

Charity registration number 1203605 (England and Wales)

**SUSSEX PRISONERS' FAMILIES**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2025**

# SUSSEX PRISONERS' FAMILIES

## LEGAL AND ADMINISTRATIVE INFORMATION

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Trustees	Jeremy Leadsom Ruth Simmonds Michel Olszewski Fiona Bauermeister
Charity number	1203605
Independent examiner	Timothy Kamombo ACA 403 Quilter Road Basingstoke Hampshire RG22 4HG
Accountants	West & Berry Limited Nile House Nile Street Brighton BN1 1HW

# SUSSEX PRISONERS' FAMILIES

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# SUSSEX PRISONERS' FAMILIES

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 JULY 2025

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The trustees present their annual report and financial statements for the year ended 31 July 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: 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 (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

The charity's objects are:

To relieve the needs of dependent family members of people who are facing imprisonment, imprisoned or leaving prison, primarily but not exclusively through:

- a) Helping them navigate the criminal justice system.
- b) Offering advice, advocacy, information and emotional support.
- c) Signposting to other appropriate organisations when appropriate.
- d) Providing information and resources to professionals to provide insight of issues faced by dependent family members to improve the support/services they provide.

#### **Objectives and activities**

To relieve the needs of dependent family members of people who are facing imprisonment, imprisoned or leaving prison, primarily but not exclusively through:

##### **a) Helping them navigate the criminal justice system.**

Sussex Prisoners' Families (SPF) reaches into the criminal courts and communities of Sussex helping families understand criminal justice systems and processes. We explain the meaning and implications of a custodial sentence including the role of different court staff, which agencies are involved, and what information they can or cannot share with families.

We also advocate for families by communicating with prisons on their behalf when they have concerns over the health and wellbeing of a family member in custody via Safer Custody and Chaplaincy services.

Using a trauma-informed approach, we create safe spaces (including local support groups in West Sussex, Brighton and East Sussex) for families to meet others in the same situation, share stories and develop knowledge and skills to help them understand and deal with the stress of working through the criminal justice system and communicating with different agencies.

##### **b) Offering advice, advocacy, information and emotional support.**

Through our Community Outreach Service, Court Family Support Service, First Stop and Getting Through telephone helpline and online information (website, social media and family newsletters), we provide one to one advice and information to families and professionals on how to find out which prison a family member has been sent to, how to communicate with a prison, how to arrange visits, how to tell the children, dealing with the press, etc. Our staff and volunteers provide emotional support to families who are traumatised by having a family member arrested, on trial or receiving a custodial sentence. This involves supporting family members during court hearings, sentencing and through custody. We also support children and young people through one-to-one support in schools, using arts and crafts activities to help them express their feelings.

We also provide regular family days, activities and support groups so that family members can support each other. Our programmes allow adults, children and young people to interact with others and reduce feelings of isolation and express their feelings around any stigma or trauma. Family members tell us these sessions provide a safe space for them to build new relationships as well as enjoy time with their family. *"My family had a fantastic time, doing things they wouldn't normally get to do often. I appreciate it very much and its getting away from everything at home."*

# SUSSEX PRISONERS' FAMILIES

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2025

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Bringing people together with shared lived experience provides opportunities to talk to staff and other family members about their worries, seek advice and talk about their feelings. For children these worries were about returning or starting a new school, and their peers knowing about their parent being in prison including worries about how their parent is coping. Miss A, a young person missing school, *"Miss A began to open up about her feelings and gradually showed improvements in her school attendance and participation. Her teachers reported that she appeared more settled and engaged in class, while her mother expressed gratitude for the practical and emotional support provided by SPF."*

Families struggling with money have been supported through being given new bedding, pillows and sanitary products.

Our court volunteers support at hearing, sentencing or trial durations. One parent said of our court volunteer *"xx was like a guardian angel that had been sent from above. I cannot thank him enough for yesterday. I have been going through this awful time for two years with court appearances and yesterday it was like my prayers had been answered when xx approached me."*

#### **c) Signposting to other appropriate organisations when appropriate.**

SPF continues to develop strong links with agencies in the community and prison services. As part of the support we provide to families we have liaised with and referred families for additional support to the following agencies: Citizen Advice Bureaus across the county, Age Concern, East Sussex Wellbeing and Employment service, Victim Support, Brighton and Hove Council Services, Survivors' Network, West and East Sussex County Council Early Help and Front Door teams, A Band of Brothers, Kent, Surrey and Sussex Probation Service, Making it Out, Ex-Seed, Sussex Pathways, Foodbanks, local counselling services, WSCC Youth offending Team and Prison Advisory Care Trust (PACT).

#### **d) Providing information and resources to professionals to provide insight of issues CJS families face**

Professionals from education, children's services, probation, police and the community and voluntary sector access training that explores how families are impacted during each stage of the offender journey (arrest, trial, sentencing, custody and release), developing skills and providing resources for professionals to support families they are engaged with. We also offer shorter 'briefings' for team meetings and have delivered sessions in schools and to family support services and magistrates.

We network extensively both locally and nationally to raise awareness of how family members, including children and young people, are affected emotionally, socially and financially when a family member becomes involved in the criminal justice system.

We benefit from membership of all the Sussex based Community and Voluntary sector umbrella groups, (VAAC, 3VA, MSVA, Crawley Voluntary Action, Hastings Voluntary Action, Brighton Community Works), are members of National Umbrella groups such as CLINKS, Crime and Justice Analyst Network (CAJAN) and The Criminal Justice Alliance (CJA).

#### *Public benefit*

The trustees have paid due regard to the guidance issued by the Charity Commission in deciding what activities the charity should undertake.

# SUSSEX PRISONERS' FAMILIES

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 JULY 2025**

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### Achievements and performance

*Significant activities and achievements against objectives*

2025 was an exciting year for Sussex Prisoners' Families.

We are now in our second year of operating as a charity, and we have reinforced the board, continuing to be strengthened by trustees with skills, knowledge and expertise in Criminal Justice, Safeguarding, IT, Finance, Education, Mental Health, Governance and Strategic Planning. Ren Louca stood down in February 25 and we thank her for her support with human resources advice.

The CEO's (Cat Arnold) first full year has been busy, spent building a strong HR platform, core services, fundraising, improving governance and safeguarding policies and procedures.

We continue to need multi-year, 3 year plus and sustainable funding. The funding landscape is challenging.

We say a huge thank you as always to our funders. We are so grateful that the National Lottery Reaching Communities Fund committed to support SPF for a further three years (2023-2026) and to the Tudor Trust for supporting SPF for two years (2023-2025). The Magdalen and Lasher fund helped us provide one-off crisis funds to our families. Also, a thanks to new funders (June 25 - June 26) The Lynn Foundation, Sussex Police Crime Commissioner (April 25 - April 26) and increased partnership with The Maslow Foundation.

We continue to creatively adapt to the cost of living environment, increasing competition for reducing funds, inflationary pressures and a 30% increase in demand for our services. Responding to the challenges presented by these circumstances, we have consolidated our core services (court and community family support) whilst expanding into new projects. These included working with families via resettlement support; a partnership with the Probation Service and young peoples workshop support with partner Project Youth.

Over the last year we have supported **362 families with 103 children (excluding family activities / prison activities) on a 1-1 basis**. Many of these family members would have presented themselves to other statutory bodies without our support: doctors (mental or physical health), debt advice, social services or emergency NHS services.

We supported our families through a number of activities:

**Our First Stop** telephone helpline has supported **20 adults and 28 children**.

The Community Outreach team see families across Sussex, 16% of those using our outreach services are from Hastings, Bexhill and St Leonards. We are increasingly working in these locations and in areas of income deprivation in Brighton and Littlehampton and Bognor (15%).

**Our Court Team provided 154 families direct family support**, helping them navigate court structure, terminology and process.

**Our Getting Through Service – supported 21 families**, providing emotional health and practical support. This is a service working in close partnership with Sussex PCC, Sussex Police and families receiving the news that a loved one has been arrested for online crimes of a sexual nature against a child/children. It is deeply sensitive work and we praise our professional practitioners work highly. We are pleased to have secured additional funding for the 2025-26 year.

*"xx supported Miss B whose husband was unexpectedly arrested for Child sex offences. This was a highly stressful and traumatic time for Miss B whose world was turned upside down. Xx organised for Miss B to get in touch with other people who were in the same situation which Miss B credits as one of the only reasons that she has got through this testing time. xx has been a rock for the family, she has provided fantastic advice and support to all of the family which has been invaluable overall. Without the support of xx, I am confident that the process for the family of the suspect being taken to court in regard to the matters may have had a much greater toll on their physical and mental health."*

# SUSSEX PRISONERS' FAMILIES

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2025

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#### Highlights of the year included:

Working with the Prison Reform Trust and the Maslow Foundation to support women offenders. Our role focused on community-based support for families including children using 'Child Impact Assessments' (CIA) for Pre-sentence reports and maintain contact between child (and family) with mother in custody to release and resettlement. We have conducted **two CIA's and in each situation the women avoided custodial sentences**. We are awaiting news of work to extend this service into Kent or Surrey.

Last year we promoted two outreach workers to managers, and took on an additional outreach worker, all of them have thrived in their roles and we gained funding for a Communications and Policy Officer, who joins us in the next financial year (2025-2026). Our youth crime prevention workshops went incredibly well within Sussex schools. Our partner has lived experience and talked to young people to help them avoid the criminal justice system. He has run two workshops with 12 young people in Sussex. It was brilliantly received, and we will run more of these workshops next year.

We are encouraged by the relationships we have, and continue to build, with Ministry of Justice, Sussex PCC, Maslow Foundation, Prison Reform Trust, schools, colleges and social services who refer children and families to SPF.

We have invested heavily in training our staff this year and really building a good foundation of regular support sessions, reviews and thorough appraisals.

#### Financial review

Sussex Prisoners' Families' financial situation has remained stable throughout the year, with the organisation being able to attract funding from new charitable foundations.

SPF income for the year was £263,167 an increase of £1,386 on the previous year.

The surplus for the year was £9,165 (2024: deficit £4,495).

The unrestricted funds at the year end were £17,486 (2024: £6,954) and restricted funds at the year end were £38,748 (2024: £40,115).

#### *Reserves policy*

The aim of the Reserves Policy is to ensure that the charity's ongoing and future activities are reasonably protected from unexpected fluctuations in its income and expenditure.

The SPF reserves policy is to:

- ensure the organisation's resilience.
- protect ongoing sustainability.
- enable the continuation of delivery of charitable activities for our beneficiaries.
- and as a demonstration of good stewardship of the charity's funds.

To achieve this, the Trustees believe that the reserves target is to hold the appropriate funding to sufficiently operate the organisation for 6 months, including staffing costs and central services costs; and an additional sum for ringfenced (restricted) for legal and redundancy costs in the case of closure.

Restricted reserves will continue to be expended in agreement with the funding criteria agreed at the time of the relevant grant. These are monitored and tracked, the details of which are contained within the notes to the accounts.

Unrestricted reserves are maintained to provide appropriate working capital for charitable activities outside the scope of restricted funding or to enhance committed funding within the overall objectives of the charity.

# SUSSEX PRISONERS' FAMILIES

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 JULY 2025**

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Sussex Prisoners' Families has constructed its reserves policy using guidance from The Charity Commission, Charity Reserves: Building Resilience (CC19).

Previously a Community Interest Company and liable for Corporation Tax, SPF as a CIC operated a break-even budget. SPF converted to Charitable Status (CIO) on 16th June 2023 and is able to develop its reserves in accordance with this policy. SPF aspires to develop unrestricted reserves, excluding designated funds and fixed assets, up to six months running costs, as well as ringfenced redundancy funds.

The trustees have assessed the major risks to which the charity is exposed, they are working to mitigate exposure to the major risks.

### Structure, governance and management

The charity obtained charity status from the Charity Commission on 16 June 2023 and is a charitable incorporated organisation (CIO), registered charity number 1203605. The charity is governed by its governing document, CIO constitution dated 31 May 2023.

The trustees who served during the year and up to the date of signature of the financial statements were:

Jeremy Leadsom

Joel Baynes

(Retired 31 May 2025)

Ruth Simmonds

Michel Olszewski

Laura Dumbleton

(Resigned 2 August 2024)

Fiona Bauermeister

Renata Louca

(Resigned 9 February 2025)

### *Recruitment and appointment of trustees*

Trustees are appointed regarding the skills and knowledge required to enable the charity to carry out its purposes, including the strategic financial and operational efficacy of the organisation pertinent to supporting families and people affected by the Criminal Justice System. A skills audit is undertaken by the board to identify skills gaps and potential trustees recruited by advertising the role in various CVS networks and other agencies (LinkedIn, Reach, etc.) with some trustees appointed on personal recommendation. Alongside experience, skills and knowledge of the criminal justice system we also seek trustees with Education, Financial, HR, Business and Management skills. There are currently five trustees on the SPF Board. Five of these trustees were non-executive directors for Sussex Prisoners' Families when operating as a Community Interest Company and committed to supporting the organisation as a Trustee when SPF converted to Charitable Status on 16<sup>th</sup> June 2023. Prospective trustees undergo an interview followed by a DBS check and induction which includes safeguarding training in: SPF history, safeguarding, good governance training and introduction to the role of Trustee.

The trustees' report was approved by the Board of Trustees.



.....  
Jeremy Leadsom

Trustee

Date: 29/01/2026

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# SUSSEX PRISONERS' FAMILIES

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF SUSSEX PRISONERS' FAMILIES

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I report to the trustees on my examination of the financial statements of Sussex Prisoners' Families (the charity) for the year ended 31 July 2025.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

#### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 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 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.



**Timothy Kamombo ACA**

403 Quilter Road

Basingstoke

Hampshire

RG22 4HG 31/01/2026

Date: .....

# SUSSEX PRISONERS' FAMILIES

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 JULY 2025**

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>Income from:</b>							
Donations and legacies	3	19,167	244,000	263,167	3,304	258,466	261,770
Charitable activities	4	-	-	-	11	-	11
<b>Total income</b>		19,167	244,000	263,167	3,315	258,466	261,781
<b>Expenditure on:</b>							
Charitable activities	5	2,744	251,258	254,002	1,312	264,964	266,276
<b>Total expenditure</b>		2,744	251,258	254,002	1,312	264,964	266,276
<b>Net income/(expenditure)</b>		16,423	(7,258)	9,165	2,003	(6,498)	(4,495)
Transfers between funds		(5,891)	5,891	-	3,137	(3,137)	-
<b>Net movement in funds</b>		10,532	(1,367)	9,165	5,140	(9,635)	(4,495)
<b>Reconciliation of funds:</b>							
Fund balances at 1 August 2024		6,954	40,115	47,069	1,814	49,750	51,564
<b>Fund balances at 31 July 2025</b>		17,486	38,748	56,234	6,954	40,115	47,069

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.


# SUSSEX PRISONERS' FAMILIES

## BALANCE SHEET

AS AT 31 JULY 2025

	Notes	2025 £	£	2024 £	£
<b>Fixed assets</b>					
Tangible assets	10		2,422		1,877
<b>Current assets</b>					
Debtors	11	4,846		3,648	
Cash at bank and in hand		55,596		44,325	
		60,442		47,973	
<b>Creditors: amounts falling due within one year</b>	12	(6,630)		(2,781)	
<b>Net current assets</b>			53,812		45,192
<b>Total assets less current liabilities</b>			56,234		47,069
<b>The funds of the charity</b>					
Restricted income funds	14		38,748		40,115
Unrestricted funds	15		17,486		6,954
			56,234		47,069

The financial statements were approved by the trustees on 29/01/2026

  
.....  
Jeremy Leadsom  
Trustee

# SUSSEX PRISONERS' FAMILIES

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 JULY 2025**

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### **1 Accounting policies**

#### **Charity information**

Sussex Prisoners' Families is a charitable incorporated organisation (CIO), registered on 16 June 2023 with the Charity Commission, charity number 1203605. The principal address of the charity is: 39-41 Surrey Street, Brighton, BN1 3PB.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: 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 (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### **1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

# SUSSEX PRISONERS' FAMILIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	3 years straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 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**

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.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans 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.

Trade 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. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

# SUSSEX PRISONERS' FAMILIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 1 Accounting policies (Continued)

#### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	8,167	-	8,167	1,804	-	1,804
Grants	11,000	244,000	255,000	1,500	258,466	259,966
	<u>19,167</u>	<u>244,000</u>	<u>263,167</u>	<u>3,304</u>	<u>258,466</u>	<u>261,770</u>

### 4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<b>Charitable income</b>		
Sales within charitable activities	-	11

# SUSSEX PRISONERS' FAMILIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 5 Expenditure on charitable activities

	Charitable expenditure 2025 £	Charitable expenditure 2024 £
<b>Direct costs</b>		
Staff costs	187,259	189,043
Depreciation and impairment	856	239
Family activities and support	5,744	6,068
Web forum	360	784
Rent	5,261	8,282
Travel	4,786	6,366
Printing and stationery	1,611	1,700
Advertising and raising awareness	1,638	4,688
Other staff and volunteer costs	2,384	4,060
	<u>209,899</u>	<u>221,230</u>
<b>Share of support and governance costs (see note 6)</b>		
Support	44,103	45,046
	<u>254,002</u>	<u>266,276</u>
<b>Analysis by fund</b>		
Unrestricted funds	2,744	1,312
Restricted funds	251,258	264,964
	<u>254,002</u>	<u>266,276</u>

### 6 Support costs allocated to activities

	2025 £	2024 £
Staff costs	14,030	18,140
Computer expenses	6,352	7,178
Travel and subsistence	1,566	1,601
Legal and professional fees	7,031	2,546
Interest paid	-	38
Bank charges	54	18
Insurance	1,528	1,081
Bookkeeping	7,839	10,676
Telephone	4,228	3,768
Sundry expenses	275	-
Governance costs	1,200	-
	<u>44,103</u>	<u>45,046</u>
<b>Analysed between:</b>		
Charitable expenditure	<u>44,103</u>	<u>45,046</u>

# SUSSEX PRISONERS' FAMILIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 6 Support costs allocated to activities

(Continued)

	2025 £	2024 £
<b>Governance costs comprise:</b>		
Accountancy	1,200	-
	<u>1,200</u>	<u>-</u>

### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, or any reimbursed expenses during the year (2024 - £77 reimbursed).

### 8 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
	10	13
	<u>10</u>	<u>13</u>
<b>Employment costs</b>	<b>2025 £</b>	<b>2024 £</b>
Wages and salaries	188,261	197,495
Social security costs	9,300	6,911
Other pension costs	3,728	2,777
	<u>201,289</u>	<u>207,183</u>

The total remuneration of key management personnel during the year was £56,781 (2024: £91,117).

There were no employees whose annual remuneration was more than £60,000.

### 9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.



# SUSSEX PRISONERS' FAMILIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 10 Tangible fixed assets

	Computers £
<b>Cost</b>	
At 1 August 2024	2,288
Additions	1,401
	<hr/>
At 31 July 2025	3,689
	<hr/>
<b>Depreciation and impairment</b>	
At 1 August 2024	411
Depreciation charged in the year	856
	<hr/>
At 31 July 2025	1,267
	<hr/>
<b>Carrying amount</b>	
At 31 July 2025	2,422
	<hr/> <hr/>
At 31 July 2024	1,877
	<hr/> <hr/>

### 11 Debtors

	2025 £	2024 £
<b>Amounts falling due within one year:</b>		
Other debtors	2,992	2,195
Prepayments and accrued income	1,854	1,453
	<hr/>	<hr/>
	4,846	3,648
	<hr/> <hr/>	<hr/> <hr/>

### 12 Creditors: amounts falling due within one year

	2025 £	2024 £
Other taxation and social security	2,219	135
Trade creditors	2,311	663
Other creditors	712	783
Accruals and deferred income	1,388	1,200
	<hr/>	<hr/>
	6,630	2,781
	<hr/> <hr/>	<hr/> <hr/>

### 13 Retirement benefit schemes

	2025 £	2024 £
<b>Defined contribution schemes</b>		
Charge to profit or loss in respect of defined contribution schemes	3,728	2,777
	<hr/> <hr/>	<hr/> <hr/>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

# SUSSEX PRISONERS' FAMILIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 14 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 August 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 July 2025 £
Blagrove Trust - Active	5,596	15,000	(13,716)	-	6,880
Chalk Cliff Trust	2,000	-	-	-	2,000
Children in Need	238	-	-	-	238
Comic Relief	29	-	-	-	29
Little Lives	2,041	-	-	-	2,041
Magdalen and Lasher	253	1,000	(614)	-	639
Maslow Foundation	-	1,000	(1,000)	-	-
National Lottery	23,186	150,000	(179,030)	5,844	-
National Lottery Active	601	-	-	-	601
PCC "Getting Through"	-	25,700	(8,721)	-	16,979
Probation (Booklet)	912	-	-	-	912
Sussex Community Foundation	4,848	-	-	-	4,848
The Lynn Foundation	-	3,000	(800)	-	2,200
Tudor Trust	33	45,465	(45,545)	47	-
University of Sussex	378	2,835	(1,832)	-	1,381
	<u>40,115</u>	<u>244,000</u>	<u>(251,258)</u>	<u>5,891</u>	<u>38,748</u>

# SUSSEX PRISONERS' FAMILIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

### 14 Restricted funds

(Continued)

Previous year:	At 1 August 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 July 2024 £
Alison Dufresne	-	2,500	(2,500)	-	-
Arts Society	-	250	(250)	-	-
Blagrave Trust - Active	1,064	16,500	(11,968)	-	5,596
Chalk Cliff Trust	-	2,000	-	-	2,000
Children in Need	20,037	16,916	(36,714)	-	238
Comic Relief	29	-	-	-	29
Groundwork - Comic Relief	-	1,000	(1,000)	-	-
Little Lives	2,134	-	(93)	-	2,041
Magdalen and Lasher	-	1,000	(747)	-	253
National Lottery	-	150,000	(126,814)	-	23,186
National Lottery Active	1,051	-	(450)	-	601
PCC "Getting Through"	-	3,000	(3,000)	-	-
Probation (Booklet)	-	5,000	(4,088)	-	912
Probation (Briefings)	-	7,250	(7,250)	-	-
SCF 'Young Affinity'	-	6,161	(6,161)	-	-
South Coast Crafts	38	-	-	(38)	-
Sussex Community Foundation	4,848	-	-	-	4,848
Tudor Trust	-	47,465	(47,432)	-	33
University of Sussex	11,005	(576)	(6,952)	(3,099)	378
Weavers Benevolent Trust	9,545	-	(9,545)	-	-
	<u>49,750</u>	<u>258,466</u>	<u>(264,964)</u>	<u>(3,137)</u>	<u>40,115</u>

# SUSSEX PRISONERS' FAMILIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

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### 14 Restricted funds

(Continued)

#### Restricted funds

The purposes of different restricted funds are listed below:

Alison Dufresne - Family activities at Lovebrook Farm

Arts Society - Donation to cover the costs of children's art activities on a 1:1 and group basis

Blagrove Trust - Grant for work with young people

Chalk Cliff Trust - Funds towards the CEO role to build the trustee board's governance and infrastructure fit for charity status

Children in Need - Social action project with children and young people

Comic Relief - Wellbeing events

Groundwork - Comic Relief - Volunteer services project

Little Lives grant - Children's art facilities

Magdalen and Lasher - A grant to be used with our families - to cover income urgent needs, travel to attend an event, clothing, household supplies

Maslow Foundation -For the provision of joint Child / Mother Impact of Imprisonment Assessment Reports

National Lottery - Increasing services to reach and support more families

National Lottery Active - Increasing services to reach and support more families

PCC "Getting Through" - funding a practitioner to support the mental health of families whose loved one has entered the criminal justice system specifically for child sexual offences

Probation (Booklet) - Coming Home booklet to support families with practical advice upon leaving prison

Probation (Briefings) - Deliver 9 probation briefings between September 2023 and March 2024.

SCF 'Young Affinity' - Funding young person workshops and member of staff to run youth crime avoidance workshops in schools

South Coast Crafts - Arts and crafts equipment

Sussex Community Foundation - Volunteer services

The Lynn Foundation - Provision of funds for core salaries, IT support and training budget

Tudor Trust - Wages and salaries

University of Sussex 2023 - Salary costs for interns

Weavers Benevolent Trust - Resettlement Hub

# SUSSEX PRISONERS' FAMILIES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

### 15 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 August 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 July 2025 £
General funds	6,954	19,167	(2,744)	(5,891)	17,486
Previous year:	At 1 August 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 July 2024 £
General funds	1,814	3,315	(1,312)	3,137	6,954

### 16 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £
At 31 July 2025:			
Tangible assets	2,422	-	2,422
Current assets/(liabilities)	15,064	38,748	53,812
	17,486	38,748	56,234
	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 July 2024:			
Tangible assets	1,877	-	1,877
Current assets/(liabilities)	5,077	40,115	45,192
	6,954	40,115	47,069

### 17 Related party transactions

There were no related party transactions during the year to disclose (2024: £206 received in donations without conditions from related parties).