



Chichester Area Mental Health Support Foundation  
(CAMHSF)

Registered Charity Number: 1161733

Registered Address: 25 Westingway, Bognor Regis, West Sussex, PO21  
2XX

# ANNUAL REPORT & FINANCIAL STATEMENTS

Year ending 31 December 2021

## OUR VISION

*Promoting Peace of Mind*

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Honorary Officers**

Mr John Hart (Chair/Hon Treasurer)

### **Trustees**

Mr John Hart

Miss Constance Archer

Mr Keith Capelin

Mrs Georgina Godfrey

Mrs Anna Hyman

Mrs Diane Williams

### **Staff**

Mrs Theresa Taylor (Project Manager)

Mrs Jenny Capelin (Accountant)

### **Registered Office**

25 Westingway, Bognor Regis, West Sussex, PO21 2XX

### **Operational Address**

Chichester Boys Club, 34a Little London, Chichester, West Sussex, PO19 1PL

### **Charity Number**

1161733

### **Bankers**

The Co-operative Bank, PO Box 250, Skelmersdale, Lancashire, WN8 6WT

### **Independent Examiner**

Mr Peter Baldwin, Chartered Accountant, Unit J1, Durban Road, Bognor Regis, West Sussex, PO22 9QT

## **TRUSTEES' REPORT**

The Trustees present the annual report together with the financial statements for the charity for the year ended 31 December 2021.

Reference and administrative information set out on the previous page forms part of this report.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### ***Nature of Governing Document***

The charity is registered as a Charitable Incorporated Organisation (CIO) with effect from 19 May 2015. The charity's constitution is established under the Charity Commission's 'Foundation' model, which sets out the objects and powers of the organisation and the governance arrangements.

#### ***Induction and Training of Trustees***

On appointment, all Trustees undergo an induction consultation where their responsibilities and duties as a Trustee are formally outlined and an update on current business is provided. Charity Commission materials are provided offering further information as well as copies of all relevant documents such as the Constitution, the Management Plan, Budget and other charity policy documents.

#### ***Organisation & Management***

A management planning process is in place and each January the Board of Trustees approves the annual Management Plan which is made up of rolling Core Objectives with supportive Enabling Objectives. The Management Plan includes the annual budget.

The Chair/Hon Treasurer is an experienced voluntary sector senior manager and former consultant and assists the Project Manager to oversee general management, financial matters and fundraising. All appropriate decisions are made by the Board of Trustees guided by the Chair/Hon Treasurer.

No Trustee receives, or has received during the year being reported, any payments other than expenses where appropriate.

#### ***Risk Management***

In order to maintain structural resilience, the Board maintains an organisational risk assessment system, which is based on a numerical assessment of risk, with an accompanying management commentary, and Trustees consider these reports regularly. The aim is to highlight and measure potential risks to the charity's reputation, operation and the success of an activity or process, then assess the impact and put in place appropriate management action.

Trustees can confirm that the major risks to which CAMHSF is exposed have been reviewed and systems are in place to mitigate those risks. Furthermore, they have been strengthened in light of the experience during the pandemic.

Separately, operational risk assessments are made for the charity's individual

vulnerable clients. These are based on a client's condition and circumstances and carried out by appropriately trained professional staff. The assessed risk is discussed with clients and/or their carers, as appropriate, and an action plan developed.

## **OBJECTIVES, ACTIVITIES AND AIMS OF THE CHARITY**

### ***Objects and Aims***

The objects of the charity are to relieve the needs of adults, generally older people, living with mental health problems, including early to moderate stages of dementia and mild cognitive impairment by providing support for such persons together with their families and carers.

To take these objects forward and deliver on the charity's mission, CAMHSF's key operational output in normal times is the delivery of the Chichester Lunch Club (CLC) service on two days a week based at the Chichester Boys Club. Uniquely, we support people with both mental health problems and dementia, with benefits to both groups.

The charity's service model aims to create, as closely as possible, normal social interaction, through a light lunch and afternoon activities. These lead to cognitive stimulation, development of confidence, increased self-esteem and resultant new friendships. The project builds advice and practical help within each activity as well as individual focus. All this is reviewed regularly to maintain excellence and project content. Older people welcome this approach, with a resultant historically increasing and responsive client base. Our city centre location helps by providing access, with support where necessary, to shops, opticians, dentists, chiropodists and clinics.

The second element of our service is support to carers, including respite provision (again helped by our location) and advice on how to access services and financial help. This need is confirmed by user feedback and the personal experience of our trustees. This service is tailored to client needs and evolves as each carer's role changes over time.

In order to meet the challenges of the pandemic trustees endorsed a strategy of 'cope', 'emerge' and 'rebuild'. Arrangements to address the 'coping' strategy were broadly achieved when the club was closed in 2020, with the establishment of the charity's successful Outreach Service, which was still in place at the start of 2021. However, the 'emerging' element of the strategy proved to be particularly challenging, with the advent of the Delta variant and rising infection rates necessitating the imposition of a second 'lock down' before Christmas 2020. The encouraging news about the availability and efficacy of vaccines and the prospect of government restrictions being lifted leading to re-opening the club later in 2021 called for careful planning, particularly with regard to crucial requirements for safeguarding of adults in a pandemic.

## **OBJECTIVES AND STRATEGIES FOR THE YEAR 2021**

### ***Core Objectives***

Taking into account the deteriorating situation at the end of 2020, the Management Plan 2021 set out the core objectives as a framework within our COVID-19 strategy namely to:

- Continue to deliver the Outreach Service whilst the club remained closed and, if necessary, in tandem with the club re-opening.
- Develop and implement plans to re-open the club at the Chichester Boys Club

when it became safe to do so and within government COVID-19 guidelines.

- Develop plans to rebuild club membership once the charity was back in full operation.
- Continue to nurture and develop partnership arrangements with local organisations working in the field of mental health and dementia.

### ***Enabling Objectives***

CAMHSF's core business cannot be delivered successfully without strong governance, sound management, marketing, fundraising and administration. In order to put these into practical effect, trustees maintain a range of Enabling Objectives across these important management disciplines, together with key policies to underpin safe guarding, operational, governance, and fundraising activities.

### ***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.

## **ACHIEVEMENTS & PERFORMANCE**

### ***The Coping Strategy***

The charity was in a sound position at the start of the year after what had been a very testing period in 2020. Whilst we had made plans to re-open the club, these were put on hold following the advent of the Delta variant and resultant extension of 'lockdown'. The charity's 'Coping Strategy' continued with the successful Outreach Service which maintained significant support to our members.

### ***The Emerging Strategy***

We worked hard in the first half of the year to update and reinforce our plans to re-open the club in line with the government's emerging 'Road Map'. Most importantly, the charity reviewed its established safeguarding policies for vulnerable adults in light of the pandemic and put in place enhanced arrangements to ensure best practice as advised by WSCC and the Social Care Institute for Excellence (Scie). An intensive Risk Assessment was developed to help achieve a COVID-19 safe environment, which included protective isolation at the Boys Club for our vulnerable members, compulsory double and latterly booster vaccination for staff, volunteers and members and the charity is part of the workplace COVID-19 testing scheme. Planning was put in place for temperature checks and hand sanitising for every person entering our area of operation and efforts made to maintain an element of social distancing.

Whilst we had hoped to re-open as the government started to lift restrictions in May 2021, trustees decided to delay until everyone had been vaccinated and the

club finally re-opened on 21 June 2021 to much joy. All this has been helped by the supportive approach of our landlord, the Chichester Boys Club.

### ***The Rebuilding Strategy***

We had initially thought that rebuilding the club membership would prove particularly challenging. Sadly whilst we lost a number of members during the pandemic, elderly people continued to present with mental health problems and dementia and they and their carers were desperately looking for support once day care services could re-open. Also, our remaining members were determined to pick up their lives and return to the club. Accordingly, numbers quickly picked up and returned to pre-pandemic levels and we re-established our various popular activities, including the monthly roast dinner, music, art, armchair dance and our 'mainly men' project.

The challenges of managing the club's operation in the COVID-19 environment since we re-opened, including during the recent advent of the Omicron variant, seems to have been weathered with no members becoming infected, which is a major achievement. We think this is probably due to our stringent safeguarding policies and the fact that our vulnerable members are isolated and generally do not mix with the community.

### ***Staff & Volunteers***

Key to the success of the last year has been the commitment and support of our excellent staff and our strong team of highly skilled volunteers who have worked tirelessly both during the operation of the charity's Outreach Service and at the club following the re-opening of the service in June.

### ***Training***

In view of the pandemic and closure of the club, training was restricted to on-line activity, including Food and Hygiene Level 2. The charity put in place plans to restart First Aid and Dementia training, with the latter provided by 'Home Instead', a local partner organisation. Trustee training will continue to be provided through Voluntary Action Arun and Chichester covering a range of governance issues and GDPR.

## **GOVERNANCE, FINANCE AND FUNDRAISING**

### ***Policy on Reserves***

The Trustees' reserves policy has historically been to develop and hold funds in reserve to a level of one year's expenditure. This has been predicated on the need, in time of difficulty, to preserve operational service delivery, whilst other funding opportunities are explored or, if necessary, alternative services are identified to

ensure continued support for the charity's vulnerable beneficiaries. The COVID-19 pandemic has proved this to be a very sound strategy.

### ***Financial Review***

The charity's supporters have helped over the last year to deliver excellent fundraising results and our team of volunteers has helped to reduce the need for some paid staff, with a notional cost saving of some £35,000. Sadly we lost a number of members during the pandemic and this is reflected in historically higher legacy income. Also, importantly in the first half of the year, with the club remaining closed there was continued downward pressure on operational expenditure. Whilst this expenditure increased once the club re-opened in June 2021, membership also picked up very quickly with resultant increased fee income.

Accordingly, at the end of 2021 the charity held £1,523 in restricted funds, with the remaining balance of £58,773 held in reserves and £7128 of this is designated to address the projected budget deficit in the 2022.

### ***Going concern***

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operation for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

### **PLANS FOR 2022**

The charity has continued to grow in 2022, with membership up at pre-pandemic levels. Despite the lifting of COVID restrictions in the community we have continued to remain vigilant, encouraging up-take of booster vaccination amongst staff, volunteers and members and have retained many COVID enhanced safeguarding policies. The club continues to be a happy place where our members and their carers are supported and can enjoy a sense of fun.

### **RESPONSIBILITIES OF THE TRUSTEES**

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.

- 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 applicable Charities (Accounts and Reports) Regulations, 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 annual report was approved by the Trustees on 10 October 2022 and signed on their behalf by



John Hart  
Chair

Chichester Area Mental Health Support Foundation		Charity No	1161733		
Annual accounts for the period					
Period start date	01-01-21	To	Period end date	31-12-21	

## Section A Statement of financial activities (including summary income and expenditure account)

Recommended categories by activity	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£ F01	£ F02	£ F03	£ F04	£ F05
<b>Income (Note 3)</b>						
<b>Income and endowments from:</b>						
Donations and legacies	S01	20,177	2,678	-	22,855	31,257
Fundraising Events		744			744	232
Charitable activities	S02	12,812		-	12,812	6,798
Other trading activities	S03			-	-	-
Investments	S04	11		-	11	70
Separate material item of income	S05			-	-	-
Other	S06	-	-	-	-	-
<b>Total</b>	S07	33,744	2,678	-	36,422	38,357
<b>Expenditure (Notes 6)</b>						
<b>Expenditure on:</b>						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	1,631	170	-	1,801	2,090
Operational Staff Costs		14,355	3,345		17,700	16,797
Governance Costs		8,123	667		8,790	7,287
Separate material expense item	S10				-	
Other	S11	6,610		-	6,610	5,939
<b>Total</b>	S12	30,719	4,182	-	34,901	32,113
<b>Net income/(expenditure) before tax for the reporting period</b>	S13	3,025	- 1,504	-	1,521	6,244
Tax payable	S14	-	-	-	-	-
<b>Net income/(expenditure) after tax before investment gains/(losses)</b>	S15	3,025	- 1,504	-	1,521	6,244
Net gains/(losses) on investments	S16	-	-	-	-	-
<b>Net income/(expenditure)</b>	S17	3,025	- 1,504	-	1,521	6,244
<b>Extraordinary items</b>	S18	-	-	-	-	
<b>Transfers between funds</b>	S19	-	-	-	-	-
<b>Other recognised gains/(losses):</b>						
Gains and losses on revaluation of fixed assets for the charity's own use	S20	-	-	-	-	-
Other gains/(losses)	S21	-	-	-	-	-
<b>Net movement in funds</b>	S22	3,025	- 1,504	-	1,521	6,244
<b>Reconciliation of funds:</b>						
Total funds brought forward	S23	55,748	3,027	-	58,775	52,534
<b>Total funds carried forward</b>	S24	58,773	1,523	-	60,296	58,778

**Section B Balance sheet**

	Guidance Note	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>						
Intangible assets (Note 15)	B01	-	-	-	-	-
Tangible assets (Note 14)	B02	-	-	-	-	-
Heritage assets (Note 16)	B03	-	-	-	-	-
Investments (Note 17)	B04	-	-	-	-	-
<b>Total fixed assets</b>	B05	-	-	-	-	-
<b>Current assets</b>						
Stocks (Note 18)	B06	-	-	-	-	-
Debtors /Ppay/Acc Rev (Note 19)	B07	4,231	-	-	4,231	1,266
Investments (Note 17.4)	B08	35,081	-	-	35,081	35,070
Cash at bank and in hand (Note 24)	B09	27,391	1,523	-	28,914	23,927
<b>Total current assets</b>	B10	66,703	1,523	-	68,226	60,263
<b>Creditors: amounts falling due within one year (Note 20)</b>	B11	7,930	-	-	7,930	1,488
<b>Net current assets/(liabilities)</b>	B12	58,773	1,523	-	60,296	58,775
<b>Total assets less current liabilities</b>	B13	58,773	1,523	-	60,296	58,775
<b>Creditors: amounts falling due after one year (Note 20)</b>	B14	-	-	-	-	-
<b>Provisions for liabilities</b>	B15	-	-	-	-	-
<b>Total net assets or liabilities</b>	B16	58,773	1,523	-	60,296	58,775
<b>Funds of the Charity</b>						
Endowment funds (Note 27)	B17	-	-	-	-	-
Restricted income funds (Note 27)	B18	-	1,523	-	1,523	3,027
Unrestricted funds	B19	58,773	-	-	58,773	55,748
Revaluation reserve	B20	-	-	-	-	-
Fair value reserve	B21	-	-	-	-	-
<b>Total funds</b>	B22	58,773	1,523	-	60,296	58,775


The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

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

Print Name	Signature	Date of approval
J. Hart		
J. Capelin		07-10-22

## Section C

## Notes to the accounts

### Note 1 Basis of preparation

***This section should be completed by all charities.***

#### 1.1 Basis of accounting

These accounts 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 accounts have been prepared in accordance with:

- and with\* 

✓
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 the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with\* 

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 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.\*

✓
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\* -Tick as appropriate

#### 1.2 Going concern

***If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:***

An explanation as to those factors that support the conclusion that the charity is a going concern;

N/A
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Disclosure of any uncertainties that make the going concern assumption doubtful;

N/A
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Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

N/A
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#### 1.3 Change of accounting policy

The accounts present a true and fair view and no changes have been made to the accounting policies adopted in note { }.

Yes*	✓	* -Tick as appropriate
No*		

***Please disclose:***

<b><i>(i) the nature of the change in accounting policy;</i></b>	N/A
<b><i>(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and</i></b>	N/A

<i>(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS102 SORP.</i>	N/A
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#### 1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS102 SORP).

Yes*	<input checked="" type="checkbox"/>	* -Tick as appropriate
No*	<input type="checkbox"/>	

**Please disclose:**

<i>(i) the nature of any changes;</i>	N/A
<i>(ii) the effect of the change on income and expense or assets and liabilities for the current period; and</i>	N/A
<i>(iii) where practicable, the effect of the change in one or more future periods.</i>	N/A

#### 1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS102 SORP).

Yes*	<input checked="" type="checkbox"/>	* -Tick as appropriate
No*	<input type="checkbox"/>	

**Please disclose:**

<i>(i) the nature of the prior period error;</i>	N/A
<i>(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and</i>	N/A
<i>(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.</i>	N/A



**Note 2 Accounting policies**

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**2.1 RECONCILIATION WITH PREVIOUS GENERALLY ACCEPTED ACCOUNTING PRACTICE**

Please provide a description of the nature of each change in accounting policy

**Reconciliation of funds per previous GAAP to funds determined under FRS 102**

	Start of period £	End of period £
Fund balances as previously stated		
<i>Adjustments:</i>		

Fund balance as restated

**Reconciliation of net income/(net expenditure) per previous GAAP to net income/(net expenditure) under FRS 102**

	End of £
Net income/(expenditure) as previously stated	
<i>Adjustments:</i>	

Previous period net income/(expenditure) as  
restated

## Note 2

## Accounting policies

## 2.2 INCOME

## Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

Yes*	No*	N/a*
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Yes*	No*	N/a*
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

Yes*	No*	N/a*
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

Yes*	No*	N/a*
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Legacies

Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Yes*	No*	N/a*
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Government grants

The charity has received government grants in the reporting period

Yes*	No*	N/a*
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Yes*	No*	N/a*
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Yes*	No*	N/a*
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Donated goods

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

Yes*	No*	N/a*
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.

Yes*	No*	N/a*
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.

Yes*	No*	N/a*
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.

Yes*	No*	N/a*
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

Yes*	No*	N/a*
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Donated services and facilities

Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

Yes*	No*	N/a*
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.

Yes*	No*	N/a*
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Support costs

The charity has incurred expenditure on support costs.

Yes*	No*	N/a*
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Voluntary help

The value of any voluntary help received is not included in the accounts but is described in

Yes*	No*	N/a*
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



<b>volunteer help</b>	the trustees' annual report.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Income from interest, royalties and dividends</b>	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>Income from membership subscriptions</b>	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.	Yes*	No*	N/a*	<input type="checkbox"/>
	Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>Settlement of insurance claims</b>	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.	Yes*	No*	N/a*	<input type="checkbox"/>
<b>Investment gains and losses</b>	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>2.3 EXPENDITURE AND LIABILITIES</b>					
<b>Liability recognition</b>	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>Governance and support costs</b>	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.	Yes*	No*	N/a*	<input type="checkbox"/>
<b>Grants payable without performance conditions</b>	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>Redundancy cost</b>	The charity made no redundancy payments during the reporting period.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>Deferred income</b>	No material item of deferred income has been included in the accounts.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>Creditors</b>	The charity has creditors which are measured at settlement amounts less any trade discounts	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>Provisions for liabilities</b>	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date	Yes*	No*	N/a*	<input type="checkbox"/>
<b>Basic financial instruments</b>	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>2.4 ASSETS</b>					
<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least				
	They are valued at cost.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
	The depreciation rates and methods used are disclosed in note 14.				
<b>Intangible fixed assets</b>	The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 15.	Yes*	No*	N/a*	<input type="checkbox"/>
	They are valued at cost.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>
<b>Heritage assets</b>	The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 16.	Yes*	No*	N/a*	<input type="checkbox"/>
	They are valued at cost.	Yes*	No*	N/a*	<input checked="" type="checkbox"/>

<b>Investments</b>	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Stocks and work in progress</b>	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Debtors</b>	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.	Yes*	No*	N/a*
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Current asset investments</b>	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity of less than one year held for investment purposes rather than to meet short-term cash commitments as they fall due.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	They are valued at fair value except where they qualify as basic financial instruments.	Yes*	No*	N/a*
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>POLICIES ADOPTED ADDITIONAL TO OR DIFFERENT FROM THOSE ABOVE</b>	N/A			

Note 3

Income

Analysis of income		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Donations and legacies:	Donations and gifts	10,855	2,678	-	13,533	10,141
	Gift Aid	2,623		-	2,623	2,133
	Legacies	6,699		-	6,699	10,983
	General grants provided by government/other charities	-	-	-	-	8,000
	Donated goods, facilities and services	-	-	-	-	
		-	-	-	-	-
	Other	-	-	-	-	
Total		20,177	2,678	-	22,855	31,257
Fundraising Events	Raffles	370	-	-	370	178
	Sales	-	-	-	-	4
	Summerhouse Designs	374	-	-	374	50
	Quiz	-	-	-	-	
Total		744	-	-	744	232
Fees for Charitable Services	Members Fees	12,405	-	-	12,405	5,484
	Transport	407	-	-	407	1,314
		-	-	-	-	-
	Other	-	-	-	-	-
Total		12,812	-	-	12,812	6,798
Income from investments:	Interest income	11	-	-	11	70
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
Total		11	-	-	11	70
Separate material item of income		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
Total		-	-	-	-	-
Other:	Conversion of endowment funds into income					
		-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use					
		-	-	-	-	-
	Gain on disposal of a programme related investment					
		-	-	-	-	-
	Royalties from the exploitation of intellectual property rights					
		-	-	-	-	-
	Other					
		-	-	-	-	-
Total		-	-	-	-	-
TOTAL INCOME		33,744	2,678	-	36,422	38,357

Other information:	
All income in the prior year was unrestricted except for: (please provide description and amounts)	Chear £4500, Boyce £2000, A&I Weale £100, Linkins Mem Trust £2000, Anna Hyman £500
Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.	N/A
Where any endowment fund is converted into income in the prior period, please give the reason for the conversion.	N/A
Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)	N/A
This year: Where sums originally denominated in foreign currency have been included in income, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).	N/A
Last year: Where sums originally denominated in foreign currency have been included in income, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).	N/A

**Note 4**                      **Analysis of receipts of government grants**

	Description	This year £
Government grant 1		-
Government grant 2		-
Government grant 3		-
Other		-
	<b>Total</b>	-

	Description	Last year £
Government grant 1		-
Government grant 2		-
Government grant 3		-
Other		-
	<b>Total</b>	-

	This year	Last year
<i>Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.</i>	N/A	N/A

	This year	Last year
<i>Please give details of other forms of government assistance from which the charity has directly benefited.</i>	N/A	N/A

Note 5

Donated goods, facilities and services

	This year £	Last year £
Seconded staff	-	-
Use of property	-	-
Other	-	-
	-	-

	This year	Last year
Please provide details of the accounting policy for the recognition and valuation of donated goods, facilities and services.	N/A	N/A
Please provide details of any unfulfilled conditions and other contingencies attaching to resources from donated goods and services not recognised in income.	N/A	N/A
Please give details of other forms of other donated goods and services not recognised in the accounts, eg contribution of unpaid volunteers.	Unpaid volunteers value £10,850	Unpaid volunteers value £18,300; donated food £150

**Section C**
**Notes to the accounts**
**Note 6**
**Expenditure**
**This year**
**Prior Year**

Analysis	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Total funds
	£			£	£
<b>Expenditure on Raising Funds:</b>					
Incurred seeking donations	-	-	-	-	-
Incurred seeking legacies	-	-	-	-	-
Incurred seeking grants	-	-	-	-	-
Operating membership schemes and social lotteries	-	-	-	-	-
Staging fundraising events	-	-	-	-	-
Fundraising agents	-	-	-	-	-
Operating charity shops	-	-	-	-	-
Operating a trading company undertaking non-charitable trading activity	-	-	-	-	-
Advertising, marketing, direct mail and publicity	-	-	-	-	-
Start up costs incurred in generating new source of future income	-	-	-	-	-
Database development costs	-	-	-	-	-
Other trading activities	-	-	-	-	-
Investment management costs:	-	-	-	-	-
Portfolio management costs	-	-	-	-	-
Cost of obtaining investment advice	-	-	-	-	-
Investment administration costs	-	-	-	-	-
Intellectual property licencing costs	-	-	-	-	-
Rent collection, property repairs and maintenance charges	-	-	-	-	-
<b>Total expenditure on Raising Funds</b>	-	-	-	-	-
<b>Expenditure on Charitable Activities:</b>					
Food & Drink	1,290		-	1,290	511
Activity Costs	-	170	-	170	519
Equipment	177		-	177	233
Christmas Lunch	164			164	521
Transport			-	-	306
<b>Total expenditure on Charitable Activities</b>	1,631	170	-	1,801	2,090
<b>Expenditure on Staff Costs</b>					
Staff Costs	8,115	667	-	8,782	7,287
Pension Contributions	527			527	437
Sessional Staff Costs	4,838	2,678	-	7,516	9,129
Staff Travel	645			645	329
Staff Training	53			53	32
Volunteer Expenses	177		-	177	-
DBS Checks	-		-	-	20

<b>Total Expenditure on Staff Costs</b>	14,355	3,345	-	17,700	17,234
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**Expenditure on Governance**

Staff Costs	8,123	667	-	8,790	7,287
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total expenditure on Governance</b>	8,123	667	-	8,790	7,287

**Other Expenditure**

Rent	3,985			3,985	1,560
Insurance	79			79	102
Telephone	62			62	91
Printing/Post/Stationery	774			774	1,834
Website/Internet	115			115	113
Ind Examination	540			540	540
Cleaning	135			135	41
Trustees Expenses	920			920	442
IT				-	779
<b>Total Other Expenditure</b>	6,610		-	6,610	5,502

<b>TOTAL EXPENDITURE</b>	<b>30,719</b>	<b>4,182</b>	<b>-</b>	<b>34,901</b>	<b>32,113</b>
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Other information:

Analysis of expenditure on charitable activities

Activity or programme	This year				Total last year
	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	
	£	£	£	£	£
Members Meetings				-	2,090
<b>Total</b>	-	-	-	-	2,090

This year: Where sums originally denominated in foreign currency have been included in expenditure, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).

N/A

Last year: Where sums originally denominated in foreign currency have been included in expenditure, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).

N/A



Section C	Notes to the accounts	(cont)
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**Note 7**              **Extraordinary items**

*Please explain the nature of each extraordinary item occurring in the period.*

	Description	This year £	Last year £
Extraordinary item 1		-	-
Extraordinary item 2		-	-
Extraordinary item 3		-	-
Extraordinary item 4		-	-
Total extraordinary items		-	-

<b>Section C</b>	<b>Notes to the accounts</b>
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**Note 8**                      **Funds received as agent**

**8.1** Please complete this note if the charity has agreed to administer the funds of another entity as its agent. Note: If a charity is acting as an agent, it should not recognise the income in the Statement of Financial Activities or the Balance Sheet.

Description/name of party	Related party (Yes or No)	Amount received		Amount paid out		Balance held at period end	
		This year	Last year	This year	Last year	This year	Last year
		£	£	£	£	£	£
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
Total		-	-	-	-	-	-

**8.2** Where a consortia or similar arrangement exists whereby 2 or more charities co-operate to achieve economies in the purchase of goods or services, please disclose details of any balances outstanding between any participating members.

Description/name of party	Balance held at period end	
	This year	Last year
	£	£
	-	-
	-	-
	-	-
	-	-
	-	-
Total		-

## Section C

## Notes to the accounts

### Note 9 Support Costs

*Please complete this note if the charity has analysed its expenses using activity categories and has support costs.*

This year

Support cost (examples)	Raising funds	Activity 1	Activity 2	Activity 3	Grand total	Basis of allocation
	£	£	£	£	£	(Describe method)
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
<b>Total</b>	-	-	-	-	-	

Last year

Support cost (examples)	Raising funds	Activity 1	Activity 2	Activity 3	Grand total	Basis of allocation
	£	£	£	£	£	(Describe method)
Governance	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
Other	-	-	-	-	-	
<b>Total</b>	-	-	-	-	-	

*Please provide details of the accounting policy adopted for the apportionment of costs between activities and any estimation techniques used to calculate their apportionment.*

Section C	Notes to the accounts
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**Note 10** Details of certain types of expenditure

**Note 10.1** Fees for examination of the accounts

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).*

Independent examiner's fees

Assurance services other than independent examination

Tax advisory fees

Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner

This year £	Last year £
540	540
0	0
0	0
0	0

## Section C

## Notes to the accounts

(cont)

## Note 11 Paid employees

Please complete this note if the charity has any employees (transactions with Trustees dealt with in Note 28)

## 11.1 Staff Costs

	This year £	Last year £
Salaries and wages	17,580	14,575
Social security costs	-	-
Pension costs (defined contribution scheme)	-	-
Other employee benefits	-	-
<b>Total staff costs</b>	<b>17,580</b>	<b>14,575</b>

This year:

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party  
Last year:

N/A

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

N/A

Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

TRUE

Band	Number of employees	
	This year	Last year
£60,000 to £69,999	-	-
£70,000 to £79,999	-	-
£80,000 to £89,999	-	-
£90,000 to £99,999	-	-
£100,000 to £109,999	-	-

Please provide the total amount paid to key management

This year £	Last year £
17,580	14,575

11.2 Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	1	1
Charitable Activities		
Governance		
Other		
Total	1	1

11.3 Ex-gratia payments to employees and others (excluding trustees)

*Please complete if an ex-gratia payment is made.*

Please explain the nature of the payment

This year	
Last year	

Please state the legal authority or reason for making the payment

This year	
Last year	

Please state the amount of the payment (or value of any waiver of a right to an asset)

This year	Last year
£	£
-	-

11.4 Redundancy payments

*Please complete if any redundancy or termination payment is made in the period.*

Total amount of payment	This year	Last year
	£	£
	-	-
The nature of the payment (cash, asset etc.)		
The extent of redundancy funding at the balance sheet date	This year	Last year
	£	£
	-	-
Please state the accounting policy for any redundancy or termination payments		

<b>Section C</b>	<b>Notes to the accounts</b>	<b>(cont)</b>
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**Note 12**                      **Defined contribution pension scheme or defined benefit scheme accounted for as a defined contribution scheme.**

**12.1** *Please complete this note if a defined contribution pension scheme is operated.*

	This year	Last year
	£	£
Amount of contributions recognised in the SOFA as an expense		

Please explain the basis for allocating the liability and expense of defined contribution pension scheme between activities and between restricted and unrestricted funds.	
--	--

**12.2** *Please complete this section where the charity participates in a defined benefit pension plan but is unable to ascertain its share of the underlying assets and liabilities.*

Please confirm that although the scheme is accounted for as a defined contribution plan, it is a defined benefit plan.	
Please provide such information as is available about the plan's surplus or deficit and the implications, if any, for the reporting charity this year and last year, if different	

**12.3** *Please complete this section where the charity participates in a multi-employer defined benefit pension plan that is accounted for as a defined contribution plan.*

Describe the extent to which the charity can be liable to the plan for other entities' obligations under the terms and conditions of the multi-employer plan. If this is different for last year, provide details	
Provide an explanation of how any liability arising from an agreement with a multi-employer plan to fund a deficit has been determined. If this is different for last year, provide details	



**Section C**
**Notes to the accounts**
**(cont)**
**Note 13**
**Grantmaking**

*Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.*

**This year:**
**13.1 Analysis of grants paid (included in cost of charitable activities)**

Analysis	Grants to institutions	Grants to individuals	Support costs	Total
			£	£
Activity or project 1	-	-	-	-
Activity or project 2	-	-	-	-
Activity or project 3	-	-	-	-
Activity or project 4	-	-	-	-
<b>Total</b>	-	-	-	-

*Please enter "Nil" if the charity does not identify and/or allocate support costs.*

**13.2 Grants made to institutions**

<i>My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.</i>	Yes	<i>Please provide details of charity's URL.</i>
	No	<i>Provide details below</i>

Names of institution	Purpose	Total amount of grants paid £
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
<b>Total grants to institutions in reporting period</b>		-
<b>Other unanalysed grants</b>		-
<b>TOTAL GRANTS PAID</b>		-

**Last year:**

**13.3 Analysis of grants paid (included in cost of charitable activities)**

Analysis	Grants to institutions	Grants to individuals	Support costs £	Total £
Activity or project 1	-	-	-	-
Activity or project 2	-	-	-	-
Activity or project 3	-	-	-	-
Activity or project 4	-	-	-	-
<b>Total</b>	-	-	-	-

*Please enter "Nil" if the charity does not identify and/or allocate support costs.*

**13.4 Grants made to institutions**

*My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.*

Yes	<i>Please provide details of charity's URL.</i>
No	<i>Provide details below</i>

Names of institution	Purpose	Total amount of grants paid £
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
<b>Total grants to institutions in reporting period</b>		-
<b>Other unanalysed grants</b>		-
<b>TOTAL GRANTS PAID</b>		-

**Section C****Notes to the accounts****(cont)****Note 14 Tangible fixed assets***Please complete this note if the charity has any tangible fixed assets***14.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	-	-	-	-	-
Additions	-	-	-	-	-
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	-	-	-	-	-

**14.2 Depreciation and impairments**

<b>**Basis</b>	SL or RB (Straight Line or Reducing Balance)	SL or RB	SL or RB	SL or RB	SL or RB
<b>** Rate</b>					

At beginning of the year	-	-	-	-	-
Disposals	-	-	-	-	-
Depreciation	-	-	-	-	-
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of the year	-	-	-	-	-

**14.3 Net book value**

Net book value at the beginning of the year	-	-	-	-	-
Net book value at the end of the year	-	-	-	-	-

#### 14.4 Impairment

***This year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

--

***Last year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

--

#### 14.5 Revaluation

***If an accounting policy of revaluation is adopted, please provide:***

**This year**

**Last year**

***the effective date of the revaluation***

***the name of independent valuer, if applicable***

***the methods applied and significant assumptions***

***the carrying amount that would have been recognised had the assets been carried under the cost model.***

-	-

#### 14.6 Other disclosures

***(i) Please state the amount of borrowing costs, if any, capitalised in the construction of tangible fixed assets and the capitalisation rate used.***

***(ii) Please provide the amount of contractual commitments for the acquisition of tangible fixed assets.***

***(iii) Details of the existence and carrying amounts of property, plant and equipment to which the charity has restricted title or that are pledged as security for liabilities.***

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
-	-
-	-

\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also

**Note 15 Intangible assets***Please complete this note if the charity has any intangible assets***15.1 Cost or valuation**

	Research & development £	Patents and trademarks £	Other £	Total £
At beginning of the	-	-	-	-
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	-	-	-	-
Transfers *	-	-	-	-
At end of the year	-	-	-	-

**15.2 Amortisation and impairments**

<b>**Basis</b>	SL or RB	SL or RB	SL or RB	SL or RB	Straight Line ("SL") or Reducing Balance ("RB")
<b>** Rate</b>					

At beginning of the	-	-	-	-
Disposals	-	-	-	-
Amortisation	-	-	-	-
Impairment	-	-	-	-
Transfers*	-	-	-	-
At end of year	-	-	-	-

**15.3 Net book value**

Net book value at the beginning of the year	-	-	-	-
Net book value at the end of the year	-	-	-	-

**15.4 Accounting policy***Please disclose the accounting policy for intangible fixed assets including:***Reasons for choosing amortisation rates****Policies for the recognition of any capital development**


### 15.5 Impairment

This year:

*Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.*

Last year:

*Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.*

### 15.6 Revaluation

*If an accounting policy of revaluation is adopted, please provide:*

*the effective date of the revaluation*

*the name of independent valuer, if applicable*

*the methods applied*

*the carrying amount that would have been recognised had the assets been carried under the cost model.*

This year	Last year

### 15.7 Other disclosures

*(i) If your intangible asset was acquired by way of grant, provide value on initial recognition and carrying amount of the asset.*

*(ii) Details of the carrying amounts of any intangible assets to which the charity has restricted title or that are pledged as security for liabilities.*

*(iii) Please provide the amount of contractual commitments for the acquisition of intangible assets.*

*(iv) State the amount of research and development expenditure recognised as expenditure in the year.*

*(v) Please detail the headings in the SOFA in which a charge for amortisation of intangible assets is included.*

*(vi) For any material intangible assets, please provide a description, its carrying amount and any remaining amortisation period.*


\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

**Section C**
**Notes to the accounts**
**(cont)**
**Note 16 Heritage assets**
*Please complete this note if the charity has heritage assets*
**16.1 General disclosures for all charities holding heritage assets**

	This year	Last year
(i) Explain the nature and scale of heritage assets held.		
(ii) Explain the policy for the acquisition, preservation, management and disposal of heritage assets.		

**16.2 Cost or valuation**

	Heritage asset 1 £	Heritage asset 2 £	Heritage asset 3 £	Heritage asset 4 £	Total £
At beginning of the year	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluations	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	-	-	-	-	-

**16.3 Depreciation and impairments**

**Basis						Straight Line ("SL") or Reducing Balance
** Rate						

At beginning of the year	-	-	-	-	-
Disposals	-	-	-	-	-
Depreciation	-	-	-	-	-
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of year	-	-	-	-	-

**16.4 Net book value**

Net book value at the beginning of the year	-	-	-	-	-
Net book value at the end of the year	-	-	-	-	-

## 16.5 Impairment

**This year**

*Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.*

--

**Last year**

*Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.*

--

## 16.6 Revaluation

*If an accounting policy of revaluation is adopted, please provide:*

*the effective date of the revaluation*

*the name of independent valuer, if applicable*

*qualifications of independent valuer*

*the methods applied and significant assumptions*

*any significant limitations on the valuation*

This year	Last year

## 16.7 Analysis of heritage assets by class or group distinguishing those at cost and those at valuation

Carrying amount at the beginning of the period

Additions

Disposals

Depreciation/impairment

Revaluation

Carrying amount at the end of period

At valuation Group A £	At cost Group B £	Total £
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-

## 16.8 Heritage assets (where heritage assets are not recognised on the balance sheet)

(i) Explain the reason why heritage assets have not been recognised on the balance sheet.

(ii) Describe the significance and nature of heritage assets.

(iii) Disclose information that is helpful in assessing the value of heritage assets.

This year	Last year



**(iv) Explain the reason why it is not practicable to obtain a valuation of heritage assets.**

--	--

#### 16.9 Five year summary of heritage assets transactions

	2020	2019	2018	2017	2016
	£	£	£	£	£
<b>Purchases</b>					
Group A	-	-	-	-	-
Group B	-	-	-	-	-
Group C	-				
Other	-				
<b>Donations</b>					
Group A	-	-	-	-	-
Group B	-	-	-	-	-
Group C	-	-	-	-	-
Other	-	-	-	-	-
<b>Total additions</b>	-	-	-	-	-
<b>Charge for impairment</b>					
Group A	-	-	-	-	-
Group B	-	-	-	-	-
Group C	-	-	-	-	-
Other	-	-	-	-	-
<b>Total charge for impairment</b>	-	-	-	-	-
<b>Disposals</b>					
Group A - carrying amount	-	-	-	-	-
Group B - carrying amount	-	-	-	-	-
Group C	-	-	-	-	-
Other	-	-	-	-	-
<b>Total disposals</b>	-	-	-	-	-

**Note 17 Investment assets**

Please complete this note if the charity has any investment assets.

**17.1 Fixed assets investments (please provide for each class of investment)**

	Cash & cash equivalents	Listed investments	Investment properties	Social investments	Other	Total
Carrying (fair) value at beginning of period	-	-	-	-	-	-
<b>Add:</b> additions to investments during period*	-	-	-	-	-	-
<b>Less:</b> disposals at carrying value	-	-	-	-	-	-
<b>Less: impairments</b>	-	-	-	-	-	-
<b>Add: Reversal of impairments</b>	-	-	-	-	-	-
<b>Add/(deduct):</b> transfer in/(out) in the period	-	-	-	-	-	-
<b>Add/(deduct):</b> net gain/(loss) on revaluation	-	-	-	-	-	-
Carrying (fair) value at end of year	-	-	-	-	-	-

\*Please specify additions resulting from acquisitions through business combinations, if any.

--

Please note that Fair Value in this context is the amount for which an asset could be exchanged between knowledgeable and willing parties in an arm's length transaction. For traded securities, the fair value is the value of the security quoted on the London Stock Exchange Daily Official List or equivalent. For other assets where there is no market price on a traded market, it is the trustees' or valuers' best estimate of fair value.

**17.2 Please provide a breakdown of investments shown above agreeing with the balance sheet row B04 differentiating between those held at fair value and those held at cost less impairment.**

This year:

**Analysis of investments**

	Fair value at year end	Cost less impairment
	£	£
Cash or cash equivalents	-	-
Listed investments	-	-
Investment properties	-	-
Social investments	-	-
Other investments	-	-
<b>Total</b>	-	-
<b>Grand total (Fair value at year end+Cost less impairment)</b>		-

Last year:

**Analysis of investments**

	Fair value at year end	Cost less impairment
	£	£
Cash or cash equivalents	-	-
Listed investments	-	-
Investment properties	-	-
Social investments	-	-
Other investments	-	-

Total	-	-
Grand total (Fair value at year end+Cost less impairment)		-

17.3 If your charity holds investment properties, please complete the following note:

	This year	Last year
(i) Explain the methods and significant assumptions in determining the fair value of investment property held by the charity		
(ii) Name or independent valuer, if applicable, and relevant qualifications		
(iii) Provide details of any restrictions on the ability to realise investment property or on the remittance of income or disposal proceeds		
(iv) Explain any contractual obligations for the purchase, construction or development of investment property or for repairs, maintenance or enhancements		

17.4 Please provide a breakdown of current asset investments, if applicable, agreeing with the balance

Analysis of current asset investments

	This year	Last year
	£	£
Cash or cash equivalents	35,081	35,070
Listed investments	-	-
Investment properties	-	-
Social investments	-	-
Other investments	-	-
Total	35,081	35,070

17.5 Guarantees

	This year	Last year
Please provide details and amount of any guarantee made to or on behalf of a third party		
Name of the entity or entities benefitting from those guarantees		
Please explain how the guarantee furthers the charity's aims		

## 17.6 Concessionary loans

Amount of concessionary loans made (*Multiple loans made may be disclosed in aggregate provided that such aggregation does not obscure significant information*).

Description	This year £	Last year £
	-	-
	-	-
	-	-
	-	-
<b>Total</b>	-	-

Amount of concessionary loans received (*Multiple loans received may be disclosed in aggregate provided that such aggregation does not obscure significant information*).

Description	This year £	Last year £
	-	-
	-	-
	-	-
<b>Total</b>	-	-

Terms and conditions eg interest rate, security provided

Value of any concessionary loans which have been committed but not taken up at the reporting date

Amounts payable within 1 year

Amounts payable after more than 1 year

Amounts receivable within 1 year

Amounts receivable after more than 1 year

This year	Last year

## 17.7 Additional information

Please provide information about the significance of investments to the charity's financial position or performance eg. terms and conditions of loans or the use of hedging to manage financial risk.

For all investments measured at fair value, the basis for determining the value, including any assumptions applied when using a valuation technique.

Where a charity has provided financial assets as a form of security, the carrying amount of the financial asset pledged as security and the terms and conditions relating to its pledge.

For all investments measured at fair value, the basis for determining the value, including any assumptions applied when using a valuation technique.

Where a charity has provided financial assets as a form of security, the carrying amount of the financial asset pledged as security and the terms and conditions relating to its pledge.

This year	Last year




## Note 18

## Stocks

Please complete this note if the charity holds any stock items

18.1 Please state the carrying amount of stock and work in progress analysed between activities.

	Stock		Donated goods		Work in progress
	For distribution	For resale	For distribution	For resale	
	£	£	£	£	
<b>Charitable activities:</b>					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
<b>Other trading activities:</b>					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
<b>Other:</b>					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
<b>Total this year</b>	-	-	-	-	-
<b>Total previous year</b>	-	-	-	-	-

18.2 Please specify the carrying amount of any stocks pledged as security for liabilities

This year	Last year
£	£



**Section C****Notes to the accounts****(cont)****Note 19 Debtors and prepayments**

*Please complete this note if the charity has any debtors or prepayments.*

**19.1 Analysis of debtors**

	This year £	Last year £
Trade debtors	-	-
Prepayments	122	1266
Accrued income	4109	-
<b>Total</b>	<b>4231</b>	<b>1266</b>

*Complete 19.2 where a material debtor is recoverable more than a year after the reporting date.*

**19.2 Disclosure of debtors recoverable in more than 1 year (included in debtors above)**

	This year £	Last year £
Trade debtors	-	-
Prepayments and accrued income	-	-
Other debtors	-	-
<b>Total</b>	<b>-</b>	<b>-</b>

## Note 20

## Creditors and accruals

*Please complete this note if the charity has any creditors or accruals.*

## 20.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Payments received on account for contracts or performance-related grants	-	-	-	-
Accrued costs	1,990	779		
Deferred income	4,525		-	-
Taxation and social security	1,070	73	-	-
Other creditors - Pension & sal	345	97	-	-
<b>Total</b>	<b>7,930</b>	<b>949</b>	<b>-</b>	<b>-</b>

## 20.2 Deferred income

*Please complete this note if the charity has deferred income.*

*Please explain the reasons why income is deferred.*

This year	Last year
3 separate restricted donations covering more than current year	

## Movement in deferred income account

Balance at the start of the reporting period

Amounts added in current period

Amounts released to income from previous periods

Balance at the end of the reporting period

This year £	Last year £
-	-
4,525	-
-	-
4,525	-

**Note 21 Provisions for liabilities and charges**

*Please complete this note if you have included in charity expenditure any provisions. A provision is made when the charity has a liability of uncertain timing or amount.*

**21.1 Movements in recognised provisions and funding commitment during the period**

	This year £	Last year £
Balance at the start of the reporting period	-	-
Amounts added in current period	-	-
Amounts charged against the provision in the current period	-	-
Unused amounts reversed during the period	-	-
Balance at the end of the reporting period	-	-

**21.2 Please provide:**

- a brief description of any obligations on the balance sheet and the expected amount and timing of resulting payments;

- an indication of the uncertainties about the amount or timing of those outflows; and

- the amount of any expected reimbursement, stating the amount of any asset that has been recognised for that expected reimbursement.

	This year	Last year

**21.3** For any funding commitment that is not recognised as a liability or provision, provide details of commitment made, the time frame of that commitment, any performance-related conditions and details of how the commitment will be funded (with contracts for capital expenditure separately identified).

	This year	Last year

**21.4** Where unrestricted funds have been designated to a fund commitment, please disclose the nature of any amounts designated and the likely timing of that expenditure.

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<b>Section C</b>	<b>Notes to the accounts</b>	<b>(cont)</b>
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**Note 22 Other disclosures for debtors, creditors and other basic financial instruments**

**22.1** Please provide information about the significance of financial instruments (eg. debtors, creditors, investments etc) to the charity's financial position or performance, for example, the terms and conditions of loans or the use of hedging to manage financial risk.

This year	Last year

**22.2** If the charity has provided financial assets as a form of security, the carrying amount of the financial assets pledged as security and the terms and conditions related to its pledge should be given here.

--	--

**Note 23 Contingent liabilities and contingent assets****23.1 Contingent liabilities**

Where the charity has contingent liabilities, please complete the following section unless the possibility of their existence is remote.

This year

Description of item including its legal nature. Please describe any security provided in connection to the liability.	Estimate of financial effect

Last year

Description of item including its legal nature. Please describe any security provided in connection to the liability.	Estimate of financial effect

**23.2 Contingent assets**

Where the charity has contingent assets, please complete the following section when their existence is probable

This year

Description of item	Estimate of financial effect

Last year

Description of item	Estimate of financial effect

**23.4 Other disclosures for contingent assets and/or liabilities**

Please provide the following information where practicable:

	This year	Last year
Explain any uncertainties relating to the amount or timing of settlement; and the possibility of any reimbursement		
Where it is not practical to make one or more of these disclosures, please state this fact		

Section C	Notes to the accounts	(cont)
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**Note 24 Cash at bank and in hand**

**Short term cash investments (less than 3 months maturity date)**  
**Short term deposits**  
**Cash at bank**  
**Petty Cash**  
**Total**

This year £	Last year £
-	-
35,081	35,070
28,854	23,867
60	-
63,995	58,937

**Section C****Notes to the accounts****(cont)****Note 25 Fair value of assets and liabilities**

	This year	Last year
<b>25.1</b> Please provide details of the charity's exposure to credit risk (the risk of incurring a loss due to a debtor not paying what is owed) , liquidity risk (the risk of not being able to meet short term financial demands) and market risk (the risk that the value of an investment will fall due to changes in the market) arising from financial instruments to which the charity is exposed at the end of the reporting period and explain how the charity manages those risks.	No risk	No risk
<b>25.2</b> Please give details of the amount of change in the fair value of basic financial instruments (debtors, creditors, investments (see section 11, FRS 102 SORP)) measured at fair value through the SoFA that is attributable to changes in credit risk.	None	None

Section C	Notes to the accounts	(cont)
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**Note 26**                      **Events after the end of the reporting period**

*Please complete this note events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.*

	This year	Last year
<b>Please provide details of the nature of the event</b>	None	Coronavirus pandemic
<b>Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made</b>	N/A	Due to the Coronavirus pandemic the charity is drawing down on its reserves at approximately £1,808 per calendar month excluding unscheduled donations.



**Section C** **Notes to the accounts** **(cont)**

**Note 27** **Charity funds**

**27.1 Details of material funds held and movements during the CURRENT reporting period**

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds' (which should include revaluation reserve and fair value reserve, if applicable). The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

\* Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Irwin Mitchell Bassil Shippam and Alsford Trust	R	Project Managers Salary 3 yrs	2,667		1,334	-	-	1,333
Weavers Benevolent Fund	R	Art Project 2020/21	360		170	-	-	190
Chear Foundation	R	Staff - P. Fermond		1,500	1,500	-	-	-
John Hart	R	Staff		725	725	-	-	-
Brian Boyce	R	Staff - Mainly Men		453	453	-	-	-
<b>Restricted funds subtotal</b>			<b>3,027</b>	<b>2,678</b>	<b>4,182</b>			
West Sussex Travel	UR	-		1,500	1,500	-	-	-
Richard Lily	UR	-		3919	3919			-
Tony Hiscocks	UR	-		2000	2000			-
A&J Greenfield	UR	-		2200	2200			-
WPR Agency Ltd - Care UK	UR	-		600	600			-
John Hart	UR	-		2,800	2,800			-
Rail Training Int	UR	-		500	500			-
Lennox Trust	UR	-		250	250			-
<i>Subtotal</i>			3,027	16,447	17,951	-	-	1,523
<b>Other funds (balancing figure)</b>	<b>N/a</b>	<b>N/a</b>	55,748	19,975	16,950	-	-	58,773
<b>Total Funds as per balance sheet</b>			<b>58,775</b>	<b>36,422</b>	<b>34,901</b>	<b>-</b>	<b>-</b>	<b>60,296</b>

Fund balances carried forward include assets and liabilities denominated in a foreign currency	Yes*	No*
	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes, please state the basis on which the assets and/or liabilities have been translated into sterling (or the currency in which the accounts are drawn up).	N/A
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<b>Section C</b>	<b>Notes to the accounts</b>	<b>(cont)</b>
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**Note 27**                      **Charity funds**

**27.2 Details of material funds held and movements during the PREVIOUS reporting period**

*Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds' (which should include revaluation reserve and fair value reserve, if applicable). The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.*

*\* Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds*

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Hall & Woodhouse	R	Music Project	36		36		-	-
Chichester City Council	R	Art Project	80		80		-	-
Irwin Mitchell Bassil Shippam and Alsford Trust	R	Project Managers Salary 3 yrs	4,000		1,333		-	2,667
Weavers Benevolent Fund	R	Art Project 2020	400		40		-	360
West Sussex Travel Society	R	Project Managers Salary 2020	1,500		1,500		-	-
Chichester City Council	R	Music Project 2020	500		500		-	-
Chear Foundation	R	Staff		4500	4500		-	-
Brian Boyce	R	Outreach Service		2000	2000		-	-
A & I Weale	R	Outreach Service		100	100		-	-
The Linkins Memorial Trust	R	Outreach Service		2,000	2,000		-	-
Anna Hyman	R	Outreach Service		500	500		-	-
<i>Subtotal</i>			6,516	9,100	12,589		-	3,027
<b>Other funds (balancing figure)</b>	<b>N/a</b>	<b>N/a</b>	46,018	29,256	19,526		-	55,748
<b>Total Funds as per balance sheet</b>			52,534	38,356	32,115	-	-	58,775

Fund balances carried forward include assets and liabilities denominated in a foreign currency

Yes*	No*
<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Note 27

## Charity funds (cont)

## 27.3 Transfers between funds

## This year

	Reason for transfer and where endowment is converted to income, legal power for its conversion	Amount
Between unrestricted and restricted funds		-
Between endowment and restricted funds		-
Between endowment and unrestricted funds		-
		-

## Last year

	Reason for transfer and where endowment is converted to income, legal power for its conversion	Amount
Between unrestricted and restricted funds		-
Between endowment and restricted funds		-
Between endowment and unrestricted funds		-
		-

## 27.4 Designated funds

## This year

Planned use	Purpose of the designation	Amount
		-
		-
		-
		-
		-
		-

## Last year

Planned use	Purpose of the designation	Amount
		-
		-
		-
		-
		-
		-

## Section C

## Notes to the accounts

(cont)

**Note 28 Transactions with trustees and related parties**

*If the charity has any transactions with related parties (other than the trustee expenses explained in guidance notes) details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box or "False" if there are transactions to report.*

**28.1 Trustee remuneration and benefits****This year**

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

*In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.*

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit value				
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	Other	TOTAL
		£	£	£	£	£
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-

*Please give details of why remuneration or other employment benefits were paid.*

*Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.*

*If a third party has been reimbursed for providing one or more trustees, state the nature of the payment and amount of the reimbursement.*

*State the number of trustees to whom retirement benefits are accruing under a defined contribution pension scheme.*

Last year

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

*In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.*

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit value				
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	Other	TOTAL
		£	£		£	£
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-

*Please give details of why remuneration or other employment benefits were paid.*

*Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.*

*If a third party has been reimbursed for providing one or more trustees, state the nature of the payment and amount of the reimbursement.*

*State the number of trustees to whom retirement benefits are accruing under a defined contribution pension scheme.*

## 28.2 Trustees' expenses

*If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".*

No trustee expenses have been incurred (True or False)

FALSE

Type of expenses reimbursed	This year	Last year
	£	£
Travel	920	442
Subsistence	-	-
Accommodation	-	-
Other (please specify):	-	-
	-	-
<b>TOTAL</b>	<b>920</b>	<b>442</b>

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

2	2
---	---

### 28.3 Transaction(s) with related parties

*Please give details of any transaction undertaken by (or on behalf of) the charity in which a related party has a material interest, including where funds have been held as agent for related parties. If there are no such transactions, please enter 'true' in the box provided.*

This year

There have been no related party transactions in the reporting period (True or False)

TRUE
------

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£
			-	-	-	-
			-	-	-	-
			-	-	-	-
			-	-	-	-

*In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.*

*For any related party, please provide details of any guarantees given or received.*

Last year

There have been no related party transactions in the reporting period (True or False)

TRUE
------

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£
			-	-	-	-
			-	-	-	-
			-	-	-	-
			-	-	-	-

*In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.*

*For any related party, please provide details of any guarantees given or received.*



<b>Note 29</b>	<b>Additional Disclosures</b>
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The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.





Section A

Independent Examiner's Report

Report to the trustees/  
members of

CHICHESTER AREA MENTAL HEALTH SUPPORT  
FOUNDATION (CAMHSF)

On accounts for the year  
ended

31st December 2021

Charity no  
(if any)

1161733

Set out on pages

I report to the trustees on my examination of the accounts of the above  
charity ("the Trust") for the year ended

Responsibilities and  
basis of report

As the charity's trustees, 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 Trust'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

[The charity's gross income exceeded £250,000 and I am qualified to  
undertake the examination by being a qualified member of [insert name of  
applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have  
come to my attention in connection with the examination (other than that  
disclosed below \*) which gives me cause to believe that in, any material  
respect:

- the accounting records were not kept in accordance with section 130  
of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

*P. F. Baldwin*

Date:

4/10/2022

Name:

P. F. BALDWIN

Relevant professional  
qualification(s) or body

F. C. C. A

(if any).

Address:	UNIT J1 DUBBAN ROAD BOGNOR REGIS
	WEST SUSSEX PO22 9QT

**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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