

REGISTRAR

**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2010**

FOR

**05636575 BRIGHTON AND HOVE FOOD PARTNERSHIP
(A COMPANY LIMITED BY GUARANTEE)**

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BRIGHTON AND HOVE FOOD PARTNERSHIP
(A COMPANY LIMITED BY GUARANTEE)

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FOR THE YEAR ENDED 31 MARCH 2010

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**BRIGHTON AND HOVE FOOD PARTNERSHIP
(A COMPANY LIMITED BY GUARANTEE)
COMPANY NUMBER: 5636575**

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2010**

The Directors present their report with the Financial Statements of the company for the year ended 31 March 2010

COMPANY INFORMATION

DIRECTORS:

The Directors who served during the year and up to the date of this report were

Barbara Myers	
Durwin Banks	
Susan Dibb	
Joyce Edmond-Smith	
Alan Lugton	(Resigned 3 March 2010)
Thomas MacMillan	
Jethro Carr	
Peter Deadman	(Appointed 29 June 2009)
Nick Fry	(Appointed 17 July 2009, Resigned 3 March 2010)
Chris Allen	(Appointed 3 March 2010)
Shirley Ward	(Appointed 3 March 2010)

The following are co-opted to the Board, but are not appointed as directors

Clare Devereux	
Carolyn Syverson	(Representing Brighton & Hove PCT)
Denise Cobb	(Representing Brighton & Hove Council)
Francesca Illiffe	(Representing Brighton & Hove Council)

SECRETARY: Ann Baldridge

REGISTERED OFFICE: Emmaus Manor Offices
Drove Road
Portslade
Brighton
East Sussex
BN41 2PA

REGISTERED NUMBER: 5636575 (England and Wales)

ACCOUNTANTS: Clark Brownscombe Limited
8 The Drive
Hove
East Sussex
BN3 3JT

BANKERS: Unity Trust Bank
Nine Brindleyplace
Birmingham
B1 2HB

Company Status

The Company is a company limited by guarantee. It was incorporated on 25 November 2005 under the Companies Act 1985, and is governed by its Memorandum and Articles of Association which ensures that the company operates not for private profit.

BRIGHTON AND HOVE FOOD PARTNERSHIP
(A COMPANY LIMITED BY GUARANTEE)
COMPANY NUMBER: 5636575

REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2010

OBJECTIVES AND PRINCIPAL ACTIVITIES

The Brighton & Hove Food Partnership aims to work across the community to strengthen the growth and development of a sustainable local food system which creates social equity, economic prosperity, environmental sustainability, global fair-trade and improves the health and well-being of all residents

We recognise that there are large numbers of residents in our city who are unaware of how food production impacts on their health and the environment. Many don't understand the links between food, physical health and mental well being and/or don't have the skills to prepare healthy, nutritious meals for themselves or their families. There are also areas of the city with poor access to the ingredients which make these meals. The Food Partnership works to address these inequalities.

Our work includes promoting locally produced food, increasing understanding of the way that our current food system works and how our food choices affect our health and the environment. We work in schools to promote healthy eating, run programmes in communities that address obesity through lifestyle changes and teach people how to cook using fresh, healthy ingredients.

In partnership with key agencies the Food Partnership developed Spade to Spoon Making the Connections, a food strategy and action plan for the city. Community groups, departments within the Council and NHS Brighton & Hove, the waste sector, schools and others from across the city have signed up to delivering targets in the action plan. The Food Partnership leads on local food work within the strategy as well as targets for healthier diets.

As part of this work the Food Partnership has an agreement with NHS Brighton & Hove to deliver a three year project called Food for a Healthy Future. This enables us to deliver services that promote healthy eating and teach skills around weight management, cookery and healthier lifestyles. Additionally in 2009 / 2010 Choosing Health funding via NHS Brighton & Hove and Brighton & Hove Council allowed us to deliver the Weight Management Referral Service, develop a programme called Why Weight and to develop our community nutrition service for adults. We also received additional funding for work to address childhood obesity in the city including the Sticky Fingers project. The Big Lottery Funded Harvest Brighton & Hove project started in July 2009. We are the lead partner on this project which aims to increase the amount of food being grown in the city.

These additional projects are reflected in the increase in turnover since 2008/09.

REVIEW OF BUSINESS

Core activities

During this period the Food Partnership employed 9 full time and 7 part time staff and our work was supported by 40 volunteers. New posts were Community Nutritionist, Harvest Manager, Harvest Development Worker and Harvest Growing Officer.

Raising awareness about sustainable food issues

We held stalls at community events to raise awareness and to distribute information materials about the benefits of local food and the links between food, health and environmental sustainability. Stall-holding is also a good opportunity to raise awareness of the Food Partnership's work and to attract new members.

Membership

The Food Partnership is a membership organisation which brings together a diverse range of individuals and organisations across the city who are interested in or engaged in working towards a healthier, more sustainable food system for Brighton and Hove. The Partnership's membership has continued to grow.

Supporting local food projects

The Food Partnership provides opportunities for local food projects to network and supports people involved with local food projects with information, support and advice.

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REPORT OF THE DIRECTORS - continued

City Food News

City Food News is sent out quarterly and reports on local and national issues pertaining to food, health and environmental sustainability. It focuses on work being done around the city, by community groups, restaurants and shops, to improve access to fresh, healthy and local food.

Good Food Grants

The Food Partnership administers two annual small grants programmes, Good Food Grants and Community Kitchen Equipment Grants. Both funding schemes award grants of up to £1000 to new and existing community and school projects that help people to eat more healthily, grow their own food or learn cooking skills. Good Food Grants is now in its 4th year while it is the 2nd year of the Community Kitchen grants. This year, as ever, we received lots of fantastic applications – in fact for more projects than we could fund. 19 projects received funding under Good Food Grants. The projects range from community allotments, gardens and cookery projects in schools, to a community orchard. For example, one funded project is the school garden at Patcham Infant School where grandparents, parents and children will work together to grow fruit and vegetables in the school allotment and learn more about growing and eating fresh produce. The Community Kitchen Equipment Grants Programme provided funding to equip or improve 16 kitchens in schools, churches and community centres around Brighton & Hove – including outdoor cookery equipment for a community farm and a mobile catering social enterprise. This means that a greater number of adults and children will benefit from learning more about cooking and be inspired to bring their skills home to cook healthy meals for their family and friends.

HEALTHY WEIGHT TEAM

The team works with individuals and families who are above their ideal weight providing one-to-one and group sessions combining nutrition, physical activity and behaviour change to achieve lasting results.

The Healthy Weight Referral Scheme GP's and other health professionals can refer patients with a Body Mass Index of 26-40 who are ready to make dietary changes and increase activity in their lives. These clients are then assessed by our trained staff and referred onto the most appropriate programme. During the year we took referrals for 975 adults and 82 children. The referral service is now being used by three quarters of GP Practices in the city and receiving positive feedback that it is an easily accessible, client focused service.

The team also delivered a range of community based weight management and nutrition services.

Shape Up groups for adults combine nutrition, physical activity and behaviour change to provide individuals with the tools to achieve successful weight loss in a natural way. Shape Up is delivered as a free nine week course in venues across the city. Between September 2008 and March 2009 204 people attended Shape Up groups.

Weight Management Clinics we offer one to one sessions with a Health Promotion Dietician offering individual help and guidance to promote a healthier lifestyle. A dedicated service for people who are worried about weight gain in the context of giving up smoking is also offered. Between September 2008 and March 2009 147 people attended one to one clinics.

The Food Partnership also delivers the nationally recognised MEND and MEND 2-4 programmes on behalf of NHS Brighton & Hove.

MEND is a family based programme for 7-13 year olds and their families who are above their ideal weight. Through 18 fun and informative sessions MEND combines healthy eating, physical activity and behaviour change to achieve long lasting results. Ongoing support and activities were provided through the monthly MEND graduation programme. Between September 2008 and March 2009 28 families attended MEND.

MEND 2-4 is a healthy lifestyle programme for 2-4 year olds and their families. Through 10 informative sessions addressing topics such as healthy eating, fussy eating and active play the programme aims to prevent unhealthy behaviours.

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REPORT OF THE DIRECTORS - continued

Healthy Choice Award This is a joint initiative from the Food Partnership, the Food Safety Team at Brighton & Hove City Council and NHS Brighton & Hove to encourage caterers to offer healthier food options in a healthy, clean environment. Working in partnership with restaurants and cafes, nutritionists help develop healthy choices on their menus from simple changes like offering salad dressings on the side and fresh fruit desserts, to changing cooking methods to increase nutritional content. Schools, nurseries, nursing homes and other organisations can also apply for a healthy choice award.

Training we delivered basic nutrition courses for people who work with, or who advise, vulnerable community members about healthy eating – from homeless families to adults with learning difficulties.

SCHOOL FOOD

The School Food Policy Manager was appointed in February 2009. The primary schools in the city were surveyed with a view to developing city wide initiatives. Key themes that emerged which the school food work focused on during the year were training for teaching and other school staff on food issues, support required around healthy lunchbox options, support with running school growing projects and linking wider school issues with the curriculum.

In this year the Food Partnership also took over the management of Sticky Fingers, a project working with primary schools in East Brighton to teach children about cookery and food growing.

COMMUNITY COOKERY PROJECT

We want people to know how to cook healthy, fresh, seasonal, affordable food. Our community cookery team works with individuals and groups to give people the skills to create healthy, affordable meals. The work aims to increase the amount of people in the community that can support cookery groups and teach people to cook.

Cookability training course a course training people to run community cookery groups. This course addresses nutrition and healthy eating, group work skills as well as developing skills in preparing fresh food. Some of the trainees are local residents who are keen to improve their family's diet. Others are working, or planning to work, in roles where this kind of training will give them greater confidence, e.g. youth workers, early years workers, teaching assistants. The course was run six times in the year.

Supporting local groups the team works with groups across the city that want to increase the cookery skills of vulnerable people. This has included work with people with learning disabilities, young / new mothers, older men and young people not in employment or education.

HARVEST BRIGHTON & HOVE

A key achievement of 2009/10 was the start of Harvest Brighton & Hove a Big Lottery Funded project to get Brighton & Hove growing more of its own food. The Food Partnership is the lead partner on this project which aims to

- Increase the space available to grow food in the city
- Improve access to local food
- Increase the skills and confidence of local people in growing their own food
- Increase awareness of the benefits of growing, buying and eating local produce
- Develop strategies and guidance that support food growing within the city

Harvest was launched to the public in September 2009 and key achievements have been the development of a training programme, website www.harvest-bh.org.uk, email bulletin, opening of a demonstration vegetable garden in a public park, recruitment of a team of volunteers and funding of partner projects to increase access to land and local food.

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REPORT OF THE DIRECTORS - continued

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The Directors are responsible for preparing the financial statements in accordance with applicable law and regulations

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the directors are required to

- Select suitable accounting policies and then apply them consistently,
- Make judgements and estimates that are reasonable and prudent,
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:



S E Dibb

Director

Date

11/11/10

BRIGHTON AND HOVE FOOD PARTNERSHIP
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INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2010

	Notes	2010 £	2009 £
INCOME	4	618,589	397,988
EXPENDITURE		<u>616,272</u>	<u>398,273</u>
OPERATING (DEFICIT)/SURPLUS	2	2,317	(285)
Interest receivable and similar income		<u>33</u>	<u>3,576</u>
EXCESS OF INCOME OVER EXPENDITURE BEFORE TAXATION		2,350	3,291
Tax on (deficit)/surplus on ordinary activities	3	<u>977</u>	<u>2,072</u>
EXCESS OF INCOME OVER EXPENDITURE AFTER TAXATION		1,373	1,219
RESERVES BROUGHT FORWARD		<u>11,652</u>	<u>10,433</u>
RESERVES CARRIED FORWARD	8	<u>13,025</u>	<u>11,652</u>

CONTINUING OPERATIONS

None of the company's operations were acquired or discontinued during the current or previous year.

TOTAL RECOGNISED GAINS AND LOSSES

The company has no gains or losses other than the profit for the current or previous year

The notes on pages 8 to 10 form part of these financial statements

BRIGHTON AND HOVE FOOD PARTNERSHIP
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BALANCE SHEET
31 MARCH 2010

	Notes	2010 £	£	2009 £	£
FIXED ASSETS					
Tangible assets	5		13,061		8,475
CURRENT ASSETS					
Debtors	6	1,565		21,656	
Cash at bank		<u>97,185</u>		<u>100,241</u>	
		98,750		121,897	
CREDITORS					
Amounts falling due within one year	7	<u>98,786</u>		<u>118,720</u>	
NET CURRENT (LIABILITIES)/ ASSETS			<u>(36)</u>		<u>3,177</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>13,025</u>		<u>11,652</u>
RESERVES					
Income and expenditure account			<u>13,025</u>		<u>11,652</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2010

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2010 in accordance with Section 476 of the Companies Act 2006

The directors acknowledge their responsibilities for

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006,
- preparing financial statements that give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit and loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the Companies Act 2006 relating to financial statements, so far as applicable to the company

The financial statements have been prepared in accordance to the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective April 2008)

The financial statements were approved by the Board of Directors on 5th Oct 2010 and were signed on its behalf by



S E Dibb

Director

The notes on pages 8 to 10 form part of these financial statements

BRIGHTON AND HOVE FOOD PARTNERSHIP
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2010

1. ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the financial statements

Accounting Convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Cash Flow Statement

In accordance with Financial Reporting Standard Number 1, the company is exempt from the requirements to prepare a cash flow statement on account of its size

Income

Income takes the form of grants to provide specific services or towards general support of our costs, or payment in the form of a contract for services provided. Where grants and similar income are for time based projects, or have been paid in advance in any way, the appropriate amount of income has been carried forward within the deferred income account. Income will be credited to the income and expenditure account from the deferred income account in line with the associated relevant costs, or on a time basis, as is most appropriate.

Tangible Fixed Assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life

Plant and Equipment	– 33% on cost
Database	– 33% on cost

The company has a policy of capitalising only assets costing in excess of £500

Funds

The company has various types of funds for which it is responsible

Unrestricted funds – these funds are for use on the general objectives of the company

Restricted funds – these funds are for specific purposes as laid down by the donor – expenditure which meets these criteria is charged to the fund together with a fair proportion of management and support costs

Pensions

The pension cost charge represents the contributions payable by the company to the employees' pension schemes

2. OPERATING (DEFICIT)/SURPLUS

The operating (deficit)/surplus is stated after charging

	2010 £	2009 £
Depreciation – owned assets	11,899	6,349
Accountant's fees	<u>2,350</u>	<u>1,750</u>
Directors' emoluments and other benefits etc	<u>-</u>	<u>-</u>

BRIGHTON AND HOVE FOOD PARTNERSHIP
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NOTES TO THE FINANCIAL STATEMENTS - continued

3. TAXATION	2010	2009
	£	£
Current tax		
UK corporation tax	1,453	1,970
Under / (Over) provision in earlier year	<u>(476)</u>	<u>102</u>
Tax on profit on ordinary activities	<u>977</u>	<u>2,072</u>

4. INCOME	2010	2009
	£	£
Grants received during the year comprise		
NHS Brighton and Hove – Good Food Grant and Community Kitchen	32,000	69,656
NHS Brighton and Hove – Food for a Healthy Future	324,435	247,975
NHS Brighton and Hove – Childhood Obesity	105,388	44,146
NHS Brighton and Hove – Weight Management Referral	63,609	28,308
NHS Brighton and Hove - Harvest	8,750	-
Big Lottery Fund - Harvest	53,824	-
Brighton & Hove City Council	9,456	-
Other Grants	<u>1,500</u>	<u>-</u>
	598,962	390,085
Other Income	<u>19,627</u>	<u>7,903</u>
	<u>618,589</u>	<u>397,988</u>

The NHS Brighton and Hove – School Fund grant of £41,388 deferred at 31 03 09 and brought into income during the year is included in the NHS Brighton and Hove – Food for a Healthy Future figure of £324,435

Grants received in the current year but deferred until 2010/11

Co-Operative Group	-	1,500
NHS Brighton and Hove – Good Food Grant and Community Kitchen	-	3,000
NHS Brighton and Hove – School Fund	-	41,388
NHS Brighton and Hove – Food for a Healthy Future	19,072	10,000
NHS Brighton and Hove – Childhood Obesity	7,500	-
NHS Brighton and Hove – Weight Management Referral	-	55,375
NHS Brighton and Hove - Harvest	26,250	-
ESF Community Grant - Harvest	6,900	-
Brighton & Hove City Council	12,549	-
NHS Brighton and Hove – Childhood Obesity Training Grant	<u>7,200</u>	<u>-</u>
	<u>79,471</u>	<u>109,763</u>

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NOTES TO THE FINANCIAL STATEMENTS – continued

5. TANGIBLE FIXED ASSETS

	Database £	Plant & Equipment £	Total £
COST			
At 1 April 2009	-	19,212	19,212
Additions	<u>9,775</u>	<u>6,710</u>	<u>16,485</u>
At 31 March 2010	<u>9,775</u>	<u>25,922</u>	<u>35,697</u>
DEPRECIATION			
At 1 April 2009	-	10,737	10,737
Charge for the year	<u>3,258</u>	<u>8,641</u>	<u>11,899</u>
At 31 March 2010	<u>3,258</u>	<u>19,378</u>	<u>22,636</u>
NET BOOK VALUE			
At 31 March 2010	<u>6,517</u>	<u>6,544</u>	<u>13,061</u>
At 31 March 2009	<u>-</u>	<u>8,475</u>	<u>8,475</u>

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2010 £	2009 £
Other Debtors	-	21,500
Prepayments and Accrued Income	<u>1,565</u>	<u>156</u>
	<u>1,565</u>	<u>21,656</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2010 £	2009 £
Taxation and social security	721	-
Other creditors	10,437	3,737
Accruals	6,009	1,750
Deferred income - Grants	79,471	111,263
Deferred income – Fee Income	695	-
Corporation tax	<u>1,453</u>	<u>1,970</u>
	<u>98,786</u>	<u>118,720</u>

8. GOOD FOOD GRANT & COMMUNITY KITCHEN

This fund from Brighton & Hove City Council Primary Care Trust funds a small grants programme and a community kitchen

	Balance 01 04 09	Incoming	Deferred Income	Outgoing	Balance 31.03.10
Good Food Grant	<u>(3,117)</u>	<u>32,000</u>	<u>-</u>	<u>27,784</u>	<u>1,099</u>

9. SHARE CAPITAL

The company is limited by guarantee, and therefore has no share capital