

Company registration number: 04072259

Charity registration number: 1150808

Brighton Permaculture Trust

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2018

Hodson and Co.
Wiston House
1 Wiston Avenue
Worthing
West Sussex
BN14 7QL

Brighton Permaculture Trust

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 10
Statement of Trustees' Responsibilities	11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Notes to the Financial Statements	15 to 25

Brighton Permaculture Trust

Reference and Administrative Details

Trustees	S M White J Cremer (resigned 28 March 2018) J Mulreany D Brewster (resigned 2 May 2018) R Hall (resigned 16 October 2017) Ms C Schofield (appointed 22 November 2017)
Secretary	J C Matthews
Principal Office	The Fruit Factory Stanmer Village Stanmer Brighton BN1 9PZ
Company Registration Number	04072259
Charity Registration Number	1150808
Independent Examiner	Hodson and Co. Wiston House 1 Wiston Avenue Worthing West Sussex BN14 7QL

Brighton Permaculture Trust

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 30 June 2018.

Objectives and activities

Objects and aims

To promote sustainable development for the benefit of the public by:

- a. the preservation, conservation and the protection of the environment and the prudent use of resources;
- b. the relief of poverty and the improvement of the conditions of life in socially and economically disadvantaged communities;
- c. the promotion of sustainable means of achieving economic growth and regeneration.

To advance the education of the public in subjects relating to sustainable development and the protection, enhancement and rehabilitation of the environment and to promote study and research in such subjects provided that the useful results of such study are disseminated to the public at large. Sustainable development means development which meets the needs of the present without compromising the generations to meet their own needs.

Objectives, strategies and activities

Brighton Permaculture Trust (BPT) is a provider of educational courses about permaculture design, and specific skills-related practice around food growing, eco-building, sustainable living, and community development. The majority of attendees are from the south-east region, most coming from Brighton and Hove, and the wider Sussex area. We have visitors from elsewhere in the country for some of our eco build & other specialist courses.

We run some of our learning activities in partnership with local authorities and with selected non-profit organisations and local partners, most notably Brighton & Hove Food Partnership and Low Carbon Trust. The annual Apple Day event, established in 2007, and regular events such as Green Architecture Day attract a wide range of participants, from families and individuals to people from professions such as architecture, gardening, community development, etc. Various funding grants have helped us establish a series of projects in Brighton and Hove and Sussex-wide over the last fourteen years or so, such as establishing school and community orchards. The Scrumping project - collecting local fruit and turning it into saleable products - began in 2009 and caught the imagination of participants and remains self-financing.

Brighton Permaculture Trust

Trustees' Report

Public benefit

1) a. Brighton Permaculture Trust runs public courses in permaculture and sustainable design, promoting the use of strategies and methods that have minimal negative impact on the local and global natural environment, so extending the resources that people need for living sustainably. Brighton Permaculture Trust manages and supports projects for growing food, particularly fruit including heritage varieties and orchard management. Work is carried out in schools and with communities across Sussex. We directly manage orchards and other projects around Brighton the produce from which is made available to volunteers and the general public. We also help in the running of community education facilities and local grass-roots organisations to provide these learning opportunities and experiences to the public.

b. Brighton Permaculture Trust's educational activities in the community have the aim of enabling people's skills and knowledge to be increased, to help them discover sustainable ways out of poverty. For example, we support the alleviation of food poverty by teaching people to grow it for themselves, offering access to sharing this task with others and to promote collaboration, yielding more than simply food by fostering an attitude of self-help & community reliance. An example is the development of the community orchard work, described elsewhere in this report and on the website. We encourage this sense of personal and communal confidence to spread into other areas of people's lives through the concentration of our resources to some geographical areas of Brighton & Hove that come under this definition, such as low income areas (part of a neighbourhood regeneration agenda). Similarly, practical sustainability skills, self-sufficiency and knowledge development can have an impact on the ability to rise above fuel poverty, can offer confidence in job-related contexts, whether seeking work or developing oneself within an occupation, helping to build resilience into the local economy. A number of activities are free to the public, and we offer a sliding scale of fees for our courses.

c. Brighton Permaculture Trust's training events are largely self-financing. They provide work for local trainers and provide volunteers with opportunities for informal learning, to give them skills to help them become more economically active, help them grow their own food, and reduce energy use in their home and at work. Brighton Permaculture Trust works in partnership with compatible organisations where appropriate to share and maximise resources - for example, with the Low Carbon Trust such as building courses and Green Architecture Day. We are partnered with the Brighton and Hove Food Partnership supporting community food growing on various sites across the city, including Racehill Community Orchard that provides support for one of the areas ranking highest on the deprivation indices for the city/SE England.

2) Brighton Permaculture Trust provides public courses in permaculture and sustainable design. It runs educational projects in schools, to improve children's understanding of how food is grown and sustainability issues. Brighton Permaculture Trust is a member and local partner of the Permaculture Association, the national charity with educational and research aims for the whole of the UK. Through this link we provide accredited courses of study, and we are part of the Association's network of learning and demonstration sites (LAND).

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Brighton Permaculture Trust

Trustees' Report

Achievements and performance

- The continuation of a successful programme of events and education, and its development:
 - the annual Apple Day, which is now an established date in the region's calendar of nature-and food-related events, increases in capacity year-on-year.
 - similarly, the annual Green Architecture Day has developed from a niche issue into an event which engages with both the public and building professionals alike.
 - BPT's Permaculture Design course programme has maintained its position, in the face of increasing competition locally and nationally, as quality educational provision for permaculture design and other related subjects. Its tiered delivery system (several Introductory courses, which offer access to the internationally recognised Permaculture Design courses awarded by the Permaculture Association (UK) has been recognised as a way of engaging a variety of learners who want to apply their knowledge and skills to a wider context than simply food production or land management; increasingly people who attend have community or business context for their practice.
- The Stanmer Plot had launched a Forest Garden plant nursery as an income stream in the previous year, staffed by volunteers who come to share their skills and learn from the activity. They have been extremely successful, and remain viable, reaping the rewards in financial terms, despite the numbers of volunteers dropping.
- BPT continues to support the planning and planting of community orchards, often in partnership with significant agencies in the area, and working with some schools. 37 fruit trees were planted at 7 locations this winter and a further 600 shelter trees were planted. By encouraging the planting of Sussex heritage varieties, our Orchard projects commit valuable resources to food security for the benefit of producers and consumers.
- We are glad to report the development and establishment of the Fruit Factory as described below; we were recipients of a significant grant to complete equipping the working kitchen to a high standard. The Scrumping activity in particular has seen increased activity days and a large volume of fruit being taken out of waste into food and other products.
- BPT activities have been included in the Stanmer Park HLF bid, so that a new ten course programme of provision is planned for 2018-19, the continuation of Apple Day will be assured for the following 3 years and this will also see a longer future for volunteers to learn and practise skills in the following year.
- We would like to thank our funders/sponsors for the year: the Big Lottery fund, Infinity Foods, the estate of Neil Smith, the People's Health Trust, the Postcode Local Trust and the Rampion Fund at Sussex Community Foundation. We worked with many organisations over the year & would like to thank them all, some of note include Brighton & Hove Food Partnership, Low Carbon Trust, Stanmer Organics, Brighton & Hove City Council, Peacehaven Town Council and Barlavington Estate.

Brighton Permaculture Trust

Trustees' Report

1. Staffing and day-to-day management

The Trustees continued to contract Bryn Thomas, BPT's Acting CEO, on a rolling six months basis, and set about refining the role, with a view to a longer-term contract being put into position from the start of the new year 1st July 2018. Two trustees worked with Bryn to differentiate between operational management and executive officer roles. This was formalised into the new title of Director, and a revised and clear job description. Some activities that were seen as 'overarching' responsibilities were removed from the previous Chief Executive Officer job description, and devolved to the Board and to the Company Secretary in his legal capacity. The Director remains as overall senior manager to lead and delegate into the desired 'devolved' structure and sub-groups' managers in the future.

The Course and Events management task had been separated out to a contracted Manager last year, but we had acknowledged that the number of available hours was lower than needed to cover this core business position. Following constructive discussions with all parties, the role was disestablished and Bryn Thomas took on the management of the course & event programme towards the end of the year as part of his operational role.

The finance group supports administration, so that management group meetings are supplied with appropriate information and resources for decision-making. We were obliged to retain the reduction in hours and/or remuneration for a number of contractors (tutors); this has continued, and likely to be the same for the foreseeable future with the exception of a few modest increases planned for the coming year.

The administrative team remains stable in composition, and the Company Secretary (John C Matthews) has maintained important issues such as policies, risk assessments and services agreements. Whilst legal and obligatory reporting happens to schedule, effective reporting from part-time and volunteer contractors was proving time-consuming. We had hoped to trial a quarterly meeting for feedback and reporting, but personnel movement and operational matters took priority; it is an aim for the future.

Brighton Permaculture Trust

Trustees' Report

2. Infrastructure

During the reporting year two Trustees have stepped down, one for personal reasons, and the other who is working elsewhere, leaving us with three currently. Discussions have continued with a number of possible replacements trustees during the year, including two who expressed interest through their continued volunteer support for the Trust, and one who felt they were in a better position having displaced themselves from a potential conflict of interest. The continued objective to appoint a trustee with a specific financial background has proved unsuccessful.

The active management group comprises four people from the 'branches' of the Trust's operations, with an administrator who also oversees the Newsletter, web content etc. and a Trustee (on a rota basis). As a small group, it has an effective operating style, each 'branch' being able to work with its members in a devolved capacity. This way plans can be informed and information passed in a two-way structure. From time to time volunteers from the groups will get more involved in planning centrally, reporting etc. With the change in the Course and Events role, we are hoping others from the course tutors cohort can be encouraged to join the management group.

Oversight of operational issues:

- Work on the Fruit Factory slowed during the year but additional funds for the materials required to complete the building towards the end of the year enabled a fresh impetus to get the building works finished and completion is anticipated in the coming year. Much of the work is still being carried out by voluntary effort.
- We set up a Bursary Scheme to best utilise the legacy left to us by the late Neil Smith's estate. This scheme halves the price of concessionary places on all courses and gives a discount of 25%-50% to BPT volunteers on most courses.
- It is important to say that we recognise a constraint to growth for the organisation is a need to raise funds to pay for core costs; we continue to explore ways to address this, including seeking out new funding sources and awards geared to supporting this function.
- A number of administrative issues required additional attention this year. Incompatibility of software and email issues took extra time to resolve. Our mailing lists were recreated with double opt-in signups for the General Data Protection Regulation (EU) 2016/679 compliance (henceforward GDPR, required as at 23 May 2018) and also to refresh old data sets. Unfortunately GDPR fatigue caused a number of people not to sign up again and we continue to receive enquires as to why people have not been receiving emails of late. This could in part be the reason for a decline in volunteer numbers and may have affected course registrations.

3. Volunteers Strategy

As in previous year, volunteers continue to be our principle workforce, supporting our main objectives by providing help to the organisation where needed. The strategy also supports Brighton Permaculture Trust's other objectives by providing free informal access to learning, skill development and other opportunities. The number of courses on which we offer volunteers a discount was increased and they remain willing to share their enthusiasm for the work we do, for which we thank them. Statistics show that there has been a dropping off this year, but that the Trust has maintained its service to outreach and food/horticultural products production.

Permaculture in Pubs (PiP) continues as a monthly social organised to recognise the contribution made by the members and volunteers for the charity; these evenings have been well attended, with two Brighton Permaculture Trust volunteer members always hosting the events.

Brighton Permaculture Trust

Trustees' Report

Financial review

Total incoming resources for the year was £202,808 (2017 £165,244). Resources expended for the year amounted to £152,136 (2017 £152,940).

Expenditure consists of; charitable activities, associated support costs and governance and management of the charity, Charitable activities comprise the main work of the charity. Expenditure on charitable activities for the year was £152,136 (2017 £152,940).

Expenditure on the governance of the charity contains the cost of complying with regulations such as the independent examination, as well as the AGM and trustees' expenses. Expenditure for the year was £1,990 (2017 £2,084).

The financial year ended with a surplus of £50,672 (2017 £12,304) and unrestricted funds were in surplus by £13,493 at 30 June 2018 (2017 surplus £3,886).

Some notable successes are:

- We welcome a further reduction in support costs this year, which partly relates to improved efficiencies and changes in accounting procedures.
- Project funding has continued, albeit at a similar level, and all direct and indirect costs for projects has been covered.
- Further capital funding has been secured for equipment for the Scrumping Project and the Fruit factory.
- Again our decision to only take on new projects that are fully financed from the outset, has been continued successfully.

Policy on reserves

The trustees have exercised their duty in examining the charity's requirements for reserves in light of the main risks to the organisation. We will continue to review the financial affairs of the charity with the aim to increase income, cut costs and to improve overall control of its operations.

The majority of costs incurred by the charity are either directly related to charitable activities or support costs. The trustees try to ensure that any activities undertaken are fully funded. However, the trustees continue to work towards a reserves policy based on 3 months current expenditure of the charity.

The trustees consider that the present level of funding will be adequate to support the continuation of the charity and for it to fulfill its obligations. The board of trustees monitors the level of reserves quarterly, and we welcome the significant increase in reserves at the year end, which amount to around 6 weeks current expenditure.

Investment policy and objectives

The objects of the company authorises it to invest and deal with moneys not immediately required for its purposes in and upon such investments securities and property as may be thought fit.

Brighton Permaculture Trust

Trustees' Report

Plans for future periods

Activities planned to achieve aims

The trustees and management group have identified the following plans for the year 2018-2019:

1. To recruit and increase the number of Trustees on the Board to an optimum five, including one with appropriate financial expertise.
2. To continue to increase reserves towards achieving a reserves policy of a quarter of annual running costs, and endeavor to increase levels of reserves to support the continuation of the charity. To consider the creation of a designated reserves fund for Apple Day – quite literally a “Rainy Day” fund – to cover for adverse weather that cannot be catered for by cancellation insurance, normally.
3. To continue to support the existing structure of the management of the organisation, whilst overseeing the accountability of managed projects with limited autonomy, within Brighton Permaculture Trust.
4. To consider how to resource project managers for specific projects without consistent funding.
5. To expand course and event provision into a wider sphere locally, possibly diversifying in terms of subjects and activities, such as courses for householders, fruit growers, and builders, film-showings, etc.
6. To consolidate the role of the ‘fruit’ component of the Trust’s assets, by completing the Fruit Factory with the aim of making it fully operational within the year; continue exploring opportunities for future orchard planting including an extension of the Sussex Heritage Apple Collection; developing a greater community impact through school and community orchards, and maintaining the success of the Scrumping Project.
7. To evaluate and celebrate the profile, role and reputation of the Trust, and contribution to the sustainability of the City of Brighton and Hove, and the surrounding area.

Going concern

The charity has reviewed its financial performance and general reserves position. The charity has adequate financial resources and is able to manage its business risks. The charity's planning process has taken into consideration the current economic climate and its potential impact on the various sources of income and planned expenditure.

Taking into account all factors the charity has reasonable expectation that it has adequate resources to continue in operational existence for the foreseeable future and believe that there are no material uncertainties that call into the charity's ability to continue in operation.

Accordingly, the accounts have been prepared on the basis that the charity is a going concern.

Structure, governance and management

Nature of governing document

Brighton Permaculture trust is a charitable company limited by guarantee; it was incorporated on 15 September 2000 and amended by a special resolution dated 16 April 2012. Brighton Permaculture Trust was registered as a Charity in England and Wales on 14 February 2013.

Brighton Permaculture Trust was established under a Memorandum of Association, which describes the objects and powers of the charitable company; it is governed under its Articles of Association. Under those Articles, the Trustees are elected by the votes of members at the AGM, standing in a cycle based on longevity of service, as long as there is a minimum of three Trustees at any one time. This allows for resignations and reappointments as necessary.

The Members have guaranteed to contribute a maximum of £10 each in the event of the company being wound up

Brighton Permaculture Trust

Trustees' Report

Recruitment and appointment of trustees

All directors of the company are also trustees of the charity, and there are no other trustees. The Board has the power to appoint additional trustees as it considers fit to do so.

Induction and training of trustees

The Trustee Board has established some procedures for recruiting and supporting trustees, as reported previously, and available to read on the Brighton Permaculture Trust website:

www.brightonpermaculture.org.uk/getinvolved/trustee

Trustees are recruited by announcing vacancies in the regular newsletter that is received by all members, and inviting people who express an interest in becoming a Trustee to apply to us in time for possible election at an AGM. Many of these have been involved with the Trust's activities for some time; in addition trustees can be co-opted to the Board during the year, to provide particular expertise. A statement of interest and commitment written by the prospective Trustee is then presented to members, for consideration, and a vote is called for election of the person to the Board, at the AGM. Trustees are appointed with a view to ensuring Brighton Permaculture Trust has a wide variety of skills, knowledge and experience, including charity, business management, legal, financial, marketing and fund-raising. The induction and training of trustees is provided by existing Trustees and the management group, on an incremental basis, depending on the appointee's previous experience of trusteeship of a charity. If free or low-cost training is available from within the local area, such as through Community Service Volunteers, then it is recommended the potential or new Trustee attends. We recommend they also become involved in a Brighton Permaculture Trust project to embed themselves in the workings of the charity, to support the project and to learn and their role in governance of the whole.

Arrangements for setting key management personnel remuneration

The directors and trustees have not received any remuneration or reclaimed any expenses during the financial year. All members of the Trustee Board have given their time voluntarily and received no benefits from the charity.

Organisational structure

The charity is organised so that the trustees meet regularly to manage its affairs. The board of Trustees governs Brighton Permaculture Trust and meets at least quarterly to discuss and review strategy, planning, development and financial matters. The Acting CEO is present at most of those meetings, although Trustees can meet as a governing group separately, and have done to discuss personnel issues related to the CEO.

Day-to-day management of the organisation is delegated to a monthly project-representative management group. Decisions about operational matters are made in this group. Those proposals requiring policy or strategic decisions are discussed at these meetings also, and then passed to the trustees with recommendations to accept or reject. Normally a representative of the trustees is present at these meetings, on a planned rota basis, which allows information to be passed in two directions, and to give context to items requiring decisions.

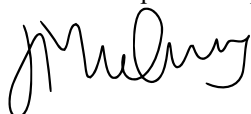
Brighton Permaculture Trust

Trustees' Report

Major risks and management of those risks

The trustees actively review the major risks that the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with the annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

The annual report was approved by the trustees of the charity on 21 November 2018 and signed on its behalf by:



.....
J Mulreany
Trustee

Brighton Permaculture Trust

Statement of Trustees' Responsibilities

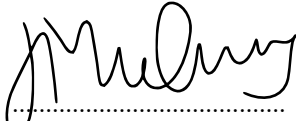
The trustees (who are also the directors of Brighton Permaculture Trust for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in 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 inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable 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.

Approved by the trustees of the charity on 21 November 2018 and signed on its behalf by:



J. Mulreany
Trustee

Brighton Permaculture Trust

Independent Examiner's Report to the trustees of Brighton Permaculture Trust

I report on the accounts of the charity for the year ended 30 June 2018 which are set out on pages 13 to 25 .

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 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.



.....
M J Hodson FCA
Independent Examiner

Wiston House
1 Wiston Avenue
Worthing
West Sussex
BN14 7QL

21 November 2018

Brighton Permaculture Trust

Statement of Financial Activities for the Year Ended 30 June 2018 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2018 £
Income and Endowments from:				
Donations and legacies	3	14,642	75,324	89,966
Charitable activities	4	<u>112,842</u>	<u>-</u>	<u>112,842</u>
Total Income		<u>127,484</u>	<u>75,324</u>	<u>202,808</u>
Expenditure on:				
Charitable activities	6	<u>(113,991)</u>	<u>(38,145)</u>	<u>(152,136)</u>
Total Expenditure		<u>(113,991)</u>	<u>(38,145)</u>	<u>(152,136)</u>
Net income		<u>13,493</u>	<u>37,179</u>	<u>50,672</u>
Net movement in funds		13,493	37,179	50,672
Reconciliation of funds				
Total funds brought forward		<u>3,886</u>	<u>9,715</u>	<u>13,601</u>
Total funds carried forward	13	<u>17,379</u>	<u>46,894</u>	<u>64,273</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2017 £
Income and Endowments from:				
Donations and legacies	3	10,935	39,538	50,473
Charitable activities	4	114,762	-	114,762
Investment income	5	<u>9</u>	<u>-</u>	<u>9</u>
Total Income		<u>125,706</u>	<u>39,538</u>	<u>165,244</u>
Expenditure on:				
Charitable activities	6	<u>(123,088)</u>	<u>(29,852)</u>	<u>(152,940)</u>
Total Expenditure		<u>(123,088)</u>	<u>(29,852)</u>	<u>(152,940)</u>
Net income		<u>2,618</u>	<u>9,686</u>	<u>12,304</u>
Net movement in funds		2,618	9,686	12,304
Reconciliation of funds				
Total funds brought forward		<u>1,268</u>	<u>29</u>	<u>1,297</u>
Total funds carried forward	13	<u>3,886</u>	<u>9,715</u>	<u>13,601</u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2017 is shown in note 13.

Brighton Permaculture Trust
(Registration number: 04072259)
Balance Sheet as at 30 June 2018

	Note	2018 £	2017 £
Current assets			
Debtors	11	4,160	1,845
Cash at bank and in hand		<u>78,517</u>	<u>45,046</u>
		82,677	46,891
Creditors: Amounts falling due within one year	12	<u>(18,404)</u>	<u>(33,290)</u>
Net assets		<u><u>64,273</u></u>	<u><u>13,601</u></u>
Funds of the charity:			
Restricted funds		46,894	9,715
Unrestricted income funds			
Unrestricted funds		<u>17,379</u>	<u>3,886</u>
Total funds	13	<u><u>64,273</u></u>	<u><u>13,601</u></u>

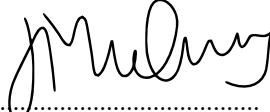
For the financial year ending 30 June 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 13 to 25 were approved by the trustees, and authorised for issue on 21 November 2018 and signed on their behalf by:



 J Mulreany
 Trustee

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

1 Charity status

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Brighton Permaculture Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

2 Accounting policies (continued)

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources on a reasonable, justifiable and consistent basis.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

2 Accounting policies (continued)

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Financial instruments

Classification

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

3 Income from donations and legacies

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	General	funds	£	£
	£	£	£	£
Donations and legacies;				
Donations	14,642	30,000	44,642	4,285
Grants, including capital grants;				
Grants	-	45,324	45,324	46,188
	<u>14,642</u>	<u>75,324</u>	<u>89,966</u>	<u>50,473</u>

4 Income from charitable activities

	Unrestricted funds	Total 2018	Total 2017
	General	£	£
	£	£	£
Fruit/orchard planting projects	31,335	31,335	52,629
Courses and events	65,122	65,122	61,653
School projects	1,291	1,291	480
Scrumping project	15,094	15,094	-
	<u>112,842</u>	<u>112,842</u>	<u>114,762</u>

5 Investment income

	Total 2018	Total 2017
	£	£
Interest receivable and similar income;		
Interest receivable on bank deposits	-	9
	<u>-</u>	<u>9</u>

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

6 Expenditure on charitable activities

	Unrestricted funds		Restricted funds	Total 2018	Total 2017
	General	£			
	£	£	£	£	£
Fruit/orchard planting projects	6,268	-	6,268	9,948	
School projects	1,056	-	1,056	408	
Educational activities	73,660	7,437	81,097	98,511	
Funded projects	-	30,708	30,708	19,109	
Scrumping project	15,617	-	15,617	-	
Support costs	17,390	-	17,390	24,964	
	<u>113,991</u>	<u>38,145</u>	<u>152,136</u>	<u>152,940</u>	
	Activity undertaken directly	Grant funding of activity	Activity support costs	Total 2018	Total 2017
	£	£	£	£	£
Fruit/orchard planting projects	6,268	-	1,768	8,036	11,167
School projects	1,056	-	62	1,118	426
Educational activities	81,097	-	14,550	95,647	114,206
Funded projects	-	30,708	-	30,708	24,354
Scrumping project	15,617	-	1,010	16,627	-
Support costs	-	-	-	-	2,787
	<u>104,038</u>	<u>30,708</u>	<u>17,390</u>	<u>152,136</u>	<u>152,940</u>

£113,991 (2017 - £123,088) of the above expenditure was attributable to unrestricted funds and £38,145 (2017 - £29,852) to restricted funds.

In addition to the expenditure analysed above, there are also governance costs of £1,990 (2017 - £2,084) which relate directly to charitable activities. See note 7 for further details.

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

7 Analysis of governance and support costs

Support costs allocated to charitable activities

	Finance costs £	Information technology £	Administration costs £	Premises costs including depreciation £	Total 2018 £	Total 2017 £
Fruit/orchard planting projects	305	87	1,300	76	1,768	1,514
School projects	18	4	35	5	62	378
Funded projects	-	-	-	-	-	4,887
Educational activities	4,143	1,703	7,443	1,261	14,550	18,185
Scrumping Project	239	68	647	56	1,010	-
	<u>4,705</u>	<u>1,862</u>	<u>9,425</u>	<u>1,398</u>	<u>17,390</u>	<u>24,964</u>

Governance costs

	Unrestricted funds General £	Total 2018 £	Total 2017 £
Independent examiner fees			
Examination of the financial statements	1,590	1,590	1,545
Other fees paid to examiners	400	400	539
	<u>1,990</u>	<u>1,990</u>	<u>2,084</u>

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

	Note	2013 £	2017 £
Wages and Salaries		5,400	5,100
		<u>5,400</u>	<u>5,100</u>

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

9 Staff costs (continued)

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2018	2017
	No	No
Number of staff	<u>1</u>	<u>1</u>

No employee received emoluments of more than £60,000 during the year.

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Debtors

	2018 £	2017 £
Trade debtors	1,613	679
Prepayments	1,260	1,113
Other debtors	1,287	53
	4,160	1,845

12 Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	7,537	8,218
Other creditors	(1)	-
Accruals	10,868	25,072
	18,404	33,290

13 Funds

	Balance at 1 July 2017 £	Incoming resources £	Resources expended £	Balance at 30 June 2018 £
Unrestricted funds				
<i>General</i>				
General funds	3,886	127,484	(113,991)	17,379
Restricted funds				
BHCC	29	-	-	29
Awards for All	9,062	-	(9,062)	-
People Health Trust	-	15,596	(14,971)	625
Postcode Local Trust	624	19,938	(6,363)	14,199
Rampion Fund at Sussex Community Foundation	-	9,790	(312)	9,478
Neil's educational activities	-	30,000	(7,437)	22,563
	9,715	75,324	(38,145)	46,894
Total restricted funds				
Total funds	13,601	202,808	(152,136)	64,273

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

13 Funds (continued)

	Balance at 1 July 2016 £	Incoming resources £	Resources expended £	Balance at 30 June 2017 £
Unrestricted funds				
<i>General</i>				
General funds	1,268	125,706	(123,088)	3,886
Restricted funds				
BHCC	29	2,500	(2,500)	29
Awards for All	-	10,000	(938)	9,062
People Health Trust	-	7,064	(7,064)	-
Postcode Local Trust	-	19,974	(19,350)	624
Total restricted funds	29	39,538	(29,852)	9,715
Total funds	1,297	165,244	(152,940)	13,601

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

13 Funds (continued)

The specific purposes for which the funds are to be applied are as follows:

Brighton & Hove city council

In 2016-17 £2,500 was awarded from Brighton & Hove City Council under their community grants programme. The funds were used in the period for core development work including project development, building partnerships and seeking out project development funding.

Awards for All

In 2016-17 £10,000 was awarded under the Big Lottery Fund Awards for All grants. The funds are being used to buy kitchen & food processing equipment for the Fruit Factory for use by the scrumping project and courses.

People's Health Trust

The funding is for the engagement and provision of activities for the community living in the part of Whitehawk immediately adjacent to Racehill Community Orchard, which is considered to be one of the most disadvantaged communities in the UK.

Postcode Local Trust

£20,000 was awarded from Postcode Local Trust for spending in the year at Racehill Community Orchard. The funding was for biodiversity improvements and activities; projects including the installation of a green roof on the container and a pond.

Rampion Fund at Sussex Community Foundation

This funding is to help support the establishment and development of six community orchards we have helped to plant in Brighton. £9,790 was awarded for the period to spring 2020 and will include the planting of a further 40 fruit trees.

Neil's educational activities

£40,000 was gifted, of which £30,000 is restricted to be used as follows:

£12,000 Fruit Factory to help deal with some historical issues with completion and equipping;

£10,000 For volunteers and people who would qualify for the concessionary places to do course for lower fees;

£4,000 For the Scrumping Project, to cover the purchase of equipment;

£4,000 For Racehill community orchard, to cover miscellaneous items not covered by funding;

£10,000 For general reserves

14 Analysis of net assets between funds

	Unrestricted funds General £	Total funds £
Current assets	82,677	82,677
Current liabilities	(18,404)	(18,404)
Total net assets	<u>64,273</u>	<u>64,273</u>

Brighton Permaculture Trust

Notes to the Financial Statements for the Year Ended 30 June 2018

15 Analysis of net funds

	At 1 July 2017 £	Cash flow £	At 30 June 2018 £
Cash at bank and in hand	45,046	33,471	78,517
Net debt	<u>45,046</u>	<u>33,471</u>	<u>78,517</u>