
THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023



THE SUSSEX POLICE CHARITABLE TRUST

CONTENTS

	Page
Reference and administrative details of the Charity, its Trustees and advisers	1
Trustees' report	2 - 19
Independent auditors' report on the financial statements	20 - 23
Statement of financial activities	24
Balance sheet	25
Statement of cash flows	26
Notes to the financial statements	27 - 40

THE SUSSEX POLICE CHARITABLE TRUST

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2023

Trustees	S Biglands (Hons), MA MSc, Chair L Care, Vice chair and Honorary Treasurer J Brooks J Chapman S Cobbold E Delacour (nee Brice) (retired 24 October 2023) J Ede (retired 28 February 2023) S Heard A Ramiz (retired 27 April 2023) S Burfoot S Webb, Honorary Secretary E Manklow (appointed 27 April 2023) J Ashford (appointed 27 April 2023) N Grimwood-Jones (appointed 27 April 2023) A Geldart (appointed 27 April 2023, resigned 21 September 2023)
Charity registered number	257564
Principal office	Sussex Police Headquarters Malling House Lewes East Sussex BN7 2DZ
Patrons	Chief Constable Jo Shiner Peter James
Independent auditors	Knill James LLP Chartered Accountants Statutory Auditor One Bell Lane Lewes East Sussex BN7 1JU
Bankers	CAF Bank Ltd PO Box 289 25 Kings Hill Avenue West Malling Kent ME19 4JQ
Investment advisors	Charles Stanley & Co Ltd 6-10 Mount Ephraim Road Tunbridge Wells Kent TN1 1EE

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees present their annual report together with the audited financial statements of Charity (the Trust) for the period 1 January 2023 to 31 December 2023.

The Trustees confirm that the Annual report and financial statements of the Trust comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), 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

a. Trust objects

The objects of The Sussex Police Charitable Trust ('The Trust' or 'SPCT') are to provide assistance and support to members and retired members of the Trust, or their individual partners, or dependent family members, who are in need and/or hardship and/or distress.

All Sussex police officers, staff, special constables and volunteers are invited to join the Trust on payment of a small subscription of £2.50 per month. Retired members can access the Trust's services without the need to continue to pay a membership donation.

Members, their partners and dependants who are in some kind of need, hardship or distress can access the following support provided by the Trust:

Advice and Guidance

Trust Advisers can be contacted in confidence to offer advice and guidance on a wide range of topics, including signposting to specialist services.

The Trust Advisers have knowledge and expertise in areas such as housing and access to therapies and health care. They take an empathetic and holistic approach to support members in exploring the options available to them. The aim is to assist members to make informed choices to benefit their lives.

Grants and Loans

Members can make applications for grants and loans from the Trust. They do this through the Trust Advisers who make anonymised applications to the Funding Panel on their behalf. There is not an exhaustive list of support that the Trust offers as it is based on member need. Some examples are as follows:

- Travel and accommodation if a member or their family require specialist hospital treatment;
- Food vouchers for members struggling with unexpected costs or decrease in income;
- Essential household items for someone having to move, such as following a relationship breakdown or landlord selling up;
- Therapies, such as physiotherapy or counselling, where timely assistance cannot be obtained elsewhere, such as through the NHS, the Employee Assistance Programme or Sussex Police's Occupational Health Department.

Grants over £3,000 that have been agreed by the Funding Panel need to be approved by the Trustee Board prior to award. Other grants agreed by the Funding Panel can be awarded immediately, with the Board ratifying the decisions at their next meeting.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Objectives and activities (continued)

Members who are employed by Sussex Police and are in need, hardship or distress can apply to the Funding Panel for an interest-free loan of up to £5,000 from the Trust. There are certain conditions to be met, such as the person being unable to take out a 'high street' loan and having the ability to pay back the loan over an agreed term of no more than five years.

The loans are repayable through deductions from payroll, hence retired members and volunteers are not eligible for this support. When a member of the Trust leaves Sussex Police, rather than retires, they are no longer a member. In cases where there is a loan in place from the Trust, efforts are made to recover the outstanding loan balance through payroll. Where full repayment is not possible, an agreement is sought with the ex-member to continue to repay the loan until it is paid off in full, and this requires Trustee approval.

Loan awards can be for a variety of purposes where need, hardship or distress is agreed by the Funding Panel. However, loan applications for debt repayment or consolidation are not permitted as this is a regulated activity under the Financial Conduct Authority (FCA) rules.

Recuperative Breaks

The Trust owns a three-bedroom bungalow in Dorset that is available for members to stay in for up to six days at a time. These breaks provide space, quiet and the opportunity for members and their families to recuperate from illness, bereavement or other life challenges.

b. Main activities undertaken to further the charity's purposes for public benefit

The Sussex Police Charitable Trust meets the requirements of Section 2 (2) of the Charities Act 2011 through:

- Prevention or relief of poverty;
- Relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage;
- Other charitable purposes.

Trustees give regard to the guidance issued by the Charity Commission on public benefit. The objects are met through the provision of advice, guidance and financial support to police officers, police staff, volunteers and their dependants. This helps members to remain at (or return to) work through times of need, hardship or distress.

They are also met through the provision of support to retired members and dependants. Ultimately, the public as a whole benefits from the services provided by Sussex Police.

Achievements and performance

a. Review of Activities

Member contacts

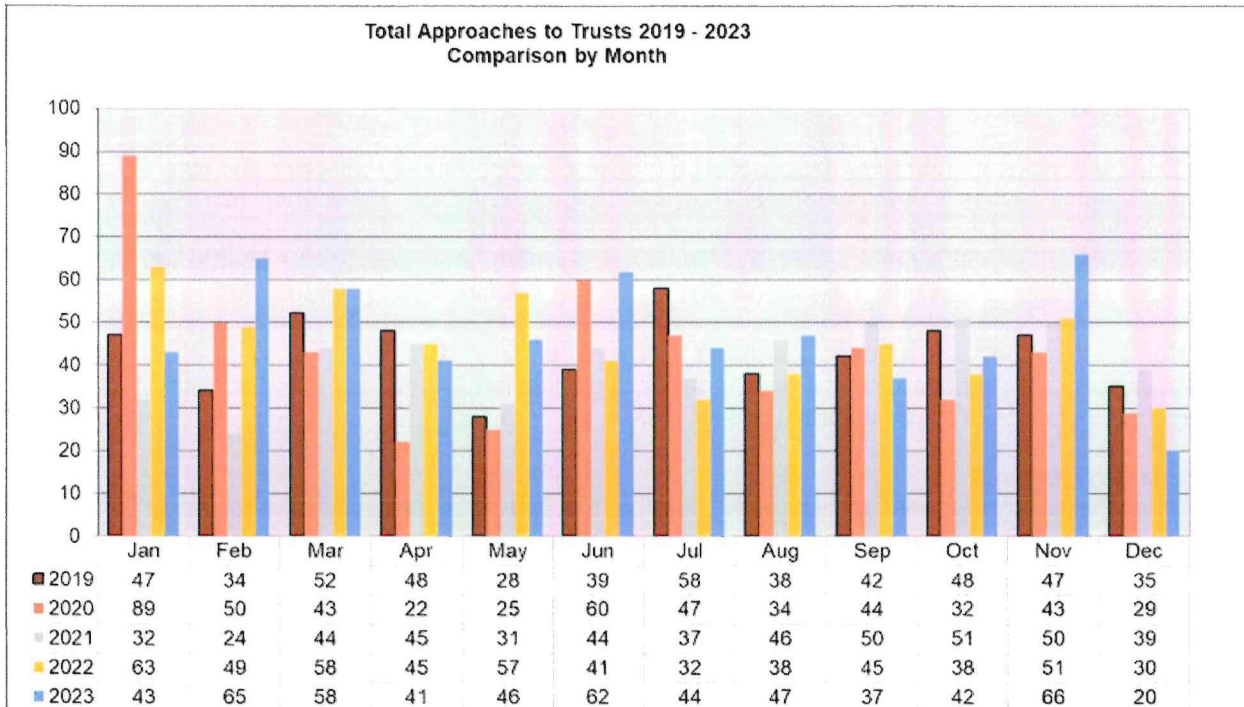
The Trust was contacted for support 571 times in 2023, compared to 547 times in 2022. The 2023 contacts were from 419 individual members, compared to 399 in 2022, as some required more than one intervention over the year. Of these, 371 members accessed advice and guidance from the Trust, either over the phone, via email or in person.

2023 was the busiest year for enquiries to the Trust on record. Please see the table below for a breakdown of contacts from 2019 to 2023.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

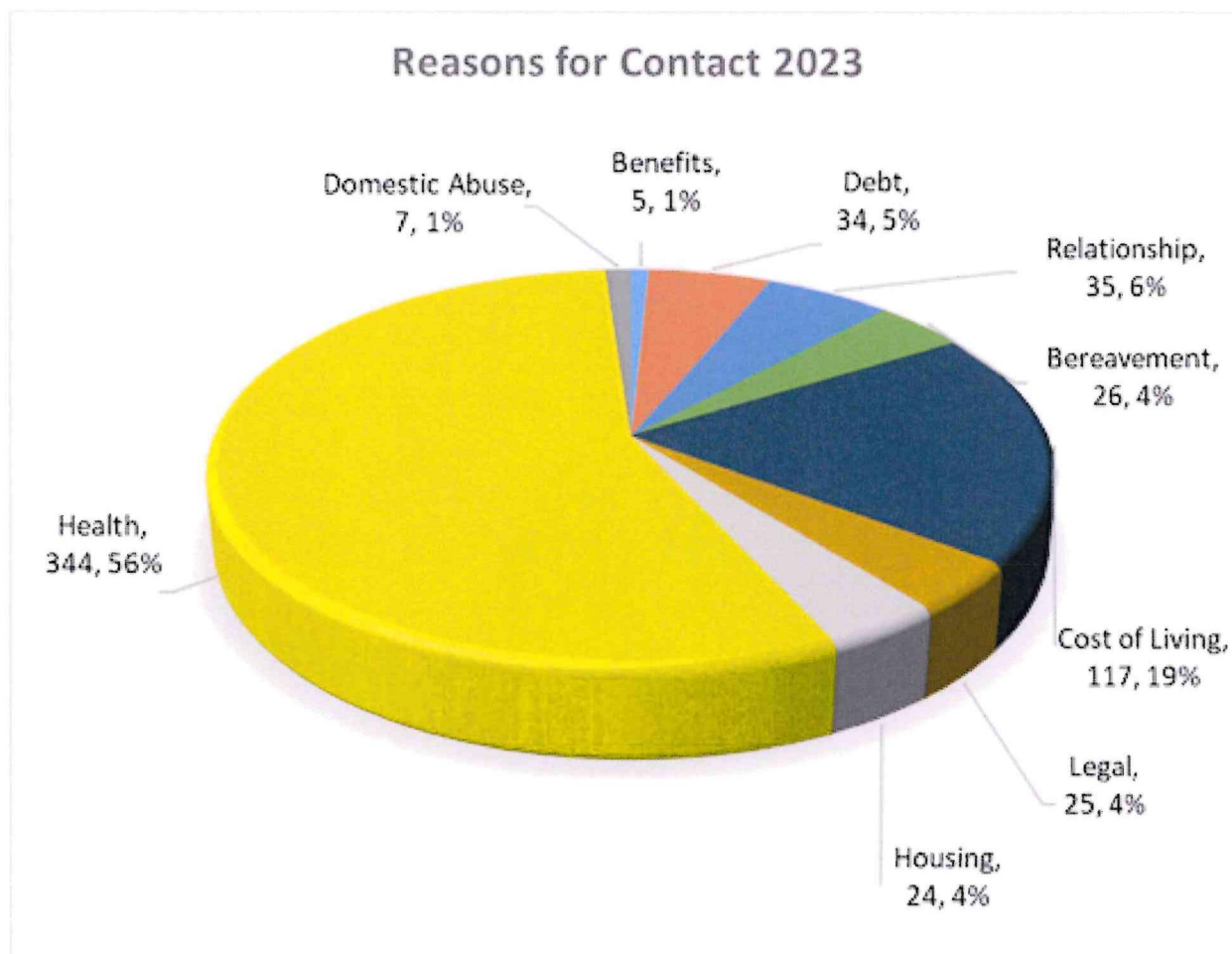
Achievements and performance (continued)



Health matters remained the main reason for people getting in touch at 56%, down 1% from 2022. As expected, cost of living enquiries increased in 2023, from 15% in 2022 to 19%.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2023

Achievements and performance (continued)



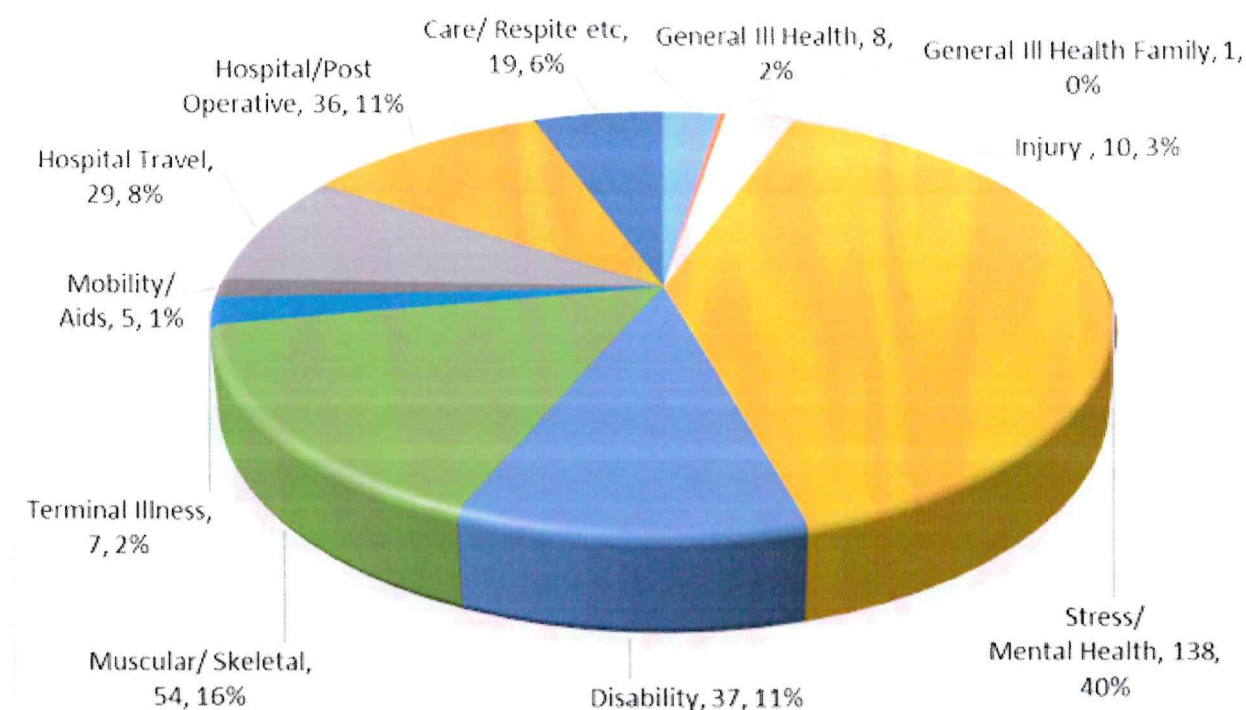
Stress and mental health continued to be the most common subcategory of health matters at 40% of contacts, compared to 39% in 2022. Musculoskeletal was the second main reason for contact at 16%, with the same level in 2022.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Achievements and performance (continued)

Breakdown of Health Reasons 2023



In 2023, there were 200 applications for financial support that came to the Funding Panel, compared to 161 in 2022. However, four of the applications were for both a loan and a grant. Calculating the loans and grants applications separately (204), 198 were approved (97%) compared to 159 (97%) approved in 2022. The awards were made up of 186 grants and 12 loans.

Grants

The total value of grant applications awarded by the Funding Panel in 2023 was £71,065 compared to £66,471 in 2022. This was in addition to £350 for the Police Children's Fund birthday gifts (9 recipients), £990 for Preserved Rate Widow payments (3 recipients) and £1,000 for the Force-wide Initiatives grant agreed each year by Trustees.

The average Funding Panel grant in 2023 was £382 compared to £449 in 2022. The highest individual grant award was £2,010 for therapies to help with mental health for a family following a bereavement. The lowest grant award was £70 for travel costs.

The Trust pays out awards agreed through the Funding Panel based on actual expenditure incurred, so there is always a financial variance in grants awarded and those paid out each year. Factors include actual costs less than estimated, change of circumstances so that all or part of an award is no longer required and payments straddling the financial year.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Achievements and performance (continued)

Actual grants paid out for Funding Panel awards in 2023 totalled £61,898, compared to £60,563 in 2022. Including Gurney Fund, Preserved Rate Widows and Force-wide Initiatives, the total grants paid out in 2023 were £64,238.

In 2023, there were 60 write-backs totalling £10,483. Around half of these dated back to periods during Covid/lockdown when accessing external services proved challenging, with part of the awards no longer required by the member. The remainder related to the full award where circumstances had changed so the support was no longer needed or had been covered elsewhere.

Grants were awarded for various reasons, and it is worth noting that there is often more than one issue affecting the member. The top five purposes for grant awards in 2023 were:

- Therapies to help with mental health and wellbeing (36);
- Help towards essential bills/food vouchers (34);
- Hospital travel or travel costs to visit unwell family member (29);
- Therapies to help with physical health and wellbeing (26);
- Private consultations, scans and medical interventions (18).

Other reasons included recuperative breaks, support towards disability adaptations, initial legal advice, household goods and moving costs, and child educational assessments.

Loans

A total of 12 loans were awarded in 2023, compared to 11 in 2022. The total amount awarded was £24,482, with individual loans ranging from £474 to £5,000. The purposes of the loans were: bills (6), housing (2), private medical (2), legal advice (1), disability adaptations (1).

As with grants, loans are agreed for specific purposes and are paid out based on actual costs incurred. The actual loans paid out in 2023 totalled £25,648 (including loans waiting to be paid out from 2022), compared to £12,731 paid out in 2022. £2,736 was written back in 2023 as costs were not as high as expected or the loans were no longer needed.

As of 31st December 2023, there were 27 open loans with a total balance of £49,283.

Recuperative Bungalow

The recuperative bungalow hosted 156 guests over 47 of the 52 weeks. The bungalow was closed for two weeks in January for annual maintenance and repair, and one week over the Christmas period to allow for housekeeper and staff time off. In addition, there were two weeks where the bungalow was unoccupied due to late cancellation and being unable to fill.

Retired Members

The Trust received 68 approaches from retired members in 2023 (12% of all enquiries), compared to 49 individual retired members in 2022. The Trust continues to maintain a strong relationship with Sussex branches of the National Association of Retired Police Officers (NARPO) and communicates regularly with retired members who have agreed to their contact details being retained by the Trust.

Retired members made up 35% of the annual bungalow occupancy.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Achievements and performance (continued)

Death Benefit Scheme

The Trust has continued to administer Sussex Police's Death Benefit Scheme. Any paid employee of Sussex Police can join this scheme and sign-up is free. Should a member of the scheme die in service, £2 is deducted from the payroll of all the Death Benefit Scheme members on the next available payday, and the total is given to the named beneficiaries of the deceased member.

The Trust generally pays out within two working days of receipt of the beneficiary's bank details and is reimbursed by Sussex Police following the collection of the £2 from members. The scheme provides all Sussex Police officers and staff with the opportunity to show support immediately to their colleague's bereaved loved ones and no more than £4 is taken from a member in a given month.

In 2023 the Death Benefit Scheme paid out five times, totalling £30,014 with an average payment of £6,003. The total Death Benefit Scheme membership fluctuates as people join and leave, so individual payments were between £5,934 and £6,052.

At the end of 2023 membership was 3,002 compared to 2,967 at the end of 2022. This equates to 52% of the Sussex Police headcount (officers and staff), which is the same as 2022.

Police Children's Fund

The Police Children's Fund (previously the Gurney Fund) is a separate charity (1156903) that exists to provide support relating to education and development for the children of police officers from subscribing forces where the parent has died or retired on ill health grounds.

The Trust links with the fund for the purpose of making a payment to eligible children on their birthday, up to and including their eighteenth birthday. The gift amount is reviewed every two years by Trustees in line with inflation measures and increased from £35 to £40 on 1st May 2023.

In 2023, nine gift payments totalling £350 were made; two payments at £35 and seven payments at £40. This compares to seven payments totalling £245 in 2022.

Preserved Rate Windows

'Preserved Rate Widows' is a historic agreement for widows of Sussex Police officers who, it was felt, had been given unclear advice on their pension over thirty years ago.

As it was deemed that this led to financial hardship, Trustees agreed to make an annual charitable contribution towards their utility bills. The award amount is reviewed by Trustees every two years based on inflation measures and increased from £290 to £330 in 2023.

In 2023, there were three remaining beneficiaries and therefore, a total of £990 was paid out.

Force-wide Initiatives

Trustees allocate £1,000 each year for initiatives that will benefit people across Sussex Police. In 2023, Trustees sought to alleviate some of the effects of the cost-of-living crisis by allocating £250 to each division (East, West and Brighton and Hove) and Headquarters, to support colleagues in need with food and other essential items.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2023

Achievements and performance (continued)

Service Provision Impact

Members who receive support from the Trust regularly provide formal and informal feedback on their experience. This helps shape provision for the future and can be used for promotional purposes, subject to member agreement.

The Trust operates a continuous improvement model and is therefore always looking at ways to improve member experience and to attract and retain members.

The Trust frequently received positive comments from its members during 2023, which provided assurance that the service was effectively and efficiently delivering much-needed support. In addition, structured surveys were sent out to a random sample of members who received advice or support.

33 members returned the survey in 2023:

- 97% of respondents found it easy to find SPCT's contact details (6% increase from 2022);
- 100% of respondents said SPCT appeared to know what they were doing;
- 100% of respondents said SPCT initially explained what was going to happen and why;
- 100% of respondents said SPCT made them feel reassured;
- 97% of respondents said SPCT listened carefully to what they had to say (3% partly);
- 100% of respondents said SPCT took matters seriously;
- 100% of respondents said they were treated with respect;
- 97% of respondents said SPCT were fair in the way they dealt with them (3% partly);
- 100% of respondents rated the service as 'excellent';
- 100% said the Trust's understanding of their issue was 'excellent';
- 100% of respondents would recommend SPCT to someone else (2% increase from 2022).

Please see below for some of the comments from respondents:

- Just wanted to say thank you so much for all your help and advice. Never thought I'd contact you but when I did you looked after me and my family. Thank you.
- The staff are amazing and really helpful. I was very emotional when I contacted them, but they were caring and kind. My children and I are very grateful for the help we got when we needed it.
- I was very grateful to the SPCT for the recuperative break – the whole process was stress free to arrange.
- Easy to contact, quick efficient, showed understanding, came up with ideas and solutions. Assisted in a matter in time which will be greatly appreciated.
- A very worthwhile charity with the interests of the police family at its heart.
- (The Trust Adviser) was very supportive and kind – the way they treated me made me feel reassured during a very difficult period in my life.
- Absolutely fantastic. So so grateful for you.

Complaints Process

The Trust takes all complaints raised very seriously and seeks a swift resolution that is satisfactory to all parties involved, using any learning to improve processes, as per the internal and external complaints policies. However, no formal complaints were received during the year.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Achievements and performance (continued)

b. Income generation

Membership Subscriptions

Membership subscription donations continue to be fixed at £2.50 a month with free lifetime membership for retired members, after which this can transfer to their partner. This is reviewed annually by Trustees.

At the last review in February 2023, it was decided not to increase the amount due to the cost-of-living crisis and a strategy was agreed to seek to increase subscriptions in line with inflation measures no sooner than every five years from 2025.

Membership numbers fluctuated as expected during 2023 due to starters and leavers, with an average of 3,247 subscribers, compared to 3,113 in 2022. At the end of 2023, the total number of subscribing members stood at 3,228 compared to 3,139 in 2022.

The subscribing members at the end of 2023 were made up of 1,906 officers, 1,311 staff and 11 special constables and other volunteers. For 2022, this was 1,874 officers, 1,255 staff and 10 special constables and other volunteers.

55% of the total headcount of Sussex Police officers and staff were members of the Trust at the end of 2023, which is consistent with 2022. Including special constables and volunteers, the total membership of the Trust equates to 53% of Sussex Police headcount.

Specials and volunteer membership remains low at 11 subscribing members compared to the Sussex Police headcount of 311. However, the majority of volunteers are also employed as Sussex Police staff and many have joined the Trust under their substantive role. Another factor is the unpaid nature of the roles.

Trust Promotion

The main promotional activities are carried out to:

- encourage membership;
- publicise how to access support;
- increase funding to reduce the call on reserves to further enable the services to remain sustainable for years to come.

These are carried out through a variety of means, including intranet coverage; newsletters; promotion by our Champions; hosting, attending, and presenting at events and meetings; other groups and organisations promoting the Trust (for example, Sussex Police Federation); Facebook coverage; and traditional word of mouth.

One of the most proven ways to promote the Trust and encourage membership is through face-to-face presentations at inductions and team meetings, which Sussex Police are fully supportive of.

The Trust is grateful to its Champions who promote the Trust across Sussex Police and signpost colleagues who may need support. There were 48 Champions at the end of 2023, compared to 52 in 2022. This is in addition to Trustees, Funding Panel members and staff who also act as Trust Champions.

Fundraising and Donations

SPCT carried out a range of fundraising activities during 2023, either directly or indirectly through members and supporters. Trustees are very grateful for all the donations and support the Trust has received.

Donations and fundraising totalled £17,259 for 2023, excluding membership subscriptions of £97,425. This compares to £15,974 in donations and £93,405 of member subscriptions in 2022.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Achievements and performance (continued)

Peter James continues to be the Trust's major donor. With his company 'Really Scary Books', Peter fundraised £4,154 in 2023 through gala performance evenings and a book signing. This brings his total donations to £43,998 since 2016. Trustees are very grateful for Peter's continued patronage and really value his support and generosity.

The Chief Constable Awards event raised £3,041 for the Trust and the Sussex Police Federation fundraising dinner raised £3,000.

Donations of £1,609 were received from retired members, £255 was donated 'in memoriam' of past members, and £1,724 came from members thanking the Trust for the support they received. Members of the public grateful to Sussex Police donated £560 in total.

The Winter Challenge and Dragon Boat Race raised £1,195 for the Trust. Eastbourne Local Lottery raised £619, Amazon Smile (now discontinued) raised £209, and Easyfundraising and Give at Checkout raised £237. Other donations, including half-marathon sponsorship and Christmas cards, came to £656.

In addition, the Trust received pro bono support from Simon Kind, of Kind Copyediting, who reviewed the newsletter and annual report.

Grants

There were no grants received during 2023.

Financial review

a. Background

In 1998 a generous legacy of £1.8m was left to Sussex Police for the welfare of officers and staff. This was given to the Trust (then The Sussex Police Welfare Fund and the Sussex Police Staff Welfare Fund) to provide welfare support.

The legacy enabled the purchase of a bungalow in Dorset for members to use for recuperation, and provided the means for the charity to offer more support for members in the form of advice and guidance through the employment of Trust Advisers.

The bulk of the legacy was invested following the property purchase. Charles Stanley Investment Management Services manages the Trust's investments as part of a discretionary portfolio. The Trustees of the charity monitor the performance of the investments.

The investment policy is reviewed annually and Charles Stanley reports to the Board's Finance and Investment Committee twice a year, which in turn reports to the Board of Trustees.

The Trust is reliant on utilising its free reserves and dividend income to continue to provide the appropriate level of support to its members.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

b. Income

The total income for 2023 was £219,131, which includes Death Benefit Scheme income of £30,014. This compares to £190,758 for 2022.

The main income for the Trust is monthly subscriptions from members at £97,425 compared to £93,405 in 2022.

Income from investments includes dividend income of £48,921 for the year, compared to £46,407 in 2022. There was also a shares equalisation payment of £253 and bank interest of £716.

The total expected Gift Aid amount for 2023 is £24,518. Donations totalled £17,259 in 2023 and no grants were received. This compares to donations and grants of £16,174 in 2022.

Supermarket voucher discount was £25.

c. Expenditure

The total operational expenditure for 2023 was £257,075, excluding the depreciation cost of the bungalow at £4,285 and a historic difference on accruals of £470. This compares with £222,529 in 2022.

The cost of operating the recuperative bungalow was £12,959 compared to £12,945 in 2022. Death Benefit Scheme expenditure was £30,014. There were no new items of expenditure and the total spent on charitable activities was £250,258.

d. Investment policy and performance

The Trust's investments are managed by Charles Stanley Investment Management Services. The market value of the investment portfolio at the end of 2023 was £1,591,340 compared to £1,563,280 in 2022.

£55,000 was drawn down from Charles Stanley to the Trust's bank in 2023 for cash flow purposes. Including £1,589 held in cash by the investment managers, the total portfolio value was £1,592,929 compared to £1,575,341 in 2022. This represents an increase in value of £17,588 from year end 2022.

In addition, the Trust held £53,923 in its CAF Bank accounts and £3,200 in supermarket vouchers ('food vouchers' for member awards) at year end 2023.

The slight increase in the investment portfolio value was reflective of the wider market trends, which have seen some recovery from previous years since the impact of Covid and other world events. Investments are set at medium to low risk and are diversified to not rely on a single market.

Dividends from investments were up from £46,407 in 2022 to £48,921 in 2023. There was also the shares equalisation payment of £253 and bank interest of £716 in 2023.

At the November 2023 board meeting, Trustees reviewed the Investment Policy and agreed to increase the dividend target for 2024 from £45,000 to £50,000. The 2022 reduction in the target from £50,000 to £45,000 was agreed based on the volatility of world markets and the expected reduction in dividend payments in the short term.

The Investment Manager is required to consider the impact of potential investments on the aims of the Fund. Individual investments may be excluded if perceived to conflict with either the Trust's purpose or the values of Sussex Police.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

e. Trust Reserves

The legacy to the Trust in 1998 allowed funds to be invested to ensure sustainability of the charity, while meeting the needs of current and future members.

For 2023, Trustees planned a deficit budget with the intention of using a small proportion of the reserves to meet the shortfall of income. This was set at £66,374, excluding depreciation of fixed assets of £4,285. However, the total actual net surplus at the end of the year was £37,907, an improvement on budget of £28,467. Reasons for the significant variance include general donations of £17,259 compared to a budget of £10,585; member subscriptions of £97,425 compared to a budget of £93,083; and dividend income of £48,921 compared to a budget of £41,000. Salary costs were also £4,884 below budget.

This compares with 2022's planned deficit of £58,619, the actual deficit being £31,771. In November 2023, Trustees agreed a budget for 2024 with the net loss set at (£75,738).

The Trust's Reserves Policy is reviewed and updated annually to ensure that the Trust is operating for the benefit of present and future members and to restrict annual operating losses to 5% of total reserves.

For 2023, Trustees reviewed the Reserves Policy and agreed to set aside a minimum level of free reserves of £1,055,000 to represent over 20 years' operating losses or 5 years total operating costs, i.e., before investment gains/losses and with income maintained at current levels. This was an increase of £15,000 on the 2022 figure.

f. Going concern

The Trust continues to adopt the 'going concern' basis for preparing the financial statements. The Investment Policy and Reserves Policy sections above demonstrate that the Trust has adequate resources, working to a twenty-year plan.

After making appropriate enquiries, the Trustees have reasonable expectations that the charity has adequate resources to continue to operate for the foreseeable future.

Structure, governance and management

a. Constitution

The Sussex Police Charitable Trust (SPCT) is an unincorporated trust and registered charity. SPCT was originally constituted under two separate unincorporated charities: The Sussex Police Welfare Fund and The Sussex Police Staff Welfare Fund (commonly referred to as 'The Funds'), with rules dating back to 14 November 1968. The two charities amalgamated in 2012 and the assets and liabilities of both Welfare Funds were transferred to the Sussex Police Charitable Trust.

The Trust is a membership organisation, with membership open to all serving Sussex police officers, staff, special constables, other volunteers and their dependants on payment of a small monthly subscription. Members who retire from Sussex Police continue to be members of SPCT but do not have pay a subscription.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Structure, governance and management (continued)

The Trust is governed by a board of up to fourteen Trustees drawn from its membership, with the aim of meeting five times a year.

The Board monitors finances and agrees the broad strategy, high-level policies and objectives of the charity. Governance responsibilities also include overseeing investments, reserves, risk management, grant and loan decisions, fundraising and operational planning.

The board delegates the day-to-day management of operations to the Charity Manager and financial delegation is set out in the Delegation of Authority Policy which is reviewed and agreed each year.

Trustees delegate areas of work to the following sub-committees, with decisions ratified at the Trustee Board meetings:

- Funding Panel – the panel makes decisions on behalf of the Trustees on the award of grants and interest-free loans, which are then ratified by the Board. Trustees take on the role of Chair and Vice Chair and the panel is made up of up to twenty Trust members from across Sussex Police, including retired members.
- Finance and Investment Committee – the committee is made up of Trustees and monitors finances, makes recommendations to the Board of Trustees on financial matters and meets with the Investment Manager twice a year to monitor performance and agree future investment plans.
- Marketing and Bungalow Committee – the committee is made up of Trustees and focusses on fundraising and promotion of the Trust and the provision of the recuperative bungalow.

b. Staff and Volunteer Team

The Trust has four part-time staff members: a Charity Manager, two Trust Advisers and a Finance and Administration Officer. The team continue hybrid working, with weekly team days in the office.

The staff are employed by Sussex Police, with the salaries and related costs reimbursed by the Trust. The working relationship between Sussex Police Charitable Trust and Sussex Police is set out in a Memorandum of Understanding which is reviewed each year. Staff feed into and take direction from the SPCT Board to ensure the smooth running of the Trust and meeting of agreed objectives.

The office volunteer, Ross Hollister, retired in 2023 after supporting the charity for over twenty years. A recruitment process is underway for a Fundraising and Promotion volunteer to support this growing area of activity.

In addition, Trustees, Funding Panel members and Champions volunteer their time to support the Trust.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Structure, governance and management (continued)

c. Change to Governing Rules

The Governing Rules are reviewed annually by Trustees. At the July 2023 Board, Trustees resolved to make five minor amendments to the Governing Rules via a resolution to the Charity Commission when they are next reviewed in 2024. The proposed amendments do not require Charity Commission permission and relate to:

- The inclusion of volunteers for Trustee positions;
- Definition of the word 'spouse';
- Replacement of the word 'Chairman' with 'Chair' and clarity on its definition;
- To clarify that membership is open to adults only;
- Amending the use of pronouns to reflect the Trust's commitment to diversity, equality and inclusion.

d. Trustee Tenure Review

The Trust commenced 2023 with eleven of a possible fourteen Trustees in post. In addition, Jason Ede and Ahmed Ramiz had given notice of their intention to retire during the year, so there would be five vacancies. At the December 2022 Board, it was felt that recruiting more than four new Trustees at one time could have a negative impact on the smooth governance of the organisation and, therefore, one post was to be left vacant until the next recruitment round.

Recruitment commenced in December 2022 to secure up to four Trustees for appointment at the April 2023 AGM. This included encouraging applications from under-represented groups. Anonymised diversity monitoring was incorporated into the recruitment process for the first time.

Trustees considered nine applicants, all very high calibre, taking into account their skills and experience, as well as the balance with current Trustees. There were four preferred candidates agreed at the February Board and after due diligence, Trustees voted to appoint Jamie Ashford, Alex Geldart, Neil Grimwood-Jones and Esther Manklow at the AGM on 27th April 2023.

Alex Geldart stepped down for personal reasons at the Board on 21st September 2023 and Emma Delacour retired on 24th October 2023 due to other commitments.

With one post already left open, this left eleven of a potential fourteen Trustee positions filled. At the Board on 23rd November 2023, Trustees discussed the position and were satisfied that they can effectively govern the Trust with the eleven Trustees and will continue with the agreed three-year recruitment process. However, if further vacancies arise, this will be reviewed at the following Board.

e. Trust Patrons

The Trust has two patrons who are very supportive of the work of the Trust and act as ambassadors for the charity. They are:

- The Chief Constable of Sussex, Jo Shiner – the Trust is very grateful for Jo's support in promoting the Trust and encouraging people within Sussex Police to join up;
- Peter James – the crime and thriller novelist has been a very active patron since March 2016. The Trust is hugely appreciative of Peter's support as he regularly promotes the Trust and fundraises for the benefit of the Trust at his literary and theatrical events.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Structure, governance and management (continued)

f. Risk management

The Trust continues to maintain robust systems and procedures to manage risks to which the Trust has been or could be exposed to. Trustees review the Risk Management Policy and Business Continuity Plan every year, or sooner if there is a significant change in risk type or exposure. The Trust maintains a risk register which is reviewed and updated at least quarterly.

The following risks have been highlighted and mitigation is in place to reduce its impact on the organisation and service delivery:

- Capacity of staff or loss of key staff – the Trust primarily relies on a small part-time staff team to deliver its services. With enquiries increasing, capacity within the team has remained tight and there has been a need during the year to focus on service delivery over other less key functions. The team has worked well together to ensure priority actions and deadlines are met.

There are clear policies and procedures in place to support work activity and work shadowing takes place to provide cover in the event of absence. However, there remains a risk to service delivery should there be any long-term leave or vacancy within the team.

- Operational income – it is accepted that a draw down from the reserves is needed each year to meet the agreed deficit budget. While the Trust has a twenty-year financial sustainability plan, Trustees are mindful of the longer term aim to set a balanced budget. World markets have negatively impacted the investment portfolio and dividend payments over the last few years, and while fundraising activities have increased, a budget deficit is expected to remain for the foreseeable future.
- Interest-free loans – these are available to serving members and repaid through Sussex Police payroll. However, where a member leaves Sussex Police and it has not been possible to recover the debt from their last pay, an agreement is sought to recover the monies over the following months.

While there were challenges with a small number of members defaulting on loans and being difficult to contact during the year, debt recovery plans are in place for all ex-members, but this is an increasing risk to SPCT as loan awards increase. Although not affecting the financial sustainability of the Trust, bad debts are undesirable and require increasing staff time to manage.

- Subscription levels – Trustees are acutely aware of the cost-of-living crisis and the impact this has on many members. For this reason, Trustees did not increase the membership subscription donations at the annual review in 2023, even though it has not increased since 2012. Trustees will continue to review subscription levels annually. However, a five-year strategic approach to subscription increases was agreed in 2023 so that clear planning and promotion can take place, with the next subscription increase due to be considered in 2025.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Structure, governance and management (continued)

g. Diversity, equality and inclusion

This is a growing area of focus for the Trust, with a dedicated lead Trustee, Julia Chapman, working closely with the Charity Manager to improve understanding and seek to address any barriers to representation and accessing support.

In 2023, the Trust focussed on assessing the diversity of the Trustee Board, Funding Panel, and the wider membership of SPCT. The members of the Trustee Board and Funding Panel were requested to fill out an anonymised diversity form so that ethnicity, age, gender, religion, disability, care responsibilities and sexual orientation could be assessed in line with that of SPCT members, Sussex Police employees and the public demographic. This process will now be repeated on an annual basis and has been incorporated into Trustee and Funding Panel recruitment.

The data was discussed at the Strategy Day in September and November 2023 Board. It showed that the Trustee Board and Funding Panel are broadly reflective of the Sussex Police workforce in all areas except age, ethnicity, and disability.

The Trustees noted that younger officers, staff and volunteers may not feel they have the relevant skills and experience to become Trustees or Funding Panel members and may have less flexible working patterns due to shift work. It was agreed that action would be taken to encourage younger members to apply for future vacancies, including invitations to interested parties and staff support networks to observe meetings, and using existing contacts to explain what the roles entailed.

The Trustee Board and Funding Panel have a higher percentage of those with a disability, long term condition, or neurodiversity than Sussex Police. Trustees noted that this is understandable given the nature of the service offered by the Trust, and beneficial to members. It was also noted that 25% of Trustees and 7% of Funding Panel members are carers of someone with a long term physical or mental health condition.

There is a small percentage of officers and staff from ethnically diverse communities within Sussex Police, and as such they are often repeatedly asked to be on various boards and panels across the force. Trustees were mindful of their time commitments and agreed to encourage engagement and participation, while seeking learning opportunities, through staff networks, support groups and the Sussex Police Diversity Board.

The make-up of the membership of the Trust is reflective of the Sussex Police workforce, except for age and disability. It was observed that younger people are less likely to join and people recording a disability are more likely to join.

The Trustees considered whether there were any barriers to the service provision linked to an individual's diversity. From general recipient feedback, and from snap and individual surveys, there is no indication of any detriment to members.

It was agreed that Trustees would remain consciously mindful of diversity and any possible barriers to the service through a number of actions including:

- Remaining in contact with staff networks and Sussex Police Diversity team and inviting observers to meetings to assess our processes;
- Engaging in internal and external training (including unconscious bias training);
- Continuing with individual surveys of recipients of the Trust;

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Structure, governance and management (continued)

- Continuing to promote the Trust to non-members with a particular focus on new recruits and those from under-represented groups;
 - Considering other charities and opportunities to learn from their processes.
- One of the four core values agreed by the trust was 'Inclusive', again supporting the commitment of the Trustees to take responsibility for diversity, equality and inclusion and maintaining support for all members.

Plans for the future

The main focus for 2024 is to continue to engage with current and potential members to highlight the benefits of supporting the Trust. With the ongoing cost-of-living crisis and NHS backlogs, the Trust continues to expect the majority of member enquiries to relate to financial and health-related support.

The Trust will continue to link closely with key stakeholders, such as Surrey and Sussex Police's Wellbeing Board, Sussex Police staff networks, Sussex Police Federation and Unison. It will continue its membership of Advice UK and participate in Police Charities UK meetings, as well as continued engagement with local NARPO branches (National Association of Retired Police Officers) and local voluntary networks, such as 3VA.

The Trust will remain focussed on its continuous improvement model, identifying emerging priorities and further shaping the services to meet the needs of its members, including incorporating learning from member and non-member feedback. Diversity, equality and inclusion will remain a key thread throughout the Trust's governance and operations.

The Trust is undergoing process streamlining within its day-to-day operations to ensure that it records, monitors, and delivers effectively while making the best use of the team's time during a period of very tight capacity due to the unprecedented volume and complexity of enquiries.

Fundraising is an important activity for the Trust, yet there is no dedicated support in this area as it is effectively tacked onto the roles of the staff team who are often stretched to carry out their priority workload. It is hoped that this area can be improved and expanded upon during 2024 with process streamlining and the recruitment of a Fundraising and Promotion volunteer to support the Trust for a few hours per week.

During the year, the Trust aims to assess all its fundraising activity in terms of 'effort versus reward', to ensure the best use of Trust time. This will also consider the marketing and promotional value of activities, which may not produce an immediate yield.

One area of fundraising development will be to encourage Champions, other members and interested parties to fundraise in support of the Trust, however large or small the opportunities.

This could be in the form of cake sales, quiz nights or other fundraising events. For example, the Chief Constable Awards and Federation Dinner raised over £6,000 for the Trust in 2023 and half-marathon sponsorship brought in over £100.

The Trust seeks to continue its strong relationship with Peter James, with the aim of fundraising at events during the year with the support of the Volunteer Police cadets.

All activity will consider the reputation of the Trust and Sussex Police and remain within the UK's fundraising regulator's Code of Fundraising Practice.

THE SUSSEX POLICE CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Statement of 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 affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and 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 deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

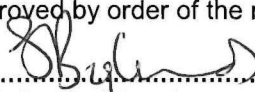
Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

The auditors, Knill James LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:


.....
S Biglands (Hons)

Date: 25/4/24

THE SUSSEX POLICE CHARITABLE TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE SUSSEX POLICE CHARITABLE TRUST

Opinion

We have audited the financial statements of The Sussex Police Charitable Trust (the 'charity') for the year ended 31 December 2023 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2023 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

THE SUSSEX POLICE CHARITABLE TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE SUSSEX POLICE CHARITABLE TRUST (CONTINUED)

Other information

The other information comprises the information included in the Trustees report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Trustees report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

THE SUSSEX POLICE CHARITABLE TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE SUSSEX POLICE CHARITABLE TRUST (CONTINUED)

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- obtained an understanding of the nature of the sector, including the legal and regulatory framework that the charitable company operates in and how the charitable company complies with the legal and regulatory framework;
- inquired of management, and those charged with governance, about their own identification and assessment of the risks of irregularities, including any known actual, suspected or alleged instances of fraud; and
- discussed matters about non-compliance with laws and regulations and how fraud might occur including assessment of how and where the financial statements may be susceptible to fraud.

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements are FRS 102, Charities SORP (FRS 102), Charities Act 2011, the charitable company's governing document, and Charities (Protection and Social Investment) Act 2016. We performed audit procedures to detect non-compliances which may have a material impact on the financial statements which included reviewing the financial statements, including the Trustees' report, remaining alert to new or unusual transactions which may not be in accordance with the governing document.

The most significant laws and regulations that have an indirect impact on the financial statements are Health & Safety, Employment law, and the UK General Data Protection Regulation (UK GDPR). We performed audit procedures to inquire of management and those charged with governance whether the charitable company is in compliance with these laws and regulations and inspected correspondence with regulatory authorities.

We identified the risk of management override of controls as the area where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed included, but were not limited to, testing manual journal entries and other adjustments, evaluating the business rationale in relation to significant, unusual transactions and transactions entered into outside the normal course of business and challenging judgments and estimates.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' report.

THE SUSSEX POLICE CHARITABLE TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE SUSSEX POLICE CHARITABLE TRUST (CONTINUED)

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

Knill James LLP

Knill James LLP
Chartered Accountants
Statutory Auditor
One Bell Lane
Lewes
East Sussex
BN7 1JU

Date: *26th April 2024*

Knill James LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

THE SUSSEX POLICE CHARITABLE TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Note	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:				
Donations and legacies	3	17,259	17,259	15,974
Charitable activities	4	121,944	121,944	116,512
Investments	5	49,890	49,890	46,593
Other income	6	30,039	30,039	11,680
Total income		<u>219,132</u>	<u>219,132</u>	<u>190,759</u>
Expenditure on:				
Raising funds	7	11,101	11,101	12,017
Charitable activities		249,789	249,789	214,797
Total expenditure		<u>260,890</u>	<u>260,890</u>	<u>226,814</u>
Net movement in funds before investment gains/(losses)		<u>(41,758)</u>	<u>(41,758)</u>	<u>(36,055)</u>
Net gains/(losses) on investments		79,665	79,665	(209,577)
Net movement in funds		<u>37,907</u>	<u>37,907</u>	<u>(245,632)</u>
Reconciliation of funds:				
Total funds brought forward		1,759,776	1,759,776	2,005,408
Net movement in funds		37,907	37,907	(245,632)
Total funds carried forward		<u>1,797,683</u>	<u>1,797,683</u>	<u>1,759,776</u>

The Statement of financial activities includes all gains and losses recognised in the year.

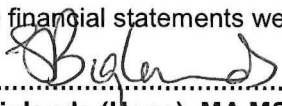
The notes on pages 27 to 40 form part of these financial statements.

THE SUSSEX POLICE CHARITABLE TRUST

BALANCE SHEET AS AT 31 DECEMBER 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	12	133,472	137,757
Investments	13	1,591,340	1,563,280
		<u>1,724,812</u>	<u>1,701,037</u>
Current assets			
Stocks	14	3,208	2,460
Debtors: amounts falling due after more than one year	15	33,010	27,791
Debtors: amounts falling due within one year	15	42,541	40,322
Cash at bank and in hand		54,103	55,080
		<u>132,862</u>	<u>125,653</u>
Creditors: amounts falling due within one year	16	(59,991)	(66,914)
Net current assets		<u>72,871</u>	<u>58,739</u>
Total assets less current liabilities		<u>1,797,683</u>	<u>1,759,776</u>
Total net assets		<u>1,797,683</u>	<u>1,759,776</u>
Charity funds			
Unrestricted funds	17	1,797,683	1,759,776
Total funds		<u>1,797,683</u>	<u>1,759,776</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


.....
S Biglands (Hons), MA MSc
(Chair of Trustees)

Date: 25/4/24

The notes on pages 27 to 40 form part of these financial statements.

THE SUSSEX POLICE CHARITABLE TRUST

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2023**

	2023	2022
	£	£
Cash flows from operating activities		
Net cash used in operating activities	(52,582)	(36,126)
	<hr/>	<hr/>
Cash flows from investing activities		
Proceeds from sale of investments	161,005	22,746
Purchase of investments	(109,400)	-
	<hr/>	<hr/>
Net cash provided by investing activities	51,605	22,746
	<hr/>	<hr/>
Cash flows from financing activities		
	<hr/>	<hr/>
Net cash provided by financing activities	-	-
	<hr/>	<hr/>
Change in cash and cash equivalents in the year	(977)	(13,380)
Cash and cash equivalents at the beginning of the year	55,080	68,460
	<hr/>	<hr/>
Cash and cash equivalents at the end of the year	54,103	55,080
	<hr/>	<hr/>

The notes on pages 27 to 40 form part of these financial statements

THE SUSSEX POLICE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1. General information

Sussex Police Charitable Trust is a charity registered in the United Kingdom. The principal address is given in the charity legal and administrative information of these financial statements. The nature of the Trust's operations and principal activity are included on page 2.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Sussex Police Charitable Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The trustees have assessed whether the going concern basis of preparation continues to be appropriate, based on whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern.

At the time of approving the financial statements the trustees believe that all appropriate measures have been or will be taken to ensure that the charity will be able to continue its operations for at least the next 12 months and thus conclude that the going concern basis remains appropriate.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

THE SUSSEX POLICE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

2. Accounting policies (continued)

2.4 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 allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

2.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following basis:

Freehold buildings	- 2% straight line
--------------------	--------------------

2.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

THE SUSSEX POLICE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

2. Accounting policies (continued)

2.7 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2023 £	Total funds 2023 £
Donations and gifts	17,259	17,259

THE SUSSEX POLICE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

3. Income from donations and legacies (continued)

	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Donations and gifts	15,974	15,974
	<u>15,974</u>	<u>15,974</u>

4. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £
Subscriptions	121,944	121,944
	<u>121,944</u>	<u>121,944</u>

	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Subscriptions	116,512	116,512
	<u>116,512</u>	<u>116,512</u>

5. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £
Income from listed investments	49,174	49,174
Interest receivable	716	716
	<u>49,890</u>	<u>49,890</u>

THE SUSSEX POLICE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

5. Investment income (continued)

	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Income from listed investments	46,514	46,514
Interest receivable	79	79
	<u>46,593</u>	<u>46,593</u>

6. Other incoming resources

	Unrestricted funds 2023 £	Total funds 2023 £
Death benefit scheme	30,014	30,014
Discounts received	25	25
	<u>30,039</u>	<u>30,039</u>

	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Death Benefit Scheme	11,480	11,480
Grants received	200	200
	<u>11,680</u>	<u>11,680</u>

THE SUSSEX POLICE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

7. Investment management costs

	Unrestricted funds 2023 £	Total funds 2023 £
Investment management fees	11,101	11,101
	Unrestricted funds 2022 £	Total funds 2022 £
Investment management fees	12,017	12,017

8. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Grant funding of activities 2023 £	Support costs 2023 £	Total funds 2023 £
Direct charitable expenditure	112,822	1,340	72,729	186,891
Grants payable	-	62,898	-	62,898
	112,822	64,238	72,729	249,789
	Activities undertaken directly 2022 £	Grant funding of activities 2022 £	Support costs 2022 £	Total funds 2022 £
Direct charitable expenditure	91,856	-	69,661	161,517
Grants payable	-	53,280	-	53,280
	91,856	53,280	69,661	214,797

THE SUSSEX POLICE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

8. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Activities 2023 £	Total funds 2023 £
Staff costs	55,132	55,132
Depreciation	4,285	4,285
Training costs	745	745
Death benefits	30,014	30,014
Travel	80	80
Publicity	1,040	1,040
Insurance	1,733	1,733
Repairs and renewals	10,762	10,762
Telephone	306	306
Rates	357	357
Light and heat	1,232	1,232
Trustee expenses	242	242
Governance costs	6,894	6,894
	<u>112,822</u>	<u>112,822</u>

THE SUSSEX POLICE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

8. Analysis of expenditure by activities (continued)

Analysis of direct costs (continued)

	<i>Activities 2022 £</i>	<i>Total funds 2022 £</i>
Staff costs	52,922	52,922
Depreciation	4,285	4,285
Training costs	839	839
Death benefits	11,480	11,480
Publicity	1,881	1,881
Insurance	1,544	1,544
Repairs and renewals	10,955	10,955
Telephone	298	298
Rates	507	507
Light and heat	671	671
Trustee expenses	24	24
Governance costs	6,450	6,450
	<u>91,856</u>	<u>91,856</u>

Analysis of support costs

	Activities 2023 £	Total funds 2023 £
Staff costs	<u>72,729</u>	<u>72,729</u>

	<i>Activities 2022 £</i>	<i>Total funds 2022 £</i>
Staff costs	<u>69,661</u>	<u>69,661</u>

THE SUSSEX POLICE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

9. Auditors' remuneration

	2023 £	2022 £
Fees payable to the Charity's auditor for the audit of the Charity's annual accounts	6,804	6,480

10. Staff costs

	2023 £	2022 £
Wages and salaries	127,861	122,582
	127,861	122,582

The average number of persons employed by the Charity during the year was as follows:

	2023 No.	2022 No.
Direct charitable	2	2
Management and administration	2	2
	4	4

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity are the trustees. No trustees received remuneration or benefits in respect of their role as trustees.

THE SUSSEX POLICE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 December 2023, expenses totalling £322 were reimbursed to 3 Trustees (2022 - £24).

12. Tangible fixed assets

	Freehold property £
Cost or valuation	
At 1 January 2023	214,213
At 31 December 2023	214,213
Depreciation	
At 1 January 2023	76,456
Charge for the year	4,285
At 31 December 2023	80,741
Net book value	
At 31 December 2023	133,472
At 31 December 2022	137,757

THE SUSSEX POLICE CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

13. Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 January 2023	1,563,280
Additions	109,400
Disposals	(152,423)
Revaluations	71,083
At 31 December 2023	<u>1,591,340</u>
Net book value	
At 31 December 2023	<u>1,591,340</u>
At 31 December 2022	<u>1,563,280</u>

14. Stocks

	2023 £	2022 £
Raw materials and consumables	<u>3,208</u>	<u>2,460</u>

15. Debtors

	2023 £	2022 £
Due after more than one year		
Trade debtors	<u>33,010</u>	<u>27,791</u>
Due within one year		
Trade debtors	16,273	15,562
Other debtors	24,854	23,624
Prepayments and accrued income	1,414	1,137
	<u>42,541</u>	<u>40,323</u>

THE SUSSEX POLICE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

16. Creditors: Amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	<u>59,991</u>	<u>66,914</u>

17. Statement of funds

Statement of funds - current year

	Balance at 1 January 2023 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2023 £
Unrestricted funds					
General Funds - all funds	<u>1,759,776</u>	<u>219,132</u>	<u>(260,890)</u>	<u>79,665</u>	<u>1,797,683</u>

Statement of funds - prior year

	Balance at 1 January 2022 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2022 £
Unrestricted funds					
General Funds - all funds	<u>2,005,408</u>	<u>190,759</u>	<u>(226,814)</u>	<u>(209,577)</u>	<u>1,759,776</u>

THE SUSSEX POLICE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

18. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	133,472	133,472
Fixed asset investments	1,591,340	1,591,340
Debtors due after more than one year	33,010	33,010
Current assets	99,852	99,852
Creditors due within one year	(59,991)	(59,991)
Total	1,797,683	1,797,683

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets	137,757	137,757
Fixed asset investments	1,563,280	1,563,280
Debtors due after more than one year	27,791	27,791
Current assets	97,862	97,862
Creditors due within one year	(66,914)	(66,914)
Total	1,759,776	1,759,776

THE SUSSEX POLICE CHARITABLE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

19. Reconciliation of net movement in funds to net cash flow from operating activities

	2023	2022
	£	£
Net expenditure for the year (as per Statement of Financial Activities)	(41,758)	(36,055)
Adjustments for:		
Depreciation charges	4,285	4,285
Decrease/(increase) in stocks	(748)	1,265
Increase in debtors	(7,438)	(16,814)
Increase/(decrease) in creditors	(6,923)	11,193
Net cash used in operating activities	(52,582)	(36,126)

20. Analysis of cash and cash equivalents

	2023	2022
	£	£
Cash in hand	54,103	55,080
Total cash and cash equivalents	54,103	55,080

21. Analysis of changes in net debt

	At 1 January 2023	Cash flows	At 31 December 2023
	£	£	£
Cash at bank and in hand	55,080	(977)	54,103
	55,080	(977)	54,103

22. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 December 2023.