

SUNFLOWER HOUSE

England & Wales · Charity number 1158558

Details

Status Registered

Legal form Other

Registered 2014-09-15

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

Contact

Address 45 Foord Road
Folkestone
Kent
CT19 5AE

Phone 07958 663458

Email info@sunflowerhouse.org.uk

Website www.sunflowerhouse.org.uk

Activities

Objects: (I) TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF FOLKSTONE WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND OTHER LEISURE TIME OCCUPATIONS WITH THE OBJECTS OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS. (II) TO ESTABLISH OR SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE (HEREINAFTER CALLED 'THE CENTRE') AND TO MAINTAIN AND MANAGE THE SAME (WHETHER ALONE OR IN CO-OPERATION WITH ANY LOCAL AUTHORITY OR PERSON OR BODY) IN FURTHERANCE OF THESE OBJECTS.

Activities: Sunflower House is a community building that is all about building community making links and helping people going through a tough time. We offer community programmes that improve the town, support the vulnerable or homeless, and partner with like-minded organisations in the Folkestone area.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Economic/community Development/employment, Recreation
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** FOLKSTONE
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£88,803	£67,383	-	-
2023-09-30	£65,721	£55,702	-	-
2022-09-30	£69,218	£51,152	-	-
2021-09-30	£33,287	£32,284	-	-
2020-09-30	£52,500	£34,224	-	-

Trustees

Name	Role	Appointed
Connor McConville		2025-03-18
John David Freye Cheriton		2024-08-01
Jon O'Connor		2021-11-19
Steven Bishopp		2025-03-18

SUNFLOWER HOUSE

England & Wales - Charity number 1158558

Accounts

Charity registration number: 1158558

Sunflower House

Annual Report and Financial Statements
for the Year Ended 30 September 2024

Sunflower House
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Sunflower House

Reference and Administrative Details

Trustees	Mr JCW O'Connor Mr A H Ward Ms K Page Mr J D F Cheriton
Charity Registration Number	1158558
Principal Office	45 Foord Road Folkestone Kent CT19 5AE
Independent Examiner	Beresfords Chartered Certified Accountants 1-2 Rhodium Point Spindle Close Hawkinge Folkestone Kent CT18 7TQ

Sunflower House

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 30 September 2024.

Objectives and activities

Objects and aims

The charity's objectives are:

1. To promote for the benefit of the inhabitants of Folkestone without distinction of sex, sexual orientation, race or of political, religious or other opinions, by association together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and other leisure time occupations with the objects of improving the conditions of life of the said inhabitants.
2. To establish or secure the establishment of a community centre and to maintain and manage the same (whether alone or in co-operation with any local authority or person or body) in furtherance of these objects.

Introduction

During another challenging year, the Trustees have continued to focus on meeting the needs of our community and further developing our partnership working approach.

Trustees have taken positive steps to enhance and refine the charity's operations and are confident that as Sunflower House moves into our second decade, the charity is an effective and efficient not-for-profit organisation.

We are indebted to the many generous supporters and partners we have, who make our work possible: not least we want to thank our local community for their support, and especially those who give their time as volunteers with Sunflower House.

The charity's trustees have continued to deliver on our mission statement:

'Community Building, Building Community', through our three core strands of activity:

- Community support: addressing poverty, deprivation and vulnerability
- Community opportunity: empowering and engaging people in new activity
- Community wellbeing: offering advice and guidance to improve quality of life

Our mission statement drives both the use of our facilities and the development of our work as a community focused charity.

Sunflower House

Trustees' Report (continued)

Objectives, strategies and activities

Our History

A former mission house built in the 1800s for railway workers, Sunflower House is our landmark building, refurbished in 2014 and reborn as a community venue. This wonderful building is owned by the Harbour Church, who have kindly continued lease the property to our charity on favourable terms, to enable us to provide community opportunity.

Sunflower House expresses physically our optimism and determination. Passers-by on Foord Road smile as they pass the building and Philippa Goddard's striking Sunflower mural – set alongside William Cubit's ambitious railway viaduct overhead.

Our charity's history owes a great deal to this extraordinary place and to the vision of David Taylor, who set up the charity together with his wife Railli and others. We also recognise and celebrate the work of former trustees for their guardianship of the charity in recent years.

Community Building

In total, Sunflower House hosts and supports over 40 community projects, some involving complex partnerships and some which we deliver with our own volunteers and the very special warmth and energy the charity brings to our local community.

We recognise on a daily basis the continuing cost of living crisis and the pressure on our community which affects some of the most vulnerable people. We are working with and for our community to face those challenges in a positive way.

We prioritise work designed explicitly to address disadvantage and poverty, reflected in unacceptable health inequalities and limited opportunity across generations.

For residents faced with the choice of 'heat or eat', feeding themselves or their children, we do what we can to offer basic support. Volunteers from our partners at Action on Homelessness continue to regularly provide over 120 free hot, freshly prepared meals twice a week. Sunflower House provides them with a working kitchen, storage space, additional food and resources and funding support.

Our partnership with FareShare Kent which delivers the Folkestone Pantry collection point at Sunflower House has grown from a handful of members to 100 people now benefiting from good quality and exceptional value shopping every week.

Our partnership with Bags of Taste has supported 50 families and individuals with online cookery classes and exciting recipes at home. In late 2024, we were commissioned by Folkestone and Hythe District Council to deliver elements of the UKSPF programme (UK Social Prosperity Fund) which allows us to provide emergency food, shopping and energy vouchers for those in need.

The charity took on the lease for a second purpose-built venue last year, allowing us to extend our work. The Community Room is just 2-3 minutes from the town centre and has proved a great success, being seen as welcoming and practical by users.

Our weekly Loose Ends sessions attract many visitors who find a warm welcome and helpful advice when they may be struggling; the core group of volunteers have developed a superb ability to listen, engage and support: it is a sign of the times.

Sunflower House

Trustees' Report (continued)

Our two sites are in operation seven days a week, with as many as 30 activities taking place weekly: we host many meetings, events and groups, such as resident groups, the Folkestone Pride, Open Art Festival and Black History Month organisers, who contribute to costs where this is possible and share responsibility for looking after our buildings. The collaborative and cooperative approach is what makes it all work.

Building Community

The Ukrainian community school continues to support children and their parents as well as teach Ukrainian language and culture alongside English. The music of the Ukrainian choir swells to the rafters with the joy and passion of the human spirit at their rehearsals.

Forward Trust continues to deliver support to those with drug, alcohol, gambling and other addictions; sometimes these are the same people who need a warm meal.

On Fridays, students from the Beacon School, who are working towards living independently, help us to run our Warm Welcome café, which also includes an advice shop/internet café.

Folkestone's local heroes the Town Sprucers, based at Sunflower House since it opened, have gone from strength to strength. Around 20 volunteers have found employment through the project. We bought our own vehicle last year to support Town Sprucer Peter Phillips, who brings motivation and energy to the team.

The monthly Repair Café invites people to bring household goods and much-loved possessions to be repaired by volunteers with a range of high-level skills.

We support many other community groups, such as New Folkestone Society, AFRA (the Association of Folkestone Residents Associations), by providing accommodation and facilities for them to support their members and our wider community.

The Trustees have continued to support the local campaign to save Grace Hill Library, which is at risk of closure - one of our oldest community buildings that has provided resources for the most disadvantaged areas of Folkestone since 1888.

Providing new opportunity

Sunflower House is proud to host the Folkestone Performing Arts Company which runs acting workshops and the Write For Performance workshops alongside their professional company of actors.

Community Art Kent (Folke Art) have delivered inspiring workshops for people who may have experienced social isolation and the results have been truly inspiring, generating publications, exhibitions and above all a wonderful sense of friendship

Creative Community Craft is a group set up by Sunflower House volunteers, offering craft sessions at weekends; our longstanding partners BKK Karate School continue to thrive and encourages healthy, spirited and well-disciplined martial arts.

New this year, we have launched exciting programmes, such as our Digital Seeds (new technology) workshops and Internet Café provision, to enhance our community connections. The work of Barnardos, Homestart and TakeOff is simply extraordinary; addressing issues arising from depression, domestic violence and social isolation; Sunflower House is proud to empower our community and all those working with local people.

Sunflower House

Trustees' Report (continued)

Our partners and supporters

We are immensely grateful to our major sponsors and partners for supporting the extraordinary activity which comes together under the umbrella of Sunflower House.

These generous organisations include:

- The Roger De Haan Charitable Trust;
- L&B Restaurants; Folkestone Rotary Club;
- Folkestone Hythe and District Lions;
- Folkestone Hythe and District Hospitality and Catering Association;
- The Woodshed Gallery;
- SEK (Social Enterprise Kent);
- Folkestone and Hythe District Council
- Kent Safer Streets Partnership;
- Nominet;
- EK360;
- The Philip and Connie Phillips Foundation

With the support of these and many other generous groups and individuals, the Trustees believe we are realising the original purpose of Sunflower House and strengthening the vision and reach of the charity.

Sunflower House ends the year in a healthy financial position.

We have begun to work on a long term vision of a district wide community building network, along with an extensive programme of community consultation.

This all help us to continue to deliver our core purpose of community building.

Finally, I want to thank my fellow trustees, all our volunteers and above all the remarkable Folkestone community for making Sunflower House a centre of hope and opportunity.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The governing document of the charity is a constitution adopted on 30th June 2014 as amended on 9th September 2014.

Organisational structure

The appointed officers of the charity include a chairman, treasurer and other trustees.

Sunflower House

Trustees' Report (continued)

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on^{05/03/20} and signed on its behalf by:


.....

Mr JCW O'Connor
Trustee

Sunflower House

Independent Examiner's Report to the trustees of Sunflower House

I report to the trustees on my examination of the accounts of Sunflower House for the year ended 30 September 2024.

Responsibilities and basis of report

As the charity trustees of Sunflower House 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 Sunflower House'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 Sunflower House as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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


.....
Mr Daniel Payne FCCA
Beresfords
Chartered Certified Accountants
1-2 Rhodium Point
Spindle Close
Hawkinge
Folkestone
Kent
CT18 7TQ

05/03/2025
Date:.....

Sunflower House

Statement of Financial Activities for the Year Ended 30 September 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	5,349	67,558	72,907
Other income	3	15,896	-	15,896
Total income		<u>21,245</u>	<u>67,558</u>	<u>88,803</u>
Expenditure on:				
Charitable activities	4	(8,521)	(58,862)	(67,383)
Total expenditure		<u>(8,521)</u>	<u>(58,862)</u>	<u>(67,383)</u>
Net income		<u>12,724</u>	<u>8,696</u>	<u>21,420</u>
Net movement in funds		12,724	8,696	21,420
Reconciliation of funds				
Total funds brought forward		<u>12,437</u>	<u>46,574</u>	<u>59,011</u>
Total funds carried forward	14	<u>25,161</u>	<u>55,270</u>	<u>80,431</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	4,957	44,070	49,027
Other income	3	16,694	-	16,694
Total income		<u>21,651</u>	<u>44,070</u>	<u>65,721</u>
Expenditure on:				
Charitable activities	4	(14,352)	(41,350)	(55,702)
Total expenditure		<u>(14,352)</u>	<u>(41,350)</u>	<u>(55,702)</u>
Net income		<u>7,299</u>	<u>2,720</u>	<u>10,019</u>
Net movement in funds		7,299	2,720	10,019
Reconciliation of funds				
Total funds brought forward		<u>5,139</u>	<u>43,854</u>	<u>48,993</u>
Total funds carried forward	14	<u>12,438</u>	<u>46,574</u>	<u>59,012</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 14.


The notes on pages 10 to 17 form an integral part of these financial statements.

Sunflower House

(Registration number: 1158558) Balance Sheet as at 30 September 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	11	16,042	3,025
Current assets			
Debtors	12	2,040	45
Cash at bank and in hand		<u>65,949</u>	<u>56,937</u>
		67,989	56,982
Creditors: Amounts falling due within one year	13	<u>(3,600)</u>	<u>(995)</u>
Net current assets		<u>64,389</u>	<u>55,987</u>
Net assets		<u>80,431</u>	<u>59,012</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		55,270	46,574
Unrestricted income funds			
Unrestricted funds		<u>25,161</u>	<u>12,438</u>
Total funds	14	<u>80,431</u>	<u>59,012</u>

The financial statements on pages 8 to 17 were approved by the trustees, and authorised for issue on 05/03/2024 and signed on their behalf by:


.....
Mr JCW O'Connor
Trustee

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2024

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Sunflower House meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The charity has changed its reporting for this financial year to the accruals basis from the receipts and payments basis and the comparative period figures have been restated based on this change.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2024 (continued)

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Equipment	25% on reducing balance

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2024 (continued)

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and legacies;				
Donations received	5,349	6,563	11,912	12,187
Grants, including capital grants;				
Government grants	-	19,220	19,220	-
Grants from other charities	-	41,775	41,775	36,840
	5,349	67,558	72,907	49,027

3 Other income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Venue hire and other income	15,896	15,896	16,694

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2024 (continued)

4 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Staff costs		-	27,222	27,222	27,820
Governance costs	5	600	-	600	600
Depreciation, amortisation and other similar costs		932	1,852	2,784	628
Small equipment		-	246	246	381
Travel and subsistence		-	2,480	2,480	1,881
Sundry expenses		281	-	281	527
Direct expenses		-	531	531	309
Consultancy and project management fees		-	11,329	11,329	3,182
Rent and rates		717	5,443	6,160	790
Insurance		1,080	-	1,080	950
Security costs		626	-	626	288
Light and heat		-	3,106	3,106	3,984
Cleaning		1,507	-	1,507	2,198
Advertising and website		-	-	-	760
Telephone and internet		242	651	893	442
Bank charges		90	123	213	229
Refreshments		-	2,289	2,289	1,344
Training		-	-	-	761
Repairs and maintenance		452	2,802	3,254	6,926
Bookkeeping and payroll fees		720	-	720	432
Printing, postage and stationery		-	788	788	70
Computer software and maintenance costs		1,174	-	1,174	1,024
Licensing fees		-	-	-	176
Legal and professional fees		100	-	100	-
		<u>8,521</u>	<u>58,862</u>	<u>67,383</u>	<u>55,702</u>

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2024 (continued)

5 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Independent examiner fees			
Examination of the financial statements	600	600	600
	<u>600</u>	<u>600</u>	<u>600</u>

6 Net incoming/outgoing resources

Net incoming resources for the year include:

	2024 £	2023 £
Depreciation of fixed assets	<u>2,784</u>	<u>628</u>

7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

8 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	<u>27,222</u>	<u>27,820</u>

No employee received emoluments of more than £60,000 during the year

9 Independent examiner's remuneration

	2024 £	2023 £
Examination of the financial statements	<u>600</u>	<u>600</u>

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2024 (continued)

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Furniture and equipment £	Motor vehicles £	Equipment £	Total £
Cost				
At 1 October 2023	-	-	6,050	6,050
Additions	1,999	12,694	1,107	15,800
At 30 September 2024	1,999	12,694	7,157	21,850
Depreciation				
At 1 October 2023	-	-	3,025	3,025
Charge for the year	98	1,851	834	2,783
At 30 September 2024	98	1,851	3,859	5,808
Net book value				
At 30 September 2024	1,901	10,843	3,298	16,042
At 30 September 2023	-	-	3,025	3,025

12 Debtors

	2024 £	2023 £
Trade debtors	2,040	45

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2024 (continued)

13 Creditors: amounts falling due within one year

	2024 £	2023 £
Other loans	3,000	-
Other taxation and social security	-	397
Accruals	600	598
	3,600	995

14 Funds

	Balance at 1 October 2023 £	Incoming resources £	Resources expended £	Balance at 30 September 2024 £
Unrestricted funds				
General	12,437	21,245	(8,521)	25,161
Restricted funds	46,574	67,558	(58,862)	55,270
Total funds	59,011	88,803	(67,383)	80,431
	Balance at 1 October 2022 £	Incoming resources £	Resources expended £	Balance at 30 September 2023 £
Unrestricted funds				
General	5,139	21,651	(14,352)	12,438
Restricted funds	43,854	44,070	(41,350)	46,574
Total funds	48,993	65,721	(55,702)	59,012

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2024 (continued)

15 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 30 September 2024 £
Tangible fixed assets	5,199	10,843	16,042
Current assets	23,562	44,427	67,989
Current liabilities	(3,600)	-	(3,600)
Total net assets	25,161	55,270	80,431
	Unrestricted funds General £	Restricted funds £	Total funds at 30 September 2023 £
Tangible fixed assets	3,025	-	3,025
Current assets	10,408	46,574	56,982
Current liabilities	(995)	-	(995)
Total net assets	12,438	46,574	59,012

16 Related party transactions

During the year the charity made the following related party transactions:

Mr J O'Connor

(Mr J O'Connor is a trustee of Sunflower House)

Mr J O'Connor provided an interest free loan of £6,000 to Sunflower House on 4th March 2024 to help them buy a van for the town sprucer. The loan is to be repaid in full by 31st March 2025.. At the balance sheet date the amount due to Mr J O'Connor was £3,000 (2023 - £Nil).

SUNFLOWER HOUSE

England & Wales - Charity number 1158558

Accounts

Charity registration number: 1158558

Sunflower House

Annual Report and Financial Statements
for the Year Ended 30 September 2023

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Reference and Administrative Details

Trustees	Mr JCW O'Connor Mr A H Ward Ms K Page M Patelova
Charity Registration Number	1158558
Principal Office	45 Foord Road Folkestone Kent CT19 5AE
Independent Examiner	Beresfords Chartered Certified Accountants 1-2 Rhodium Point Spindle Close Hawkinge Folkestone Kent CT18 7TQ

Sunflower House

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 30 September 2023.

Objectives and activities

Objects and aims

The charity's objectives are:

1. To promote for the benefit of the inhabitants of Folkestone without distinction of sex, sexual orientation, race or of political, religious or other opinions, by association together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and other leisure time occupations with the objects of improving the conditions of life of the said inhabitants.
2. To establish or secure the establishment of a community centre and to maintain and manage the same (whether alone or in co-operation with any local authority or person or body) in furtherance of these objects.

Objectives, strategies and activities

Introduction

In the last year, the Trustees have continued to focus on meeting the needs of our local community and building on our partnership working approach.

Trustees have taken positive steps to enhance and refine the charity's operations and are confident that as Sunflower House celebrates its tenth anniversary, it is an effective and efficient not-for-profit organisation.

We are indebted to the many generous supporters and partners we have, who make our work possible: not least we thank our local community for their kindness of making regular small donations and giving time as volunteers with Sunflower House.

The charity's trustees have continued to deliver on our mission statement: 'Community Building, Building Community', through three strands of activity:

1. Community support: addressing poverty, deprivation and vulnerability
2. Community opportunity: empowering and engaging people in new activity
3. Community wellbeing: offering advice and guidance to improve quality of life

Our mission statement drives both the use of our facilities and the development of our work as a community focused charity.

Our History

A former mission house built in the 1800s for railway workers, Sunflower House is our landmark building, refurbished in 2014 and reborn as a community venue.

This wonderful building is owned by the Harbour Church, who have kindly agreed to lease the property to our charity on favourable terms, to enable us to provide community opportunity.

Our charity's history owes a great deal to this extraordinary place and to the vision of David Taylor, who first established the charity together with his wife Railli and others. We are hugely indebted to the work of Alex McClaren and other former trustees for their guardianship of the charity in the difficult years after David passed away and particularly during the recent Covid pandemic.

Sunflower House

Trustees' Report (continued)

Sunflower House expresses physically the optimism and determination of our charity. Passers-by on Foord Road never fail to turn their heads towards the building and Philippa Goddard's striking Sunflower mural - commissioned by the Bradstone Residents' Association and which appropriately also depicts William Cubit's truly remarkable railway viaduct looming overhead.

Facility management for community benefit

The charity has taken on the lease for a second purpose-built venue with the simple designation of The Community Room at 19, The Bayle in the town centre.

This provides us with additional space so that we can operate a wider range of programmes. In total, we currently provide a home and support for almost 40 different community projects, many involving complex partnerships and some which we deliver with our own volunteers and the energy which the charity brings to our local community.

We recognise the continuing cost of living crisis and the pressure on our community which ripples across from global and national issues to affect some of the most vulnerable people in society. We are determined to work with and for our community to face those challenges in a positive way.

Our priorities: addressing poverty and disadvantage

We prioritise work which is designed explicitly to address disadvantage and poverty.

For residents faced with the choice of feeding themselves or their children, volunteers from our partners at Action on Homelessness continue to regularly provide over 150 free hot, freshly prepared meals twice a week, including an incredible 500 meals one week during Christmas. Previously, the homeless charity was housed at another venue but was forced to look for a new home themselves last year. Sunflower House was delighted to welcome their amazing team of volunteer cooks and support staff.

Our Christmas Community project supported families as the school holidays arrived, leaving many under real financial pressure at the worst possible time.

Recently, we have initiated a new partnership with FareShare Kent providing a Folkestone Pantry collection point at Sunflower House and our new project in partnership with Bags of Taste has got off to a good start with supported cookery classes and exciting recipes at home.

Several local businesses and supermarkets have donated food, while staff and catering students at Folkestone College and other volunteers prepare the meals.

Community building

Our wonderful Ukrainian community school has continued to support children and their parents as well as teach Ukrainian language and culture alongside English.

The work the charity Forward Trust carries out at Sunflower House exemplifies exactly this, providing support once a week to those with drug, alcohol, gambling and other addictions; sometimes these are the same people who need a warm meal.

On Fridays, students from the Beacon School, who are working towards living independently, help us to run a Warm Welcome café, set up two years ago to give people, who can't afford to heat their homes, somewhere warm to go to.

Sunflower House

Trustees' Report (continued)

This provides a much-needed service to our visitors while the students enjoy some valuable work experience, helping them to be more confident and independent.

Folkestone's local heroes the Town Sprucers, based at Sunflower House since it opened, have gone from strength to strength. Around 20 Sprucer volunteers have found employment after working with the team. We recently purchased our own vehicle to support Town Sprucer Peter Phillips, who brings motivation and energy to the team.

Another popular initiative is our monthly Repair Café, where people can bring along household goods and much-loved possessions to be repaired by volunteers with a range of high-level skills. We are delighted to announce a new partnership with enfinity energy, who have kindly provided funds and sponsorship for this activity.

An important element in our work is the work we do to support other community groups, such as New Folkestone Society, AFRA (the Association of Folkestone Residents Associations) and many more, by providing accommodation and facilities for them to offer interest and enrichment to their members and the wider community.

The Trustees have chosen to support the local campaign to save Grace Hill Library, which is at risk of closure - this being one of our oldest community buildings that has provided resources for the most disadvantaged areas of Folkestone since 1888.

Providing new opportunity

Sunflower House is home to the Folkestone Performing Arts Company which runs acting workshops and other activities every Friday with a new series of Write For Performance workshops providing a third strand along with their professional company.

Creative Community Craft is a group set up by Sunflower House volunteers, offering craft sessions at weekends; our longstanding partners BKK Karate School continue to thrive and encourages healthy, spirited and well-disciplined martial arts.

Looking to the future, we have some new and exciting programmes, such as our Digital Seeds (new technology) workshops and the beginnings of Internet Café provision, which will enhance our community connections.

Our partners and supporters

We are immensely grateful to our major sponsors and partners for supporting the extraordinary activity which comes together under the umbrella of Sunflower House.

These generous organisations include The Roger De Haan Charitable Trust; L&B Restaurants; Folkestone Rotary Club; Folkestone Hythe and District Lions; Folkestone Hythe and District Hospitality and Catering Association; The Woodshed Gallery; SEK (Social Enterprise Kent); Folkestone and Hythe District Council Safer Streets Partnership; Tesco/Groundwork; Nominet; EK360; The Philip and Connie Phillips Foundation

2024 will be our tenth anniversary year: this year has been perhaps the most intense and productive yet. Our Trustees believe we are realising the original purpose of Sunflower House and strengthening the vision and reach of the charity.

Sunflower House is in a healthy financial position, providing meaningful support to our local community at a time when the needs of our community are significant.

We are planning for the long term and working towards a district wide community building network, along with an extensive programme of community consultation.

Sunflower House

Trustees' Report (continued)

This will all help us to continue to deliver our core purpose of community building.

I want to thank my fellow trustees, all our volunteers and above all the remarkable Folkestone community for making Sunflower House a centre of hope and opportunity.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The governing document of the charity is a constitution adopted on 30th June 2014 as amended on 9th September 2014.

Organisational structure

The appointed officers of the charity include a chairman, treasurer and other trustees.

The annual report was approved by the trustees of the charity on 21st May 2024 and signed on its behalf by:



.....
Mr JCW O'Connor
Trustee

Sunflower House

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 21st May 2024 and signed on its behalf by:



Mr JCW O'Connor
Trustee

Sunflower House

Independent Examiner's Report to the trustees of Sunflower House

I report to the trustees on my examination of the accounts of Sunflower House for the year ended 30 September 2023.

Responsibilities and basis of report

As the charity trustees of Sunflower House 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 Sunflower House'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 Sunflower House as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



.....
Mr Daniel Payne FCCA
Beresfords
Chartered Certified Accountants
1-2 Rhodium Poiint
Spindle Close
Hawkinge
Folkestone
Kent
CT18 7TQ

Date: 21st May 2024
.....

Sunflower House

Statement of Financial Activities for the Year Ended 30 September 2023

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	4,957	44,070	49,027
Other income	3	16,694	-	16,694
Total income		21,651	44,070	65,721
Expenditure on:				
Charitable activities	4	(14,352)	(41,350)	(55,702)
Total expenditure		(14,352)	(41,350)	(55,702)
Net income		7,299	2,720	10,019
Net movement in funds		7,299	2,720	10,019
Reconciliation of funds				
Total funds brought forward		5,139	43,854	48,993
Total funds carried forward	14	12,438	46,574	59,012
	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	9,950	45,603	55,553
Other income	3	13,665	-	13,665
Total income		23,615	45,603	69,218
Expenditure on:				
Charitable activities	4	(15,247)	(35,905)	(51,152)
Total expenditure		(15,247)	(35,905)	(51,152)
Net income		8,368	9,698	18,066
Net movement in funds		8,368	9,698	18,066
Reconciliation of funds				
Total funds brought forward		(3,229)	34,157	30,928
Total funds carried forward	14	5,139	43,855	48,994

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 14.

The notes on pages 10 to 16 form an integral part of these financial statements.

Sunflower House

(Registration number: 1158558) Balance Sheet as at 30 September 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	11	3,025	2,282
Current assets			
Debtors	12	45	778
Cash at bank and in hand		<u>56,937</u>	<u>47,670</u>
		56,982	48,448
Creditors: Amounts falling due within one year	13	<u>(995)</u>	<u>(1,736)</u>
Net current assets		<u>55,987</u>	<u>46,712</u>
Net assets		<u>59,012</u>	<u>48,994</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		46,574	43,855
Unrestricted income funds			
Unrestricted funds		<u>12,438</u>	<u>5,139</u>
Total funds	14	<u>59,012</u>	<u>48,994</u>

The financial statements on pages 8 to 16 were approved by the trustees, and authorised for issue on 21st May 2024 and signed on their behalf by:



.....
Mr JCW O'Connor
Trustee

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2023

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Sunflower House meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The charity has changed its reporting for this financial year to the accruals basis from the receipts and payments basis and the comparative period figures have been restated based on this change.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2023 (continued)

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Equipment	25% on reducing balance

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2023 (continued)

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and legacies;				
Donations received	4,957	7,230	12,187	9,053
Grants, including capital grants;				
Grants, including capital grants	-	36,840	36,840	46,500
	<u>4,957</u>	<u>44,070</u>	<u>49,027</u>	<u>55,553</u>

3 Other income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Venue hire and other income	<u>16,694</u>	<u>16,694</u>	<u>13,665</u>

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2023 (continued)

4 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Staff costs		-	27,820	27,820	25,700
Governance costs	5	600	-	600	600
Depreciation, amortisation and other similar costs		628	-	628	761
Small equipment		-	381	381	1,150
Travel and subsistence		-	1,881	1,881	2,237
Sundry expenses		527	-	527	646
Direct expenses		63	246	309	-
Consultancy and project management fees		-	3,182	3,182	6,727
Rates		751	39	790	859
Insurance		-	950	950	924
Security costs		274	14	288	342
Light and heat		1,760	2,224	3,984	2,618
Cleaning		114	2,084	2,198	3,219
Advertising and website		532	228	760	124
Telephone and internet		420	22	442	454
Bank charges		218	11	229	181
Refreshments		123	1,221	1,344	1,214
Training		484	277	761	300
Repairs and maintenance		6,588	338	6,926	1,675
Bookkeeping and payroll fees		-	432	432	640
Printing, postage and stationery		68	-	68	267
Computer software and maintenance costs		1,026	-	1,026	243
Licensing fees		176	-	176	271
		<u>14,352</u>	<u>41,350</u>	<u>55,702</u>	<u>51,152</u>

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2023 (continued)

5 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Independent examiner fees			
Examination of the financial statements	600	600	600
	<u>600</u>	<u>600</u>	<u>600</u>

6 Net incoming/outgoing resources

Net incoming resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	<u>628</u>	<u>761</u>

7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

8 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	27,820	24,740
Social security costs	-	960
	<u>27,820</u>	<u>25,700</u>

No employee received emoluments of more than £60,000 during the year

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2023 (continued)

9 Independent examiner's remuneration

	2023 £	2022 £
Examination of the financial statements	600	600

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Equipment £	Total £
Cost		
At 1 October 2022	4,679	4,679
Additions	1,371	1,371
At 30 September 2023	6,050	6,050
Depreciation		
At 1 October 2022	2,397	2,397
Charge for the year	628	628
At 30 September 2023	3,025	3,025
Net book value		
At 30 September 2023	3,025	3,025
At 30 September 2022	2,282	2,282

12 Debtors

	2023 £	2022 £
Trade debtors	45	778

13 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	397	1,111
Accruals	598	600
Deferred income	-	25
	995	1,736

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2023 (continued)

14 Funds

	Balance at 1 October 2022 £	Incoming resources £	Resources expended £	Balance at 30 September 2023 £
Unrestricted funds				
General	5,139	21,651	(14,352)	12,438
Restricted funds	43,854	44,070	(41,350)	46,574
Total funds	48,993	65,721	(55,702)	59,012
	Balance at 1 October 2021 £	Incoming resources £	Resources expended £	Balance at 30 September 2022 £
Unrestricted funds				
General	(3,229)	23,615	(15,247)	5,139
Restricted funds	34,157	45,603	(35,905)	43,855
Total funds	30,928	69,218	(51,152)	48,994

15 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 30 September 2023 £
Tangible fixed assets	3,025	-	3,025
Current assets	10,408	46,574	56,982
Current liabilities	(995)	-	(995)
Total net assets	12,438	46,574	59,012
	Unrestricted funds General £	Restricted funds £	Total funds at 30 September 2022 £
Tangible fixed assets	2,282	-	2,282
Current assets	4,594	43,854	48,448
Current liabilities	(1,736)	-	(1,736)
Total net assets	5,140	43,854	48,994

SUNFLOWER HOUSE

England & Wales - Charity number 1158558

Accounts

Charity registration number: 1158558

Sunflower House

Annual Report and Financial Statements
for the Year Ended 30 September 2022

Sunflower House
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Sunflower House

Reference and Administrative Details

Trustees	Mr JCW O'Connor Mr A H Ward Ms J Lichfield Mr A Lockwood
Charity Registration Number	1158558
Principal Office	45 Foord Road Folkestone Kent CT19 5AE
Independent Examiner	Beresfords Chartered Certified Accountants 1-2 Rhodium Point Spindle Close Hawkinge Folkestone Kent CT18 7TQ

Sunflower House

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 30 September 2022.

Objectives and activities

Objects and aims

The charity's objectives are:

1. To promote for the benefit of the inhabitants of Folkestone without distinction of sex, sexual orientation, race or of political, religious or other opinions, by association together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and other leisure time occupations with the objects of improving the conditions of life of the said inhabitants.
2. To establish or secure the establishment of a community centre and to maintain and manage the same (whether alone or in co-operation with any local authority or person or body) in furtherance of these objects.

Objectives, strategies and activities

This has been a year of tangible success and progress for Sunflower House. The charity trustees have focused on delivering a clear mission statement: 'Community Building, Building Community'. This drives the use of the building and the development of our work as a community focused charity. Trustees have also taken positive steps this year to enhance the charity's operations and are confident that as Sunflower House approaches its tenth anniversary, it is an effective and independent not-for-profit organisation.

A former mission house built in the 1800s for railway workers, our landmark building was refurbished in 2014 and reborn as a community venue. Passers-by on Foord Road never fail to turn their heads towards the building and Philippa Goddard's striking Sunflower mural that was commissioned by the Bradstone Association and which appropriately also depicts William Cubit's gigantic railway viaduct looming nearby.

Today the charity's community outreach has intensified in the face of the worst cost of living crisis since the 1970s and Russia's invasion of Ukraine, to provide valuable services to those most in need.

Twice weekly, Ukrainian children and their parents meet to support each other as well as teach children Ukrainian and about their culture and learn English.

For residents faced with the choice of feeding themselves or their children, volunteers from Action on Homelessness provide free hot, freshly prepared meals twice a week, including an incredible 500 meals one week during Christmas.

Businesses and supermarkets donate food, while catering students at Folkestone College and other volunteers prepare the meals. Previously, the homeless charity was housed at another venue but was forced to look for a new home themselves last year. Sunflower House was delighted to welcome them.

The challenges of Covid and other factors – notably the cost of living crisis - mean that we see people in our community sofa surfing or living in tents, as well as struggling to feed themselves and their families. There are signs that many people are falling off the edge in terms of mental health challenges and drug issues.

The work the charity Forward Trust carries out at Sunflower House exemplifies exactly this, providing support once a week to those with drug, alcohol, gambling and other addictions; sometimes these are the same people who need a warm meal.

Sunflower House

Trustees' Report (continued)

On Fridays, students from the Beacon School, who are working towards living independently, help to run the Warm Welcome café, which was set up in the winter to give people, who can't afford to heat their homes, somewhere warm to go to.

This provides a much-needed service to our visitors while the students enjoy some valuable work experience, helping them to be more confident and independent.

Folkestone's local heroes the Town Sprucers, who have been based at Sunflower House since it opened, have gone from strength to strength with 20 volunteers finding employment after cleaning up the town. The leadership of Peter Phillips is a key factor in bringing motivation and energy to the team.

Another popular initiative is the monthly Repair Café, where people can bring along electronic goods to much loved belongings to be repaired by volunteers with a range of high-level skills.

Sunflower House is also now home to Folkestone Performing Arts Centre which runs acting workshops and other activities every Friday and to Creative Community Craft, a local group offering craft sessions at weekends, as well as our longstanding partners BKK Karate School.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The last year has been a particularly productive and positive one, which has been made possible by our many volunteers, supporters and our small, hardworking team. Sunflower House is planning to extend our work in 2023 with outreach programmes in a new development on the site of the old Dance Easy premises (in central Folkestone). This facility – Sunflower Studio - will provide learning projects, advice surgeries and other activities.

We are grateful as always for the funding for Sunflower House which comes from various sources including the National Lottery, Roger De Haan, Wilmoths, who provide the Town Sprucer van, and a range of grants, including local supermarket community awards and groups such as the local Hotel Catering Association.

Chairman Jon O'Connor said:

“This is an exciting time for us with our tenth birthday next year: the Trustees believe that we are realising the original purpose of the building and the vision of the charity over time.

The charity is in a healthy financial position, providing meaningful support to our local community and has a clear long-term strategy.

Next year, the new Sunflower Studio project will help us sustain and grow our community partnerships. It's what community building is all about.”

Sunflower House

Trustees' Report (continued)

Structure, governance and management

Nature of governing document

The governing document of the charity is a constitution adopted on 30th June 2014 as amended on 9th September 2014.

Organisational structure

The appointed officers of the charity include a chairman, treasurer and other trustees.

The annual report was approved by the trustees of the charity on^{Jun 27, 2023} and signed on its behalf by:



.....
Mr JCW O'Connor
Trustee

Sunflower House

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on ^{Jun 27, 2023} and signed on its behalf by:



.....
Mr JCW O'Connor
Trustee

Sunflower House

Independent Examiner's Report to the trustees of Sunflower House

I report to the trustees on my examination of the accounts of Sunflower House for the year ended 30 September 2022.

Responsibilities and basis of report

As the charity trustees of Sunflower House 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 Sunflower House'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 Sunflower House as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

.....
Mr Daniel Payne FCCA
Beresfords
Chartered Certified Accountants
1-2 Rhodium Poiint
Spindle Close
Hawkinge
Folkestone
Kent
CT18 7TQ

Date:.....

Sunflower House

Statement of Financial Activities for the Year Ended 30 September 2022

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	9,950	45,603	55,553
Other income	3	13,665	-	13,665
Total income		<u>23,615</u>	<u>45,603</u>	<u>69,218</u>
Expenditure on:				
Charitable activities	4	(15,247)	(35,905)	(51,152)
Total expenditure		<u>(15,247)</u>	<u>(35,905)</u>	<u>(51,152)</u>
Net income		<u>8,368</u>	<u>9,698</u>	<u>18,066</u>
Net movement in funds		8,368	9,698	18,066
Reconciliation of funds				
Total funds brought forward		<u>(3,229)</u>	<u>34,157</u>	<u>30,928</u>
Total funds carried forward	14	<u>5,139</u>	<u>43,855</u>	<u>48,994</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2021 £ (As restated)
Income and Endowments from:				
Donations and legacies	2	970	33,287	34,257
Other income	3	7,621	-	7,621
Total income		<u>8,591</u>	<u>33,287</u>	<u>41,878</u>
Expenditure on:				
Charitable activities	4	(13,700)	(32,284)	(45,984)
Total expenditure		<u>(13,700)</u>	<u>(32,284)</u>	<u>(45,984)</u>
Net (expenditure)/income		<u>(5,109)</u>	<u>1,003</u>	<u>(4,106)</u>
Net movement in funds		(5,109)	1,003	(4,106)
Reconciliation of funds				
Total funds brought forward		<u>1,880</u>	<u>33,154</u>	<u>35,034</u>
Total funds carried forward	14	<u>(3,229)</u>	<u>34,157</u>	<u>30,928</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2021 is shown in note 14.

The notes on pages 9 to 15 form an integral part of these financial statements.

Sunflower House

(Registration number: 1158558) Balance Sheet as at 30 September 2022

	Note	2022 £	2021 £ (As restated)
Fixed assets			
Tangible assets	11	2,282	2,119
Current assets			
Debtors	12	778	-
Cash at bank and in hand		47,670	34,959
		<u>48,448</u>	<u>34,959</u>
Creditors: Amounts falling due within one year	13	<u>(1,736)</u>	<u>(6,150)</u>
Net current assets		<u>46,712</u>	<u>28,809</u>
Net assets		<u>48,994</u>	<u>30,928</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		43,855	34,157
Unrestricted income funds			
Unrestricted funds		<u>5,139</u>	<u>(3,229)</u>
Total funds	14	<u>48,994</u>	<u>30,928</u>

The financial statements on pages 7 to 15 were approved by the trustees, and authorised for issue on Jun 27, 2023. and signed on their behalf by:



.....
Mr JCW O'Connor
Trustee

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2022

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Sunflower House meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The charity has changed its reporting for this financial year to the accruals basis from the receipts and payments basis and the comparative period figures have been restated based on this change.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Equipment	25% on reducing balance

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Donations and legacies;				
Donations received	8,150	903	9,053	-
Grants, including capital grants;				
Grants, including capital grants	1,800	44,700	46,500	34,257
	9,950	45,603	55,553	34,257

3 Other income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Venue hire and other income	13,665	13,665	7,621

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

4 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £ (As restated)
Staff costs		-	25,700	25,700	23,779
Governance costs	5	600	-	600	948
Depreciation, amortisation and other similar costs		761	-	761	709
Small equipment		354	796	1,150	1,285
Travel and subsistence		-	2,237	2,237	1,138
Sundry expenses		201	445	646	98
Consultancy and project management fees		-	6,727	6,727	7,547
Rates		859	-	859	51
Insurance		924	-	924	1,761
Security costs		341	-	341	574
Light and heat		2,619	-	2,619	1,775
Cleaning		3,219	-	3,219	2,527
Printing, postage and stationery		267	-	267	876
Advertising and website		124	-	124	65
Telephone and internet		454	-	454	506
Bookkeeping and payroll		640	-	640	408
Bank charges		181	-	181	162
Refreshments		1,214	-	1,214	1,775
Computer software and maintenance costs		243	-	243	-
Licencing fees		271	-	271	-
Training		300	-	300	-
Repairs and maintenance		1,675	-	1,675	-
		<u>15,247</u>	<u>35,905</u>	<u>51,152</u>	<u>45,984</u>

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

5 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2022 £	Total 2021 £ (As restated)
Independent examiner fees			
Examination of the financial statements	600	600	948
	<u>600</u>	<u>600</u>	<u>948</u>

6 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2022 £	2021 £
Depreciation of fixed assets	<u>761</u>	<u>709</u>

7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

8 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	24,740	23,779
Social security costs	<u>960</u>	<u>-</u>
	<u>25,700</u>	<u>23,779</u>

No employee received emoluments of more than £60,000 during the year

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

9 Independent examiner's remuneration

	2022 £	2021 £ (As restated)
Examination of the financial statements	600	948

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Equipment £	Total £
Cost		
At 1 October 2021	3,755	3,755
Additions	924	924
At 30 September 2022	4,679	4,679
Depreciation		
At 1 October 2021	1,636	1,636
Charge for the year	761	761
At 30 September 2022	2,397	2,397
Net book value		
At 30 September 2022	2,282	2,282
At 30 September 2021	2,119	2,119

12 Debtors

	2022 £
Trade debtors	778

13 Creditors: amounts falling due within one year

	2022 £	2021 £ (As restated)
Bank overdrafts	-	4,586
Other taxation and social security	1,111	616
Accruals	600	948
Deferred income	25	-
	1,736	6,150

Sunflower House

Notes to the Financial Statements for the Year Ended 30 September 2022 (continued)

14 Funds

	Balance at 1 October 2021 £	Incoming resources £	Resources expended £	Balance at 30 September 2022 £
Unrestricted funds				
General	(3,229)	23,615	(15,247)	5,139
Restricted funds	<u>34,157</u>	<u>45,603</u>	<u>(35,905)</u>	<u>43,855</u>
Total funds	<u><u>30,928</u></u>	<u><u>69,218</u></u>	<u><u>(51,152)</u></u>	<u><u>48,994</u></u>
	Balance at 1 October 2020 £	Incoming resources £	Resources expended £	Balance at 30 September 2021 £
Unrestricted funds				
General	1,880	8,591	(13,700)	(3,229)
Restricted funds	<u>33,154</u>	<u>33,287</u>	<u>(32,284)</u>	<u>34,157</u>
Total funds	<u><u>35,034</u></u>	<u><u>41,878</u></u>	<u><u>(45,984)</u></u>	<u><u>30,928</u></u>

15 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 30 September 2022 £
Tangible fixed assets	2,282	-	2,282
Current assets	4,594	43,854	48,448
Current liabilities	<u>(1,736)</u>	<u>-</u>	<u>(1,736)</u>
Total net assets	<u><u>5,140</u></u>	<u><u>43,854</u></u>	<u><u>48,994</u></u>
	Unrestricted funds General £	Restricted funds £	Total funds at 30 September 2021 £ (As restated)
Tangible fixed assets	2,119	-	2,119
Current assets	186	34,773	34,959
Current liabilities	<u>(5,534)</u>	<u>(616)</u>	<u>(6,150)</u>
Total net assets	<u><u>(3,229)</u></u>	<u><u>34,157</u></u>	<u><u>30,928</u></u>

SUNFLOWER HOUSE

England & Wales - Charity number 1158558

Accounts

Charity number: 1158558

Sunflower House
Financial statements
for the year ended 30 September 2021

Sunflower House

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Statement of assets and liabilities	4
Notes to the financial statements	5

Sunflower House

Legal and administrative information

Charity number	1158558	
Governing document	Constitution adopted on the 6 September 2014	
Principle office address	45 Foord Road Folkestone Kent CT19 5AE	
Trustees and officers	Alexander MacLaren Jon O'Connor Michael Braudy Jennie Lichfield Adrian Lockwood David Biden	Chairman - resigned in January 2022 Chairman - appointed 10 December 2021 Treasurer
Independent Examiner	Mr Philip Gambrill MAAT FCCA PG Lemon LLP 134 High Street Hythe Kent CT21 5LB	
Bankers	Santander	

Sunflower House

Report of the trustees/officers for the year ended 30 September 2021

The trustees/officers present their report and the financial statements for the year ended 30 September 2021. The officers and trustees who served during the period under review and up to the date of this report are set out on page 1.

Structure, governance and management

The governing document of the charity is a Constitution adopted on 6 September 2014. The appointed officers of the charity include a chairman, treasurer, and other trustees. The charity's objectives are to establish, maintain and manage a community centre for the benefit of the inhabitants of Folkestone.

Objectives and activities, achievements and performance

Since our last report, Sunflower House has been managing sudden changes in course due to the global pandemic which have affected our normal operations. More recently we have been able to look to the future.

Sunflower House during Covid

With almost all public gatherings prohibited, Sunflower House remained closed through the summer of 2020. As things eased off during the summer period and the government began opening things up our trustees carried out a comprehensive Covid risk assessment of the building. We took several actions to make it safe for the public with signage, QR codes for the national Covid app, hand gel dispensers, paper towels rather than air driers, and a social distancing grid taped onto the floor. While contact transmission was still a serious risk, we instituted an 'out of bounds' rule for the kitchen.

Some bookings that fitted into allowable categories resumed on 1st of October 2020, subject to their own Risk Assessments and extra documentation which we issued with our booking contracts. We updated our own Risk Assessment in accordance with the changing public health data and guidance.

The Trustees employed a Covid cleaner to thoroughly work through the building for every day that the venue was used during this time, with funding granted to us by the Kent Community Foundation, to whom we are very grateful. From January 2022 we reverted to a twice-weekly clean, with regular reviews of the situation.

Throughout this challenging period, we had no reports of COVID-19 being contracted at Sunflower House; Trustees would like to thank our cleaning contractor Megan and all users of the building, for their care in following the rules and keeping the Sunflower House a safe and healthy place.

We must also offer special thanks to Adrian Lockwood for professional input and guidance and Susan Hogben who gave up several hours of her time for free to advise us.

Sunflower House

Building management and usage

A comprehensive review of the state of the building has been undertaken recently and has enabled us to prioritise any urgent repairs and plan for longer term maintenance.

Bookings through the year have been remarkably healthy. We would like to thank Keith Wren for his work as our bookings manger, a role he relinquished fairly recently. Jennie Lichfield as keyholder has welcomed users. We are grateful to them both for their dedication. We are particularly pleased that some regular clients have returned to us, along with some new building users and new Sunflower House activities.

The Town Sprucer Project

Peter Phillips continued to lead volunteers throughout 2020 and 2021 without interruption, thanks to the careful following of public health rules. It is notable how consistent his performance of this role has been, both in the work itself and the reporting of it daily on social media. Initially this key project was managed by Charlotte Chapman, until other professional demands meant that she moved on in late September. We would like to take this opportunity to thank her on behalf of the charity. Were it not for her experience and dedication in charity fundraising it is unlikely that the Sprucer Project would have survived and thrived.

In the winter of 2020, the Trustees advertised for a new Project Manager, and in December appointed Adrian Lockwood, whose experience in related and relevant areas of work was perfect for the role; Adrian recused himself appropriately from any Trustee discussions or votes relating to the Sprucer Project in which his participation would represent a conflict of interest. We are grateful for his work!

The Town Sprucer enjoys positive ongoing partnerships with local firms including McDonald's and Jenners; we have been grateful for funding from the RDHCT Charitable Trust and Kent County Council.

The work continues to improve local environments, amenities and to support a number of school projects. More importantly, the project provides opportunities for individuals to develop.

We are also grateful once more to Kelvin and the team at Willmoths Citroen on Foord Road, who again provided a brand-new van for the project - this represents a significant financial injection to our annual budget. Peter has attended several training courses to extend his knowledge and experience.

Our volunteers were dedicated and devoted - we thank every single one of them for their service. As an example of the impact of volunteering, we were thrilled when one of our volunteers spent some time in paid employment for the first time, partly owing to his growth in confidence as part of the scheme.

Sunflower House

Changes and strategic planning 2021-22

Pandemic impacts regrettably made it necessary for Alex MacClaren to step down from his position as Chair and Trustee, and for our longstanding Treasurer Max Vizzini to do so as well.

These two individuals have served Sunflower House with dedication and real commitment during a period of significant challenge: it is fair to say that we owe them a debt of gratitude. Alex's work in chairing the Board of Trustees and supporting the transition from the previous era at Sunflower House has been simply outstanding.

A smooth succession was achieved, with our new Trustees coming on board in November 2021.

The Trustees have established a new strategic plan which focuses on community benefit to a greater extent, using a simple phrase to express our purpose: Sunflower House: community building, building community.

Increasingly we are looking to serve our local community as a hub for activity, support, and engagement. This involves a variety of new initiatives, ranging from training programmes to a new performance arts partnership; refugee education and support; work with partners to address food poverty and other issues.

These programmes build on the longstanding good working relationships, not least of which is our leasing arrangement with Harbour Church, who share many of our values and to whom we are grateful for the continuing use of Sunflower House. We plan to deliver even greater community benefit going forward.

We are pleased to note that our finances are in good order, relations with the local authorities at all levels are healthy and cordial, our partnerships within the town are strong and support from the public is buoyant.

It is good to record that Sunflower House looks set to enjoy continuing success and a healthy future.

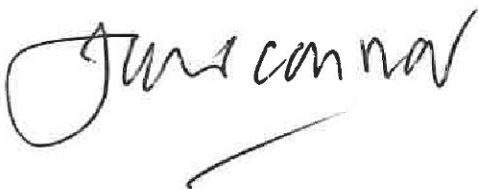
On behalf of the trustees

Alex MacLaren Chair of Trustees 2020/21



3.viii.22

Jon O'Connor Chair of Trustees 2021/22



Sunflower House

Independent examiner's report to the trustees on the unaudited financial statements of Sunflower House.

I report on the accounts of Sunflower House for the year ended 30 September 2021.

Respective responsibilities of an independent examiner

As the charity's trustees/officers you are responsible for the preparation of the accounts, you consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

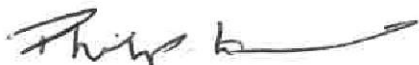
Basis of independent examiner's report

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 you as trustees/officers of the charity 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 set out in the statement below.

Independent examiner's statement

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:
 - to keep proper accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act;have 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.



Philip Gambrill MAAT FCCA
Chartered Certified Accountant
Independent examiner

PG Lemon LLP
134 High Street
Hythe
Kent
CT21 5LB

Date:

9/8/22

Sunflower House

Receipts and Payments Account For the year ended 30 September 2021

	Restricted funds £	Unrestricted funds £	2021 Total £	2020 Total £
Receipts				
Grants and donations	33,287	970	34,257	41,919
Grants - Sprucer	-	-	-	2,030
Venue hire and other income	-	7,621	7,621	8,541
Investment income				
Bank interest received	-	-	-	10
Total receipts	<u>33,287</u>	<u>8,591</u>	<u>41,878</u>	<u>52,500</u>
Payments				
Building costs	-	-	-	1,625
Sprucer - Wages and salaries	23,779	-	23,779	20,894
Consultancy and project management fees	7,547	-	7,547	-
Rates	-	51	51	491
Insurance	-	1,761	1,761	953
Security costs	-	575	575	428
Light and heat	-	1,775	1,775	1,598
Cleaning	-	2,527	2,527	873
Small equipment and other Sprucer costs	901	384	1,285	1,246
Printing, postage and stationery	-	876	876	367
Advertising and website	-	65	65	65
Telephone and internet	-	506	506	473
Travelling and subsistence	57	1,080	1,137	1,231
Computer costs	-	-	-	470
Legal and professional fees	-	-	-	-
Accountancy and payroll	-	1,356	1,356	828
Bank charges	-	162	162	104
Sundry expenses	-	98	98	-
Refreshments	-	1,775	1,775	122
Charitable donations	-	-	-	18
Loan repayments	-	-	-	-
Total payments	<u>32,284</u>	<u>12,991</u>	<u>45,275</u>	<u>32,725</u>
Surplus of receipts over payments	1,003	(4,400)	(3,397)	19,775
Cash at bank/in hand brought forward	25,853	7,301	33,154	7,665
Cash at bank/in hand carried forward	<u>26,856</u>	<u>2,901</u>	<u>29,757</u>	<u>33,066</u>

Sunflower House

**Statement of Assets and Liabilities
as at year ended 30 September 2021**

	Notes	2021 £	2020 £
Funds reconciliation			
Unrestricted funds	2	2,901	7,301
Restricted funds	3	26,856	25,853
Total funds		<u>29,757</u>	<u>33,154</u>
Bank and cash		<u>30,373</u>	<u>33,464</u>
Debtor - Sprucer overpaid		<u>-</u>	<u>-</u>
PAYE control account		<u>(616)</u>	<u>(310)</u>
Net assets		<u>29,757</u>	<u>33,154</u>
Fixed assets			
Fixtures, fittings & equipment		<u>2,119</u>	<u>2,119</u>
Balance due to R Taylor		<u>(12,000)</u>	<u>(12,000)</u>

Trustees'/officers' approval certificate

We approve these financial statements, which comprise the receipts and payments account, statement of assets and liabilities and notes to the accounts. We also acknowledge our responsibility for these financial statements, including the appropriateness of the applicable reporting framework as set out in note 1, and for providing the independent examiner with all information and explanations necessary for the examination of these financial statements.



Michael Brandy
Treasurer

Date: 3/8/22

Sunflower House

Notes to financial statements for the year ended 30 September 2021

1. Accounting policies

The financial statements of the charity have been prepared on the receipts and payments basis.

2. Unrestricted funds

	At 1 October 2020	Income	Payments	At 30 September 2021
	£	£	£	£
General Unrestricted funds	<u>7,301</u>	<u>8,591</u>	<u>12,991</u>	<u>2,901</u>

3. Restricted funds

	At 1 October 2020	Income	Payments	At 30 September 2021
	£	£	£	£
Sprucer Fund	<u>25,853</u>	<u>33,287</u>	<u>32,284</u>	<u>26,856</u>

The Sprucer Fund is a restricted fund held by the charity in the main bank account for the purposes of the Folkestone Town Sprucer Scheme. The purpose of this scheme is to maintain the appearance of Folkestone Town by activities including litter picking, clearing scrub and cleaning signs.

4. Employees

The charity had one employee during the year to 30 September 2021.

5. Payments to trustees

The charity made total payments of £7,250 to Adrian Lockwood for project management in the year ended 30 September 2021.

SUNFLOWER HOUSE

England & Wales - Charity number 1158558

Accounts

Charity number: 1158558

Sunflower House
Financial statements
for the year ended 30 September 2020

Sunflower House

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Sunflower House

Legal and administrative information

Charity number	1158558	
Governing document	Constitution adopted on the 6 September 2014	
Principle office address	45 Foord Road Folkestone Kent CT19 5AE	
Trustees and officers	Alex MacLaren Max Vizzini Michael Braudy Jennie Lichfield Adrian Lockwood	Chairman Treasurer
Independent Examiners	PG Lemon LLP 134 High Street Hythe Kent CT21 5LB	
Bankers	Santander	

Sunflower House

Report of the trustees/officers for the year ended 30 September 2020

The trustees/officers present their report and the financial statements for the year ended 30 September 2020. The officers and trustees who served during the period under review and up to the date of this report are set out on page 1.

Structure, governance and management

The governing document of the charity is a Constitution adopted on 6 September 2014. The appointed officers of the charity include a chairman, treasurer, secretary and other trustees. The charity's objectives are to establish, maintain and manage a community centre for the benefit of the inhabitants of Folkestone.

Objectives and activities, achievements and performance

Late 2019 was time for optimism and consolidation in all areas of the charity's activities. The Sunflower House community centre was experiencing the liveliest period of bookings in its history, and at our last AGM the trustees voted to allocate a budget for investment in the infrastructure of the centre: a set of proper folding seats and stacking tables, the building of lockers for the users of the centre, and winter security lights for the front door. The management of this building project was entrusted to Keith Wren and Marion Agbai, and they carried out the process admirably in late 2019.

In January 2020 Marion Agbai, our keyholder, moved away from Folkestone to be closer to her family in Leicester. The trustees are deeply grateful for the transformative impact she had on the community centre and she is greatly missed. Marion had been on the lookout for someone to take over her duties and introduced the Trustees to Jennie Lichfield, who as well as becoming keyholder in Marion's stead volunteered to become the Secretary of the Trustees, to replace Jo Cowdrey, who needed to stand down. Early in 2020 we also welcomed on to the trustee board Adrian Lockwood, who has particular skills in property management and running projects.

Throughout late 2019 and spring 2020 our Charlotte Chapman's fundraising activities for the Sprucer Project bore fruit with a £5,000 grant from KCF, a very generous increase in funding to £10,000 from the RHDCT, and then in March 2020 (just before the Covid pandemic hit) a three-year funding grant from the national lottery communities fund of about £32,000 a year. This dedicated funding drive has enabled us to operate at a much more realistic budget for the costs of the project - including administrative support. The project has maintained happy relations with the North Downs Way and Willmoths Citroen.

March to September 2020 was a time of managing our response to the Covid pandemic.

The Community Centre was effectively closed to the public from March to September 2020, and reopened to Covid compliant activities in the autumn, after appropriate risk assessments. Community enquiries about the availability of the centre during this period were managed sensitively by Keith Wren.

Sprucer Project: After a brief period of closure in March-April 2020 the team was set back into action in a Covid compliant way, after safety training, with the support of Folkestone & Hythe District Council and the Kent Police. Their dedication has been greatly appreciated in positive feedback to the daily Facebook posts. In this year the sprucer, Peter Phillips, became a formal full-time employee of the charity.

The project received emergency support funding from Kent Community Foundation in the form of a Covid Grant for personal protective equipment and tools.

Sunflower House

The trustees are happy to have maintained the aims of the charity through an unprecedented year, and are grateful for the input of everyone connected with its work.

On behalf of the trustees

Alex MacLaren, Chairman

Date: 4 September 2021

Sunflower House

Independent examiner's report to the trustees on the unaudited financial statements of Sunflower House.

I report on the accounts of Sunflower House for the year ended 30 September 2020.

Respective responsibilities of an independent examiner

As the charity's trustees/officers you are responsible for the preparation of the accounts, you consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 you as trustees/officers of the charity 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 set out in the statement below.

Independent examiner's statement

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:
 - to keep proper accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act;have 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.

Philip Gambrill
Chartered Certified Accountant
Independent examiner
PG Lemon LLP
134 High Street
Hythe
Kent
CT21 5LB

Date: 14 September 2021

Sunflower House

Receipts and Payments Account For the year ended 30 September 2020

	Restricted funds £	Unrestricted funds £	2020 Total £	2019 Total £
Receipts				
Grants and donations	41,919	-	41,919	-
Grants - Sprucer	2,030	-	2,030	26,631
Venue hire and other income	-	8,541	8,541	13,293
Investment income				
Bank interest received	-	10	10	14
Total receipts	<u>43,949</u>	<u>8,551</u>	<u>52,500</u>	<u>39,938</u>
Payments				
Building costs	-	1,625	1,625	1,569
Sprucer - Wages and salaries	20,894	-	20,894	20,072
Consultancy fees	2,438	-	2,438	-
Rates	-	491	491	969
Insurance	-	953	953	682
Security costs	-	428	428	320
Light and heat	-	1,598	1,598	2,038
Cleaning	-	873	873	947
Small equipment and other Sprucer costs	1,246	-	1,246	109
Printing, postage and stationery	-	367	367	133
Advertising and website	-	65	65	-
Telephone and internet	-	473	473	600
Travelling and subsistence	-	1,231	1,231	319
Computer costs	-	470	470	-
Legal and professional fees	-	-	-	-
Accountancy and payroll	-	828	828	660
Bank charges	-	104	104	270
Sundry expenses	-	-	-	-
Refreshments	-	122	122	37
Charitable donations	-	18	18	-
Loan repayments	-	-	-	2,000
Total payments	<u>24,578</u>	<u>9,646</u>	<u>34,224</u>	<u>32,725</u>
Surplus of receipts over payments	19,371	(1,095)	18,276	7,213
Cash at bank/in hand brought forward	<u>6,482</u>	<u>8,396</u>	<u>14,878</u>	<u>7,665</u>
Cash at bank/in hand carried forward	<u>25,853</u>	<u>7,301</u>	<u>33,154</u>	<u>14,878</u>

Sunflower House

Statement of Assets and Liabilities as at year ended 30 September 2020

	Notes	2020 £	2019 £
Funds reconciliation			
Unrestricted funds	2	7,301	8,396
Restricted funds	3	25,853	6,482
Total funds		33,154	14,878
Bank and cash		33,464	14,878
PAYE control account		(310)	-
Net assets		33,154	14,878
Fixed assets			
Fixtures, fittings & equipment		2,119	2,119
Balance due to R Taylor		(12,000)	(12,000)

Trustees'/officers' approval certificate

We approve these financial statements, which comprise the receipts and payments account, statement of assets and liabilities and notes to the accounts. We also acknowledge our responsibility for these financial statements, including the appropriateness of the applicable reporting framework as set out in note 1, and for providing PG Lemon LLP with all information and explanations necessary for the examination of these financial statements.

Max Vizzini
Treasurer

Date: 13 September 2021

Sunflower House

Notes to financial statements for the year ended 30 September 2020

1. Accounting policies

The financial statements of the charity have been prepared on the receipts and payments basis.

2. Unrestricted funds

	At 1 October 2019 £	Income Received £	Payments Made £	At 30 September 2020 £
General Unrestricted funds	<u>8,396</u>	<u>8,551</u>	<u>9,646</u>	<u>7,301</u>

3. Restricted funds

	At 1 October 2019 £	Income Received £	Payments Made £	At 30 September 2020 £
Sprucer Fund	<u>6,482</u>	<u>43,949</u>	<u>24,578</u>	<u>25,853</u>

The Sprucer Fund is a restricted fund held by the charity in the main bank account for the purposes of the Folkestone Town Sprucer Scheme. The purpose of this scheme is to maintain the appearance of Folkestone Town by activities including litter picking, clearing scrub and cleaning signs.