



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1st October 2022 To 30th September 2023

Charity name: Mid-Sussex Open D of E Centre

Charity registration number: 1179689

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance in life and help young people aged fourteen to twenty-four, in Mid Sussex through the provision of adventure training, including expedition training and expeditions for young people working towards the Duke of Edinburgh's Award, in order to develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The provision of adventure training, including expedition training and expeditions for young people working towards the Duke of Edinburgh's Award
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are ensuring the purpose is complied with and emphasis given to voluntary contribution to the local community. All trustees and staff are volunteers.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by	Para 1.38	

volunteers		
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The charity has consolidated initial work and is now better known in the local community, increasing demand for its services. It has trained and supported beneficiaries in developing life skills such as leadership, confidence, self reliance, initiative, planning, risk assessment, organisation, and an awareness of the need to get involved in the community, preparing them for employment. Beneficiaries have given hundreds of hours of voluntary work in their local community, as well as being supported in learning a skill and taking part in physical activities. This has had a definite physical and mental benefit for participants. Leaders provided opportunity for expeditions and a full programme is running, allowing all those taking part to achieve. Currently training and mentoring new young leaders in their staff role.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is in a sound financial position with a positive balance.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Positive balance is held in the current account to cover licences, insurance, general overheads with any excess used to renew equipment used by beneficiaries.
Amount of reserves held	Para 1.22	Nil
Reasons for holding zero reserves	Para 1.22	Trustees consider charity should run on annual roll over with no separate reserve
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO ( Association)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>(1) At every annual general meeting of the members of the CIO, one-third of the charity trustees shall retire from office. If the number of charity trustees is not three or a multiple of three, then the number nearest to one-third shall retire from office, but if there is only one charity trustee, he or she shall retire.</p> <p>(2) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any trustees were last appointed or reappointed on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot.</p> <p>(3) The vacancies so arising may be filled by the decision of the members at the annual general meeting; any vacancies not filled at the annual general meeting may be filled as provided in sub-clause (4) of this clause.</p> <p>(4) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause 15 (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in clause 12(3) on the number of charity trustees would not as a result be exceeded.</p> <p>(5) A person so appointed by the members of the CIO shall retire in accordance with the provisions of sub-clauses (1) and (2) of this clause. A person so appointed by</p>

		the charity trustees shall retire at the conclusion of the next annual general meeting after the date of his or her appointment and shall not be counted for the purpose of determining which of the charity trustees is to retire by rotation at that meeting.
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### **Reference and Administrative details**

Charity name	Mid-Sussex Open D of E Centre
Other name the charity uses	N/A
Registered charity number	1179689
Charity's principal address	Albemarle Centre Appledore Gardens Haywards Heath West Sussex RH16 2AQ

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sarah Baird-Murray	Treasurer		Members or trustees
2	Susan Gadd			
3	Miriam Hutchinson			
4	Terence Heyward	Chair		
5	Mark Hutchinson			
6	Katherine King	Secretary		
7	John Newnham			
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16				
17				
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19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

Director name		
N/A		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	
N/A		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

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

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Sarah Baird-Murray

Terence Peter Heyward

Position (eg Secretary,  
Chair, etc)

Treasurer

Chair

Date

28<sup>th</sup> November 2023



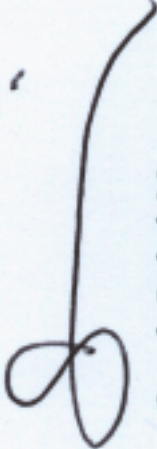
Receipts and Payments Accounts  
Mid Sussex Open D of E Centre  
charity number 1179689  
1/10/22 - 30/9/23

	unrestricted	restricted	total	last year
<b>Receipts</b>				
registration and expedition fees	16377.00	0		10429.00
fundraising	90.74	0		103.81
grants	500.00	0		250.00
refunds and misc.	273.60	0		0.00
total	17241.34	0		10782.81
<b>payments</b>				
registration and expedition	13891.12	0		9650.73
training	0.00	0		75.00
insurance	502.83	0		499.08
website	121.05	0		121.05
rent and misc.	542.18	0		176.98
total	15057.18	0		10522.84
cash funds year end	9627.76	0		7443.60
other monetary assets	0.00	0	0.00	0.00
investment assets	0.00	0	0.00	0.00
liabilities	0.00	0	0.00	0.00

signed

print name

date



Sarah Baird-Murray

28.11.2023

signed

print name

date



Terence Heyward

28.11.2023