



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period 1st June 2023 - 31st May 2024

Charity name: Quiet Down There

Charity registration number: 1199375

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	TO PROMOTE, MAINTAIN, IMPROVE AND ADVANCE EDUCATION AND APPRECIATION OF THE VISUAL ARTS, WITH A FOCUS ON SOCIALLY AND ECONOMICALLY DISADVANTAGED COMMUNITIES WHERE ACCESS TO SUCH ACTIVITIES WOULD ORDINARILY BE LIMITED, BY THE PROVISION OF PROVIDING FREE CREATIVE WORKSHOPS/PROJECTS, EVENTS AND EXPERIENCES.
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	During this period Quiet Down There delivered: <ul style="list-style-type: none">• 550 sessions to wash and create• Urban fabric textiles project and Layers of London Road textiles project• 2 new washing machines and new iron, ironing board and clothes dryer• Cash for Kids - 14 care packages for families struggling with hygiene poverty• Duty - 16 online sessions of women's discussion group• 10x 1-2-1s for RISE (women experiencing domestic abuse)• women of the market film

		<p>screening at brighton film festival</p> <ul style="list-style-type: none"> • 8 audio tours of laundry history of London Rd • HAF development - filmmaking sessions for 14-16 year olds in receipt of free school dinners
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	QDT takes into accounts the Charity Commissions guidelines on public benefit when planning its activities.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	None
Policy on social investment including program related investment	Para 1.38	None
Contribution made by volunteers	Para 1.38	QDT has 3 regular volunteers who work on creative projects and help out in the laundry. They are very generous with their time and contribute in-depth knowledge of the local area

Other		
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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>Between June 23 and May 24 QDT achieved:</p> <ul style="list-style-type: none"> -1000 free washes for local people with saving of over £12,000 -2X commissions from Sussex University to input into creative placemaking for London Rd - supporting local people to have a voice in the planning process -Screening of our community-made film documenting the role of women in the market screened at Cinecity - Brighton's international film festival. Platforming local women's stories which often get overlooked. -Delivering 8 community-made audio tours on the history and heritage of laundry on London Rd. Showing another side of our local area through important stories such as laundresses contribution during the small pox outbreak.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	QDT are in a good financial position at the end of May 24 with unrestricted funds of £9,000 and restricted funds of £34.049.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold £9000 reserves as they are the equivalent of 3 months overheads which would be needed to wind down the charity.
Amount of reserves held	Para 1.22	£9000
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	University of Sussex Leathersellers Foundation Ashley Family Foundation Awards for All Brighton & Hove Council Local Giving Homity Trust Woodward Trust Hendy Trust Cash for Kids Sussex Community Foundation Garfied Weston Enjoolata Arts Council Boots Albert Hunt Trust
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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	Reliance on project funding to cover core costs.
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	Trustees are recommended by either the Director or another Trustee and then discussed and agreed at the Trustees meeting.

Reference and Administrative details

Charity name	Quiet Down There
Other name the charity uses	QDT
Registered charity number	1199375
Charity's principal address	Studio 6, Brighton Open Market Balcony, Marshalls Row Brighton BN1 4JU

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	Victoria Patrick			
2	Charlotte Levine			
3	Beth Allan			
4	Stella Simms			
5	Aileen Welch		resigned Sep 23	
6				
7				
8				
9				
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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		

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
	Digital Advisor	David Flindall	Flat 4, 14 Waldram Park Road, London SE23 2PN
	Name of chief executive or names of senior staff members (Optional information)		
	Lucy Jefferies		

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)		
	Full name(s)	Victoria Patrick	
	Position (eg Secretary, Chair, etc)	Chair of Trustees	
	Date	24th June 2024	



Receipts and payments accounts

For the period from	01/06/23	To
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds
	to the nearest £	to the nearest £	to the nearest £
A1 Receipts			
Donations	3 ##	10,097	-
Grants	4,500	56,622	-
Fees for charitable services	1,731	9,550	-
Other	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	6,234	76,269	-
A2 Asset and investment sales, (see table).			
	-	-	-
	-	-	-
Sub total	-	-	-
Total receipts	6,234	76,269	-

A3 Payments

Wages and NI	6,269	18,808	-
Pension	1,090	-	-
Rent & Services	2,965	8,892	-
Insurance	331	-	-

Internet/email/website	-	1,167	-
Office costs	155		-
Prof fees/training/one-off costs	2,446	-	-
Project costs	-	4,499	-
Freelance staff	-	12,253	-
Sub total	13,256	45,619	-
A4 Asset and investment purchases, (see table)			
Fixed assets (washer & dryer)	-	4,351	-
Loan repayment	1,122	-	-
Sub total	1,122	4,351	-
Total payments	14,378	49,970	-
Net of receipts/(payments)	- 8,144	26,299	-
A5 Transfers between funds	7,944	- 7,944	-
A6 Cash funds last year end	9,200	15,694	-
Cash funds this year end	9,000	34,049	-

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

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Cash in bank 31st May 2024	9,000
		-
		-
	Total cash funds	9,000
(agree balances with receipts and payments account(s))		OK
		Unrestricted funds

B2 Other monetary assets

Details

to nearest £

-
-
-
-
-
-

B3 Investment assets

Details

**Fund to which
asset belongs**

**B4 Assets retained for the
charity's own use**

Details

Miele Dryer PDR307 HP S/N: 41/178108395
Miele WED665 Wcs Twindos 8kg Honeycomb drum#1
Miele WED665 Wcs Twindos 8kg Honeycomb drum#2
Miele Dryer PDR307 HP S/N: 41/17818205

**Fund to which
asset belongs**

B5 Liabilities

Details

Bounce Back Loan

**Fund to which
liability relates**

HSBC

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

Signature



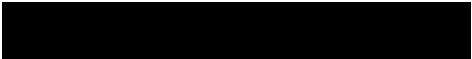

Print Name

Charlotte
Victoria F

199375

31/05/2024

CC16a



Total fundsLast year

to the nearest £to the nearest £

10,100	7,468
61,122	39,739
11,281	32,102
-	526
-	-
-	-
-	-
-	-
82,503	79,835

-	
-	-
-	-

82,503	79,835
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25,077	40,370
1,090	3,135
11,857	6,315
331	209

1,167	1,443
155	186
2,446	823
4,499	9,251
12,253	16,825
58,875	78,557

4,351	3,551
1,122	1,920
5,473	5,471

64,348	84,028
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18,155	- 4,193
-	
24,894	29,087
43,049	24,894

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Restricted funds to nearest £	Endowment funds to nearest £
34,049	-
-	-
-	-
34,049	-
OK	OK
Restricted funds	Endowment funds

to nearest £	to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
2,188	1,970
858	688
1,000	1,000
2,681	2,145
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
11,934	01 March 2032
-	
-	
-	
-	

lame	Date of approval
Levine	27th June 24
Patrick	27th June 24

Brenda Peers-Ross
29 Drift Road
Selsey
Chichester
West Sussex
PO20 0PW

Independent Examiner's Report to the Trustees of:
QUIET DOWN THERE

Registered Charity Incorporated Organisation (CIO) Number: 1133975

I report on the accounts of the charity for the year ended 31st May 2024, which are set out on Charity Commission form CC16a.

This report is made solely to the Trustees in accordance with Section 43(3) of the Charities Act 2011. My work has been undertaken so that I might state to the Trustees those matters which I am required to state to them in an independent examiner's report and for no other purpose. To fullest extent permitted by law; I do not accept responsibility to anyone other than the Trustees for my work, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

As described on page 5 the Charity's Trustees are responsible for the preparation of accounts; you consider that the audit requirements of Section 144 (2) of the Charities Act 2011 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commission under section 156 of the Act, whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts, presented with those records. It also includes consideration of any unusual items or disclosures of the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view," and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting records of the Act have not been met.
2. or in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Brenda Peers-Ross

Brenda Peers-Ross FMAAT, ACIE
25th September 2024