

Charity registration number 1160651

Company registration number 03284438 (England and Wales)

DESIGN SOUTH EAST LIMITED

Formerly known as The North Kent Architecture Centre Limited

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

DESIGN SOUTH EAST LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	H Satchwell	
	B Condon	
	B Rogers	
	S Willcox	
	M Cook	
	J Martin	
	A Von Bradsky	
	R Nazzari	
	L Archer	
	J Stockwell	(Appointed 12 July 2023)
Secretary	Mr C A Lamb	
Charity number	1160651	
Company number	03284438	
Registered office	70 Cowcross Street London EC1M 6EJ	
Independent examiner	Crossley Financial Accounting Star House Star Hill Rochester Kent ME1 1UX	
Bankers	Barclays PLC 62 Earl Street Maidstone Kent ME14 1PS	

DESIGN SOUTH EAST LIMITED

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DESIGN SOUTH EAST LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2023

The trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of The North Kent Architecture Centre Limited (the company) for the year ended 31 March 2023. The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The company trades under the name Design South East.

Constitution

Design South East (name changed from The North Kent Architecture Centre on 01.04.22) is a Company Limited by Guarantee governed by its Memorandum and Articles of Association dated 18 December 2014. It is registered as a charity with the Charity Commission.

Method of appointment or election of trustees

Directors are either 'A' or 'B' directors. 'A' directors are those appointed by 'A' members. 'A' members are currently:

- Medway Council
- University of Greenwich
- Gravesham Borough Council

Each 'A' member may nominate one 'A' director, carried out in accordance with our Articles of Association.

A 'B' member is a member admitted as a 'B' member in accordance with the Articles of Association. A 'B' director is any director appointed as a 'B' member. Anyone wishing to become a B director must make an application for membership and an appointment is subject to approval by a majority of the directors. When considering applications the Board has regard to the requirement for any specialist skills on the board and geographic representation, in addition to the understanding of and alignment with the objects of the company.

Policies adopted for the induction and training of trustees

New trustees undergo an orientation session to brief them on their legal obligations under charity and company law, the Charity Commission guidance on public benefit; and to inform them of the content of the memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

DESIGN SOUTH EAST LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2023*

Organisational structure and decision making

The board administers the charity. The board meets quarterly, or more frequently, if necessary. There is a finance and audit subcommittee which also meets quarterly, or more frequently if required.

A Chief Executive whose title is Director (though he is not a director for legal purposes) is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and programme related activity.

Our objects are:

1. To advance public education and to develop and improve the skills and capabilities of people of all ages by encouraging the understanding of the arts, architecture and the built environment;
1. To promote social inclusion for the public benefit in particular those that are, or feel they are, excluded from society by helping local people to participate in the improvement of the quality of their built environment (being "excluded" from society, or part of society, as a result of being a member of a socially and economically deprived community or on the grounds of their social and economic position);
1. To promote sustainable development for public benefit in particular best practice in the field of sustainable development. Sustainable development means "development which meets the needs of the present without compromising the ability of future generations to meet their own needs";
1. To advance the education of the public in urban and rural regeneration by promoting best practice in the field of regeneration in areas of social and economic deprivation for the public benefit;
1. To help young people advance in life by developing their skills in the arts, architecture and the built environment; and
1. To further such other charitable purposes (charitable under English law) as the Directors see fit from time to time primarily, but not exclusively in the south of England.

DESIGN SOUTH EAST LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Review of activities

Throughout the year we have focused on education in urban and rural regeneration by promoting best practice, the promotion of sustainable development and the development of people's skills and capabilities to deliver sustainable development. We continued with our return to in-person delivery where it was more effective. However, where there was no advantage to in-person delivery, we delivered the activity online, enabling us to be more sustainable and often to reach a more diverse audience.

Though design review remained our dominant activity and means of promoting sustainable development, we have sought to ensure that we contribute to the education of everyone involved in the process. As one council officer said: "Design South East's work has been very valuable in improving the quality of schemes and has improved officers understanding of what constitutes 'exceptional design'. In all reviews to date, the added value is from positive changes arising from DRP recommendations as well as suppressing poor quality design, which is considered to represent positive planning for our future." We also received positive feedback in terms of how our work benefits local authority elected members and communities. Another council officer said: "In my opinion, the design process for this project, which involved the community and councillors, is a good example of what can be achieved through collaboration."

Increased emphasis on promoting zero carbon development.

We continued to increase the emphasis on sustainable development in our design review delivery and made this a dominant factor in how we assessed the quality of development proposals. This was particularly important in relation to larger urban projects, where we consistently pressed for a coherent sustainability strategy to underpin design development, and for specific measures like the reuse of built form and inclusion of sustainable urban drainage. It was also vitally important on the major rural sites that we reviewed, where again we pushed for developments based on a sustainability strategy and strongly promoted multi-modal travel, sustainable drainage and coherent energy strategies.

Other ways in which we promoted net zero carbon development included the development of a Strategic Sites Design Review Panel to support North Hertfordshire District Council, a Dover Design Review Panel to support Dover District Council and a Design Review Panel to support Westminster City Council. One of the key areas of focus for the Design Review Panel for Westminster City Council will be the delivery of its zero carbon commitments.

For Oxford City Council we delivered sustainability training for officers. As part of our Kent Design Learning Programme, our masterclasses brought together practitioners across Kent and the south east, learning from specialists on Integrating Design and Sustainability in Planning, Water Sensitive Urban Design, Landscape Transformation and Climate Change, and Sustainable and Low Carbon Design Principles. These activities not only promoted sustainable development, but also helped to build public and private sector capabilities by promoting best practice.

Activities to influence policies and projects and promote social inclusion and engagement.

We continued to engage earlier in the planning process at the visioning, strategy, policy- or plan-making stages of projects through support with design coding, co-design, and community engagement. This enabled us to embed the principles of sustainable development at the formative stage of projects and extended to advising at the policy and strategic framework scale on major sites.

We continued to increase the range of activities we delivered to promote social inclusion, improve the skills and capabilities of people, and advance the engagement of the public in regeneration. This work focused on engaging communities in shaping their neighborhoods. We continued to deliver the engagement work to enable local communities to help to shape the Royal Borough of Kingston's Town Centre Vision.

The value of this has been recognised by the council's Communication and Engagement staff who said: "It has been great to have Design South East independently facilitate and support our Citizens' Panel, which is creating a community-led vision for the Kingston town centre area. They have been a helpful sounding board before and after the workshops to review the content and structure and discuss the outcomes. During the workshop they have helped encourage full engagement from all attendees and brought an independent perspective, allowing us to better resolve alternative viewpoints among panel members and keep meetings on track. After the workshops they have helped us to capture the discussions and present this in detailed reports which we can share."

We delivered activity to embed Building for a Healthy Life principles into the end-to-end development process for major sites in partnership with organisations that share our values and purpose across England.

DESIGN SOUTH EAST LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Going Concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to manage the major risks facing the business.

We consider the main risks facing the company that might impact on financial performance to be:

- Economic recession and/or a downturn in housebuilding. To mitigate this risk, we are diversifying our activities in training and mentoring and therefore our sources of revenue.
- A change in government policy on planning generally, or specifically on design review, causing a steep reduction in demand for our work. To mitigate this risk, we are diversifying our activities and therefore our sources of revenue.
- Litigation, including the risk of judicial review, because of any perceived inadequacy of our professional advice.

Reserves policy

From 2021-22 this level has been set at £225,000. The trustees considered that reserves at this level ensured that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level was met throughout 2021-22. The level set by this policy is under review by the trustees.

Income rose in the year to £858,561 (£880,688 2021-22). However, costs also rose leading to a deficit for the year of £71,075 (£18,473 deficit 2021-22). As small deficits have continued into the 2023-24 financial year the trustees have resolved to reduce costs this year to improve the position significantly.

Plans for future periods

During the year we continued to implement our diversification strategy and to make improvements to the efficiency of our processes. The diversification strategy includes diversification into activities that deliver built environment education and engage stakeholders and communities in place making.

DESIGN SOUTH EAST LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Arrangements for setting pay of key personnel

All employees of Design South East are subject to annual appraisal. In the case of the Chief Executive the appraisal is conducted with the Chair of the Board. The remuneration committee comprising three directors of the company, advised by the Chief Executive. Pay rises for staff were agreed by this committee. The pay of the Chief Executive was also agreed by the committee but without the presence of the Chief Executive. Decisions are reached in the light of individual performance as judged by the appraisal process, and the financial position of the company.

Structure, governance and management

The charity is a company limited by guarantee.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

J J Armitt	(Resigned 29 June 2023)
H Satchwell	
B Condon	
B Rogers	
S Willcox	
M Cook	
J Martin	
M Parsons	(Resigned 15 October 2022)
A Von Bradsky	
R Nazzari	
L Archer	
J Stockwell	(Appointed 12 July 2023)

None of the trustees has any beneficial interest in the company.

DESIGN SOUTH EAST LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Trustees' responsibilities statement

The Trustees (who are also directors of The North Kent Architecture Centre Limited for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under Company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the situation of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees' report was approved by the Board of Trustees.

B Rogers

23 October 2023

DESIGN SOUTH EAST LIMITED

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF DESIGN SOUTH EAST LIMITED

I report to the trustees on my examination of the financial statements of Design South East Limited (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ACCA, which is one of the listed bodies.

I have completed my examination. I confirm that no 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 the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

S Meah FCCA

Crossley Financial Accounting

Star House
Star Hill
Rochester
Kent
ME1 1UX

Dated: 6 November 2023

DESIGN SOUTH EAST LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<u>Income from:</u>			
Charitable activities	3	858,561	880,688
Investments	4	1,543	145
Total income		860,104	880,833
<u>Expenditure on:</u>			
Charitable activities	5	931,179	899,306
Net expenditure for the year/ Net movement in funds		(71,075)	(18,473)
Fund balances at 1 April 2022		249,704	268,178
Fund balances at 31 March 2023		178,629	249,705

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

DESIGN SOUTH EAST LIMITED

STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	10		5,450		7,011
Current assets					
Debtors	11	115,723		176,029	
Cash at bank and in hand		251,551		201,800	
		<u>367,274</u>		<u>377,829</u>	
Creditors: amounts falling due within one year	12	<u>(194,095)</u>		<u>(135,135)</u>	
Net current assets			173,179		242,694
Total assets less current liabilities			<u>178,629</u>		<u>249,705</u>
Income funds					
Unrestricted funds			178,629		249,705
			<u>178,629</u>		<u>249,705</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 23 October 2023

B Rogers
Trustee

Company registration number 03284438

DESIGN SOUTH EAST LIMITED

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	16		51,529		(123,450)
Investing activities					
Purchase of tangible fixed assets		(3,321)		(2,839)	
Investment income received		1,543		145	
		<hr/>		<hr/>	
Net cash used in investing activities			(1,778)		(2,694)
Net cash used in financing activities			-		-
			<hr/>		<hr/>
Net increase/(decrease) in cash and cash equivalents			49,751		(126,144)
Cash and cash equivalents at beginning of year			201,800		327,944
			<hr/>		<hr/>
Cash and cash equivalents at end of year			251,551		201,800
			<hr/> <hr/>		<hr/> <hr/>

DESIGN SOUTH EAST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Design South East Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 70 Cowcross Street, London, EC1M 6EJ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

Design South East Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The company's functional and presentational currency is GBP.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for the other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charges against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

1.4 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Grants received from County Council and Medway Council and are accounted for on receivable basis.

DESIGN SOUTH EAST LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Project income is recognised when the company obtains the right to consideration under the terms of the individual contract. Where the right to consideration occurs before the service is invoiced the income is accrued. When the right to consideration occurs after the service is invoiced the income is deferred.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	33% straight line
Computer Equipment	33% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

DESIGN SOUTH EAST LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.9 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.10 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2 Critical accounting estimates and judgements

The estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results.

The recoverability of debtors is considered to be an area where there is significant estimation involved in valuing the debtors of the charitable company as at the year end date.

Critical areas of judgement:

No significant judgments have had to be made by management in preparing these financial statements.

DESIGN SOUTH EAST LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

3 Charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
All charitable activities	858,561	880,688

4 Investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	1,543	145

5 Charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Panel fees	238,341	238,704
Panel expenses	15,639	6,029
Venue hire	2,223	240
Catering design review	2,782	88
Wages and salaries	387,951	351,158
National insurance	37,854	32,361
Pension cost	10,448	9,279
Seminars and conference fees	2,173	55
Literature and brochures	-	788
	697,411	638,702
Share of support costs (see note 6)	232,353	259,354
Share of governance costs (see note 6)	1,415	1,250
	931,179	899,306

DESIGN SOUTH EAST LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

6 Support costs

	Support costs	Governance costs	2023 Support costs	Governance costs	2022
	£	£	£	£	£
Consultancy	25,917	-	25,917	-	-
Premises costs	34,168	-	34,168	28,595	28,595
Travel & entertainment	8,852	-	8,852	3,017	3,017
Office costs	45,594	-	45,594	44,574	44,574
Accountancy fees	2,917	-	2,917	2,683	2,683
Professional fees	8,506	-	8,506	12,029	12,029
Marketing and communications	4,045	-	4,045	8,310	8,310
Bad debts	-	-	-	(1,650)	(1,650)
Subcontract costs	-	-	-	22,247	22,247
Wages and salaries	86,761	-	86,761	118,798	118,798
National insurance	9,257	-	9,257	13,650	13,650
Pension costs	1,452	-	1,452	2,056	2,056
Depreciation	4,884	-	4,884	5,045	5,045
Independent examiners' remuneration	-	1,415	1,415	-	1,250
	<u>232,353</u>	<u>1,415</u>	<u>233,768</u>	<u>259,354</u>	<u>260,604</u>
Analysed between Charitable activities	<u>232,353</u>	<u>1,415</u>	<u>233,768</u>	<u>259,354</u>	<u>260,604</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

DESIGN SOUTH EAST LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

8 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Director	1	1
Head of Programmes	1	1
Programme Coordinator	2	1
Programme Administrator	1	1
Events and Marketing Coordinator	1	2
Finance Manager	1	1
Head of Service Delivery	1	1
Design Advisor	3	4
	<hr/>	<hr/>
Total	11	12
	<hr/>	<hr/>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2023 Number	2022 Number
In the band £70,001 - £80,000	1	1
	<hr/>	<hr/>

The key management personnel of the charity comprise, the Chief Executive Officer, Operations Manager and the Head of Programmes. The total employee benefits of the key management personnel of the Charity were £151,586 (2022 - £149,377).

9 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

DESIGN SOUTH EAST LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

10 Tangible fixed assets

	Fixtures and fittings £	Computer Equipment £	Total £
Cost			
At 1 April 2022	1,360	27,954	29,314
Additions	-	3,321	3,321
At 31 March 2023	1,360	31,275	32,635
Depreciation and impairment			
At 1 April 2022	1,360	20,941	22,301
Depreciation charged in the year	-	4,884	4,884
At 31 March 2023	1,360	25,825	27,185
Carrying amount			
At 31 March 2023	-	5,450	5,450
At 31 March 2022	-	7,011	7,011

11 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	102,854	156,198
Other debtors	300	8,150
Prepayments and accrued income	12,569	11,681
	115,723	176,029

12 Creditors: amounts falling due within one year

	Notes	2023 £	2022 £
Other taxation and social security		37,588	36,390
Deferred income	13	62,675	13,145
Trade creditors		29,048	51,928
Other creditors		2,220	592
Accruals		62,564	33,080
		194,095	135,135

DESIGN SOUTH EAST LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

13 Deferred income

	2023 £	2022 £
Other deferred income	62,675	13,145

Deferred income is included in the financial statements as follows:

	2023 £	2022 £
Deferred income is included within:		
Current liabilities	62,675	13,145
Movements in the year:		
Deferred income at 1 April 2022	13,145	43,375
Released from previous periods	(13,145)	(43,375)
Resources deferred in the year	62,675	13,145
Deferred income at 31 March 2023	62,675	13,145

14 Analysis of net assets between funds

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Fund balances at 31 March 2023 are represented by:		
Tangible assets	5,450	7,011
Current assets/(liabilities)	173,179	242,694
	178,629	249,705

15 Related party transactions

During the year under review the following transactions took place with the company Tibbalds Planning and Urban Design Ltd, a company in which H Satchwell is a Director and shareholder;

Sales of £600 (2022 - £600)

All transactions were at arms' length and as at 31 March 2023 £Nil (2022 - £Nil) was due from Tibbalds Planning and Urban Design Ltd.

DESIGN SOUTH EAST LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

16		2023	As restated 2022
	Cash generated from operations	£	£
	Deficit for the year	(71,075)	(18,473)
	Adjustments for:		
	Investment income recognised in statement of financial activities	(1,543)	(145)
	Depreciation and impairment of tangible fixed assets	4,884	5,045
	Movements in working capital:		
	Decrease/(increase) in debtors	60,303	(25,676)
	Increase/(decrease) in creditors	9,430	(53,971)
	Increase/(decrease) in deferred income	49,530	(30,230)
		<hr/>	<hr/>
	Cash generated from/(absorbed by) operations	51,529	(123,450)
		<hr/>	<hr/>

Within the prior years' accounts the allocation of the above figures had been revised. The figures have been re-allocated within the current accounts with the result having no change on the bottom line.

17 Analysis of changes in net funds

The charity had no debt during the year.