computers £
Cost	
Additions	2,454
At 31 March 2022	2,454
Depreciation and impairment	
Depreciation charged in the year	176
At 31 March 2022	176
Carrying amount	
At 31 March 2022	2,278

### 9 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Other debtors	6,348	5,469

### 10 Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals	1,512	1,262

### 11 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).