

**BRIGHTON AND HOVE SOCIAL WELFARE
AND EDUCATIONAL TRUST LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2025**

EXTRACTS

**BRIGHTON AND HOVE SOCIAL WELFARE AND EDUCATIONAL TRUST LTD
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FOR THE YEAR ENDED 31ST MARCH 2025**

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**BRIGHTON AND HOVE SOCIAL WELFARE AND EDUCATIONAL TRUST LTD
DIRECTORS' AND TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2025**

Name of charity

Brighton and Hove Social Welfare and Educational Trust Ltd

Other names by which the charity is known

Resource Centre

Registered Charity number 287516

Address

Resource Centre, Prior House, 6 Tilbury Place, Brighton BN2 0GY

Website address

www.resourcecentre.org.uk

Facebook page

www.facebook.com/ResourceCentreBH

Twitter

[@ResourceCtrBH](https://twitter.com/ResourceCtrBH)

Trustees and Directors (Management Committee)

Awel Harun Abdo	Jonathan White
Rob Berry (resigned 25/06/25)	Kaddy Jammeh
Muriel Briault	Emma Salcombe (elected 23/10/24)
Christine El Shabba	
Aisha El-Turki	
Ahmad Yabroudi	

The chair of the Management Committee is Muriel Briault.

Staff team responsible for day to day management of the charity

Dani Ahrens	Judy Goss (resigned 28/06/24)
Megan Archer (resigned 13/08/24)	Kate Page
Ali Ceesay (appointed 24/02/25)	Rebecca Luton
Kate Chapman	Mireille Shimoda

Registered Company number

1730256 England and Wales

Company secretary

Kate Chapman

Registered office

Resource Centre, Prior House, 6 Tilbury Place, Brighton BN2 0GY

VAT registration number

861 1001 75

Accountants

Marks & Co, Chartered Accountants, 100 Church Street, Brighton BN1 1UJ

Bank

Lloyds Bank, North Street, Brighton BN1 1PX

**BRIGHTON AND HOVE SOCIAL WELFARE AND EDUCATIONAL TRUST LTD
DIRECTORS' AND TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2025**

The trustees, who are also the directors of the company, present their report and accounts for the year ended 31st March 2025.

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Constitution of the charity

The charity is registered as Brighton and Hove Social Welfare and Educational Trust Ltd but operates under the name of Resource Centre. It is constituted as a company limited by guarantee and is governed by its Memorandum & Articles of Association. The charitable company was set up on 8th June 1983, although the Resource Centre has been in existence since 1975.

Governance

The Resource Centre is accountable to the residents of Brighton & Hove through a Council of users. The Council is a sub-committee of the company and membership is open to any community group which is

- Based in an area of social housing and run by local residents;
- Primarily composed of, and run by, disabled people;
- Primarily composed of, and run by, people from black and minority ethnic backgrounds.

We have 164 member groups. Our member groups elect a Management Committee at the AGM each year.

The Management Committee is responsible for the general management of the charity and its members are trustees and directors of the charitable company.

The Trustees set the direction and policies of the charity; their role is one of oversight and guidance rather than active involvement in the daily work. Day-to-day management is delegated to the staff group. We have six members of staff who are organised as a team with no line management. Two staff members are responsible for reporting to the Management Committee.

Prior to election, potential trustees are advised of their duties and responsibilities. Once elected, trustees are given a full induction into our work and their own legal responsibilities. They are given an information pack providing details of the governance and policies of the charity and general trustee guidance. Training in areas such as health & safety or charity law is provided as and when required. As all our trustees are active members of groups that use the Resource Centre regularly, they have a sound underlying understanding of the day-to-day work of the centre.

Objects of the charity

The legal objects are "To promote any charitable purpose for the benefit of the inhabitants of Brighton & Hove and the surrounding area and in particular to relieve poverty and sickness, to preserve and protect public health, to advance public education and to provide facilities in the interests of social welfare for the recreation or other leisure time occupation of the said inhabitants with the object of improving their conditions of life."

We work to achieve these objects by helping to build a stronger community sector. In 2024-25 the centre was used by 592 groups. These groups make a major contribution to the city by providing services and activities which are lacking, participating in consultation structures, and creating a space for communities to come together. This voluntary activity imparts considerable benefits to neighbourhoods and communities of interest and to the city as a whole.

Public Benefit

The trustees are mindful of their duty under section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission. We have referred to this guidance when reviewing our aims and objectives and in planning our future activities. We believe the summary of our activities, outlined below, demonstrates our commitment to creating a public benefit in all our work.

**BRIGHTON AND HOVE SOCIAL WELFARE AND EDUCATIONAL TRUST LTD
DIRECTORS' AND TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2025**

Principal activities

We provide practical support to community and voluntary organisations and to statutory organisations working in the community. We are open to all such organisations but our emphasis is on support to smaller community groups. We give particular attention to small groups based in communities that face additional barriers to effective organisation: groups based in areas of social housing; black and minority ethnic communities; and the disabled community. We refer to such groups as "Priority Groups" and invite them to become members.

We have a broad range of services designed to support both neighbourhood and city-wide voluntary activity. We provide equipment, information, advice, consultancy, and training in the skills needed to organise effectively. Our role is to support people to carry out work on behalf of their organisations so that they develop greater confidence in their ability to be active in the community and so that skills are spread more widely.

We work with other local service providers from both the voluntary and statutory sectors. We have formed a partnership with Community Works and other specialist infrastructure and community development organisations in the city to deliver services specified in Brighton and Hove City Council's 'Third Sector Commissioning Prospectus' from April 2020 to March 2025.

Our services

Summary of the main achievements during the year

Overview of support to groups

During the year we supported 592 different groups on a total of 1987 occasions. 92% of the groups were from Brighton and Hove as were 95% of uses.

This support breaks down as:

Uses of the print service	1,685
Hire of equipment	1,407
Artwork and layout support	251
Advice on demand	215
Advice and training (prebooked)	191
Examination of accounts	48

Looking in a bit more detail at the various areas of support:

Print, artwork and layout support

Despite an increasingly digitised world, print remains an important medium for community groups and use of our print room remained steady this year. Our large format printer is particularly popular, allowing groups to print posters up to A0 size and banners up to 3m.

For our priority groups, our flexible extra support means they can get additional help to design the content of their printed material. This varies according to the needs of the groups. For example: we can help a group to formulate their message, design an entire newsletter, or we can proofread their material and give design tips. We produce artwork for member groups who request this additional design support, and did this on 251 occasions in this year.

Equipment hire service

This year there were 1407 equipment hire uses:

Equipment for Meetings and Indoor Events	411
Fundraising equipment	643
Play equipment	353

During the year, we added some new items to our equipment for hire:

- A mixer with speakers (PA10)
- Sum Up card readers, to add to our iZettle card reader sets
- A set of six pogo jumpers for children
- A juggling and poi set

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FOR THE YEAR ENDED 31ST MARCH 2025**

In our most recent survey (2024), we asked groups how much money they had raised at their most recent fundraising event and the average amount was £2,900. Based on this figure, we estimate that our equipment hire service helped groups in the city raise over £650,000 for their vital work during 2024-25.

Advice and training

A major part of our work is to provide advice, information and training. We specialise in offering these to small grassroots groups and especially those from marginalised communities. We normally deliver this work in two ways

- a) Through our 'advice on demand' service which aims to give short but effective support immediately on a drop-in basis
- b) Through support sessions: more structured and longer pieces of work designed to provide more extensive support

During 2024-25:

- The advice on demand service was used by 78 different groups on a total of 215 occasions.
- We carried out 287 structured support sessions with 42 different groups.

This support covered 38 different topics, with the most frequent enquiries being fundraising, budgeting, reporting to funders, book-keeping, legal structures, committee roles and communications.

As part of the above we supported 27 groups with fundraising applications, budgeting and book-keeping.

The total grant income raised following our support was, £92,859.

Our advice and training work is funded by a mix of funding streams: the work is attributed to a funder depending on the nature of the group supported. In this year all our work with tenants' groups was funded by Housing Services, our work with disabled people's groups was funded through a grant from the Chalk Cliff Trust and work with childcare settings by Early Years and Childcare.

A portion of our work with groups in East Brighton was funded by a grant from East Brighton Trust.

The remainder of our advice work was funded through a grant from Sussex Community Foundation, plus our own service income and reserves.

Information

We continued to keep our information resources up to date during this year, paying particular attention to our information on funding sources and bank accounts, in recognition of the importance placed on this information by our user groups.

In total 1,340 individuals in Brighton and Hove viewed the information pages on our website.

Examination of accounts

Supporting groups with their financial management is an important part of our usual work. We help our priority groups to set up accounts systems, we train treasurers and we provide an independent examination of group accounts. These examinations allow groups to demonstrate to their members and to funders that money has been properly accounted for.

In 2024-25 we carried out 48 examinations of accounts.

Funding for this work came from several streams. Examinations for tenant groups were funded by Housing Services, those for childcare settings from the council's Early Years Childcare Service, those for non-tenant groups in East Brighton from East Brighton Trust and for disabled people's groups from Chalk Cliff Trust.

The remainder was funded from a Sussex Community Foundation grant and our own reserves.

Support to tenant consultation

In addition to the above services we also do specific work, funded by Housing Services, to support tenant consultation in the city. The Resource Centre provides secretarial support to the resident meetings that take place in each area prior to the Area Panels. These are part of the formal consultation structure with the Council and feed into Housing Committee meetings.

The Resource Centre's role is to take minutes, send out papers and notification of the meeting, and support the Resident Chairperson. The aim is to assist residents in putting forward their concerns and issues clearly and effectively.

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During the year we supported 16 Resident Only Meetings, most of which continued to be held as hybrid meetings, using our Meeting Owl equipment.

We continue to work collaboratively with council officers and community development workers in all areas of the city, to support tenant and resident community organising.

Service Development

During 2024-25, in partnership with other key infrastructure and community development organisations in the city, we successfully bid to deliver the infrastructure and resident services specified in Brighton and Hove City Council's Thriving Communities Investment Fund' prospectus for four years, from 2025 to 2029.

We continue to work on two strategic projects that aim to both improve our services for user groups, and move the charity back to a balanced or surplus budget:

1. Tech development project: this will overhaul the outdated and clunky technology that the charity currently uses, including our website, our booking and payment systems, and much of our internal administration. We have already secured funding for this project and pro-bono expert help from The Fore, and the implementation of this project began in March 2025.
2. Print room project: despite groups continuing to tell us that print is important to them, groups' print needs are changing and we are currently seeing our print income plateau. In 2024-25, we surveyed user groups about their print needs and began discussions with trustees and staff to consider new directions for our print room. We will be implementing small changes to our print room layout and advertising in 2025-26 to improve the workspace and encourage different types of use by groups. In the longer term, we intend to fundraise for a capital grant to fund new equipment and/or renovations.

In collaboration with the Brighton Unemployed Centre & Families Project, with whom we share a Council-owned building, we are also working on multi-year fundraising to cover our premises costs. Between the two organisations, we are a critical community space that supports the most vulnerable and marginalised people in the city. We have been liaising with our local National Lottery Reaching Communities representatives and they have been very encouraging about this idea. We intend to submit an application in early 2025-26 and hope to have our premises costs funded from 2026-27.

Risk Management

The trustees have again conducted a review of the main risks which may affect the future of the charity and of the measures in place to mitigate those risks. We have considered

- Management and direction, and potential risks such as lack of forward planning or loss of key staff
- Operational risks such as failure to meet priorities or to provide a good service
- Financial risks such as failure to secure adequate funding
- External risks such as bad publicity or changes in government policy
- Compliance with regulations and company law

With strong policies and experienced staff we are confident we have the ability to deal with risks in each of these areas.

Overall there is a very low risk of failing to secure adequate funding for 2025-26. Although the budget is showing a deficit, we have sufficient funds in our free reserves to cover this.

We are taking active steps to raise additional funds, restructure services and constrain expenditure in order to reduce the deficit in future years. We have strong support from local councillors and the City Council funding we have received for more than 35 years has just been renewed for a further four years.

We are confident that we can continue to provide a well-run, cost effective service that is valuable to hundreds of groups in the city.

We will obviously continue to be prudent in our management of funds, and to keep a close eye on the Centre's finances.

With strong financial management and good local support we are as confident as we can be of mitigating financial risks.

BRIGHTON AND HOVE SOCIAL WELFARE AND EDUCATIONAL TRUST LTD
DIRECTORS' AND TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2025

Financial activities

The Statement of Financial Activities shows net income of £14,436.
Our reserves stand at £105,673 of which £1,421 are restricted funds.

We received funding of :

- £89,853 from Brighton & Hove City Council Communities, Equality & Third Sector Team through the Prospectus for Third Sector Infrastructure Support. This supports the information, equipment and print service which is open to all local community groups.
- £36,347 from Brighton and Hove City Council Housing Services to complement the Council's own work to develop Council residents' associations. We support these associations by means of our information and Special Support services and by servicing joint meetings of residents.
- £7,500 from Brighton and Hove City Council Early Years and Childcare to provide specialist support to community based groups providing childcare.
- £10,000 from Sussex Community Foundation, to provide skills development and practical support for organisers of small groups in marginalised communities.
- £2,000 from East Brighton Trust, to support grassroots groups based in East Brighton.
- £21,940 from The Fore, to develop and improve the charity's technology.

We also received donations of £845.

Charges for our services provided the charity with an income of £41,748. It is our policy to set prices which local groups can afford and which, at the same time, cover service costs, replacement of equipment and some staff costs. We offer a 10% discount to our member-groups to ensure that they can afford to use our equipment. This year we gave a total of £1,414 in discounts, which directly supported the work of small, volunteer run member groups. We do not charge groups for use of the Information and Special Support services.

We generated £3,941 in interest from our bank and building society accounts.

Reserves statement

We hold unrestricted funds of £104,252 and restricted funds of £1,421.
The majority of our reserves are designated for specific purposes as set out below.

We have £1,421 in restricted funds and assets as follows:

- £1,421 from the Chalk Cliff Trust, for support work with disabled people's groups
- £0 in assets

The remainder of Centre's funds at the start of the year are designated as follows:

- We have an agreed a policy of holding a designated reserve to the value of one month's regular revenue expenditure. Based on our total forecast expenditure for the year we have put aside reserves of £19,023 for this purpose.
- We have a designated fund of £1,000 for essential repairs of premises over and above regular maintenance costs.
- We have a Service Continuation Fund of £45,000. It is important that we maintain consistent services and support from groups year-on-year, but we are largely dependent on funding that we re-apply for annually or in 3-5 year cycles. Our Services Continuation Fund enables us to bridge the gap and continue the work of the Resource Centre when we are unable to get grants to fully fund all of our work.
- We have a designated fund of £21,940 for work on our technology development project. This is the total amount of funding we received from The Fore in 2024-25 for this project, as implementation is beginning in 2025-26.
- We have a designated fund of £4,500 for the computer network in 2025-26 as we will need to purchase new computers due to Microsoft no longer offering support for Windows 10 from October 2025.

We have free reserves of £12,789.

The trustees do not consider it necessary to establish a Redundancy Reserve, as the cost of any redundancy would be met from funds held in the bank, and the sale of equipment and stock.

The details of movements in fixed assets are set out in the notes to the accounts.

**BRIGHTON AND HOVE SOCIAL WELFARE AND EDUCATIONAL TRUST LTD
DIRECTORS' AND TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2025**

Method of appointment or election of trustees

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

Company law requires the Council to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Council should follow best practice and:

Responsibilities of the Management Committee

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

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

The council have at all times complied with duty in section 4 of the 2006 Charities Act to have due regard to guidance published by the Charity Commission, including public benefit guidance.

Members of the Management Committee

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

Approval

This report was approved by the Board on

and signed on its behalf.

Signed on behalf of the Board

**K Chapman
Secretary**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRIGHTON AND HOVE SOCIAL WELFARE AND EDUCATIONAL TRUST LTD
FOR THE YEAR ENDED 31ST MARCH 2025**

I report on the accounts of the charitable company for the year ended 31st March 2025, which are set out on pages 9 to 17.

This report is made solely to the company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- * examine the accounts under section 145 of the 2011 Act;
- * to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- * to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1) which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with s386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with accounting requirements of S396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name of principal: Mr H Speight FCCA

Name of firm: Marks & Co
Chartered Accountants
100 Church Street
Brighton
BN1 1UJ

Date:

BRIGHTON AND HOVE SOCIAL WELFARE AND EDUCATIONAL TRUST LTD
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2025
SUMMARY INCOME AND EXPENDITURE ACCOUNT

	Notes	Restricted £	Unrestricted £	2025 Total £	2024 Total £
INCOME AND ENDOWMENTS FROM					
<i>Donations and legacies:</i>					
Donations and Gifts	2		845	845	1,605
<i>Investment income:</i>					
Bank interest	4		3,941	3,941	3,170
<i>Income from charitable activities</i>					
Grants and contracts	3	145,700	21,940	167,640	145,700
Income from provision of services	3		41,748	41,748	48,122
TOTAL INCOME AND ENDOWMENTS		145,700	68,474	214,174	198,597
EXPENDITURE					
Expenditure on Raising funds			12,240	12,240	10,071
Expenditure on Charitable activities		154,870	32,628	187,498	207,365
TOTAL EXPENDITURE	5	154,870	44,868	199,738	217,436
NET INCOME/(EXPENDITURE)	6/7	£ (9,170)	£ 23,606	£ 14,436	£ (18,839)
Net Income/(Expenditure)		(9,170)	23,606	14,436	(18,839)
Net movement in funds for the period		(9,170)	23,606	14,436	(18,839)
Reconciliation of funds					
Brought forward		10,591	80,646	91,237	110,076
Carried forward	11/12	£ 1,421	£ 104,252	£ 105,673	£ 91,237

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

All income and expenditure derives from continuing activities.

The notes on pages 11 to 17 form part of these accounts.

BRIGHTON AND HOVE SOCIAL WELFARE AND EDUCATIONAL TRUST LTD
BALANCE SHEET
AS AT 31ST MARCH 2025

		2025		2024	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Fixed Assets	8		-		2,674
CURRENT ASSETS					
Stocks	9	6,843		6,123	
Debtors	10	5,853		8,407	
Cash at Bank and in Hand		97,306		78,894	
		<u>110,002</u>		<u>93,424</u>	
CREDITORS- amounts falling due within one year	11	(4,329)		(4,861)	
NET CURRENT ASSETS			<u>105,673</u>		<u>88,563</u>
NET ASSETS		£	<u>105,673</u>	£	<u>91,237</u>
UNRESTRICTED FUNDS					
Designated Funds		72,440		46,000	
General Funds		<u>31,812</u>		<u>34,646</u>	
			104,252		80,646
RESTRICTED FUNDS			<u>1,421</u>		<u>14,508</u>
TOTAL FUNDS	12/13	£	<u>105,673</u>	£	<u>95,154</u>

The directors and trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved by the Board on _____ and signed on _____
its behalf.

.....Trustee
M Briault

.....Trustee
C El-Shabba

The notes on pages 11 to 17 form part of these accounts.