



Annual Report & Financial Statements

Year ended 31st December 2020

Charity Registration No: 1183669

Administrative Information

Trustees

R Digby Stephenson (Chair)

Peter W.S. Sheppard (*from 5 Jan 2020*)

Anthony D. Druce

Emma L. Cole

Vassos Siantonas (*resigned 2021*)

Trevor Hodgson

Vicky Pollitt (*from 8 Apr 2021*)

Dr. Anthony F. Jackson

Joerg Schlueter

J. Russell Shaw (*from 1 Oct 2020*)

Dr Karen E. Crawford Clarke

Malcolm Eastwood (*resigned Nov 2020*)

Independent Examiner

Paul Samrah

Registered Office

The Henfield Haven

Hewitts

Henfield

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Website

henfieldhaven.org

www.facebook.com/HenfieldHaven

Photographic Credits

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**The Trustees present their Annual Report,
together with the unaudited financial
statements, for the year ended
31 December 2020.**

HENFIELD
HAVEN



The Queen's Award
for Voluntary Service



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Structure, Governance and Management

Henfield Haven became a Charitable Incorporated Organisation (CIO) on 31 May 2019. Henfield Haven's new constitution as a CIO was registered by the Charity Commission, number 1183669.

The Haven is managed by a group of trustees and led operationally by the Haven Manager. Caring, catering, cleaning and gardening services are provided by a mix of employees, contracted staff and volunteers.

The Trustees generally meet quarterly and consider a large variety of issues related to the Charity's administration. Administrative tasks are generally delegated to the Charity's staff, but they at all times act under Trustees' instruction.

Our network is especially important to the sustainability of the Haven and this network includes:

- Friends of the Haven
- Henfield, Cowfold and Steyning Medical Centres
- Age UK
- West Sussex County Council
- Horsham District Council
- Henfield Parish Council (and other local Parish Councils)
- Henfield Churches
- Henfield Community Partnership
- CEO of Dementia Support in Tangmere (who has been very helpful to us in developing our plans)
- Alzheimer's Society
- Carers Support



**“...to relieve those in need,
by reason of age, ill-health,
disability, or other
disadvantage...”**

Objectives and Activities

Under its Constitution, the Charity's purpose is to relieve those in need, by reason of age, ill-health, disability, or other disadvantage, who live and work in Henfield Parish and its surrounding communities, through the provision of dementia care and other wellbeing services at the Henfield Haven.

Services and Public Benefit

The principal aim of the Henfield Haven CIO (HHCIO) is to operate a day centre to support the vulnerable and their carers, many of whom will be deemed 'high needs' (this includes particularly dementia care, and signposting for additional support e.g. from Carers Support, Dementia Crisis Team, Mind). Recognising the current constraints of the Covid-world we operate within and the need to build back the resource to provide the full range of services previously provided with Impact Initiatives (who terminated their agreement with HHCIO in June 2020), a logical progressive growth of services is planned over time. The scope of these services will grow from:

- a telephone-based helpline (established originally when the pandemic event started, to provide shopping delivery, prescription delivery, advice and support for people who were or felt isolated). Feedback was so positive that it is now recognised there is real value to elements of this even in a 'post-Covid' landscape;
- a meeting place for vulnerable members of the community (accompanied by carers as current circumstances dictate), with 'befriending' and the provision of activities;
- café provision for the entire community, encouraging all generations to mix and become dementia friendly. Positioning the Haven at the centre of dementia awareness, education and the positive acceptance of dementia as part of our local community will ultimately reduce the stigma surrounding dementia and allow those who live with it to enjoy more fulfilled lives;
- directing people to other services in Henfield - making connections for others utilising the Haven's extensive local network.
- Over time, we will expand the range and reach of services to:
- deliver day centre services for vulnerable people 5 days a week at the Haven's premises (some of these days will be targeted towards people living with dementia), covering the provision of support, activities and interaction with others; respite for carers (through taking over responsibility for caring for the day); and hot, home cooked meals;
- transport to and from the centre, for those who need it;
- a range of ancillary care services delivered from the centre.

Such services will be delivered by an optimal mix of employed staff and volunteers (this will change over time as the 'build back' develops) and does not rule out partnering with other charitable organisations in the provision of services.



Target Catchment Area

The primary defined catchment area for the Haven is as follows:-

- 1. Henfield
- 2. Shermanbury
- 3. Partridge Green
- 4. Cowfold
- 5. Blackstone
- 6. Woodmancote
- 7. Woods Mill
- 8. Small Dole
- 9. Upper Beeding
- 10. Bramber
- 11. Steyning
- 12. Fulking
- 13. Edburton

This does not preclude services being offered to residents of other surrounding villages e.g. Ashurst, Albourne, Sayers Common, Twineham, Wineham, Poynings, Storrington (this list is illustrative rather than definitive).

Potential Demand for Services

When the local community took over running Henfield Day Care Centre from WSCC in 2015, it was clearly demonstrated that there was a compelling need for the Henfield area for a facility offering a range of services to help individuals, including carers, with living and ageing well. Rising life expectancy and increased numbers of people living with long-term conditions or disabilities, combined with a local rising population, means that more high-level care and other forms of help are needed. The pandemic has also demonstrated the vulnerability and isolation for some in the community and has driven our resolve to work even harder to support these people through the provision of the services listed in this plan.

The West Sussex Joint Strategic Needs Assessment showed that Henfield Medical Centre alone had about 3,000 users aged 60 or older and that between 40 and 60 people had mild-moderate dementia and are living in the community. The Needs Assessment also showed that there were over 600 unpaid carers in Henfield alone, with over 60% of these carers citing practical support as a challenge.

The WSCC Survey on the lives of Older People showed that 19.5% of respondents in the Horsham area said they were moderately or severely lonely. It is likely that social isolation is also a major issue in Henfield where the most recent census figures show that 20.7% of pensioners were living on their own, the average for England being 12.4%. Social isolation and loneliness impact upon individuals' quality of life and wellbeing, adversely affecting health and increasing their use of health and social care services.



Experience from pre-Covid operations, when 45 weekly high needs places were regularly taken up and there was a waiting list, indicates that demand for what we can offer is likely to exceed what we are capable of delivering and this is why we have prioritised the target population.





How people access the Haven's services

The possible routes by which people become aware of the Haven's services include:

- social prescribing (in conjunction with Henfield Medical Centre, Cowfold Medical Centre, Steyning Medical Centre and Age UK). This is a critical linkage point with many referrals;
- BN5 magazine (delivered free to all households), Henfield Parish Magazine, other publications;
- The Haven's website (www.henfieldhaven.org);
- through the Friends of the Haven network;
- word of mouth;
- social media;(Facebook.com/HenfieldHaven)
- having previously used the Haven's café as a meeting place;
- outreach at local events, such as Gardens & Arts and the Village Fair;
- through interaction with local clubs, groups and fundraisers.





The Queen's Award for Voluntary Service

Achievements and Performance during 2020

The year started well with almost a full house of customers for our day care service, Thursday Club and other activities. Room hire also provided a solid revenue stream from regular Yoga, Pilates, Slimming World and other groups and societies.

Covid19

Sadly this all came to an abrupt halt with the advent of Covid19 in March. However, the Haven quickly metamorphosed into the operations centre for the Henfield Helpline. A volunteer force of nearly 300 people formed and looked after over 500 vulnerable households in the local area, providing grocery deliveries, shopping, dog-walking, phone calling and many other vital services. This included a takeaway and delivery service of hot meals, many of which were provided at no cost and financed from the Haven's reserves. Then, in June, we experienced a highly contrasting few days.

QAVS

On the 2nd June we were informed that we had been recognised with the Queen's Award for Voluntary Service – the highest award in the voluntary sector, equivalent to the MBE. This was a fully deserved recognition for the Haven's band of volunteers, without whom the facility would simply have been unable to function.

Impact Initiatives

Then, the following week, our service provider Impact Initiatives informed us that they were pulling out with immediate effect, citing the pandemic as their reason. Subsequent actions by the Trustees led to us taking over completely the running of the Centre, requiring HHClO to become an employer. This has involved the provision of a cafe service, including home deliveries, staff recruitment, and the preparation of a new business plan.

The limited funds held by HHClO at this point were intended for future internal maintenance of the building, and were totally inadequate to restart and operate the planned services. This was when the amazing local community came together in a "Save Our Haven" campaign. A series of events, sponsorships and incredible donations from individuals and local businesses, supplemented by grants from various sources, have accumulated sufficient income to plan for the safe and timely relaunch of the Haven's services, but now under HHClO management.



Re-opening

The Haven re-opened on 13th July 2020 with a limited service. Social distancing meant that it was not possible to provide a full service where “high needs” people could attend without their carer. Further lockdowns have followed but the business plan charts the course to be followed as lockdown comes to an end.

There will be a phased re-opening, starting from:

- a catered meeting place for vulnerable people accompanied where necessary, with some activities available
- operation of the café as a community hub and revenue generator
- Helpline services and meal delivery
- a centre for other organised activities/meeting e.g. AA, Pilates, Yoga, Slimming Club

and progressing to an operational day centre resuming the services previously provided. This is planned to start from July 2021 on a limited basis, gradually building back to the provision of at least 3 days per week of care for those with dementia, allowing their carers valuable respite.

The structure and design of the premises lends itself to being more suitable than that available to many similar organisations. A sizeable, pleasant and shaded garden is a very useful attribute in the summer months. The indoor space is light, airy and spacious with the following facilities:

- easy access and exit through separate entrances;
- a main meeting room with fully equipped kitchen, separate but visible from the main room;
- a café with its own food preparation area;
- a Garden Room for café over-spill and other activities or meetings (this addition was made possible by a grant from the Big Lottery Fund, completed by a local builder and managed by 2 Trustees);
- “consulting rooms”;
- 4 toilets, including 2 equipped for those with disabilities.

Going concern

The Trustees have considered the impact of the coronavirus pandemic, and the measures taken to contain it, on the Charity and its ability to continue as a going concern.

While it is very difficult under the current situation for the Trustees to form reliable estimates of forecast income and expenditure (with some income sources, such as legacies, being inherently uncertain by their nature), they have concluded that due to various factors including the Charity's level of cash and investments, there is a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Consequently, the financial statements have been prepared on a going concern basis.

The coming year

The Trustees have not been able to prepare a budget for 2021 because of the enormous uncertainty wrought by the closure of the building during the pandemic. We know that elements of our income are uncertain, but of course this degree of unpredictability is quite exceptional. Hence the Trustees are unable to give guidance on expectations for the 2021 year. A major expenditure will be the provision of a fully-equipped mini-bus to provide transport for clients otherwise unable to access the Haven.

Trustees

During the year we lost a dear friend and colleague when Paul Protopapadakis sadly passed away. Paul made many vital contributions to the evolution of the Haven, including the project to build a new Garden Room following a grant from the Big Lottery Fund.





Financial Review

Thanks to the generosity of local residents and businesses, the HHClO received donations and gifts totalling £59,806 in the period. During government lockdowns the HHClO provided take-away meals and operated a Helpline providing services and meals to those who were isolating, working in partnership with Henfield Parish Council. When the lockdowns were lifted we were able to re-open the café under the restrictions operating at the time.

Local groups have been keen to resume activities as restrictions allow and have hired space to do so at the Haven's premises. The total of these trading activities contributed £45,000 to our income in the year.

Expenditure during the year was limited by the restrictions on our ability to provide core services. Fund-raising activity was constrained and we were unable to operate many of our usual events. Staff were furloughed for parts of the year coming back into work only as government restrictions allowed.

Net operating income was £82,205 for the year contributing to a healthy balance sheet, which will allow the HHClO to resume provision of day care services as the pandemic lifts during 2021.

These accounts have been drawn up in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' 2015.

Reserves

The ClO's reserves increased to £107,312 as at 31.12.20. The reserves policy requires us to carry reserves equal to 3 months' expenditure; a fund for the purchase of a new minibus; and a fund for maintenance of and repairs to the building. Free reserves were £27,487.

Risk Management

While the Trustees regularly consider and review risks to the Haven, two key risks relevant to the business plan are highlighted below, together with the mitigation:

Covid19

Risk: Uncertainty and disruption to service delivery and income generation caused by Covid-19.

Mitigation: The provision of take-away and delivery food services supported by part-furloughed staff and volunteers enables partial mitigation of the impact of revenue generation. We believe we will be able to continue to take advantage of other available government grants to fund fixed costs.

Competition

Risk: Other charitable or private organisations providing similar services impact our revenue and our ability to recruit staff.

Mitigation: The HHClO has built a strong local reputation with good links into the local community and local referrers, both between and during period of lockdown, giving us competitive advantage. We have a significant volunteer base drawn from the local community which we can call on either to recruit from or to cover resourcing needs pending recruitment. Over 60 volunteers collectively work the equivalent of 4 full-time employees.

Fixed Assets

The movements in Fixed Assets during the year are set out in Note 8 of the financial statements.



R Digby Stephenson (Chair)

2021 Board of Trustees



Peter W.S. Sheppard *(from 5 Jan 2020)*



Anthony D. Druce



Emma L. Cole



Trevor Hodgson



Vicky Pollitt *(from 8 Apr 2021)*



Dr. Anthony F. Jackson



Joerg Schlueter



J. Russell Shaw *(from 1 Oct 2020)*



Dr Karen E. Crawford Clarke

Statement of the Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Henfield Haven 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:

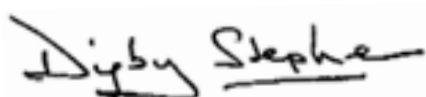
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable Accounting Standards, including FRS 102, have been followed, subject to any material departures disclosed and explained in the financial statements;

- state whether a Statement of Recommended Practice (SORP) applies and has been followed, subject to any material departures which are explained in the financial statements; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deeds.

They are also responsible for safeguarding the assets of Henfield Haven and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By Order of the Trustees



R. Digby Stephenson, FRIN RD

The Henfield Haven
Hewitts
Henfield
West Sussex
BN5 9DT

Date: 1st September 2021

Independent Examiner's Report to the Trustees of the Henfield Haven

I report on the accounts of Henfield Haven for the year ended 31 December 2020, which comprise the Statement of Financial Activities, Balance Sheet and related notes.

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees 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 Charity'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

Since the Charity's gross income exceeded £25,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1) accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do 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.



.....
Paul E M Samrah FCA

Date: 1 September 2021

Windrush
9 Mill Drive
Henfield
West Sussex
BN5 9RY

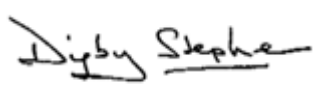
Henfield Haven CIO
Statement of Financial Activities
For the Year ended 31st December 2020

	Note	Unrestricted 2020 £	Restricted 2020 £	TOTAL 2020 £	Unrestricted 2019 £
INCOME AND ENDOWMENTS					
Donations, gifts and legacies	2	59,806	-	59,806	4,910
Other Activities	3	39,300	5,700	45,000	2,896
Charitable Activities	4	6,703	-	6,703	-
Government Grants		8,307	-	8,307	5,250
Total Operating Income		<u>114,116</u>	<u>5,700</u>	<u>119,816</u>	<u>13,056</u>
EXPENDITURE					
Raising Funds	5	7,399	1,976	9,375	3,650
Staff Costs	6	19,002	-	19,002	-
Other Operating Costs	7	9,414	-	9,414	4,358
Total Expenditure		<u>35,815</u>	<u>1,976</u>	<u>37,791</u>	<u>8,008</u>
Net Operating Surplus		<u>78,301</u>	<u>3,724</u>	<u>82,025</u>	<u>5,048</u>

Henfield Haven CIO
Balance Sheet
As at 31st December 2020

	<u>Note</u>	2020 £	2019 £
Fixed Assets			
Tangible Assets	8	1,187	-
Current Assets			
Cash at Bank and in Hand		106,125	25,287
Total Net Assets		<u>107,312</u>	<u>25,287</u>
Accumulated Funds			
Unrestricted Funds Brought Forward		25,287	20,239
Unrestricted Surplus for the year		<u>78,301</u>	<u>5,048</u>
		103,588	25,287
Restricted Surplus for the year		<u>3,724</u>	<u>-</u>
		<u>107,312</u>	<u>25,287</u>

Approved by the Trustees on 1st September 2021 and signed on its behalf by



.....
R.Digby Stephenson, FRIN RD

Henfield Haven CIO
Notes to the Financial Statements
For the Year ended 31st December 2020

1 Accounting Policies

a) Accounting convention

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Charity is a public benefit entity for the purposes of FRS 102 and a registered charity and therefore has also prepared its financial statements in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (The FRS 102 Charities SORP) and Charities Act 2011.

b) Going concern

The Trustees have considered the impact of the coronavirus pandemic, and the measures taken to contain it, on the Charity and its ability to continue as a going concern. Although the ultimate impact cannot be reliably determined, Henfield Haven was required to close as a result of containment measures.

Due to the current situation it is very difficult for the Trustees to form reliable estimates of forecast income and expenditure and some by its nature, such as legacies, is inherently uncertain. However, the Trustees have concluded that due to various factors including the Charity's level of cash there is a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Consequently, the financial statements are prepared on a going concern basis.

c) Donations, legacies, etc

Voluntary income includes donations and legacies, grants and fundraising income and is included in full in the period in which it is receivable. Legacies are considered receivable when the amount can be reliably measured and receipt is reasonably certain.

d) Resources expended

Expenditure is recognised on an accruals basis, gross of irrecoverable VAT. The financial statements distinguish between the following subheadings:

Cost of raising funds

This category includes all expenditure relating to the cost of goods sold and services provided, along with the cost of generating voluntary income.

Cost of charitable activities

This category includes all expenditure on activities in furtherance of the charity's objects together with expenditure on costs incurred in support of the charitable activities undertaken by the charity.

e) Restricted and unrestricted funds

The accounts distinguish between restricted and unrestricted funds. The former are subject to restrictions on the purposes for which they may be used, namely the Helpline. Unrestricted funds are those where there are no externally imposed restrictions. They include those freely available to the Henfield Haven for expenditure or appropriation to reserves for internally designated purposes.

f) Critical accounting estimates and areas of judgement

In the view of the Trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry any significant risk of material adjustment on the next financial year.

g) Stock

Stock is valued at the lower of cost and net realisable value.

Henfield Haven CIO
Notes to the Financial Statements
For the Year ended 31st December 2020 (continued)

1. Accounting policies (continued)

(h) Tangible fixed assets

Tangible fixed assets of more than £500 are capitalised and included at cost.

Provision is made for depreciation on tangible assets at rates calculated to write-off the cost over their expected useful life as follows:

Office and Computer Equipment	- 20% per annum
-------------------------------	-----------------

(i) Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

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

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Basic financial liabilities are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method. Creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.

(j) Cash flow statement

The charity has taken the exemption available in paragraph 7.1B of FRS102 and has not prepared a cash flow statement.

2. Voluntary income - donations and gifts:

	Unrestricted <u>2020</u> £	Unrestricted <u>2019</u> £
Donations	48,806	4,910
Legacies	-	-
Other Income	11,000	-
	<u><u>59,806</u></u>	<u><u>4,910</u></u>

Henfield Haven CIO
Notes to the Financial Statements
For the Year ended 31st December 2020 (continued)

3. Other Activities	Unrestricted <u>2020</u> £	Unrestricted <u>2019</u> £
Café	36,305	2,896
Room Hire	2,995	-
	<u>39,300</u>	<u>2,896</u>
 4. Incoming Resources from Charitable Activities		
	£	£
Gift Aid	<u>6,703</u>	<u>-</u>
 5. Raising funds		
	£	£
Café costs (direct)	7,159	-
Fundraising (other)	240	3,650
	<u>7,399</u>	<u>3,650</u>
 6. Staff costs		
	£	£
Wages and Salaries	18,120	-
Pension costs	752	-
Staff training	130	-
	<u>19,002</u>	<u>-</u>

The average number of full time equivalent staff employed during the year was one (2019: nil).

During the year, the Trustees received no remuneration and were not reimbursed for any expenses.

7. Other Operating Costs	<u>2020</u> £	<u>2019</u> £
Insurance	690	229
Light and heat	1,953	-
Cleaning	1,200	-
Repairs and maintenance	2,732	3,387
Gardening	241	-
Printing, postage and stationery	52	250
Advertising	158	102
Computer costs	284	24
Legal and professional	881	150
Office costs	1,159	-
Accountancy	-	216
Bank charges	1	-
Depreciation	63	-
	<u>9,414</u>	<u>4,358</u>

Henfield Haven CIO
Notes to the Financial Statements
For the Year ended 31st December 2020 (continued)

8. Tangible fixed assets

	Office and Computer Equipment £
Cost	
Additions	1,250
At 31 December 2020	<u>1,250</u>
Depreciation	
Charge for Year	63
At 31 December 2020	<u>63</u>
Net book value at	
31 December 2020	<u><u>1,187</u></u>
31 December 2019	<u><u>-</u></u>

9. Operating leases

At 31 December 2020, Henfield Haven was committed to make the following payments under non-cancellable operating leases:

	<u>2020</u> £	<u>2019</u> £
Due within 1 year	-	-
Within two to five years	<u>-</u>	<u>-</u>
	<u><u>-</u></u>	<u><u>-</u></u>

The CIO leases the property at Hewitts End from West Sussex County Council on a 25 year lease for a peppercorn rent.

10. Related party transactions

There have been no related party transactions during the year that require disclosure in the financial statements.



**The Queen's Award
for Voluntary Service**



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henfieldhaven.org

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