

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 on05/03/20..... 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		21,245	67,558	88,803
Expenditure on:				
Charitable activities	4	(8,521)	(58,862)	(67,383)
Total expenditure		(8,521)	(58,862)	(67,383)
Net income		12,724	8,696	21,420
Net movement in funds		12,724	8,696	21,420
Reconciliation of funds				
Total funds brought forward		12,437	46,574	59,011
Total funds carried forward	14	25,161	55,270	80,431
	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

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><u>80,431</u></u>	<u><u>59,012</u></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><u>80,431</u></u>	<u><u>59,012</u></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
	<u>5,349</u>	<u>67,558</u>	<u>72,907</u>	<u>49,027</u>

3 Other income

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

Sunflower House

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

4 Expenditure on charitable activities

		Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
	Note				
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
	<u>3,600</u>	<u>995</u>

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	<u>46,574</u>	<u>67,558</u>	<u>(58,862)</u>	<u>55,270</u>
Total funds	<u>59,011</u>	<u>88,803</u>	<u>(67,383)</u>	<u>80,431</u>
	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	<u>43,854</u>	<u>44,070</u>	<u>(41,350)</u>	<u>46,574</u>
Total funds	<u>48,993</u>	<u>65,721</u>	<u>(55,702)</u>	<u>59,012</u>

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	<u>25,161</u>	<u>55,270</u>	<u>80,431</u>
	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	<u>12,438</u>	<u>46,574</u>	<u>59,012</u>

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).