

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	<u>(15,247)</u>	<u>(35,905)</u>	<u>(51,152)</u>
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	<u>7,621</u>	<u>-</u>	<u>7,621</u>
Total income		<u>8,591</u>	<u>33,287</u>	<u>41,878</u>
Expenditure on:				
Charitable activities	4	<u>(13,700)</u>	<u>(32,284)</u>	<u>(45,984)</u>
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		<u>(5,109)</u>	<u>1,003</u>	<u>(4,106)</u>
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		<u>47,670</u>	<u>34,959</u>
		48,448	34,959
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><u>48,994</u></u>	<u><u>30,928</u></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><u>48,994</u></u>	<u><u>30,928</u></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	<u>1,800</u>	<u>44,700</u>	<u>46,500</u>	<u>34,257</u>
	<u><u>9,950</u></u>	<u><u>45,603</u></u>	<u><u>55,553</u></u>	<u><u>34,257</u></u>

3 Other income

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

Sunflower House

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

4 Expenditure on charitable activities

		Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £ (As restated)
	Note				
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
	600	600	948

6 Net incoming/outgoing resources

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

	2022 £	2021 £
Depreciation of fixed assets	761	709

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	960	-
	25,700	23,779

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>