

**REPORT OF THE DIRECTORS AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016
FOR
BRIGHTON AND HOVE FOOD PARTNERSHIP**

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FOR THE YEAR ENDED 31 MARCH 2016**

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BRIGHTON AND HOVE FOOD PARTNERSHIP

**COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2016**

DIRECTORS:

D Banks
J Jeffries
J Routledge
B Thomas
K Trathen
J Bates
C Nyereyegona
V Williams
S Paskins

SECRETARY:

V Borrill

REGISTERED OFFICE:

Brighthelm Centre
North Road
Brighton
BN1 1YD

REGISTERED NUMBER:

05636575 (England and Wales)

ACCOUNTANTS:

Russell New Limited
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2016**

The directors present their report with the financial statements of the company for the year ended 31 March 2016.

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of a non-profit organisation that helps people learn to cook, to eat a healthy diet, to grow their own food and to waste less food.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 April 2015 to the date of this report.

D Banks
J Jeffries
J Routledge
B Thomas
K Trathen
J Bates
C Nyereyegona

Other changes in directors holding office are as follows:

S Dibb - resigned 27 November 2015
B Myers - resigned 27 November 2015
V Williams - appointed 27 November 2015
S Paskins - appointed 27 November 2015

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2016**

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

Victoria Williams (representing Food Matters)
Lydie Lawrence (representing Brighton and Hove Public Health)
Councillor Ollie Sykes (representing Brighton and Hove City Council)
Francesca Iliffe (representing Brighton and Hove City Council)

OBJECTIVES AND PRINCIPAL ACTIVITIES

The Brighton & Hove Food Partnership (BHFP) is a not-for-profit organisation that operates a membership structure open to anyone who lives or works in Brighton & Hove. We are aiming for a sustainable food system - one that is healthy, respects environmental limits and supports a vibrant farming and food economy.

The Brighton and Hove Food Partnership works to

- Promote the benefits of a healthy, sustainable and ethical food system.
- Encourage healthier and sustainable lifestyles by providing practical training, education, information and support on nutrition, cookery, food growing, health and wellbeing.
- Co-ordinate a strategic approach to food work in the city, bringing together community organisations, statutory agencies, local businesses and individual residents.

BHFP acts as a hub for information, inspiration and connection around food. BHFP also delivers a range of community projects such as:

- Cookery courses for beginners and those looking to teach others
- Helping people start new community gardens
- Tips and advice on reducing food waste at home
- Setting up community composting sites across the city
- Healthy eating advice and workshops
- Advice on food poverty and support for food banks
- Weight management programmes for adults and families

The Brighton and Hove Food Strategy Spade to Spoon: Digging Deeper sets out how the city intends to work towards a healthier, more sustainable food system - one that addresses health inequalities, reduces food poverty, supports local businesses and reduces the environmental impact on the way we produce, consume, and dispose of food. Key partners include the city council, public health, the universities, local businesses and the community and voluntary sector. The work on the food strategy is coordinated by the Food Partnership whose role is to drive delivery of the strategy, to support innovation, encourage partnerships, report annual progress and deliver some of the actions. The Food Partnership also holds a seat on a number of strategic boards in the city to help influence other local policies and strategies which have an impact on the food system.

Full details on the work of the Food Partnership can be found on www.bhfood.org.uk

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:



V Williams - Director

Date:

31/10/16

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 MARCH 2016**

	Notes	2016 £	2015 £
TURNOVER	3	888,450	838,617
Administrative expenses		<u>873,015</u>	<u>828,906</u>
OPERATING SURPLUS and SURPLUS BEFORE TAXATION	5	15,435	9,711
Tax on surplus		<u>461</u>	<u>(482)</u>
SURPLUS FOR THE FINANCIAL YEAR		14,974	10,193
OTHER COMPREHENSIVE INCOME		<u>-</u>	<u>-</u>
TOTAL COMPREHENSIVE INCOME FOR THE YEAR		<u><u>14,974</u></u>	<u><u>10,193</u></u>

The notes form part of these financial statements

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**ABRIDGED BALANCE SHEET
31 MARCH 2016**

	Notes	2016 £	2015 £
FIXED ASSETS			
Tangible assets	6	5,205	5,214
CURRENT ASSETS			
Debtors: amounts falling due within one year	7	33,772	27,936
Cash at bank		158,048	143,934
		<u>191,820</u>	<u>171,870</u>
CREDITORS			
Amounts falling due within one year	8	144,565	139,596
		<u>144,565</u>	<u>139,596</u>
NET CURRENT ASSETS		<u>47,255</u>	<u>32,274</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>52,460</u>	<u>37,488</u>
PROVISIONS FOR LIABILITIES		<u>1,041</u>	<u>1,043</u>
NET ASSETS		<u><u>51,419</u></u>	<u><u>36,445</u></u>
RESERVES			
Income and expenditure account	9	51,419	36,445
		<u>51,419</u>	<u>36,445</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2016.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2016 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 and
- preparing financial statements which 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 surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The notes form part of these financial statements

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

ABRIDGED BALANCE SHEET - continued
31 MARCH 2016

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

All the members have consented to the preparation of an abridged Balance Sheet for the year ended 31 March 2016 in accordance with Section 444(2A) of the Companies Act 2006.

The financial statements were approved by the Board of Directors on 31/10/16 and were signed on its behalf by:

V-Williams
V Williams - Director

The notes form part of these financial statements

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 31 MARCH 2016**

	Retained earnings £	Total equity £
Balance at 1 April 2014	26,252	26,252
Changes in equity		
Total comprehensive income	10,193	10,193
Balance at 31 March 2015	<u>36,445</u>	<u>36,445</u>
Changes in equity		
Total comprehensive income	14,974	14,974
Balance at 31 March 2016	<u><u>51,419</u></u>	<u><u>51,419</u></u>

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

1. STATUTORY INFORMATION

Brighton and Hove Food Partnership is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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 machinery	- 33% on cost
Computer equipment	- 33% on cost

The company has a minimum value of £200 for capitalisation of fixed assets.

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.

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2016**

3. TURNOVER

	2016 £
Deferred grant income brought forward	134,501
Grants received during the year	872,273
Deferred income carried forward	(117,890)
	<u>888,884</u>

See detailed breakdown below

	2016 £	2015 £
<u>Grants receivable during the year comprise:</u>		
BHT Fulfilling Lives	10,123	-
Big Lottery Fund - Chances4Change	30,039	50,987
Big Lottery Fund - Local Food Fund	-	34,673
Big Lottery Fund - Reaching Communities	158,996	28,629
Big Lottery Awards for All	9,597	-
BPT (People's Health Trust Project Race Hill)	4,775	5,598
Brighton and Hove City Council - Discretionary Grant	5,000	5,000
Brighton and Hove City Council - Environmental Sustainability Grant	5,000	-
Brighton and Hove City Council - Food Waste Campaign	15,000	19,000
Brighton and Hove City Council - Other	2,500	12,080
Brighton Permaculture Trust - Chalk Cliff Trust	-	3,000
Chalk Cliff Trust	-	4,000
City College Brighton	18,975	15,525
East Sussex County Council	1,000	-
Esmee Fairbairn Foundation	59,636	41,533
Interreg (IVA) Programme France (Channel) - England	4,792	23,426
Mental Health Innovation Fund	9,800	-
NHS Brighton and Hove Harvest	-	21,526
Public Health Brighton and Hove	535,040	549,025
Public Health (Older People)	-	2,500
Resources Future - Food Waste Campaign	-	750
South Downs National Park	-	2,000
University of Sussex	2,000	1,100
	<u>872,273</u>	<u>820,352</u>

	2016 £
<u>Grants received in 2015/16 but deferred until 2016/17:</u>	
Big Lottery Fund	44,890
Esmee Fairbairn Foundation	5,000
Mental Health Innovation Fund	5,000
Orchards without Borders	5,000
Public Health Brighton and Hove	58,000
	<u>117,890</u>

2016

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2016**

£

Grants received in 2014/15 but deferred until 2015/16:

Big Lottery Fund - Chances4Change	12,039
Big Lottery Fund - Reaching Communities	33,512
East Sussex County Council	1,000
Esmee Fairbairn Foundation	10,000
Mental Health Innovation Fund	9,800
Public Health Brighton and Hove	59,400
Public Health Brighton and Hove Tier 1 food work	6,750
University of Sussex	2,000
	<u>134,501</u>

4. EMPLOYEES AND DIRECTORS

The average number of employees during the year was 27.

5. OPERATING SURPLUS

The operating surplus is stated after charging:

	2016	2015
	£	£
Depreciation - owned assets	<u>3,232</u>	<u>4,752</u>

6. TANGIBLE FIXED ASSETS

	Totals
	£
COST	
At 1 April 2015	50,966
Additions	3,223
Disposals	<u>(43,146)</u>
At 31 March 2016	<u>11,043</u>
DEPRECIATION	
At 1 April 2015	45,752
Charge for year	3,232
Eliminated on disposal	<u>(43,146)</u>
At 31 March 2016	<u>5,838</u>
NET BOOK VALUE	
At 31 March 2016	<u>5,205</u>
At 31 March 2015	<u>5,214</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016	2015
	£	£
Trade debtors	1,142	25,625
Other debtors	<u>32,630</u>	<u>2,311</u>
	<u>33,772</u>	<u>27,936</u>

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2016**

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016	2015
	£	£
Taxation and social security	7,308	132
Other creditors	137,257	139,464
	<u>144,565</u>	<u>139,596</u>

9. RESERVES

	Balance 01.04.15	Incoming	Outgoing	Balance 31.03.16
Programmes:				
Community Cookery	(129)	104,550	103,037	1,384
Community Nutrition	4,249	363,223	363,577	3,895
Food Strategy Project	1,692	63,136	62,565	2,263
Good Food Grant	(291)	8,000	9,596	(1,887)
Love Food Hate Waste	(1,875)	33,432	32,343	(786)
Orchards without Borders	(614)	4,791	4,791	(614)
Weight Management Referral Service	2,870	78,850	78,518	3,202
Harvest Programme:				
Big Lottery Local Food Fund	-			-
Big Lottery Reaching Communities Fund	-	153,448	153,448	-
Other grants and donations	2,672	22,085	22,085	2,672
	<u>2,672</u>	<u>175,533</u>	<u>175,533</u>	<u>2,672</u>
Core Activities	<u>27,871</u>	<u>56,935</u>	<u>43,516</u>	<u>41,290</u>
	<u>36,445</u>	<u>888,450</u>	<u>873,476</u>	<u>51,419</u>

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**RECONCILIATION OF EQUITY
1 APRIL 2014
(DATE OF TRANSITION TO FRS 102)**

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
FIXED ASSETS				
Tangible assets		2,146	-	2,146
CURRENT ASSETS				
Debtors		48,335	-	48,335
Cash at bank		114,381	-	114,381
		<u>162,716</u>	<u>-</u>	<u>162,716</u>
CREDITORS				
Amounts falling due within one year		(136,953)	-	(136,953)
NET CURRENT ASSETS		<u>25,763</u>	<u>-</u>	<u>25,763</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		27,909	-	27,909
PROVISIONS FOR LIABILITIES		-	(429)	(429)
NET ASSETS		<u><u>27,909</u></u>	<u><u>(429)</u></u>	<u><u>27,480</u></u>
RESERVES				
Income and expenditure account		27,909	(429)	27,480
		<u><u>27,909</u></u>	<u><u>(429)</u></u>	<u><u>27,480</u></u>

The notes form part of these financial statements

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**RECONCILIATION OF EQUITY - continued
31 MARCH 2015**

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
FIXED ASSETS				
Tangible assets		5,214	-	5,214
CURRENT ASSETS				
Debtors		27,936	-	27,936
Cash at bank		143,934	-	143,934
		<u>171,870</u>	<u>-</u>	<u>171,870</u>
CREDITORS				
Amounts falling due within one year		(139,596)	-	(139,596)
NET CURRENT ASSETS		<u>32,274</u>	<u>-</u>	<u>32,274</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		37,488	-	37,488
PROVISIONS FOR LIABILITIES		-	(1,043)	(1,043)
NET ASSETS		<u>37,488</u>	<u>(1,043)</u>	<u>36,445</u>
RESERVES				
Income and expenditure account		37,488	(1,043)	36,445
		<u>37,488</u>	<u>(1,043)</u>	<u>36,445</u>

The notes form part of these financial statements

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**RECONCILIATION OF SURPLUS
FOR THE YEAR ENDED 31 MARCH 2015**

	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
TURNOVER	838,617	-	838,617
Administrative expenses	(828,906)	-	(828,906)
OPERATING SURPLUS	9,711	-	9,711
and			
SURPLUS BEFORE TAXATION	9,711	-	9,711
Tax on surplus	(132)	614	482
SURPLUS FOR THE FINANCIAL YEAR	<u>9,579</u>	<u>614</u>	<u>10,193</u>

The notes form part of these financial statements

BRIGHTON AND HOVE FOOD PARTNERSHIP
REPORT OF THE ACCOUNTANTS TO THE DIRECTORS OF
BRIGHTON AND HOVE FOOD PARTNERSHIP

As described on the balance sheet you are responsible for the preparation of the financial statements for the year ended 31 March 2016 set out on pages four to fourteen and you consider that the company is exempt from an audit.

In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

Russell New Limited

Russell New Limited
The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Date: 12 December 2016

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2016**

	2016		2015	
	£	£	£	£
Turnover				
Rent income	1,229		2,389	
Miscellaneous income	6,755		1,664	
Fee income	6,864		4,555	
Reimbursed costs	1,329		9,657	
Grants	872,273		820,352	
	<hr/>	888,450	<hr/>	838,617
Expenditure				
Salaries, employers NI and pension	535,169		517,731	
Recruitment and DBS	3,372		674	
Rent	31,777		27,502	
Volunteer expenses	540		1,276	
Insurance	1,023		3,068	
Staff training & conferences	8,937		7,313	
Sessional staff	10,931		14,891	
Hire of premises/facilities	27,742		19,225	
Evaluation	6,715		3,045	
Governance	1,453		865	
Telephone	5,228		6,795	
Postage	4,368		2,993	
Office supplies and information resources	4,314		5,896	
Staff travel and subsistence	2,541		3,018	
Internet costs	-		1,980	
Marketing and communications	18,642		21,207	
IT support costs, licenses and software	8,200		7,530	
Database maintenance	7,493		6,005	
Payroll	3,036		1,824	
Book-keeping	4,159		4,597	
Refreshments	1,952		1,257	
Website development costs	2,193		3,840	
Events	1,657		2,547	
Office maintenance	1,122		1,761	
Sundry	1,465		228	
Travel not staff	874		45	
Tutor fees	18,070		9,408	
Accountancy	5,283		2,089	
Commissioned work	117,992		108,480	
Resources and equipment	15,824		16,051	
Development work	2,614		2,384	
Consultancy	3,000		200	
Training and service delivery	11,727		18,154	
Depreciation of tangible fixed assets				
Plant and machinery	-		2,145	
Computer equipment	3,231		2,606	
	<hr/>	872,644	<hr/>	828,630
Carried forward		15,806		9,987

This page does not form part of the statutory financial statements

BRIGHTON AND HOVE FOOD PARTNERSHIP (REGISTERED NUMBER: 05636575)

**DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2016**

	2016	2015
	£	£
Brought forward	15,806	9,987
Finance costs		
Bank charges and credit card charges	371	276
NET SURPLUS	<u>15,435</u>	<u>9,711</u>

This page does not form part of the statutory financial statements