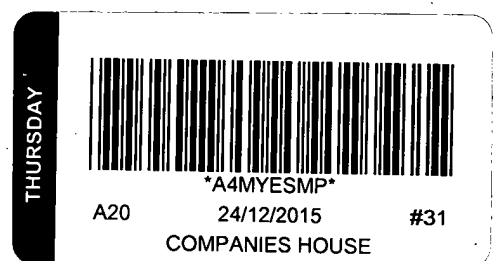


BRIGHTON AND HOVE FOOD PARTNERSHIP

REPORT OF THE DIRECTORS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015



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**Russell
New**
business, taxation and charity advisers

**REPORT OF THE DIRECTORS AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2015
FOR
BRIGHTON AND HOVE FOOD PARTNERSHIP**

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FOR THE YEAR ENDED 31 MARCH 2015**

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BRIGHTON AND HOVE FOOD PARTNERSHIP

**COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2015**

DIRECTORS:

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

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

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2015**

The directors present their report with the financial statements of the company for the year ended 31 March 2015.

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 2014 to the date of this report.

D Banks
S Dibb
J Jeffries
B Myers
J Routledge
B Thomas

Other changes in directors holding office are as follows:

P Deadman - resigned 13 November 2014
A McCafferty - resigned 13 November 2014
C Sutton - resigned 13 November 2014
K Trathen - appointed 13 November 2014
J Bates - appointed 13 November 2014
C Nyereyegona - appointed 13 November 2014

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2015**

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 special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:


.....
S Dibb - Director

Date: 19 October 2015

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2015**

	Notes	2015 £	2014 £
TURNOVER	2	838,617	836,490
Administrative expenses		<u>828,907</u>	<u>833,519</u>
OPERATING SURPLUS and SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION	3	9,710	2,971
Tax on surplus on ordinary activities	4	<u>132</u>	<u>192</u>
SURPLUS FOR THE FINANCIAL YEAR		<u><u>9,578</u></u>	<u><u>2,779</u></u>

The notes form part of these financial statements

BALANCE SHEET
31 MARCH 2015

	Notes	2015 £	2014 £
FIXED ASSETS			
Tangible assets	5	5,212	2,146
CURRENT ASSETS			
Debtors	6	27,936	48,335
Cash at bank		143,934	114,381
		171,870	162,716
CREDITORS			
Amounts falling due within one year	7	139,595	136,953
NET CURRENT ASSETS		32,275	25,763
TOTAL ASSETS LESS CURRENT LIABILITIES		37,487	27,909
RESERVES			
Income and expenditure account	8	37,487	27,909
		37,487	27,909

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2015.


The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2015 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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 financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on 19 Oct 2015 and were signed on its behalf by:


S Dibb - Director

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015**

1. ACCOUNTING POLICIES

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).

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

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 2015

2. TURNOVER

	2015 £
Deferred grant income brought forward	114,151
Grants received during the year	820,352
Deferred income carried forward	(134,501)
	<u>800,002</u>

See detailed breakdown below

	2015 £	2014 £
<u>Grants receivable during the year comprise:</u>		
Big Lottery Fund - Chances4Change	50,987	28,974
Big Lottery Fund - Local Food Fund	34,673	54,647
Big Lottery Fund - Reaching Communities	28,629	-
Big Lottery Local Food Fund - Supporting Impact	-	113,705
BPT (People's Health Trust Project Race Hill)	5,598	-
Brighton and Hove City Council - Discretionary Grant	5,000	5,000
Brighton and Hove City Council - Food Waste Campaign	19,000	20,750
Brighton and Hove City Council - Other	12,080	8,453
Brighton Permaculture Trust - Chalk Cliff Trust	3,000	-
Chalk Cliff Trust	4,000	-
City College Brighton	15,525	-
Community Learning Innovations Fund	-	13,888
Esmee Fairbairn Foundation	41,533	46,222
Interreg (IVA) Programme France (Channel) - England	23,426	23,393
NHS Brighton and Hove Harvest	21,526	-
Other grants	-	4,482
Public Health Brighton and Hove	549,025	463,402
Public Health Brighton and Hove (Children)	-	20,000
Public Health (Older People)	2,500	-
Resources Future - Food Waste Campaign	750	-
Social Action Fund	-	14,217
South Downs National Park	2,000	-
University of Sussex	1,100	-
	<u>820,352</u>	<u>817,133</u>

	2015 £
Grants received in 2014/15 but deferred until 2015/16:	
Big Lottery 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>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2015

	2015 £
Grants received in 2013/14 but deferred until 2014/15:	
Big Lottery Fund - Chances4Change	2,000
Brighton and Hove City Council - Food Waste Campaign	4,000
Brighton Permaculture Trust - Chalk Trust	3,000
NHS Brighton and Hove - Harvest	21,526
Public Health Brighton and Hove	82,875
Resources Futures - Food Waste Campaign	750
	<u>114,151</u>

3. OPERATING SURPLUS

The operating surplus is stated after charging:

	2015 £	2014 £
Depreciation - owned assets	4,752	2,359
Foreign exchange differences	<u>18,154</u>	<u>20,618</u>
Directors' remuneration and other benefits etc	<u>-</u>	<u>-</u>

4. TAXATION

Analysis of the tax charge

The tax charge on the surplus on ordinary activities for the year was as follows:

	2015 £	2014 £
Current tax:		
UK corporation tax	<u>132</u>	<u>192</u>
Tax on surplus on ordinary activities	<u>132</u>	<u>192</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2015

5. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1 April 2014	43,146
Additions	<u>7,818</u>
At 31 March 2015	<u>50,964</u>
DEPRECIATION	
At 1 April 2014	41,000
Charge for year	<u>4,752</u>
At 31 March 2015	<u>45,752</u>
NET BOOK VALUE	
At 31 March 2015	<u>5,212</u>
At 31 March 2014	<u>2,146</u>

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Grant debtors	25,625	40,522
Other debtors	-	4,807
Rent deposit	1,518	1,518
Prepayments and accrued income	<u>793</u>	<u>1,488</u>
	<u>27,936</u>	<u>48,335</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Corporation tax	132	192
Other creditors	2,144	10,046
CPIE Interreg accrual	-	6,434
Other accruals	2,818	6,130
Deferred income - grants	<u>134,501</u>	<u>114,151</u>
	<u>139,595</u>	<u>136,953</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2015

8. RESERVES

	Balance- 01.04.14	Incoming	Outgoing	Balance 31.03.15
Programmes:				
Community Cookery	3,924	98,951	103,004	(129)
Community Nutrition	4,008	379,278	379,037	4,249
Food Strategy Project	(103)	55,756	53,961	1,692
Good Food Grant	(291)	-	-	(291)
Love Food Hate Waste	47	19,750	21,672	(1,875)
Orchards without Borders	(2,057)	33,676	32,233	(614)
Weight Management Referral Service	2,667	80,334	80,131	2,870
Harvest Programme:				
Big Lottery Local Food Fund	-	34,673	34,673	-
Big Lottery Reaching Communities Fund	-	28,629	28,629	-
Other grants and donations	901	87,170	85,399	2,672
	901	150,472	148,701	2,672
Core Activities	18,813	20,400	10,300	28,913
	27,909	838,617	829,039	37,487

**DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2015**

	2015		2014	
	£	£	£	£
Turnover				
Rent income	2,389		2,582	
Miscellaneous income	1,664		2,123	
Donations	-		162	
Fee income	4,555		3,596	
Reimbursed costs	9,657		10,894	
Grants	<u>820,352</u>		<u>817,133</u>	
		838,617		836,490
Expenditure				
Salaries	476,526		448,434	
Employers NI	41,205		43,253	
Recruitment and DBS	674		1,270	
Rent	27,502		27,620	
Volunteer expenses	1,276		1,204	
Insurance	3,068		1,708	
Staff training & conferences	7,313		7,431	
Sessional staff	14,891		10,823	
Hire of premises/facilities	19,225		19,181	
Evaluation	3,045		10,105	
Governance	865		1,308	
Telephone	6,795		6,580	
Postage	2,993		4,746	
Office supplies and information resources	5,896		1,972	
Staff travel and subsistence	3,018		3,433	
Internet costs	1,980		3,549	
Marketing and communications	21,207		18,993	
IT support costs, licenses and software	7,530		5,656	
Database maintenance	6,005		5,025	
Payroll	1,824		2,094	
Book-keeping	4,597		3,382	
Refreshments	1,257		1,307	
Photocopying	-		4,625	
Website development costs	3,840		9,762	
Events	2,547		9,417	
Office maintenance	1,761		543	
Sundry	228		1,526	
Travel not staff	45		456	
Tutor fees	9,408		27,077	
Accountancy	2,089		1,834	
Commissioned work	108,480		70,803	
Resources and equipment	16,051		24,082	
Creche and childcare	-		200	
Development work	2,384		7,352	
Consultancy	200		2,500	
Small grants	-		21,060	
Training and service delivery	18,154		20,618	
Depreciation of tangible fixed assets				
Depreciation	<u>4,752</u>		<u>2,359</u>	
		<u>828,631</u>		<u>833,288</u>
Carried forward		9,986		3,202

This page does not form part of the statutory financial statements

**DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2015**

	2015	2014
	£	£
Brought forward	9,986	3,202
Finance costs		
Bank charges and credit card charges	276	231
NET SURPLUS	<u>9,710</u>	<u>2,971</u>