

REGISTRAR

**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2009
FOR
BRIGHTON AND HOVE FOOD PARTNERSHIP
(A COMPANY LIMITED BY GUARANTEE)**

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

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31ST MARCH 2009**

The Directors present their report with the Financial Statements of the company for the year ended 31st March 2009.

COMPANY INFORMATION

DIRECTORS:

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

Barbara Myers	
Durwin Banks	
Susan Dibb	
Joyce Edmond-Smith	
Melissa Love	
Alan Lugton	
Thomas MacMillan	
Jethro Carr	
Peter Deadman	(Appointed 29 June 2009)
Nick Fry	(Appointed 17 July 2009)

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

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

SECRETARY: Ann Baldridge

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

REGISTERED NUMBER: 5636575 (England and Wales)

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

BANKERS: Unity Trust Bank
Nine Brindleyplace
Birmingham
B1 2HB

Company Status

The Company is a company limited by guarantee. It was incorporated on 25th November 2005 under the Companies Act 1985, and is governed by its Memorandum and Articles of Association. At an extraordinary General Meeting of the Food Partnership on 26th March 2008, it was agreed that the organisation should begin the process of applying for charitable status.

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

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31ST MARCH 2009**

OBJECTIVES AND PRINCIPAL ACTIVITIES

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

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

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

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

As part of this work the Food Partnership has an agreement with NHS Brighton & Hove to deliver a three year project called Food for a Healthy Future. This enables us to deliver services that promote healthy eating and teach skills around weight management, cookery and healthier lifestyles.

REVIEW OF BUSINESS

Core activities

Between April 2008 and March 2009 the Food Partnership underwent a period of sustained growth as a result of the Food for a Healthy Future programme commissioned by NHS Brighton & Hove. This resulted in the recruitment of seven new members of staff included a permanent Executive Director who started in August 2008. Such expansion resulted in the need to invest time and resources in establishing systems and structures to deliver the work and the Food Partnership acknowledges the support our funders have provided in this.

In addition to funding received as part of Food for a Healthy Future the Food Partnership has also received money from NHS Brighton & Hove via Choosing Health funds for additional work on community nutrition and childhood obesity.

As significant amount of staff time in the later part of 2008 was spent on submitting a bid to the Big Lottery's Local Food Fund for an urban food growing project - Harvest Brighton & Hove. The partners in this work are Food Matters, the University of Brighton, the Allotment Federation, Brighton & Hove City Council, Brighton Permaculture Trust, NHS Brighton & Hove, Moulsecombe Forest Garden and Whitehawk Community Food Project. We are delighted that we were successful and have been awarded £500,000 over four years as a Beacon project for this work. Harvest Brighton & Hove aims to demonstrate that a city can grow more of its own food by making more land available to grow on, increasing the skills and confidence of residents in food growing and changing city wide policies to support this work.

**BRIGHTON AND HOVE FOOD PARTNERSHIP
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REPORT OF THE DIRECTORS - continued

Raising awareness about sustainable food issues

We held stalls at community events to raise awareness and to distribute informational materials about the benefits of local food and the links between food, health and environmental sustainability. Stall-holding is also a good opportunity to raise awareness of the Food Partnership's work and to attract new members. In September 2008 the Food Partnership held its third annual food debate as part of the city's Food and Drink Festival. This year the theme was 'Food Prices: Food Crisis?' with Tim Lang, Professor of Food Policy at City College; Carolyn Steel, author and Rob Lyons from Spiked.

Membership

The Food Partnership is a membership organisation which brings together a diverse range of individuals and organisations across the city who are interested in or engaged in working towards a healthier, more sustainable food system for Brighton and Hove. The Partnership's membership has continued to grow and has now reached over 430.

City Food News

City Food News is sent out quarterly and reports on local and national issues pertaining to food, health and environmental sustainability. It focuses on work being done around the city, by community groups, restaurants and shops, to improve access to fresh, healthy and local food. Reaching over 500 people, City Food News is an important means by which the Food Partnership can communicate its aims and raise awareness of its work.

Good Food Grants

Following on from a successful first round of funding for projects delivered in 2007-08, the Brighton & Hove Food Partnership administered a second round of the Good Food Grants for projects to be delivered in 2008-09. The grants support food and health projects in community settings and schools across the city. In the 2008-09 round, £15,000 was awarded to 19 projects across Brighton & Hove.

Website

The Food Partnership's website, www.bhfood.org.uk, contains information about the Food Partnership's work, local food, food and health, food and the environment, food growing, and local events. It also contains a series of factsheets, a newsletter and publications archive and an extensive links page. The website is also used as a channel to communicate about the Food Partnership's progress in achieving its targets in *Spade to Spoon*, the city's food strategy and action plan.

HEALTHY WEIGHT TEAM

The team works with individuals and families who are above their ideal weight providing one-to-one and group sessions combining nutrition, physical activity and behaviour change to achieve lasting results. This year saw the recruitment of three dietitians / nutritionists and two part time referral co-ordinators to the team.

November 2008 saw the launch of the **Healthy Weight Referral Scheme**. GP's and other health professionals can refer patients with a Body Mass Index of 26-40 who are ready to make dietary changes and increase activity in their lives. These clients are then assessed by our trained staff and referred onto the most appropriate programme. Between November 2008 and March 2009 the new service took 453 referrals.

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

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

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

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

**BRIGHTON AND HOVE FOOD PARTNERSHIP
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REPORT OF THE DIRECTORS - continued

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

Mini MEND is a healthy lifestyle programme for 2-4 year olds and their families. Through 10 informative sessions addressing topics such as healthy eating, fussy eating and active play the programme aims to prevent unhealthy behaviours. Mini MEND was delivered for the first time in Brighton & Hove in January 2009 and was attended by 10 families.

Healthy Choice Award. Working with Brighton & Hove City Council's Environmental Health Department the Healthy Choice Award was piloted and evaluated. Additional funding for 2009 / 10 was identified for this work which assesses and awards restaurants and other places serving food based on the range and amount of healthy choice options on their menu.

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

SCHOOL FOOD

Following the departure of the Schools Food Advisor the Food Partnership's work with schools was put on hold until the new Director of the Food Partnership had been appointed and could decide how best to take this work forward. This resulted in the recruitment of a School Food Policy Manager who started in February 2009 with the remit to take a city wide approach to supporting schools with work on whole school food issues.

COMMUNITY COOKERY PROJECT

We want people to know how to cook healthy, fresh, seasonal, affordable food. Our community cookery team works with individuals and groups to give people the skills to create healthy, affordable meals.

During this year the team expanded to include a Cookery Development Worker to join the Community Cookery Manager in delivering cookery training, and other support to groups across the city. There is a particular focus on delivering services in East Brighton in partnership with the Healthy Living Centre who co-host this project.

- **Cookability training course:** a course training people to run community cookery groups. This course addresses nutrition and healthy eating, group work skills as well as developing skills in preparing fresh food. Some of the trainees are local residents who are keen to improve their family's diet. Others are working, or planning to work, in roles where this kind of training will give them greater confidence; e.g. youth workers, early years workers, teaching assistants. The course was run five times in the year.
- **Supporting local groups:** the team works with groups across the city that want to increase the cookery skills of vulnerable people. This has included work with people with learning disabilities, young / new mothers, older people and young people not in employment or education.

Community Kitchens

In response to a recognised lack of facilities in which to teach people to cook, the Food Partnership was awarded a £35,000 grant from Choosing Health to invest in the development of community kitchens for the city. During 2008 – 2009 kitchens at the Bridge (east Brighton) and Portslade Village Centre were completely refurbished and, using a small grants scheme, 10 other kitchens improved.

**BRIGHTON AND HOVE FOOD PARTNERSHIP
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REPORT OF THE DIRECTORS - continued

STATEMENT OF DIRECTORS' RESPONSIBILITIES

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

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


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

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:

Director


SUE DIBB

Date:

24th January 2010

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

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2009**

	Notes	2009 £	2008 £
INCOME	4	397,988	109,893
EXPENDITURE		<u>398,273</u>	<u>105,393</u>
OPERATING (DEFICIT)/SURPLUS	2	(285)	4,500
Interest receivable and similar income		<u>3,576</u>	<u>509</u>
EXCESS OF INCOME OVER EXPENDITURE BEFORE TAXATION		3,291	5,009
Tax on (deficit)/surplus on ordinary activities	3	<u>2,072</u>	-
EXCESS OF INCOME OVER EXPENDITURE AFTER TAXATION		1,219	5,009
RESERVES BROUGHT FORWARD		<u>10,433</u>	<u>5,424</u>
RESERVES CARRIED FORWARD	8	<u>11,652</u>	<u>10,433</u>

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

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

**BALANCE SHEET
31st MARCH 2009**

	Notes	2009 £	£	2008 £	£
FIXED ASSETS					
Tangible assets	5.		8,475		8,775
CURRENT ASSETS					
Debtors	6	21,656		1,807	
Cash at bank		<u>100,241</u>		<u>164,324</u>	
		121,897		166,131	
CREDITORS					
Amounts falling due within one year	7	<u>118,720</u>		<u>164,473</u>	
NET CURRENT (LIABILITIES)/ ASSETS			<u>3,177</u>		<u>1,658</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>11,652</u>		<u>10,433</u>
RESERVES					
Income and expenditure account	8		<u>11,652</u>		<u>10,433</u>

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 31st March 2009.


The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2009 in accordance with Section 249B(2) of the Companies Act 1985.

The directors acknowledge their responsibilities for:

- a) Ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 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 Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The financial statements were approved by the Board of Directors on 22/1/2010 and were signed on its behalf by:


SUE DIBB

Director

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

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009**

1. ACCOUNTING POLICIES

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

Accounting Convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

Cash Flow Statement

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

Income

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

Tangible Fixed Assets

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

Plant and Machinery etc – 33% on cost

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

Funds

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

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

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

2. OPERATING (DEFICIT)/SURPLUS

The operating (deficit)/surplus is stated after charging:

	2009 £	2008 £
Depreciation – owned assets	6,349	4,388
Accountancy	<u>1,750</u>	<u>1,763</u>
Directors' emoluments and other benefits etc	<u>-</u>	<u>-</u>

3. TAXATION

	2009 £	2008 £
Current tax:		
UK corporation tax	1,970	-
Under provision in earlier year	<u>102</u>	<u>-</u>
Tax on profit on ordinary activities	<u>2,072</u>	<u>-</u>

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

NOTES TO THE FINANCIAL STATEMENTS - continued

4. INCOME

	2009 £	2008 £
Grants received during the year comprise:		
Brighton and Hove Primary Care Trust – Community Kitchen	54,630	18,942
Brighton and Hove Primary Care Trust – Good Food Grant	15,026	14,974
Brighton and Hove Primary Care Trust – Capital Grant	-	6,245
Brighton and Hove Primary Care Trust – Food for a Healthy Future	247,975	69,561
Brighton and Hove Primary Care Trust – Mend	44,146	-
Brighton and Hove Primary Care Trust – Weight Management Referral	28,308	-
Other Income	<u>7,903</u>	<u>-</u>
	<u>397,988</u>	<u>109,722</u>
Received in the current year but deferred until 2009/10:		
Co-Operative Group	1,500	-
Brighton and Hove Primary Care Trust – School Fund	27,388	-
Brighton and Hove Primary Care Trust – Good Food Grant	-	26
Brighton and Hove Primary Care Trust – Mend	14,000	-
Brighton and Hove Primary Care Trust – Weight Management Referral	55,375	-
Brighton and Hove Primary Care Trust – Food for a Healthy Future	10,000	110,733
Brighton and Hove Primary Care Trust – Community Kitchen	<u>3,000</u>	<u>35,000</u>
	<u>111,263</u>	<u>145,759</u>

5. TANGIBLE FIXED ASSETS

	Plant and Machinery etc £
COST	
At 1 April 2008	13,163
Additions	<u>6,049</u>
At 31 March 2009	<u>19,212</u>
DEPRECIATION	
At 1 April 2008	4,388
Charge for the year	<u>6,349</u>
At 31 March 2009	<u>10,737</u>
NET BOOK VALUE	
At 31 March 2009	<u>8,475</u>
At 31 March 2008	<u>8,775</u>

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2009 £	2008 £
Other Debtors	21,500	107
Prepayments and Accrued Income	<u>156</u>	<u>1,700</u>
	<u>21,656</u>	<u>1,807</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2009 £	2008 £
Taxation and social security	-	2,938
Other creditors	3,737	14,014
Accruals	1,750	1,762
Deferred income	111,263	145,759
Corporation tax	<u>1,970</u>	<u>-</u>
	<u>118,720</u>	<u>164,473</u>

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

NOTES TO THE FINANCIAL STATEMENTS - continued

8. FUNDS

	Balance 01.04.08	Incoming	Deferred Income	Outgoing	Balance 31.03.09
Good Food Grant		15,026	-	(20,163)	(5,137)
Food for a Healthy Future		257,976	(10,000)	(242,973)	5,003
Community Kitchen	-	57,630	(3,000)	(52,610)	2,020
Mend	-	58,145	(14,000)	(42,248)	1,897
Weight Management Scheme		83,683	(55,375)	(26,144)	2,164
School Fund	-	27,388	(27,388)	-	-
Harvest	-	<u>1,500</u>	<u>(1,500)</u>	-	-
	-	501,348	(111,263)	(384,138)	5,947
Core	<u>10,433</u>	<u>11,479</u>	-	<u>(16,207)</u>	<u>5,705</u>
	<u>10,433</u>	<u>512,827</u>	<u>(111,263)</u>	<u>(400,345)</u>	<u>11,652</u>

9. SHARE CAPITAL

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