



# Trustees' Annual Report for the period

		Period start date			Period end date		
		01	08	2020	31	07	2021
<b>From</b>				<b>To</b>			

## Section A Reference and administration details

<b>Charity name</b>	Project Equinox		
<b>Other names charity is known by</b>			
<b>Registered charity number (if any)</b>	1159116		
<b>Charity's principal address</b>	Project Equinox, c/o External Relations, University of Plymouth,		
	102 Hepworth House, Drake Circus		
	PLYMOUTH		
	<b>Postcode</b>	<b>PL4 8AA</b>	

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Terence Lewis MBE FRCS	Chairman, Equinox		

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Cdr (retd) Charles Crichton, OBE RN	
Maj Gen (retd) Nicholas Vaux, CB DSO RM	
Stephen Tillman BEng, MSc, CEng, MIStructE, MICE	
Denis Wilkins, MD FRCS	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
nil		

<b>Name of chief executive or names of senior staff members (Optional information)</b>
John Pentreath, Project Coordinator

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is	Charitable Incorporated Organisation (CIO)

constituted  
(eg. trust, association,  
company)

Trustee selection methods  
(eg. appointed by, elected by)

Appointed by Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- ☐ policies and procedures adopted for the induction and training of trustees;
- ☐ the charity's organisational structure and any wider network with which the charity works;
- ☐ relationship with any related parties;
- ☐ trustees' consideration of major risks and the system and procedures to manage them.

The charity remains linked to the University of Plymouth, but has been financially independent of it since Nov 2016. We continue to work in close cooperation with the Peninsula Medical School. We have a continuing potential partnership with a major Housing Association.

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

- ☐ **To promote social inclusion** amongst people at risk of social exclusion by reason of their age, disability, ill health or financial hardship, in particular, amongst veterans of the Armed Forces (or of the Merchant Navy who have served in British Military operations), by the provision of long term housing for such persons and opportunities for activities and interaction with persons of a different demographic, in particular, students from Plymouth University; and.....
- ☐ **To advance education**, in particular, but without prejudice to the generality of the foregoing:-
  - o by enabling students to develop skills and experience relevant to their studies; and.....
  - o by publishing the results of research with a view to informing and enhancing good practice in meeting the needs of persons in charitable need.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

During this period the charity's Pre-Application to the Local Planning Authority has been well received, albeit with several points raised that will now be reflected in subsequent Full Planning. As at the end of this period we are nearly ready to hand over responsibility for the Full Planning Application to our partner Housing Association. However, due to previously unknown constraints of site non-availability until mid 2023, this process is unlikely to be activated until 2022.

Mindful of the Trustees' duty to protect the charity's obligation towards public benefit, we can report that this obligation remains irrelevant.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

The Board of Trustees remain unpaid volunteers.

## Section D Achievements and performance

**Summary of the main achievements of the charity during the year**

The nature of the proposed site necessitated a more complex Pre Application than normal, leading in some cases with detail verging upon Full Planning levels. Not helped by COVID 19 this process took longer than anticipated.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

n/a

**Details of any funds materially in deficit**

n/a

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- ☐ the charity's principal sources of funds (including any fundraising);
- ☐ how expenditure has supported the key objectives of the charity;
- ☐ investment policy and objectives including any ethical investment policy adopted.

Our progress through Pre Planning, involving architects and two consultants, has only been possible due to the continued generous financial support of The Kirby Laing Foundation.

## Section F Other optional information

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## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Original signed	
<b>Full name(s)</b>	Christopher Terence Lewis MBE FRCS	
<b>Position (eg Secretary, Chair, etc)</b>	Chairman, Project Equinox	
<b>Date</b>	22 Oct 2021	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Project Equinox

No (if any)  
1159116

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/08/2020

Period end date  
31/07/2021


### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Kirby Laing Foundation	45,000	-	-	45,000	-
		-	-		-
		-	-		-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	45,000	-	-	45,000	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>		-	-	-	-
<b>Total receipts</b>	45,000	-	-	45,000	-
<b>A3 Payments</b>					
Bank charges	61	-	-	61	-
Consultant fee for Coordinator	2,450	-	-	2,450	-
Architect fee	2,340	-	-	2,340	-
Traffic consultant fee	2,100	-	-	2,100	-
Trustee indemnity	1,565	-	-	1,565	-
Savills consultant fee	6,600	-	-	6,600	-
Website server / Zoom / IT	385	-	-	385	-
		-	-	-	-
<b>Sub total</b>	15,501	-	-	15,501	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	15,501	-	-	15,501	-
<b>Net of receipts/(payments)</b>	29,499	-	-	29,499	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	29,499	-	-	29,499	-

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Account		-	-
			-	-
			-	-
	<b>Total cash funds</b>		-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
(original signed) 	TERENCE LEWIS MBE <b>TERENCE LEWIS</b>	15-Oct-21 <b>19-Oct-21</b>

Abbotswood

Trevear House  
Old County Court  
Alverton Terrace  
Penzance  
Cornwall  
TR18 4GH

Mr J Pentreath  
Project Coordinator  
Project Equinox  
Plymouth University  
102, Hepworth House  
Drake Circus  
PLYMOUTH  
PL4 8AA

25<sup>th</sup> October 2021

Dear Mr Pentreath

**Re: Project Equinox – Independent Examination of Accounts 1/8/2020 –  
31/7/2021**

We have examined the financial records including bank statements invoices, expense vouchers and banking costs and can confirm that the accounting records reflect a true and accurate record of all the financial transactions in the period.

We also believe the financial controls in place meet the reporting demands of the project in its current level of activity and allow for proper informed management and administration going forward.

Yours faithfully

*Abbotswood*

Abbotswood Taxation & Accountancy Services Limited