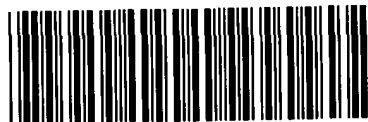


**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)**

**Financial Statements
31 March 2020**

**Company Number: 03807112
Charity Number: 1076995**

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**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995**

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**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995**

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees (who are also directors)

Kate McLachlan
Rohan Lowe
Elizabeth Hall
Phil Seddon
Jo- Anne Carden
Katie Rabone (resigned 24/01/2020)
Shelley Brown
Nick Handley (appointed 24/01/2020)

Company Secretary

Jo Carden

Registered Office and Operation Address

Brighton & Hove Speak Out
The Brighthelm Centre
40 North Road
Brighton
East Sussex
BN1 1YD

Independent Examiner

Clare Osbond
Voluntary Sector Services
12 Silverdale Road
Hove
East Sussex
BN3 6FE

Bankers

CafCash Limited
Kings Hill
West Malling
Kent ME19 4TA

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995
REPORT OF THE TRUSTEES**

The Trustees of Brighton & Hove Speak Out are pleased to present their report and financial statements for the year ended 31st March 2020.

ORGANISATIONAL STRUCTURE AND MANAGEMENT

Governing document

The charity is constituted as a company limited by guarantee and is therefore governed by a memorandum and articles of association. The Directors of the company are also Trustees of the charity. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Organisational structure

Brighton & Hove Speak Out is governed by a Board of 8 people who are voted in at the AGM, 7 of whom are Trustees. Of the wider board, two people have a learning disability and another trustee is also a current volunteer for Speak Out. The board has two subgroups, the Operations and the Strategic sub groups. The Operations Group focuses on project delivery, HR, policies, finances and health and safety. The Strategy Group focus on longer term organisational planning and strategy. The board is advised by people with learning disabilities and Speak Out volunteers via focus groups and workshops and their feedback is incorporated into planning direct project work and longer term goals. New board members are provided with training to understand their governance role and can attend external training about this provided by a local organisation.

Speak Out employed 12 permanent staff during 2019-20. The posts comprised the Director, the Deputy, 9 project workers delivering front line advocacy, group work and outreach and a part time Administrator/ fundraising assistant. One member of staff has a learning disability and other people with learning disabilities were employed on an ad hoc basis to deliver Learning Disability Awareness Training across the city. We supported a team of 15 volunteers who deliver one to one advocacy and help to facilitate groups and drops in.

Decision making

The Charity produces an annually updated 3 year development plan which outlines the project work plans for the year ahead and potential developments for future years. All staff and Board members participate in deciding the priorities for future work and fundraising. User views are influential in this process, supplied by evaluation and individual feedback throughout the year and the views provided by the Advisors Group. Staff make regular work reports to the Governance Board who monitor progress and targets reached throughout the year.

OBJECTIVES AND ACTIVITIES

Speak Out's Objects

The Charitable objects are: 'the relief of people who have learning difficulties & who live in Brighton & Hove or the immediately surrounding area'.

Speak Out believes people with a learning difficulty/ disability should have the support they need to speak up and be heard, participate in decisions made about their lives and access the services they need.

Speak Out's Aims

- People with learning disabilities to claim their rights, and develop the skills, confidence and knowledge to make choices and take control of their lives.

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
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REPORT OF THE TRUSTEES - CONTINUED**

- People with learning disabilities to get support to speak up and be listened to.
- Services to change in a way that people with learning disabilities want.
- The needs of people with learning disabilities to be included in local policies and public service plans.

Speak Out activities

Our work has three main functions:

To support people with the personal issues that affect them. We work with people to express their opinions about choices and changes in their life, including access to the services and support they need.

To support people to influence changes in the community that will benefit everyone with a learning disability. We enable people with a learning disability to come together to express their views when changes are being planned or might be needed to the services they use. This work also includes training and awareness raising.

We support people to be resilient in order that they can take part in and contribute to community life. We shape our services to support people to take an active role in their community and build networks to reduce social isolation and find opportunities that lead to richer lives.

In 2019-20 we ran a variety of projects that are free to the 400 people with learning disabilities we worked with which include people with a mild learning disability to those with complex and high support needs. We support people to uphold their rights and get what they need by helping them speak for themselves, campaign for change in how they are treated and also build links within their communities to improve wellbeing and reduce isolation.

Our specific projects include:

Drop In (National Lottery and People's Health Trust funded) Drop ins offer people with learning disabilities support to meet peers, discuss and solve issues and access short term issue advocacy. Drop ins are an important 'front door' to all of Speak Out's services and provide a way for people with learning disabilities to get the support they need from any one of our other projects.

One to one issue advocacy. Issue advocates support people to solve their problems. Since 2019, we have been in a pan Sussex partnership led by Pohwer which delivers community and statutory Care Act advocacy (all Council/CCG Funded). We have four ways for people to get an advocate:

1. Issue advocacy via a paid advocate
2. Having a longer term volunteer citizen advocate
3. Statutory Care Act advocacy
4. Short term advocacy at some drop ins

People with learning disabilities need advocacy for a number of key issues including housing, social care, access to mental health support, the transition from children's to adult services and finance and benefits. Demand for one to one advocacy remains high as access to social care support continues to be restricted.

Themed and generic user led self-advocacy groups, engagement and consultations. We support 7 self-advocacy groups (National Lottery, Brighton and Hove Council, CCG) which include an older people's group, a user led training group and a group supporting the work of the Learning Disability Partnership Board which we co run with the council. Group members can explore themes, issues and solutions to their problems whilst developing the confidence to speak out and learn new skills. Issues that they talk about can also inform consultations and engagement work which is funded by the CCG and Council.

REPORT OF THE TRUSTEES - CONTINUED

BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
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The benefits to Speak Out advocacy group members are numerous and include increased self-confidence to speak up for themselves and for their peers and having a voice in local health, social care, and mainstream services.

Consultation and engagement focus groups and events. We run a variety of focus groups and interviews around themed consultations set by the CCG and Council in order to design services to meet local needs better. Speak Out's engagement work and partnership with the Council and CCG enables people with learning disabilities to have a voice and positively influence service development.

User led awareness raising and training. People with learning disabilities deliver training on learning disability awareness raising and accessible information. There has been much focus on health related training this year with our Thumbs Up training group developing the Thumbs Up to Good Health initiative which promotes the need for people with learning disabilities to access annual health checks in order to reduce health inequalities faced by this group of people.

How Brighton & Hove Speak Out's activities deliver public benefit

Speak Out has many links with council, health, leisure and other services in the city and we use these links to positively influence how they work with the learning disabled community. Through our group work and awareness raising training, we ensure that local services understand the needs and priorities of learning disabled people and have tools to help them work more effectively. Additionally, we work more formally with the council in facilitating the Learning Disability Partnership Board and the CCG in order to make plans for people with learning disabilities locally.

ACHIEVEMENTS AND PERFORMANCE IN 2019-2020

Strong partnership work was a key feature in supporting and strengthening the development of our work in 2019-20.

- July 2019 saw the launch of our expanded issues advocacy service as part of a pan Sussex partnership led by Pohwer. This contract has enabled us to continue quality community and Care Act advocacy whilst developing specific work to support parents with learning disabilities involved in care proceedings. As a result of this contract, we also developed a new more impactful and streamlined volunteer advocacy service. This enables people with learning disabilities to book short term advocacy support with a volunteer each week in our drop ins.
- Our Transitions Project, in its second year, has further developed strong links with local colleges via drop ins and information sessions. As a result, Speak Out now supports a greater number of young people to understand and negotiate the move from children's to adults services.
- Thumbs Up for Good Health was launched as a result of work the Training Group carried out in 2018-19. This user led initiative promotes good health by encouraging people with learning disabilities to access annual health checks and the GP Learning Disability Register. By working alongside GPs and local statutory services, the groups has been working to help people with learning disabilities avoid preventable illnesses.
- We have continued to create positive partnerships with local stakeholders and other charities. For example, we have been successful in getting funds for Speak Out East (a drop in in East Brighton) and our Engagement work in partnership with Trust for Developing Communities and other charities which will enable us to link more strongly with community development work in different parts of the city.

In March 2020 we were immensely proud to be notified that we had been awarded the UK Parliament award for the best community campaign 2020. This follows on from work that the Being Heard in Government group (BHIG) had carried out over the last few years to encourage other people with learning disabilities to take up their democratic rights. <https://www.parliament.uk/get-involved/education-programmes/your-uk-parliament-awards-2020/>

REPORT OF THE TRUSTEES - CONTINUED

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995**

FINANCIAL REVIEW

The financial statements are set out on pages 10 to 20. The financial statements have been prepared in accordance with 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).

Overview

The year ended 31st March 2020 recorded net income over expenditure of £248, of which after transfers, £8,879 is in unrestricted funds and a negative amount of £8,631 is in restricted funds. Total reserves now stand at £82,942 of which £82,426 is unrestricted funds and £516 is restricted funds. By comparison, the year ended 31st March 2019 recorded net expenditure over income of £48,092 of which after transfers, a negative amount of £15,515 was in unrestricted funds and a negative amount of £32,577 was in restricted funds. Total reserves in 2019 stood at £82,694 of which £73,547 was unrestricted funds and £9,147 was restricted funds.

Total income for the year ended 31st March 2020 amounted to £271,046 compared to £195,977 in the previous year, an increase of £75,069 from 2019. A breakdown of donations and grants received is shown in Note 2 and 3 of the accounts.

Total expenditure for the year ended 31st March 2020 amounted to £270,798 compared to £244,069 in the previous year, an increase of £26,729 from 2019.

In line with SORP FRS (102), expenditure is analysed into two main categories; charitable activities and raising funds for the charity. In the year ended 31st March 2019 there was £270,254 expenditure on charitable activities (2019: £243,147) and £544 (2019: £922) of expenditure on fundraising.

Reserves Policy

Brighton & Hove Speak Out is committed to using its resources in pursuit of its charitable objectives. It is also committed however to maintaining a level of reserves that is prudent to meeting on-going liabilities.

In seeking to balance these priorities, the trustees have agreed that, it is prudent to hold a level of reserves that equates to 4 months of current expenditure of the charity.

As at 31st March 2020 there is £82,426 in general unrestricted reserves which equates to 3.6 months of expenditure at 2019/20 levels. As this is slightly below the level set by our policy, the future financial outlook is to pursue a policy of increasing reserves, both by diversifying income generation and by continuing to effectively manage resources. However, the trustees are confident they have sufficient reserves for funding forthcoming commitments in the coming year. The Board of Trustees monitors the level of reserves and takes appropriate action if reserves fall outside the desired range.

RISK REVIEW

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and events and by ensuring consistent quality of delivery for all operational aspects of the charity. These procedures are reviewed periodically to ensure that they still meet the needs of the charity.

REPORT OF THE TRUSTEES - CONTINUED

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995**

PLANS FOR THE FUTURE

At the time of writing, we are in the midst of the Covid pandemic which has had a huge impact on our work since March 2020. In order to meet the needs of local people with learning disabilities during lockdown, Speak Out set up a Covid Helpline in April for people with learning disabilities in Brighton which also included regular welfare calls to the most vulnerable. We also moved all of our groups and drop ins to an online platform so those that could access digital media were able to maintain links with Speak Out, their peers and their friends. In addition to this, we have accessed money to support more people with learning disabilities to get online thus reducing isolation by buying equipment, circulating it to people and teaching people how to use it.

The pandemic has focussed our attention on the need to review our Strategic Plan 2019-23 which was completed with input from staff, trustees, volunteers and people with learning disabilities. We have agreed a framework to review the changing needs of people with learning disabilities in the city both during and following on from Covid. Findings from this will be integrated into our existing strategic plan which states that we aim to:

- Maintain and create successful projects supporting people with learning disabilities to be more confident and able to self-advocate whilst learning transferable skills and knowledge for their future development
- Reach more people with learning disabilities in the city so that all those that need advocacy know about Speak Out and can access our services
- Raise the profile of the issues facing people with learning disabilities and develop effective, impactful campaigning that brings about positive change for the learning disabled community locally, regionally and nationally
- Develop and coordinate a Regional Self Advocacy Network to strengthen the shared voices of people with learning disabilities.
- Further develop user led awareness and easy read training to improve services accessed by the learning disabled community and bring in unrestricted income.
- Diversify income generation and manage resources effectively in order to adapt to change.
- Grow, develop and strengthen volunteering opportunities across Speak Out's projects and infrastructure
- Strengthen the monitoring and evaluation of all services in order to better promote the impact of our work

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995
REPORT OF THE TRUSTEES – CONTINUED**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors for the purposes of company law) 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).

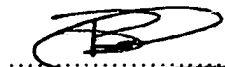
Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that 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;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is appropriate to presume that the charitable company will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enables them to ensure that the financial statements comply with the Companies Act 2006. They are 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.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees on6.11.2020.....and signed on their behalf by:



.....
Phil Seddon (Chair of Trustees)

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

I report on the accounts of the company for the year ended 31 March 2020, which are set out on pages 10 to 20.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) 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 Commission 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 Commission. 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 seeking 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 section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 or are not consistent with the Charities SORP (FRS102)

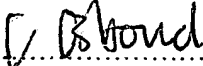
have not been met; or

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

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH
2020 - CONTINUED**

Clare Osbond, FCIE
Voluntary Sector Services
12 Silverdale Road
Hove
BN3 6FE

Signature..... 

Date..... 06/11/20

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2020**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Income from:							
Donations and grants	2	23,708	-	23,708	20,042	-	20,042
Charitable activities:							
Grants	3	1,397	174,062	175,459	4,730	163,027	167,757
Fees	4	71,833	-	71,833	7,906	-	7,906
Investments		46	-	46	30	-	30
Other		-	-	-	242	-	242
Total		96,984	174,062	271,046	32,950	163,027	195,977
Expenditure on:							
Raising funds		544	-	544	922	-	922
Charitable activities	6	87,448	182,806	270,254	47,504	195,643	243,147
Total		87,992	182,806	270,798	48,426	195,643	244,069
Net Income / (Expenditure)		8,992	(8,744)	248	(15,476)	(32,616)	(48,092)
Transfers between funds		(113)	113	-	(39)	39	-
Net movement in funds	5	8,879	(8,631)	248	(15,515)	(32,577)	(48,092)
Reconciliation of funds:							
Total funds brought forward		73,547	9,147	82,694	89,062	41,724	130,786
Total funds carried forward		82,426	516	82,942	73,547	9,147	82,694

All amounts relate to continuing activities.

There have been no recognised gains or losses other than the result for the financial year and all surpluses or deficits have been accounted for on an historical cost basis.

The notes on pages 12 to 20 form part of these financial statements

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995
BALANCE SHEET
AS AT 31ST MARCH 2020**

	Note	2020 £	2019 £
Fixed Assets			
Tangible Assets	9	-	-
Current Assets			
Debtors	10	22,507	3,575
Cash at Bank and in hand		<u>71,135</u>	<u>83,771</u>
		93,642	87,346
Creditors: Amounts falling due within 1 year	11	<u>10,700</u>	<u>4,652</u>
Net Current Assets		<u>82,942</u>	<u>82,694</u>
Net Assets	13	<u>82,942</u>	<u>82,694</u>
Reserves			
Unrestricted Funds		82,426	73,547
Restricted Funds		<u>516</u>	<u>9,147</u>
Total Funds	14	<u>82,942</u>	<u>82,694</u>

For the year ending 31 March 2020, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006. The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 under 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;
- b) 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 Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

The financial statements on pages 10 to 20 were approved by the board of Directors on6.11.2020..... and were signed on it's behalf by:



Phil Seddon (Chair of Trustees)

The notes on pages 12 to 20 form part of these financial statements

**BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020**

1 ACCOUNTING POLICIES

a) *Basis of Preparation*

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The charity meets the definition of a public benefit entity under FRS 102.

These financial statements have been prepared on the going concern basis. The charity has sufficient reserves, and the trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

b) *Fund Accounting*

The accounts distinguish between restricted and unrestricted funds. The former have been raised by the charity for specific purposes or are received from donors and are subject to restrictions on the purposes for which they may be used. Unrestricted funds are those where there are no externally imposed restrictions and are available for use at the discretion of the Trustees for expenditure on its objects or appropriated to reserves for internally designated purposes.

c) *Income*

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Incoming resources from charitable activities are recognised on an earned basis in the year in which the conditions for receipt are met.

BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020 - CONTINUED

d) ***Expenditure***

Expenditure is recognised in the period in which it is incurred.

Expenditure on grants is recorded once the Charity has made an unconditional commitment to pay the grant and this has been communicated to the beneficiary, or the grant has been paid, whichever is the earlier.

Expenditure is allocated to the particular activity where the cost relates directly to that activity. Support costs include central functions and have been allocated to activity cost categories on the basis consistent with the use of resources. Allocations are predominantly based on usage and staff time expended.

e) ***Depreciation and Fixed Assets***

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, or where specifically for a project, over the life of the project. The company does has a minimum value of £750 for capitalisation of fixed assets.

Depreciation policy applied:

Equipment – over 2 years on a straight line basis

f) ***Operating leases***

Rentals payable under operating leases are charged on a straight line basis over the terms of the lease.

BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020 - CONTINUED

2 INCOME FROM GRANTS AND DONATIONS

	Unrestricted	Restricted	2020 Total	2019 Total
£		£	£	£
Kleinwort Hambros	4,000	-	4,000	-
Pebble Trust	2,500	-	2,500	2,000
Lynn Foundation	500	-	500	-
WHSmith Trust	100	-	100	-
Charities Aid Foundation	200	-	200	-
The JC Robinson Trust	1,000	-	1,000	-
Sir Jules Thorn Charitable Trust	750	-	750	-
Alchemy Foundation	500	-	500	-
The Chalk Cliff Trust	4,000	-	4,000	4,000
St Georges Church Brighton	220	-	220	-
The Grocers Charity	5,000	-	5,000	-
Woodroffe Benton Foundation	-	-	-	750
Other donations	<u>4,938</u>	<u>-</u>	<u>4,938</u>	<u>13,292</u>
	<u>23,708</u>	<u>-</u>	<u>23,708</u>	<u>20,043</u>

3 INCOME FROM CHARITABLE ACTIVITIES - GRANTS

	Unrestricted	Restricted	2020 Total	2019 Total
£		£	£	£
Change Can Happen	-	-	-	2,881
Comic Relief	-	3,864	3,864	34,781
People's Health Trust	-	13,954	13,954	20,934
Brighton & Hove Council / CCG	-	66,851	66,851	104,431
Big Lottery Fund	-	70,183	70,183	-
Lloyds Bank Foundation	-	19,210	19,210	-
DWP - Access to Work	897	-	897	-
Sussex Community Foundation	<u>500</u>	<u>-</u>	<u>500</u>	<u>-</u>
	<u>1,397</u>	<u>174,062</u>	<u>175,459</u>	<u>167,757</u>

BRIGHTON & HOVE
SPEAK OUT
(A Company Limited by Guarantee)
Company Number: 03807112
Charity Number: 1076995
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020 - CONTINUED

4 INCOME FROM CHARITABLE ACTIVITIES - FEES

	Unrestricted	Restricted	2020 Total	2019 Total
£		£	£	£
POhWER	54,265	-	54,265	-
Impetus	3,750	-	3,750	1,613
WSCC Capita AP	3,670	-	3,670	-
South Coast Ambulance Service	1,650	-	1,650	1,650
Croydon Council	2,966	-	2,966	-
MS Society	1,925	-	1,925	-
Brighton & Hove City Council	1,280	-	1,280	3,500
Other fees	<u>2,327</u>	<u>-</u>	<u>2,327</u>	<u>1,143</u>
	<u>71,833</u>	<u>-</u>	<u>71,833</u>	<u>7,906</u>

5 NET MOVEMENT IN FUNDS

	2020 £	2019 £
This is stating after charging :		
Depreciation	-	-
Independent examiner's fee	<u>650</u>	<u>650</u>

No Trustee received any emoluments (2019: £NIL).
Trustees meeting expenses amounted to £15 (2019: £NIL).

**BRIGHTON & HOVE
SPEAK OUT**
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Charity Number: 1076995

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2020 - CONTINUED

6. EXPENDITURE ON CHARITABLE ACTIVITIES	Advocacy for individuals	Drop-in's, engagement & group work	Training	Other projects	Core	Total 2020
	£	£	£	£	£	£
<u>Breakdown by activity - 2020:</u>						
Project costs	2,095	11,400	-	895	175	14,565
Staff costs	63,844	118,313	-	2,591	25,004	209,752
Premises and office costs	7,902	19,694	-	425	5,657	33,678
Professional costs	2,238	1,050	-	600	2,505	6,393
Governance costs	2,271	2,200	-	-	1,395	5,866
Total charitable activities	78,350	152,657	-	4,511	34,736	270,254
	Advocacy for individuals	Drop-in's, engagement & group work	Training	Other projects	Core	Total 2019
	£	£	£	£	£	£
<u>Breakdown by activity - 2019:</u>						
Project costs	3,204	13,020	-	6,175	874	23,273
Staff costs	59,272	85,201	2,520	1,738	31,583	180,314
Premises and office costs	6,095	16,474	-	10	4,153	26,732
Professional costs	1,113	2,294	-	480	1,452	5,339
Governance costs	2,722	184	-	-	4,583	7,489
Total charitable activities	72,406	117,173	2,520	8,403	42,645	243,147

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020 - CONTINUED**

7 STAFF COSTS	2020	2019
	£	£
Staff costs were as follows:		
Salaries	191,760	168,378
Social security costs	13,960	12,765
Employer's pension	<u>3,840</u>	<u>2,171</u>
	<u>209,560</u>	<u>183,314</u>
 Average number of employees	 <u>9</u>	 <u>9</u>

No employee received emoluments in excess of £60,000

Brighton & Hove Speak Out considers that the key management personnel comprise the Board of Trustees and the Director. The total employee benefits of the key management personnel of the charity were £39,702 in the year (2019: £38,889)

8 TAXATION

The company is a Registered Charity and, under section 505(1) of the Income and Corporation Taxes Act 1988, is exempt from Corporation Tax on its charitable activities.

9 TANGIBLE FIXED ASSETS

	<u>Office Equipment</u>
	£
<u>COST</u>	
At 1 st April 2019	870
Additions	-
At 31 st March 2020	<u>870</u>
<u>DEPRECIATION</u>	
At 1 st April 2019	870
Depreciation on disposals	-
At 31 st March 2020	<u>870</u>
<u>NET BOOK VALUE</u>	
At 31 st March 2020	-
At 31 st March 2019	-

10 DEBTORS

	2020	2019
	£	£
Accrued income	3,044	-
Rent deposit	1,000	1,000
Cycle scheme	1,058	125
Other debtors	<u>17,405</u>	<u>2,450</u>
	<u>22,507</u>	<u>3,575</u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020 - CONTINUED**

11 CREDITORS: Amounts falling due within one year

	2020	2019
	£	£
Taxes and Social Security costs	4,266	40
Salary control account	-	197
Pension control account	858	-
Accruals	1,621	1,457
Deferred income	1,650	-
Other creditors	<u>2,305</u>	<u>2,958</u>
	<u>10,700</u>	<u>4,652</u>

12 COMMITMENTS UNDER OPERATING LEASES

At 31st March 2020, the charity had the following commitments under non-cancellable operating leases payable as follows:

Premises	2020	2019
	£	£
Payments due:		
Within one year	7,500	4,133
Between two and five years	-	-
	<u>7,500</u>	<u>4,133</u>

13 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Tangible Fixed Assets			
Net Current Assets	82,426	516	82,942
Net Assets	<u>82,426</u>	<u>516</u>	<u>82,942</u>

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14 MOVEMENT IN FUNDS

	Balance 1 st April 2019 £	Incoming Resources £	Outgoing Resources £	Transfer £	Balance 31 March 2020 £
Restricted Funds					
Comic Relief	(3,977)	3,864	-	113	-
Brighton & Hove City Council/CCG (1:1 Advocacy)	-	11,917	(11,917)	-	-
Brighton & Hove City Council / CCG (Engagement)	3,130	54,934	(58,064)	-	-
Big Lottery Fund	-	70,183	(69,667)	-	516
Lloyds Bank Foundation	1,372	19,210	(20,582)	-	-
Sussex Community Foundation	1,830	-	(1,830)	-	-
Change Can Happen	2,681	-	(2,681)	-	-
People's Health Trust	4,111	13,954	(18,065)	-	-
	<u>9,147</u>	<u>174,062</u>	<u>(182,806)</u>	<u>113</u>	<u>516</u>
Unrestricted Funds					
General	<u>73,547</u>	<u>96,984</u>	<u>(87,992)</u>	<u>(113)</u>	<u>82,426</u>
Total Funds	<u>82,694</u>	<u>271,046</u>	<u>270,798</u>	<u>-</u>	<u>82,942</u>

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Purpose of Restricted Funds

Brighton & Hove City Council (BHCC)

One to one advocacy - The council part funds the cost of providing issue advocacy for individuals and also funds some of the cost of training and support given to volunteer advocates.

Engagement - The council provides funding towards the cost of engagement work with people with learning disabilities in the City via a network of self-advocacy groups, regular external focus groups. It also funds the 'Link group' which attend the Learning Disability Partnership Board and represents the views of people with learning disabilities. Regular reports are written and circulated to local stakeholders.

Brighton & Hove CCG

One to one advocacy - The CCG part funds the cost of providing issue advocacy for individuals and also funds some of the cost of training and support given to volunteer advocates.

Engagement - The council provides funding towards the cost of engagement work with people with learning disabilities in the City via a network of self-advocacy groups, regular external focus groups. Activities include providing a range of consultations on health issues. Feedback is provided to CCG and other stakeholders.

Big Lottery

This funds the Learning Disability Voices Network, a user led project which brings together people with learning disabilities to have a strong collective voice in order to address issues they face and bring about positive change for themselves and the wider community. The project supports a range of activities including group work, drop ins and other events.

People's Health Trust

This provides funding for Speak Out East, a drop in based in East Brighton which brings together people with learning disabilities and volunteers on a weekly basis.

Comic Relief

This funds the Voices Network project which aims to increase the influence of people with learning disabilities via a network of user led groups and campaigning activities and also increase the presence of people with learning disabilities in Speak Out governance.

Lloyds Bank Foundation

This project provides a range of advocacy support, including groups and one to one advocacy for young people going through the transition from children to adults services and resulting in greater independence.

Sussex Community Foundation

This project provides money to support the development of a team of learning disabled trainers. Their remit is to develop training to promote good support to the learning disabled community.