



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st October 2023 To 30th September 2024

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 volunteers	Para 1.38	
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	<p>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 1976 of hours of voluntary work in their local community to a value in excess of £10000, 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 and 67 have gained their award. 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.</p>

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		
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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	Lack of suitable adults, qualified or not, prepared to volunteer their time in support of the beneficiaries and current staff.
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	Resigned 07/04/2025	
7	John Newnham			
8	Christina Peacock	Secretary	Appointed 23/04/2025	
9	Christopher Rampling		Appointed 23/04/2025	
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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)

Terence Peter Heyward	Susan Gadd
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Position (eg Secretary,
Chair, etc)

Chair	Trustee
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Date

23rd April 2025

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		0.00		
10/31/2023	Chichester Youth	100.00	100.00	
11/4/2023	John Gadd expenses	83.74		83.74
	John Gadd expenses	62.37		62.37
		0.00		
		0.00		
		0.00		
		0.00		
		0.00		
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12/3/2023	Jonathan Hall refund	65.00	65.00	
12/28/2023	Zurich Charities Insurance	466.42		
		0.00		
		0.00		
		0.00		
2/11/2024	WSCC Training	250.00		
		0.00		
		0.00		
		0.00		
1/31/2024	John Newnham internet	101.90		
		0.00		
		0.00		
2/12/2024	WSCC	2580.00	2580.00	
2/20/2024	Access Expedition equipment	4440.08		4440.08

3/6/2024	T Heyward internet	21.00	
	J Newnham internet	20.00	
	A Field expenses	9.00	9.00
		0.00	
		0.00	
		0.00	
		0.00	
		0.00	
		0.00	
		0.00	
		0.00	
4/25/2024	4thDimension	356.40	356.40
		0.00	
5/7/2024	4thDimension	71.28	71.28
	K Foley expenses	11.70	11.70
		0.00	
		0.00	
5/20/2024	Petworth Scouts campsite	105.00	105.00
6/4/2024	4thDimension	285.12	285.12
	John Gadd expenses	479.56	479.56
	West Sussex County	200.00	
6/21/2024	T Heyward	2322.11	2322.11
	T Heyward	192.89	192.89
		0.00	
		0.00	
		0.00	
7/2/2024	J Gadd expenses	81.39	81.39
	E Gadd expenses	56.35	56.35
	K Foley expenses	19.80	19.80
		0.00	
		0.00	
		0.00	
		0.00	
		0.00	
7/7/2024	Brow Farm campsite	81.00	81.00
	card fuel	77.72	77.72
	card fuel	72.00	72.00
7/10/2024	A D Lawr	45.00	45.00
	card fuel	26.50	26.50
7/12/2024	card fuel	73.01	73.01
		0.00	
		0.00	
		0.00	
7/22/2024	D Scott repay overpayment	60.00	60.00
	Brow Farm campsite	81.00	81.00
7/31/2024	1p mobile	1.00	1.00
		0.00	
8/4/2024	J Gadd expenses	339.63	339.63
	West Sussex County	220.00	220.00
	Danyrogof Ltd	100.00	100.00

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			income		
training	other	ref	date	description	total
		1			
			10/7/2023	k Sheldrake	100.00
					0.00
					0.00
					0.00
			10/11/2023	E Lindfield	130.00
				E Winfield	130.00
				T Ruddock	130.00
				O Hatchard	130.00
				W Peck	130.00
				E Billson	130.00
				M Costello Saunders	130.00
				E Woollard	130.00
				C Pritchard Stanford Smith	130.00
				V Cochrane Luck	130.00
				C Robinson	130.00
				C Thurgood	130.00
				F Gunnell	130.00
			10/12/2023	B Chandler	130.00
				E Barker	130.00
				A Batney	130.00
				E Howie	130.00
				A Metcalfe	130.00
				D Hogan	130.00
				A Scutt	130.00
				L Hopkins	130.00
				I Farrant	130.00
			10/13/2023	K McDonnell	130.00
				A Greenwood	100.00
				A Reed	130.00
				J Rutter	130.00
				L Hollis	130.00
				Z Wheller	130.00
				S Gleghorn	130.00
			10/14/2023	M Grinham	130.00
				G Anderson	130.00
				L MacDonald	130.00
				C Williams	130.00
				B Ashton Jones	130.00
				X mcCarthy	100.00
				J Jones	130.00
				J Thomas	130.00
				M Lay	130.00
				L Cumming	130.00

			C Hamza	130.00
			P Sparham	130.00
			P Aarons	130.00
		10/18/2023	M Hall	130.00
			C Stone	130.00
			P Milford	130.00
			L Humber	130.00
			C Smith	130.00
			H Tischendorf Boe	130.00
			H Robbins	130.00
			I Collins	130.00
			O Llewellyn	60.00
			E Grundy	100.00
		11/4/2023	E Gleghorn	60.00
			P Habib	130.00
		11/10/2023	G Shortall	130.00
			I Astara	130.00
			E Spensley	130.00
			N Connolly Herrod	130.00
			A Crabb	130.00
			Z Tully	130.00
			G Smith	130.00
			F Burbidge	130.00
			A Earl Hulse	100.00
			M Diamond	100.00
			F Fearn Hug	100.00
			F Firbank	130.00
			I Fogarty	130.00
			CHEQUE	130.00
			A Cole	100.00
			S Rajarajan	100.00
			A Benzi	100.00
			L Dalessio	130.00
			M Hill Kiss	130.00
		11/24/2023	F Outen	130.00
		11/25/2023	G Windham Luck	100.00
			Burgess Hill School	660.00
		5 12/3/2023	H Scott	60.00
466.42		6 12/19/2023	A Pryor	60.00
			1/2/2024 E Teesdale	130.00
			1/3/2024 D Wintergold	60.00
			1/9/2024 L Clark	130.00
250.00		7 1/18/2024	O Llewellyn	100.00
			1/19/2024 Atelier 21	910.00
			1/23/2024 E Hall	60.00
			1/26/2024 A Tollner	100.00
101.90		8 1/31/2024	A Pryor	100.00
			E Hall	100.00
			H Scott	100.00
		9 2/12/2024	Easy Fundraising	16.21
		10		0.00

21.00	11		0.00
20.00	11		0.00
	12	3/23/2024 E Thurgood	100.00
		4/6/2024 A Greenwood	120.00
		A Cole	120.00
		A Hulse	120.00
		E Grundy	120.00
		4/7/2024 G Windham-Luck	120.00
		S Rajarajan	120.00
		A Benzi	120.00
		4/23/2024 X McCarthy	120.00
		F Fearn-Hug	120.00
	13		0.00
		5/3/2024 BHSG	220.00
	14		0.00
	15		0.00
		5/14/2024 Easy Fundraising	21.33
		14-May M Diamond	120.00
	16		0.00
	17		0.00
	18		0.00
200.00	24		0.00
	19		0.00
	20		0.00
		6/21/2024 O Llewellyn	120.00
		A Tollner	60.00
		A Tollner	120.00
	21		0.00
	22		0.00
	23		0.00
		7/3/2024 K Sheldrake	120.00
		cheque repayment from Count	417.27
		donation Shakespeare Martin	250.00
		5/6/2024 H Scott	180.00
		E Lucor	280.00
			0.00
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		7/10/2024 A Pryor	120.00
		7/13/2024 E Hall	220.00
		D Wintergold	220.00
		E Gleghorn	220.00
	25		0.00
			0.00
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		8/3/2024 E Thurgood	180.00
	26		0.00
	27		0.00
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	8/15/2024 V Olayinka		10.00
			0.00
100.66			0.00
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	9/16/2024 V Olayinka		10.00
			0.00
28			0.00
29			0.00
30			0.00
	9/25/2024 R Lavelle		130.00
	A Greenwood		130.00
	R Holden		130.00
	D Beecroft		130.00
	k Rayner		130.00
	Atelier21		43.50
	A Hayes		130.00
	C Hord		130.00
	H Rodriguez		130.00
	L cole		130.00
	Z Keylock		130.00
	O Bryant		130.00
	R Glover		130.00
	9/28/2024 A Futter		130.00
	F Chubb		130.00
	Z Blore		130.00
	R Newton		130.00
	S Brown		130.00
31			0.00
	9/29/2024 K Hindhaugh		130.00
	J Hudson		130.00
	B Watson		260.00
32			0.00
33			0.00
			0.00
	9/30/2024 I Farrant		100.00
	E Bartholomew		130.00
	P Moir		130.00
	H Weir		130.00
	T Maxwell Grant		130.00
	T Smith		130.00
	M Lindsley		130.00
	R Booth		260.00
450.00	709.98		19978.31

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19273.50 704.81 0.00

1/10/23 - 30/9/24

Mid Sussex Open Duke of Edinburgh Award Centre

	unrestricted	restricted	total
Receipts			
registration and expedition fees	19273.50	0.00	
fundraising	287.54	0.00	
grants	0.00	0.00	
refunds and misc.	417.27	0.00	
total	19978.31	0.00	
payments			
registration and expedition	19058.36	0.00	
training	450.00	0.00	
insurance	466.42	0.00	
website, internet, phones	243.56	0.00	
rent and misc.	0.00	0.00	
total	20218.34	0.00	
cash funds year end	9387.73	0.00	
other monetary assets	0.00	0.00	0.00
investment assets	0.00	0.00	0.00
liabilities	0.00	0.00	0.00

signed

print name Sarah Baird-Murray

date 23.04.2025

signed

print name Mark Hutchinson

date 23.04.2025

last year
16377.00
90.74
500.00
273.60
17241.34
13891.12
0.00
502.83
121.05
542.18
15057.18
9627.76
0.00
0.00
0.00