

Company number 02907172  
Charity number 1035401

**Sussex Rural Community Council**  
**(Limited by Guarantee)**

**Report and Financial Statements**  
**for the year ended 31 March 2022**

**Breckman & Company Ltd**  
**Chartered Certified Accountants**  
**49 South Molton Street**  
**London W1K 5LH**

# Sussex Rural Community Council

(Limited by Guarantee)

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## **Sussex Rural Community Council**

**(Limited by Guarantee)**

### **Reference and Administrative Details**

#### **Constitution**

The charitable company is a private company limited by guarantee registered in EW - England and Wales, company number 02907172 incorporated under the Companies Act and its governing document is its Memorandum and Articles of Association. The company is a registered charity, number 1035401.

#### **Directors and trustees**

The directors of the charitable company (Sussex Rural Community Council) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees during the year and since the year end, were :

Alex Ingham Clark - Chair

William Anderson

Rob Dillingham

Owen Ingram                      appointed 17 November 2022

Sandra Jill Llewellyn        resigned 17 March 2022

John Moore-Bick

Neil David Smith              resigned 31 March 2022

Kristin Sjovorr                appointed 17 November 2022

#### **Interim CEO/day to day management**

Steven Haasz

#### **Independent Examiners**

Breckman & Company Ltd, 49 South Molton Street, London W1K 5LH.

#### **Bankers**

Barclays Bank plc, The Old Bank , High Street, Lewis, East Sussex BN7 2JP.

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ.

Shawbrook Bank, Lutea House, Warley Hill Business Park, The Drive Great Warley, Brentwood, Essex CM13 3BE.

The Charity Bank Ltd, Fosse House, 182 High Street, Tonbridge TN9 1BE.

Nationwide Building Society, Kings Park Road, Moulton Park, Northampton, NN3 6NW.

#### **Solicitors**

Christmas Ogden & Company Solicitors, Howard Cottage, Broomans Lane, Lewes, East Sussex BN7 2LT.

#### **Registered office and operation address**

Waterside Centre Suite F1, North Street, Lewes BN7 2PE.

#### **Name**

" Action in rural Sussex (AirS)" is the trading name used by Sussex Rural Community Council.

## Sussex Rural Community Council

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### AIRS CHAIR OF THE BOARD REPORT April 2021 to March 2022

Spring of 2021 finally brought about the thawing of Covid restrictions and a welcome return to our preferred practices of direct engagement with individuals and groups in their communities. Our thoughts go out to all the people of Sussex that have been impacted by the pandemic, whether that is due to the death or illness of a loved one, to hardship due to being furloughed or to a range of other issues, great and small, that arose from this unprecedented situation.

AirS has had its own challenges. Gordon Ackroyd resigned as Chief Executive in September 2021 after 10 months in post. I want to thank Gordon for his contribution, hope his health has improved and wish him every success in the next stage of his career.

In December 2021, Steven Haasz was appointed as interim CEO and has worked hard to restore stability, manage the organisation, lead a strategic review and an overhaul of our policies and processes. Steven's appointment has had a very positive impact. I and my fellow trustees have every confidence in him and thank him for his commitment to our charity.

There have also been a number to changes to our Trustees. Sandra Llewelyn and Neil Smith stood down on March 17, 2022 and March 31, 2022 respectively. I thank them for their support and dedication to our Board. At the time of writing, we welcome three additional Trustees in Owen Ingram, Kristin Sjovorr and Colin Brown who bring a wealth of diverse skills and experience, I look forward to working with them.

AirS continues to be largely dependent on statutory sector funding. The extended period of the pandemic and the associated economic impacts will see continued pressure on statutory bodies and other funders. Charities like Airs will need to work even more closely with local authorities, funders and coordinating bodies to ensure that we remain connected and aligned to their priorities.

We have begun a strategic review, to assess the challenges faced by rural communities in Sussex and to refresh and revise our services considering these challenges and the evolving needs of statutory bodies and funders. This has involved a good deal of work on developing our thinking on a range of key issues facing rural communities, the outcome of which will be a suite of Position Papers and service area proposals. Any long-term strategy will also need to acknowledge and address the challenges and widespread implications presented by the Climate and Nature Crisis and the evolving UK Government Policy.

This forward-looking strategic review will help inform a number of key issues for AirS including:

- how to leverage best practise from other voluntary sector bodies both in Sussex and across the UK
- how to evolve our services to remain relevant to beneficiaries, funders and stakeholders
- how to ensure synergy between our services such that 'the whole is greater than the sum of the parts'
- how to develop our approach to funding to ensure sustainability and successful achievement of strategic aims
- how to deploy the capital receipt from the sale of Sussex House – whether to fund specific issues/assets or a more general 'investment for income' approach.

## **Sussex Rural Community Council**

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Our overall strategic intention is that AirS remains able to address the real needs of rural communities and is fully aligned with the priorities of statutory bodies and funders – today and in the years to come.

During this busy and complex 2021-2022 period, the AirS staff have adapted and continued to deliver the vital rural services for which AirS is well known. I know how hard our staff have worked to continue the important work they do in their communities despite the challenges of engagement in recent times. Work that will be essential in the months and years ahead as we help rural communities to bounce back from the pandemic, economic downturn and the inevitable implications for rural economies, community resilience and for individual mental health and well-being. A huge amount of work has been done to enable us to maintain the standard of work that we do and to enhance communications both internally and externally. I wish to thank them all again for the great effort they have all shown during this time.

I would now like to highlight some of the excellent work our team has been doing in the last year.

#### **Housing and Planning**

The Sussex Community Housing Hub has continued to support a pipeline of some 27 community led housing groups and projects throughout this time.

With three housing schemes having now secured planning consent, we have seen the first of these start on site this year, Icklesham Community Land Trust (CLT). Icklesham CLT became the first CLT in East Sussex for a new build scheme of 15 affordable homes on a rural exception site, which ensures these will remain affordable and for local people in perpetuity. There will be 12 Social Rented homes (so genuinely affordable rent levels) and 3 for Shared Ownership.

Herstmonceux CLT and Angmering CLT both have planning but have yet to start on site given the considerable challenges of cost inflation in light of Covid and a post Brexit environment which has hampered supply chains and affected procurement. Another scheme to have gained planning consent this year is Arundel CLT which will secure 20 Social Rented homes in partnership with Aster Housing Association, as part of a 90 home development.

We have been able to help secure circa £450,000 in pre-development funds for four CLTs this year via the last round of the Community Housing Fund (CHF) Herstmonceux, Angmering, Eastbourne and Bexhill CLTs each obtained over £100,000 each to enable them to work towards submission of planning or starting on site. For a £4M national fund which was only open for a 9 month period this was a real success.

The lack of a renewed Community Housing Fund (CHF) - the national programme of grants to support the sector – has continued to frustrate community led housing groups and projects, and so we continue to campaign on this crucial issue. There is a good deal of momentum around community led housing in Sussex and thus considerable support for it amongst key decision makers including several local MPs, which is much appreciated. A roundtable discussion was held with Andrew Griffiths MP and five local CLTs in October 2021.

## **Sussex Rural Community Council**

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The Hub team has undertaken several Housing Needs Surveys this year including those in Pett, Guestling and Northiam. All of which identified significant local housing needs.

The Hub team have continued to undertake a series of Webinars covering key topics such as Finance, Planning, Community Engagement and Sustainable Development. These have been very well received, providing a valued space for sharing of good practice, peer support and networking.

At the time of writing AirS has also now embarked on the process of forming its own Registered Provider of affordable housing. This is to meet the needs of smaller rural and community led housing projects which struggle to find a Housing Association partner.

Neighbourhood Planning work has picked up following the easing of Covid restrictions with several parishes renewing this work and nearing completion of their Plans; West Wittering, Ninfield and Uckfield. Other communities supported with community engagement work were Aldingbourne, Nuthurst and Send.

The Housing and Planning Team have continued to explore the scope for community led plans to address some of the key challenges of our times including the climate and nature crises and how communities can respond to these to become stronger and more sustainable. Alongside a re-design of the community led planning service offer, the team have developed a Re-thinking our communities and places survey and sought feedback from key stakeholders in advance of wider circulation across Sussex.

### **Village Halls and Community Buildings Service**

It has been another challenging year for village halls and community buildings. Although less restricted by lockdowns than the previous one, the gradual easing of restrictions has been hampered by a spirit of caution with many regular users not returning immediately. Action in Rural Sussex has continued to issue regular updates on permitted activities to all halls via email, our website and the online forum.

Our Basecamp forum has been invaluable during the pandemic and remains popular as a place for questions, ideas and peer support. During the year there have been over 200 active conversations or threads covering a wide range of topics including COVID safety checks for halls (the most popular topic) but also governance, legislation, renewable energy, and fundraising. We have also supported halls across Sussex to carry out risk assessments and ensure that buildings were safe to use when people were slowly allowed back in.

Funding is still a challenge for halls looking to make improvements or refurbishments. The government grants to cover the lockdown period were an essential part of halls funding. However, some of the normally available grants were refocussed towards covid support leaving halls struggling to find additional funds for normal works. Some were able to make COVID-19 related improvements e.g., ventilation, acoustics to enable them to be safer on reopening. Our halls consultant Louise Beaton was kept busy delivering consultancy support on a range of topics primarily around governance and changes in charity status.

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The Sussex Community Buildings Advisory Group (SCBAG) continues to support the AirS Village Halls Advisory service with its knowledge and on the ground feedback. AirS realises how crucial the role village halls play in rural community life and remains committed in its support in these challenging times.

#### **Community Based Services**

Our two major projects that progressed during this period were the Lost Woods environmental project, largely in West Sussex, and the Making it Happen project in the Wealden district of East Sussex.

Lost Woods is a Heritage Lottery funded project working alongside conservation and environmental charities to improve access and management of local woodlands. For Airs this is about encouraging and facilitating community groups to better understand, protect and preserve their local environment. During the last year, the Lost Woods team have continued to engage in the 18-month development phase and, during this time, have been working with communities to develop and test ideas and create a project brochure giving ideas for enjoying local woods. Some successes were the series of August Ambles in 2021, woodland activities for young carers and community led experiences, such as the Scaynes Hill Family Trail and Dawn Chorus Walk.

The end of the Lost Woods development stage meant that work on this project had to cease while the lottery considered whether to fund the full delivery phase. At the time of writing, we are very pleased to confirm that we have won 5 years of additional Lost Woods Phase 2 project funding and over £800,000 of funds which was confirmed in Quarter 3 of 2022.

The Making it Happen project involves three part-time Village Agents supporting this project through community activities in four medium-sized towns (Uckfield, Hailsham, Polegate and Crowborough). The Village Agents have been providing advice, signposting, and assistance with small and medium sized grants.

The Village Agents have been able to get out into communities to a greater degree through the year, although Covid restrictions were still having a significant impact on this. However, they have been able to support a growing number of community activity from small projects such as a new communal planter within a neighbourhood to the community acquisition of a new nature land asset by Polegate Town Council and the process of this becoming community led. They have also been involved in the creation of Uckfield Green Partnership and a fantastic skatepark project that has led to the involvement of young volunteers through a youth club in Crowborough.

While recent focus has been on managing the transitions and work around the Lost Woods bid – Phase 2 - and MiH team changes, some thought is being given to the development of the team after the Community Lottery fund bid was unsuccessful. There are themes emerging around climate action and community, while some links are being made with potential partners that may help us move forward with new ideas. Hopefully this next year will see some of these bear fruit.

**Sussex Rural Community Council**

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All in all, it has been a positive year for AirS, re-engaging with communities and getting back to doing what we do best.

*Alex Ingham Clark*

Alex Ingham Clark (Dec 4, 2022 10:19 GMT)

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**Alex Ingham Clark – Chair**  
  
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## **Sussex Rural Community Council**

**(Limited by Guarantee)**

### **Trustees' report April 2021 – March 2022**

#### **1. Introduction**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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).

#### **2. Charitable objects**

The charity's objects are to promote any charitable purposes for the benefit of the community of the counties of East and West Sussex; in particular to promote and organise partnership working to achieve the advancement of education, the protection of health, relief of poverty, distress and sickness, by bringing together representatives of the statutory authorities, voluntary organisations and other bodies and any interested persons. We set out our strategic aims and activities in more detail later in this report.

#### **3. Structure, governance and management**

##### **Legal and administrative details**

Sussex Rural Community Council (SRCC) is a company limited by guarantee and a registered charity. The governing body is the Board of Trustees. The governing document is the Memorandum and Articles of Association.

##### **Operating name**

The Sussex Rural Community Council has operated during the year under the operating name "Action in rural Sussex" (AirS).

##### **Trustees**

The trustees are elected by the members of the charity at the Annual General Meeting (AGM) and may serve a maximum of 10 years. Any remaining vacancies not filled at the AGM are filled by co-option on the initiative of the trustees.

New trustees receive an induction pack and meeting to brief them on their legal obligations under charity and company law, the committee and decision-making processes, the business plan and the recent financial performance of the charity. During that meeting, they also meet key trustees and employees. Trustees are encouraged to attend appropriate training where this will facilitate the undertaking of their role.

A maximum of 16 members of the Board of Directors will be elected at the General Meeting proposed by members of the Company and are invited by the Board of Directors to make such proposals.

## **Sussex Rural Community Council**

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The trustees of the charity during the year were:

William Anderson	Alex Ingham Clark (Chairman)
Rob Dillingham	John Moore-Bick
Neil Smith (Honorary Treasurer)	Sandra Llewellyn

### **Presidency**

Joint Presidents:

Sir Peter Field Lord Lieutenant of East Sussex - resigned on 9 December 2021

Susan Pyper - Lord Lieutenant of West Sussex

### **Subsidiary Company**

Action in rural Sussex owns the two shares in SRCC (Trading) Limited. The directors of SRCC (Trading) Limited during the year were:

William Anderson	Alex Ingham Clark (Chairman)
Rob Dillingham (Vice Chair)	John Moore-Bick
Neil Smith (Honorary Treasurer – resigned 31 March 2022)	
Sandra Llewellyn (resigned 17 March 2022)	

SRCC (Trading) Limited has not traded during the year.

## **4. Strategic objectives**

### **Target demographic of the charity**

All people living in rural areas of Sussex, but especially those who are at risk of isolation and/or disadvantage, and for whom living in a rural area brings an additional challenge and cost to their daily lives.

### **Our vision**

Our vision is a rural Sussex that is thriving, economically active and full of choice and opportunities for everyone.

### **Our mission**

Our mission is to support and empower people in rural Sussex to maintain vibrant and diverse communities through advice, services and practical support, and by representing their interests at a local, regional and national level.

## **Sussex Rural Community Council**

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#### **Public benefit**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

In particular, the trustees have considered how planned activities contribute to the overall aims and objectives they have set, related in detail in the following paragraphs, which describe the benefit that the charity provides to the public.

#### **Risk Management**

The trustees recognise their responsibility for identifying, managing and mitigating all strategic, operational and technical risks facing the charity. AirS also recognises the need to have a planned and systematic approach to risk.

The trustees have adopted a formal policy for risk at both a strategic and operational level.

The comprehensive risk register that is in place is reviewed at every Board meeting.

#### **Involvement by beneficiaries of the charity**

The beneficiaries of the work of AirS are those living and/or working in rural Sussex, and especially those for whom living in a rural location can easily become an additional excluding or disadvantaging factor in their lives. In particular this includes: those not sharing the general prosperity of the region; those unable to secure affordable housing; people dependent on rural public transport and limited local services, those experiencing isolation and loneliness and those who are dependent on the support of a local community that is undergoing fundamental changes, whilst remaining superficially attractive and prosperous.

We have day-to-day contact with our beneficiaries through our outreach work with communities. In addition to this we canvass users and gather their views via housing needs surveys, community led plan consultations neighbourhood planning. We also participate in rural community networks in both East and West Sussex, and continually seek wider participation from potentially hard-to-reach groups.

In addition to the above, we introduced free membership of the charity in order to encourage more local village organisations and individuals to take part in our formal governance processes.

We are also considering whether some representatives of disadvantaged groups or rural community organisations could be recruited onto the board to increase the involvement of beneficiaries.

#### **How do we fund Action in rural Sussex's work?**

We would like to thank everyone who contributes financially in any way to our work with rural communities.

Individuals both join and also make donations. Village organisations, most notably village halls and parish councils, subscribe to our Village Hall and Community Buildings Advisory Service (VHCBAS). Parish councils purchase help from us over local housing initiatives, housing needs surveys, assistance with neighbourhood plans or assistance with local consultation exercises. Community led housing groups – mainly Community Land Trusts – also purchase support from us as part of the enabling services offered by the Sussex Community Housing Hub. As do Housing Associations.

## **Sussex Rural Community Council**

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Various forms of government - county councils, district councils, government departments and their agencies - fund projects or contribute to our general work with rural communities.

We also secure funding from national and local funders to enable us to deliver specific projects for the benefit of rural communities across Sussex.

In total over 250 individuals and organisations have contributed to our work, indicating the diversity of our funding streams, which continues to grow. We are especially grateful to East Sussex County Council and the Big Lottery Fund for their financial contributions to our community-based Village Agents project, and to DEFRA for their support across a range of our services.

Successful applications were submitted to Lewes and Mid Sussex District Councils for continued support for our Village Hall Service while we were unsuccessful with a bid to the Prince's Countryside Fund for funding to begin a digital inclusion project for later life residents.

Successful applications were also submitted to Rother, Wealden, Mid Sussex and Arun District Councils and to Hastings Borough Council to further the work of the Sussex Community Housing Hub in these areas.

We could not exist without your support, and we thank you all on behalf of the rural communities we serve in Sussex, for the tangible difference you are helping us make.

## **5. Review of 2021/22**

The main features of the year:

- As an agency that focusses on Community Development being able to come out of the deep Covid freeze has been a big part of the story this year. Staff have been keen to get back out into communities to both re-kindle and establish new working relationships.
- We have expanded our Sussex Community Housing Hub (SCHH), a community led housing enabling service providing advice and support to co-operatives, self-build and Cohousing groups as well as Community Land Trusts (CLTs). The Hub continues to support projects in East and West Sussex. Our first CLT scheme is now on-site in Icklesham (15 affordable homes completed in August 2022).
- Our Village Agent Scheme, funded by ESCC and Big Lottery, continued to support individuals and community groups in East Sussex, tackling social isolation and loss of services.
- The Lost Woods project (Village Agents) has progressed very well despite the challenges of Covid with lots of activity and learning taking place in the communities involved.
- We have reviewed our specialist provision of Community Led and Neighbourhood Planning Services, which continues to work with parishes in both East Sussex and West Sussex, thus ensuring rural residents' voices are heard.
- We have reviewed and expanded our Community Buildings Service so that it remains the source of expertise, advice and guidance for community buildings across Sussex but offers additional support via our online 'Basecamp' forum and message board where over 300 individuals come together to offer peer support, local knowledge and advise and to share best practice.

## **Sussex Rural Community Council**

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- Our CEO and Senior Management have represented rural communities at East Sussex Strategic Partnership, Wealden Local Strategic Partnership, East Sussex Voluntary Alliance, Partnership Plus, Southeast Local Economic Partnership Rural Working Group and the Sussex Nature Partnership.

#### Helping communities plan for the future

We continue to support rural communities explore their needs and aspirations, through community-led plans such as parish and neighbourhood plans.

Neighbourhood Planning support has seen West Wittering undertake a second regulation 14 consultation following feedback from their first regulation 14 and the pandemic. A second submission plan has been prepared with amended policies for the steering group and parish council to approve. Ninfield received intensive support (ongoing) as they prepare their draft plan to share with Wealden district Council. We resumed support for Uckfield Town Council working with the Steering Group to re-engage with residents and interested stakeholders on their plan post pandemic.

The team also submitted Scopes of Service to Aldingbourne and Ewhurst to support with consultation activities to identify current and future needs towards planned redevelopment of key community facilities and buildings. Aldingbourne user groups and residents were consulted in the form of workshops, telephone conversations and a general household survey. The workshops attracting over 40 individuals representing various groups and organisations. We also undertook a parish wide survey work for Send Parish Council on their Recreation Grounds Improvement Project.

The team also began to explore wider issues in relation to community led planning. The impact of the pandemic and a reflection on communities and their role in addressing issues of resilience; climate change and adaptability, nature recovery and biodiversity, local food supply, regenerative agriculture and supporting a circular economy. We developed a survey and sought feedback from key stakeholders in advance of wider circulation across Sussex.

A total of 7 Farming in Protected Landscape (FiPL) grant panel meetings were attended with AirS role being to ensure that the projects approved will have sustainable benefits for residents of the communities in which they are located. This is being led by the High Weald AONB.

#### Community Buildings Service

The Village Hall and Community Buildings Advisory Service continued to support trustees, management committees and volunteers involved with the day to day running of village halls and community buildings across Sussex. AirS maintained contact with over 200 halls across both counties and is aware that there are many other community buildings such as scout huts, sports pavilions etc spread across both counties.

The cost of subscription to the service remained at £120+VAT (£144) per year and membership levels remained the same with 158 subscribers. This shows a sustained confidence in the service with all those that joined the previous year electing to stay on.

## **Sussex Rural Community Council**

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COVID-19 continued to be the greatest challenge for most halls and community buildings during the year. Although the third UK lockdown period came to an end early on there was a continued need for advice on the cautious reopening's and the challenge of following the government's advice and the law. As previously, many relied on the guidance issued from ACRE which was easier to understand and specifically tailored to Village Hall's needs. A further 15 update briefings were issued during the year with additional information sheets and templates, and these were sent out to all contacts regardless of subscription status.

The annual Village Hall conferences were postponed for a second year due to restrictions on gatherings and the vulnerable status of many trustees. Sussex Community Buildings Advisory Group (SCBAG) working with the advisory service felt that it would be better to hold off for another year and aim to relaunch live conferences in 2022-2023.

There were a few changes in staff delivering the service during the year with the main VH advisor leaving in September and the former VH advisor/consultant stepping in to fill the gap with additional support from core staff. An experienced VH advisor was recruited in January.

There was a continued demand for AirS consultancy services to support on a range of issues predominantly governance arrangements, incorporation (CIO), business plan development, roles and responsibilities of trustees, and the search for funding to update/rebuild halls.

### **Community Based Village Agents**

Our two major projects that progressed during this period were the Making it Happen project in the Wealden district of East Sussex and the Lost Woods environmental project, largely in West Sussex.

The AirS MIH team support work in four rural-hub towns in Wealden. MIH began in September 2019 and is a five-year East Sussex County Council funded, Asset Based project, alongside four other voluntary sector partners. The project involves three part-time Village Agents supporting community activities in four medium-sized towns (Uckfield, Hailsham, Polegate and Crowborough). The Village Agents have been providing advice, signposting, and assistance with small and medium sized grants. It is a county-wide project with five delivery partners and led by SCDA.

The MIH project is informed by the Asset Based Community Development model's principles of being citizen led, relationship-oriented, asset-based, place-based and inclusion focused. Looking to address the rural priorities identified by the County Council, the Village Agents support community groups to tackle issues such as social isolation, poor mental health, access to services and the needs of an ageing population.

The village agents have been able to get out into communities to a greater degree through the year, although Covid restrictions were still having a significant impact on this. However, they have been able to support a growing number of community activity from small projects such as a new communal planter within a neighbourhood to the community acquisition of a new nature land asset by Polegate Town Council and the process of this becoming community led. They have also been involved in the creation of Uckfield Green Partnership and a fantastic skatepark project that has led to the involvement of young volunteers through a youth club in Crowborough.

## **Sussex Rural Community Council**

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Although more recent, it is worth noting that the Making it Happen project has had some significant changes. The loss of Chiara, due to retirement, and Steve Lewis has meant that we have been recently going through a period of transition as Laura Heales has taken over as Team Leader and we have welcomed Jo Peters into the project. However, the team is now feeling positive and have lots of ideas about how the project can move forward in new and interesting ways.

While recent focus has been on managing the transitions and work around the Phase 2 Lost Woods bid and MiH team changes, some thought is being given to the development of the team after the Community lottery fund bid was unsuccessful. There are themes emerging around climate action and community, while some links are being made with potential partners that may help us move forward with new ideas. Hopefully this next year will see some of these bear fruit.

The second major VA project is The Lost Woods of the South Downs and Low Weald. This project began in July 2020, is funded by the Heritage Lottery Fund until May 2022 as part of the first phase.

Lost Woods is a 5-year, multimillion pound lottery funded project alongside conservation and environmental charities such as the Woodland Trust, the Environment Agency and the Small Woods Association. During the last year, the Lost Woods team have continued to engage in the 18 month development phase and, during this time, have been working with communities to develop and test ideas and create a project brochure giving ideas for enjoying local woods. Some successes were the series of August Ambles in 2021, woodland activities for young carers and community led experiences, such as the Scaynes Hill Family Trail and a Dawn Chorus Walk.

The end of the Lost Woods development stage meant that work on this project had to cease while the lottery considered whether to fund the full delivery phase. This meant that we had to lose most of the Lost Woods Team as there was not sufficient funding to retain them during this interim period. As at the time of writing we are very pleased to confirm that we have won 5 years of additional Lost Woods Phase 2 project funding and over £800,000 of funds which was confirmed in Quarter 3 of 2022.

### **Community Led Housing and the Sussex Community Housing Hub**

The Hub service at AirS has continued to work closely with 27 community led housing groups and projects across East and West Sussex. These are all Community Land Trusts – CLTs - (including one Co-Housing project) Icklesham CLT became the first CLT in East Sussex to start on site for a new build scheme of 15 affordable homes on a rural exception site, which ensures these will remain affordable and for local people in perpetuity. There will be 12 Social Rented homes (so genuinely affordable rent levels) and 3 for Shared Ownership. Herstmonceux CLT and Angmering CLT both have planning but have yet to start on site given the considerable challenges of cost inflation in light of Covid and a post Brexit environment which has hampered supply chains and affected procurement. Another scheme to have gained planning consent this year is Arundel CLT which will secure 20 Social Rented homes in partnership with Aster Housing Association, as part of a 90 home development.

We have been able to help secure circa £450,000 in pre-development funds for four CLTs this year via the last round of the Community Housing Fund (CHF) Herstmonceux, Angmering, Eastbourne and Bexhill CLTs each obtained over £100,000 each to enable them to work towards submission of planning or starting on site.

## **Sussex Rural Community Council**

### **(Limited by Guarantee)**

For a £4M national fund which was only open for a 9 month period this was a real success.

The Hub team has undertaken several Housing Needs Surveys this year including those in Pett, Guestling and Northiam. All of which identified significant local housing needs.

The Hub team have continued to undertake a series of Webinars covering key topics such as Finance, Planning, Community Engagement and Sustainable Development. These have been very well received, providing a valued space for sharing of good practice, peer support and networking.

The Hub and Sussex CLTs are at the forefront in terms of lobbying to make the case for a renewal of the Community Housing Fund to secure this vital funding stream for the sector.

#### **Research and Policy**

Numerous networking events were held in various communities, right across the county, attracting attendees from a wide range of business sizes and types. These events provided a valuable opportunity for the sharing of knowledge, experiences and business contacts, as well as signposting to the diverse range of support available.

We have also consistently continued to provide housing needs surveys to provide evidence and information for community housing initiatives throughout the year.

## **6. Developments and changes to activities**

### **Volunteers and Help In Kind**

We encourage time to be freely given by volunteers in their own communities. We have always encouraged them to contribute in this way rather than directly to us. In some communities (eg Mayfield) we have been happy to see the growth and development of local community organisations, owned and run by local community, with AirS (and other agencies) giving support of different kinds along the way.

Many of the projects carried out by us are done as partnership projects to which other organisations contribute help in kind. We do not show the financial contribution of this help in kind within the financial statements. We are indebted to the organisations that work with us in this way and are grateful for their co-operation in preparing statements of their contributions, when these are required, to demonstrate match funding.

### **Work with other charities**

The core of our work is its support of smaller voluntary organisations and charities throughout Sussex, including in their conception and creation. In addition, we work in partnership with a wide range of other voluntary organisations to help rural communities access specialist skills and services, and to disseminate key information.

Our work is diverse and consequently so are the specialisms of voluntary sector partners that we work with - for instance environmental protection, health, poverty, housing needs, farming, domestic abuse, transport provision, education, and infrastructure.



## Sussex Rural Community Council

(Limited by Guarantee)

### **Impact beyond the area of benefit**

Our staff work closely with our national body, ACRE to ensure the voice of Sussex is heard nationally and that it is strengthened via the national campaigning this offers and the rurally focussed guidance and information it provides.

## **7. Financial review**

### **Overview**

Action in rural Sussex carries out a wide range of projects and programmes in pursuit of its strategic aims. The outcome of this activity has been reported earlier in the trustees' report.

### **Restricted Funds**

The detail of the restricted fund activity is set out in Note 18 to the accounts (page 20). Where individual projects show a deficit on completion or termination, this has been made good from unrestricted funds.

### **Overhead Recovery**

The totals shown in the SOFA and in Notes 17 & 18 to the accounts include overhead recovery.

### **Free Reserves**

The total funds (reserves) of the charity, as represented by net assets in the balance sheet, amount to £1,737,684 before an exceptional item relating to the Pensions Trust of £13,023, set out in detail in Note 21. To establish the value of reserves available to the trustees known as "free reserves", monies held for specific purposes including funds designated by the trustees for specific projects and any monies not available for other uses must first be deducted. Restricted funds, whose use is formally restricted by the funder, total £60,745.

In addition, resources invested in funds designated by the trustees for specific projects or purposes total a further £1,208,000 leaving an operating free reserve of £468,939 before the Pensions Trust exceptional item described above. The trustees have taken the view that both the long term and dynamic nature of this liability dictates that the operating free reserve is defined prior to the deduction of this liability.

### **Reserves policy**

The Board of Trustees has developed this reserves policy to cover the ongoing employee commitments, ensure business continuity and allow for its investment in developing sustainable income streams, contingent liabilities, working capital requirements and to take account of its annual risk review. Due to the additional working capital constraints associated with the ongoing Covid 19 pandemic, the policy of Action in rural Sussex is to keep an operating free reserve with a minimum balance of £422,000, to reflect the above costings. At the balance sheet date, the operating free reserve at £596,418 was greater than the target amount and minimum acceptable balance. At this level, trustees are confident that they have scope to take action to mitigate emerging risks and invest in sustainable income generation. The free reserve is maintained primarily in case Action in rural Sussex suffers a sudden and unforeseen contraction of activities.

## Sussex Rural Community Council

### (Limited by Guarantee)

This is mitigated through full cost recovery budgeting, accurate forecasting, advantageous contract negotiation where possible and careful treasury management. Any remaining free reserves not required under the reserves policy are available to develop the work of the charity, to meet its charitable objectives and to fulfil any latent contractual obligations entered by the charity as part of its primary purpose trading.

The Board of Trustees confirms that each restricted fund has sufficient assets to meet its obligations, or arrangements exist with the funders that these obligations will be met at the point at which the requirement arises. Trustees will annually review the reserves policy in the light of a continuing shift in funding profile, and the linked investment in strategic and business development.

#### **8. Statement of trustees' responsibilities**

The trustees (who are also the directors of Sussex Rural Community Council for the purposes of company law) are responsible for preparing the Report of the Trustees 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 the year.

In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities SORP 2015 (FRS 102).
- make judgements and estimates that are reasonable and prudent.
- state whether applicable 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 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.

**Sussex Rural Community Council**

**(Limited by Guarantee)**

**Small company exemptions**

This report is prepared in accordance with the provisions of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on 2 December 2022 and signed on its behalf by:

*Alex Ingham Clark*

[Alex Ingham Clark \(Dec 4, 2022 10:19 GMT\)](#)

**Alex Ingham Clark - Chair**

**Independent Examiner's Report to the Trustees  
of Sussex Rural Community Council**

I report on the accounts of the charity for the year ended 31 March 2022, which are set out on pages 19 to 37.

**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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

Having satisfied myself that the charity is not subject to an 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;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with 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.



**Richard Nelson FCCA  
Breckman & Company Ltd  
Chartered Certified Accountants**

49 South Molton Street  
London W1K 5LH

2 December 2022

Sussex Rural Community Council

(Limited by Guarantee)

Statement of Financial Activities (including Income and Expenditure Account)  
for the year ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total £	Unrestricted funds £	Restricted funds £	2021 Total £
<b>Income and endowments from:</b>	<b>2</b>						
Donations and legacies - page 20		56,062	-	56,062	59,589	-	59,589
Charitable activities:							
Operational programmes - page 20		286,003	186,286	472,289	191,611	249,920	441,531
Investments	<b>3</b>	8,345	-	8,345	16,062	-	16,062
<b>Total</b>		<u>350,410</u>	<u>186,286</u>	<u>536,696</u>	<u>267,262</u>	<u>249,920</u>	<u>517,182</u>
<b>Expenditure on:</b>							
Charitable activities:							
Operational programmes - pages 21 - 22		461,650	128,517	590,167	226,996	368,161	595,157
<b>Total</b>		<u>461,650</u>	<u>128,517</u>	<u>590,167</u>	<u>226,996</u>	<u>-</u>	<u>595,157</u>
<b>Net income/(expenditure)</b>	<b>4</b>	(111,240)	57,769	(53,471)	40,266	(118,241)	(77,975)
<b>Reconciliation of funds:</b>							
<b>Total funds brought forward</b>		<u>1,775,156</u>	<u>2,976</u>	<u>1,778,132</u>	<u>1,734,890</u>	<u>121,217</u>	<u>1,856,107</u>
<b>Total funds carried forward</b>	<b>17, 18</b>	<u><u>1,663,916</u></u>	<u><u>60,745</u></u>	<u><u>1,724,661</u></u>	<u><u>1,775,156</u></u>	<u><u>2,976</u></u>	<u><u>1,778,132</u></u>

The notes on pages 26 to 37 form an integral part of these financial statements.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

**Sussex Rural Community Council**

**(Limited by Guarantee)**

**Year ended 31 March 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Income from donations and legacies</b>		
<b>Grants</b>		
Action with Communities in Rural England (ACRE)	47,395	47,395
HMRC Job Retention Scheme	-	10,110
	47,395	57,505
<b>Donations</b>		
Donations	8,667	2,084
	56,062	59,589
<b>Income from charitable activities</b>		
<b>Income from operational programmes</b>		
Fees	170,262	100,875
Fees - Village Hall consultancy/subscription	18,177	18,712
Fees - Sussex Community Development Assoc.	72,262	69,135
Fees - Neighbourhood planning	23,946	-
Other income	1,356	2,889
	286,003	191,611
<b>Project specific funding</b>		
<b>Grants/Donations</b>		
Local & Regional Government	33,264	102,550
Community Led Homes Funding	14,635	63,720
LW cash costs	94,537	33,946
LW FCR staffing/lottery	21,842	40,785
LW overhead recovery	18,008	7,919
ACRE - safeguarding	1,000	1,000
Funding for interns	3,000	-
	186,286	249,920

**Sussex Rural Community Council**

**(Limited by Guarantee)**

**Year ended 31 March 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Expenditure on charitable activities</b>		
<b>Operational programmes</b>		
<b>Direct project costs</b>		
Computer equipment	3,814	5,429
Event costs	2,697	267
Delegated and other grants	-	75,353
Funding RVA for Reaching Communities	-	9,624
Internet subscriptions	1,144	1,125
Mailout charges	2,194	5,698
Marketing/publicity	1,022	1,114
Meeting costs/refreshments	309	123
Membership fees	325	325
Postage	544	5
Resources	-	21
Room hire	55	50
Small equipment	517	1,385
Stationery/photocopying	175	478
Telephone	1,050	2,194
Travel	4,407	1,559
Websites for projects	982	368
Consultancy	13,832	7,313
ITC costs/small computer equipment	-	510
Legal	-	100
Recruitment	-	3,320
Salaries/social security/pension costs	297,358	309,476
Staff training	-	1,520
	<hr/>	<hr/>
	330,425	427,357
Support costs - page 22	255,401	163,778
Governance costs - page 22	4,341	4,022
	<hr/>	<hr/>
	590,167	595,157
	<hr/> <hr/>	<hr/> <hr/>

**Sussex Rural Community Council**

(Limited by Guarantee)

Year ended 31 March 2022

	2022		2021	
	£	£	£	£
<b>Support and governance costs</b>				
<b>Support costs</b>				
<b>Office overheads</b>				
Rent	18,444		17,614	
Light/heat	2,258		2,436	
Telephone/fax/internet	3,941		3,339	
Insurance	2,112		2,581	
IT/maintenance/support/website	10,171		9,809	
Repairs/maintenance	2,237		171	
Cleaning	55		562	
Depreciation of fixtures/fittings/equipment	455		812	
		39,673		37,324
<b>Administration costs</b>				
Salaries/social security/pension costs	171,737		119,376	
Other pension costs	16,239		15,766	
Staff training/recruitment/other staff costs	28,286		1,599	
Healthcare	1,035		1,026	
Staff welfare	188		104	
HR Support costs	1,261		22,821	
Travel/transport	373		24	
Printing/postage/stationery	132		740	
Books/journals	-		187	
Advertising/marketing	1,742		3,580	
Membership fees	4,500		4,500	
Sundries	4,007		321	
Irrecoverable VAT	2,323		2,962	
		231,823		173,006
<b>Professional/financial</b>				
Legal/professional	48		122	
Bank charges	96		97	
Exceptional item - growth plan pension scheme	(16,239)		(46,771)	
		(16,095)		(46,552)
		255,401		163,778
<b>Governance costs</b>				
Trustees' meetings/expenses	341		22	
Accountancy/consultancy	4,000		4,000	
		4,341		4,022
		259,742		167,800



**Sussex Rural Community Council**

(Limited by Guarantee)

**Balance Sheet  
31 March 2022**

		2022		2021	
Notes	£	£	£	£	
<b>Fixed assets</b>					
Tangible assets	<b>9</b>		638		442
Investments	<b>10</b>		2		2
			640		444
<b>Current assets</b>					
Stocks	<b>11</b>	-		1,919	
Debtors	<b>12</b>	192,127		48,845	
Cash at bank and in hand		1,798,855		1,864,957	
		1,990,982		1,915,721	
<b>Liabilities</b>					
Creditors: amounts falling due within one year	<b>13</b>	(258,279)		(125,010)	
<b>Net current assets</b>			1,732,703		1,790,711
<b>Total assets less current liabilities</b>			1,733,343		1,791,155
<b>Creditors: amounts falling due after more than one year</b>	<b>14</b>		(8,682)		(13,023)
<b>Net assets</b>			1,724,661		1,778,132
<b>The funds of the charity</b>					
Unrestricted funds	<b>17</b>				
- General fund			468,939		596,418
- Designated funds			1,208,000		1,208,000
			1,676,939		1,804,418
Restricted funds	<b>18</b>		60,745		2,976
Exceptional item	<b>21</b>		(13,023)		(29,262)
<b>Total charity funds</b>			1,724,661		1,778,132

## Sussex Rural Community Council

(Limited by Guarantee)

For the year ending 31st March 2022 the company 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 company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 2 December 2022 and signed on its behalf by

*Alex Ingham Clark*

Alex Ingham Clark (Dec 4, 2022 10:19 GMT)

**Alex Ingham Clark**  
**Chair**

*john moore-bick*

john moore-bick (Dec 4, 2022 10:56 GMT)

**John Moore-Bick**  
**Trustee**

The notes on pages 26 to 37 form an integral part of these financial statements.

**Sussex Rural Community Council**

**(Limited by Guarantee)**

**Cash Flow Statement  
for the year ended 31 March 2022**

	<b>Notes</b>	<b>2022</b> <b>£</b>	<b>2021</b> <b>£</b>
<b>Cash flows from operating activities</b>	<b>23</b>	<u>(73,796)</u>	<u>(194,223)</u>
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		8,345	16,062
Purchase of property, plant and equipment		<u>(651)</u>	<u>-</u>
<b>Net cash provided by investment activities</b>	<b>24</b>	<u>7,694</u>	<u>16,062</u>
Change in cash at bank and in hand in the reporting period		(66,102)	(178,161)
Cash at bank and in hand at the beginning of the reporting period		1,864,957	2,043,118
<b>Cash at bank and in hand at the end of the reporting period</b>		<u><u>1,798,855</u></u>	<u><u>1,864,957</u></u>

## **Sussex Rural Community Council**

**(Limited by Guarantee)**

### **Notes to the Financial Statements for the year ended 31 March 2022**

#### **1. Accounting policies**

##### **1.1. Basis of preparing the financial statements**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (issued October 2019) 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 2019) - (Charities SORP (FRS 102)), and the Companies Act 2006.

The charity 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 note(s).

##### **1.2. Group financial statements**

The Company is exempt from the requirement to prepare consolidated financial statements by virtue of section 398 of the Companies Act 2006 as the group it heads qualifies as a small group. These financial statements therefore present information about the company as an individual undertaking and not about its group.

##### **1.3. Preparation of the accounts on a going concern basis.**

The company is dependent on the continued support of grant aiding bodies. The trustees believe that the company will continue to receive this support and accordingly consider that it is appropriate to prepare the financial statements on the going concern basis.

##### **1.4. Incoming resources**

All incoming resources are included in the Statement of Financial Activities when:

- the charity is legally entitled to the funds
- any performance conditions attached to the income have been met or are fully within the control of the charity
- there is sufficient certainty that receipt of the income is considered probable
- the amount can be reliably measured

##### **- Donations and legacies**

Grants/donations are recognised in incoming resources in the year in which they are receivable, except as follows:

- when donors specify that grants/donations given to the charity must be used in future accounting periods, the income is deferred until those periods
- when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use are met.

## **Sussex Rural Community Council**

**(Limited by Guarantee)**

### **Notes to the Financial Statements for the year ended 31 March 2022**

#### **- Charitable activities**

Income from operational programmes is included in incoming resources in the period in which the relevant programme takes place.

Project specific funding - when donors specify that donations and grants are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

#### **- Investment income**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

### **1.5. Expenditure**

All expenditure is included on an accruals basis inclusive of any VAT which cannot be recovered and is recognised when:

- there is a legal or constructive obligation to make a payment
- it is probable that settlement will be required
- the amount of the obligation can be measured reliably

#### **- Charitable activities**

Operational programme costs - where possible, costs are identified directly with specific programmes and allocated to the relevant heading within resources expended.

#### **- Support costs**

The administrative and overhead costs associated with running the office from which the company operates as well as governance costs. Support costs are wholly attributable to operational programme costs.

#### **- Governance costs**

Costs associated with the constitutional and statutory requirements of the charity.

### **1.6. Fund accounting**

Funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Designated funds - these are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

## Sussex Rural Community Council

(Limited by Guarantee)

### Notes to the Financial Statements for the year ended 31 March 2022

#### 1.7. Tangible fixed assets and depreciation

Individual fixed assets costing £1,000 or more are capitalised at cost.

Depreciation is provided at annual rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Furniture/fixtures/equipment - Straight line basis, the shorter of 4 years or the duration of the project

#### 1.8. Investments

Fixed asset investments are stated at cost less provision for diminution in value.

#### 1.9. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

#### 1.10. Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### 1.11. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### 1.12. Pensions

The company makes defined contribution pension and superannuation payments in relation to certain members of staff in accordance with the terms of their employment contracts. Such payments are charged to the statement of financial activities as they become payable.

#### 1.13. Financial Instruments

The charity 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.

#### 1.14. Significant Accounting Estimates and Judgements

In determining the carrying amounts of certain assets and liabilities, the charity makes assumptions of the effects of uncertain future events on those assets and liabilities at the balance sheet date. The charity's estimates and assumptions are based on historical experience and expectation of future events and are reviewed annually.

**Sussex Rural Community Council**

**(Limited by Guarantee)**

**Notes to the Financial Statements  
for the year ended 31 March 2022**

**2. Incoming resources**

The total incoming resources for the year have been derived from the principal activity undertaken wholly in the UK.

<b>3. Interest receivable</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Bank interest	8,345	16,062

<b>4. Net income/(expenditure) for the year is stated after charging:</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Depreciation of tangible fixed assets	455	812
Independent examination	4,000	4,000

**5. Trustees' emoluments and reimbursed expenses**

The trustees received no remuneration during the year (2021 - £nil).

The aggregated amount reimbursed to trustees during the year was £298 (2021 - £29).

## Sussex Rural Community Council

(Limited by Guarantee)

### Notes to the Financial Statements for the year ended 31 March 2022

<b>6. Staff costs and numbers</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Staff costs</b>		
Salaries, social security and pension costs	469,095	428,852
Other pension costs	16,239	15,766
	<u>485,334</u>	<u>444,618</u>

No employee earned £60,000 or more during the year (2021 - nil).

The key management personnel of the charity comprise the Trustees and the Senior Management Team. The total employee benefits of the key management personnel of the charity were £93,684 (2021 - £81,508).

#### Staff numbers

The average numbers of employees (including casual and part time staff) during the year was made up as follows:

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
Support / operational programmes	<u>12</u>	<u>12</u>

Each salary scale has a number of incremental pay points which are linked to the points on the Local Government Service Salary Scales.

#### 7. Pension costs

The company operates a defined contribution pension scheme in respect of its employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and amounted to £16,239 (2021 - £15,766).

#### 8. Corporation taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.



**Sussex Rural Community Council**

(Limited by Guarantee)

**Notes to the Financial Statements  
for the year ended 31 March 2022**

**9. Fixed assets - tangible assets**

	<b>Furniture/ fixtures/ equipment £</b>	<b>Total £</b>
<b>Cost</b>		
1 April 2021	7,690	7,690
Additions	651	651
31 March 2022	8,341	8,341
<b>Depreciation</b>		
1 April 2021	7,248	7,248
Charge for year	455	455
31 March 2022	7,703	7,703
<b>Net book values</b>		
31 March 2022	638	638
31 March 2021	442	442

Previously the charity sold its freehold property and is currently renting while a long term strategy for the proceeds is formulated.

**10. Fixed Asset Investments**

	<b>Subsidiary Undertakings Shares £</b>	<b>Total £</b>
<b>Cost</b>		
1 April 2021 / 31 March 2022	2	2
<b>Net book values</b>		
31 March 2022	2	2
31 March 2021	2	2

Action in Rural Sussex owns 100% of the 2 Ordinary Shares of SRCC (Trading) Limited, company registered in England and Wales, number 03101724. The company was used to carry out the non-charitable activities of Action in Rural Sussex. SRCC (Trading) Limited is incorporated in England and has in the past been involved in business and management consultancy. SRCC (Trading) Limited has not traded during the year, and had net assets of £2 as at 31 March 2022.

**Sussex Rural Community Council**

**(Limited by Guarantee)**

**Notes to the Financial Statements  
for the year ended 31 March 2022**

<b>11. Stocks</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Work in progress	-	1,919
	<u>          </u>	<u>          </u>
<b>12. Debtors</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade debtors	65,885	25,167
Other debtors	1,725	-
Prepayments	958	3,210
Accrued income	123,559	20,468
	<u>          </u>	<u>          </u>
	<u>192,127</u>	<u>48,845</u>
	<u>          </u>	<u>          </u>
<b>13. Creditors: amounts falling due within one year</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	8,492	22,718
Other taxation/social security	29,407	10,102
Other creditors	13,357	20,170
Accruals	18,996	25,298
Deferred income (note 15)	188,027	46,722
	<u>          </u>	<u>          </u>
	<u>258,279</u>	<u>125,010</u>
	<u>          </u>	<u>          </u>
<b>14. Creditors: amounts falling due after more than one year</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Pension fund deficit	8,682	13,023
	<u>          </u>	<u>          </u>

**Sussex Rural Community Council**

**(Limited by Guarantee)**

**Notes to the Financial Statements  
for the year ended 31 March 2022**

<b>15. Deferred income</b>	<b>£</b>
Balance at 1 April 2021	46,722
Amount released to incoming resources	(46,722)
Amount deferred in the year	188,027
Balance at 31 March 2022	<u>188,027</u>

Deferred income relates to grants and other income received in advance.

**16. Limited by guarantee**

The private limited company is limited by guarantee, registered in EW - England and Wales, and does not have a share capital. Each member gives a guarantee to contribute a sum, not exceeding £1, to the company should it be wound up. At 31 March 2022 there were 110 members.

**Sussex Rural Community Council**

**(Limited by Guarantee)**

**Notes to the Financial Statements  
for the year ended 31 March 2022**

<b>17. Unrestricted funds</b>	<b>Brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Exceptional Item</b>	<b>Carried forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Designated funds:					
Development Fund	534,984	-	-	-	534,984
Relocation Reserve	500,000	-	-	-	500,000
Sussex Community Housing Hub	92,016	-	-	-	92,016
IT Rolling Replacement Fund	18,000	-	-	-	18,000
Recruitment Fund	63,000	-	-	-	63,000
Total designated funds	<u>1,208,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,208,000</u>
General fund	596,418	350,410	(461,650)	(16,239)	468,939
Exceptional item - pension scheme deficit	<u>(29,262)</u>	<u>-</u>	<u>-</u>	<u>16,239</u>	<u>(13,023)</u>
	<u><u>1,775,156</u></u>	<u><u>350,410</u></u>	<u><u>(461,650)</u></u>	<u><u>-</u></u>	<u><u>1,663,916</u></u>

The exceptional item refers to the additional contributions to be levied by The Pensions Trust as detailed in note 21. The sum of £13,023 is the amount due over the 3 years to 31 March 2025, which may be revised.

**Sussex Rural Community Council**

(Limited by Guarantee)

**Notes to the Financial Statements  
for the year ended 31 March 2022**

18. Restricted funds	Brought forward £	Incoming resources £	Outgoing resources £	Carried forward £
Aims	2,976	182,286	(124,517)	60,745
ACRE - safeguarding	-	1,000	(1,000)	-
Funding for Interns	-	3,000	(3,000)	-
	<u>2,976</u>	<u>186,286</u>	<u>(128,517)</u>	<u>60,745</u>

**Aims**

These funds are for three main aims:

1. Tackling Rural Disadvantage
2. Building Community Capacity & Resilience
3. Rural Voice

**ACRE - safeguarding**

Funding from Action with Communities in Rural England to cover safeguarding responsibilities.

**Funding for Interns**

Funding from the University of Sussex as part of the university's CareerLab programme.

**19. Analysis of net assets between funds**

	General funds £	Designated funds £	Restricted funds £	Total £
Fund balances at 31 March 2022 are represented by:				
Tangible fixed assets	638	-	-	638
Investments	2	-	-	2
Net current assets	463,958	1,208,000	60,745	1,732,703
Long term (liabilities)	(8,682)	-	-	(8,682)
	<u>455,916</u>	<u>1,208,000</u>	<u>60,745</u>	<u>1,724,661</u>

## Sussex Rural Community Council

(Limited by Guarantee)

### Notes to the Financial Statements for the year ended 31 March 2022

#### 20. Financial commitments

At 31 March 2022 the company had total future commitments under non-cancellable operating leases as follows:

	2022	2021
	£	£
<b>Due:</b>		
Within one year	17,962	-

#### 21. Exceptional item - pension scheme

Sussex Rural Community Council is a participating employer in the Growth Plan operated by The Pensions Trust to provide pension benefits for members of staff. This scheme is a multi-employer scheme which provides benefits to some 950 non-associated participating employers. The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

The Growth Plan is in deficit. The triennial actuarial valuation as at 30 September 2020 showed a deficit of £31.6m, which has reduced from £131.5m at 30 September 2017. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme over a period of twelve years, which commenced in April 2013.

For Sussex Rural Community Council, the additional contributions are to be levied at the original rate of £11,998 in the first year (2013-14) with an increase of 3% per annum thereafter, subject to revision. Full provision for the revised total amount has been made in these accounts. Sussex Rural Community Council has been notified that the latest estimated employer debt on its withdrawal from the Growth Plan would be £163,286 (2020: £197,905). A number of employees remain as active members of the Growth Plan and there is no intention to withdraw from the Plan in the foreseeable future. In the event that Sussex Rural Community Council did withdraw, its employer debt would be recalculated and would take into account the additional contributions made under the Recovery Plan.

#### 22. Related party transactions

During the year the company had no related party transactions that require disclosure.

**Sussex Rural Community Council**

**(Limited by Guarantee)**

**Notes to the Financial Statements  
for the year ended 31 March 2022**

**23. Reconciliation of net income/(expenditure) to net cashflow from operating activities**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	(53,471)	(77,975)
Depreciation/amortisation	455	455
Dividends, interest and rents from investments	(8,345)	(16,062)
Decrease in stocks	1,919	(1,919)
(Increase)/decrease in debtors	(143,282)	(18,320)
(Decrease) in creditors	128,928	(80,759)
<b>Net cash outflow from operating activities</b>	<u>(73,796)</u>	<u>(194,580)</u>

**24. Gross Cash Flows**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Returns on investments and servicing of finance</b>		
Interest received	<u>8,345</u>	<u>16,062</u>