

Trustees' Annual Report for the period

From **02/01/2023** **To** **31/12/2023**

Charity name: CA Sussex CIO

Charity registration number: 1196807

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The relief of sickness and the preservation and protection of good health of people who are addicted to cocaine and/or other mind-altering substances, in the Sussex area.
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	<p>Our primary purpose is to stay clean and to help others to achieve sobriety irrespective of what substances they use. Our programme is one of total abstinence. We believe that no addict can use drink or drugs normally or safely.</p> <p>CA Sussex CIO uses the twelve steps of Alcoholics Anonymous which is a programme of action designed to bring about a change sufficient to enable us to get clean and stay clean. The problem that every addict faces is staying stopped. Cocaine Anonymous with its meetings, fellowship, unity, twelve steps and literature enable us to continue to stay clean as part of an ongoing way of life.</p> <p>A key part of the 12-step programme is to carry the message of recovery to addicts who need help.</p>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All Trustees have had regard to the Charity Commission Public Benefit Guidance.
--	-----------	---

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>Since inception, this CIO has contributed to;</p> <p>the development of structure within CA in Sussex.</p> <p>Supported the development of new meetings to enhance our primary purpose of helping addicts.</p> <p>Supported fund raising activities amongst its members.</p> <p>Elected those officials appropriate in relation to this CIO, plus further others to represent CA Sussex at worldwide CA events.</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	<p>Our aim is to reach our Prudent Reserve of 3 months running costs, equal to £8,863. We are halfway to achieving this aim, with a current total of £4435</p>
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 CIO is in a stable financial position, fully self-supporting through the contributions of its members.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The CIO, and fellowship it works on behalf of have, a principle of 'corporate poverty'. This means we only ever hold what we need with a prudent reserve in place against any unexpected financial burden. We currently have a reserve (detailed below).
Amount of reserves held	Para 1.22	Current prudent reserve - £4435 We will continue to work towards our aim of £8,863
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	The charity is funded solely by the voluntary contributions of its membership. These contributions come from the support meetings held by its groups where donations are collected. The funds are then passed through the service structure of Sussex CA and redistributed according to need. Once a month representatives of each group gather together to hear about how their money is benefitting CA in Sussex and further afield.
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	Current cost of living crisis resulting in donations reducing.
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
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	The Trustees were elected by the members of the CIO at our various monthly committee level meetings, known as ASC meetings. The constitution states these positions will be held for three years, then the Trustees will rotate out of their roles.

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	CIO adopts a system internally known as '12 stepping'. This means that as integral to their job, each CIO director commits to adequately informing their successor in what is required and how to navigate procedures.
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	Sussex CIO
Other name the charity uses	CA Sussex
Registered charity number	1196807
Charity's principal address	Apt 316 Wimbledon Central, 21-33 Worple Road, London, SW19 4BJ

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	Matt Sebouhian			Voted in by membership at 'Area Service Committee' meeting
2	Gavin Shepherd			As above
3	Laurie Glancy		17 th Feb 2023 to 30 th Nov 2023	As above
4	Dean Browning			As above
5				
6				

7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Matt Sebouhian		
Gavin Shephard		
Laurie Glancy		
Dean Browning		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
---	--

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)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity’s trustees

Signature(s)	<div>DocuSigned by: <i>Gavin Shepherd</i> F296074EE9D449E...</div>	
Full name(s)	Gavin Shepherd	
Position (eg Secretary, Chair, etc)	Trustee	

Date	11 th June 2024
------	----------------------------



CHARITY COMMISSION
FOR ENGLAND AND WALES

SUSSEX CA CIO

1196807

Receipts and payments accounts

CC16a

For the period
from

02/01/2023

To

31/12/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	-	17,012	-	17,012	8,403
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	-	17,012	-	17,012	8,403
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	-	17,012	-	17,012	8,403
A3 Payments					
Accounting		600	-	600	-
Bank Fees		574	-	574	-
Donation Expenses		385	-	385	-
Events		1,965	-	1,965	-
Food & Drinks		-	-	-	20
General Office Costs		1,551	-	1,551	2,125
Insurance		257	-	257	257
Literature		8,074	-	8,074	-
Marketing		552	-	552	-
Rent		544	-	544	165
Telephone and Internet		224	-	224	-
Travel		3,637	-	3,637	49
Sub total	-	18,363	-	18,363	2,616
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	18,363	-	18,363	2,616
Net of receipts/(payments)	-	1,352	-	1,352	5,787
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	5,787	-	5,787	-
Cash funds this year end	-	4,435	-	4,435	5,787

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CAF Bank	-	4,435	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	4,435	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

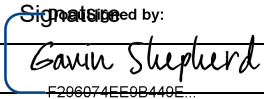
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use		-	-	-
		-	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
 F206074EE0B440E...	Gavin Shepherd	01/07/2024