



# Trustees' Annual Report for the period



<b>From</b>	Period start date			<b>To</b>	Period end date		
	1 <sup>st</sup>	Dec	2021		30	Nov	2022

## Section A Reference and administration details

**Charity name**

Beacon Hub Brighton

**Other names charity is known by**

**Registered charity number (if any)**

1159583

**Charity's principal address**

5 Court Ord Cottages

Meadow Close, Rottingdean,

Brighton, East Sussex,

**Postcode**

BN2 7FT

### 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)
1	Mr Bernard Drew TURNBULL	Treasurer		Trustees
2	Ms. Atlanta Jane COOK	Chair and Secretary		Trustee
3	Ms. Vanessa Devitt	Trustee		Trustee
4	Mr. Jonathan Francis BUTLER	Trustee		Trustee
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

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

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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## 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 constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by vote of existing managing 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 minimum number of trustee's is four.

The quorum is two charity trustees, or the number nearest to one third of the total number of charity trustees.

Charity trustees will make available to each new charity trustee, on or before his or her first appointment:

(a) a copy of the current version of the constitution; and

(b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.

Members of the CIO are currently purely the trustees. The CIO is independent of any other organisation and currently has no associate or informal members. The CIO is independent of any other organisation in terms of management & governance, financial liability or interest, administrative duties, and charitable aims & objectives.

## Section C Objectives and activities

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

To promote for the benefit of the public the conservation, maintenance and protection of the environment by way of, but not limited to, caring for the land owned by the charity in such a way as to protect wildlife habitats and conserve biodiversity; and

2) To advance education and promote the arts through an educational centre specialising in the neighbouring Beacon Hill Local Nature Reserve's flora and fauna, the Beachy Head West newly designated Marine Conservation Zone's marine life and arts and crafts by utilising an indoor and outdoor classroom providing workshops and interactive information and displays that supports and promotes conservation, archaeology, heritage and the arts.

**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)**

BHB relies on the development of the 'old Golf Pavilion' on Beacon Hill in Brighton.

Over the last year BHB has started charitable educational events and, along with our café kiosk have been gaining focus as a 'hub' for the local communities in Rottingdean and Ovingdean.

We have also implemented provision for car park security allowing for parking at the centre which is the first stage of the building development.

During the year BHB has also been developing policies, developing roles of management team and preparing educational objectives and support, commencing fundraising for build and educational events.

The trustee team have been working hard on the fundraising strategy for the building work and are in the process of submitting funding requests to several trusts.

## 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.

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

Ensuring a strong management team and trustee group.

Developing Operating Policies.

Starting environmental education workshops and events.

Establishing Café Kiosk

Building relationships and support within the community.

Preparing fundraising strategy and trust applications

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

The reserves are set at £1,000.

It is based on being able to continue operating for 3 months in terms of running the café and having enough funds for a major fundraising event.

Any funds raised from these activities should be firstly used to maintain the reserves and following the replenishment of reserves additional surpluses may be used for good causes or used in order to pay for the renovations that have been planned.

It is expected that as we grow the reserves should be increased in order to include ongoing renovation & equipment cost, in line with our three year business plan and also costs for good causes

**Details of any funds materially in deficit**

None

**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.

BHB's funding, to date, has been achieved through fundraising within the local community. This has included corporate and general public donations.

Further fundraising events are planned. BHB is also in talks with and intends to apply for local and national grants from several sources

Further funding may arise from serving of food and drink, membership subscriptions including founder members, corporate and club membership. We will also be looking into other fundraising plans with will develop with fundraising activity.

To date expenditure has concentrated on professional fees and planning costs as well as some promotional and administrative expenses when planning fundraising events. Further expenditure is related to the buildings and café supplies which have been funded by the income from the café kiosk.

BHB has developed a business plan and budget forecast for costs associated with the renovation and running costs.

BHB is currently has an ethical policy which contains trade and investment to organisations who act ethically, do not promote religious causes, and who have suitable environmental credentials.

Please see BHB management accounts for further financial information and specific figures.

**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

Signature(s)



Full name(s)

Bernard Drew Turnbull

Position (eg Secretary, Chair,  
etc)

Treasurer

Date

8<sup>th</sup> October 2023

30th November 2022

Income & Expenditure

Income

Unrestricted

Restricted

Interest

Beacon Hub Brighton

Charity Number: 1159583

Expenditure

Financial Accounts

Year from 1/12/2021 to 30/11/2022

Notes:

- 1. Beacon Hub Brighton Registered as CIO (Charitable Incorporated Organisation) on 11 December 2014
- 2. Annual Return to Charity Commission by 30<sup>th</sup> Sept 2023 (for year end 31st Nov 2022)
- 3. Due to our level of income the accounting rules allow simple receipt and payment accounts (for charities with incomes of less than £250,000)
- 4. Also due to our income being less than £25,000 no independent examination of accounts or full audit is required.
- 5. Because income is made entirely of donations and a small amount of interest BHB will qualify for tax relief on all income so far this year.

Income Less Expenditure

Balance Sheet

Assets

Liabilities



## Beacon Hub Brighton

### nditure

#### stricted Donations

Personal Donations	£471.58
Clubs & Societies Donations	£0.00
Business Donations	£2,030.00
Fundraising Events	£31.74
Anonymous	£0.00
Café	£1,196.21

#### icted Donations

Anonymous Donations	£0.00
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est	£7.45
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£3,736.98

Legal Fees	£0.00
Promotional Expenses	£0.00
Event Licences	£0.00
Building mintenance	£2,166.76
Sundry Office expenses	£0.00
Materials	£0.00
Education event costs	£0.00
Staff costs	£0.00
Insurance	£325.41
Utilities	£1,856.07
Travel and Transport	£0.00
Security	£0.00

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£4,348.24

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-£611.26

Current Account	£11,304.18
Savings Account	£2,429.51
Paypal Account	£1,630.53
Cash	£476.16
	£15,840.38

Loan	£0.00
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£15,840.38

## Beacon Hub Brighton

### Income & Expenditure

#### Income

Unrestricted Donations	
Personal Donations	£121.00
Clubs & Societies Donations	£595.00
Business Donations	£3,000.00
Fundraising Events	£635.45
Anonymous	
Restricted Donations	
Anonymous Donations	£5,000.00
Interest	£0.70

£9,352.15

#### Expenditure

Legal Fees	£3,625.00
Promotional Expenses	£349.00
Sundry & Office Expenses	£215.76

£4,189.76

Income Less Expenditure

£5,162.39

### Balance Sheet

#### Assets

Current Account	£789.39
Savings Account	£4,400.00

£5,189.39

#### Liabilities

Unpresented Cheque	£27.00
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£5,162.39