

THE SEAVIEW PROJECT

Directors' and Trustees' Report and Accounts

For the Year Ended 31 March 2016



Taking part in THE BIG SLEEP 2016

**Working With Vulnerable People To
Improve Their Quality Of Life**

30 Years 1985 - 2015

**Company Number 3249596
Charity Number 1058308**

Directors and Trustees		Appointed	Resigned
Anna Barnes	Chair	11.04.2011	
Christine Higgs		21.08.1996	
Annie Whelan		05.09.2011	04.11.2015
Caelie Butcher	Honorary Treasurer	23.01.2012	
Brian Hick		26.03.2012	
Rebecca Cooper		15.07.2013	
Stephen Sampson		15.07.2013	
Shiva Hart		30.09.2013	
Duncan Tree		24.03.2014	
Ian Watling		14.03.2016	

Project Managers

Mike Cornish (Strategic Director) resigned 31 December 2015
 Annie Whelan (Chief Officer) appointed 4 November 2015
 Sue Burgess (Operations Manager)

Registered Office

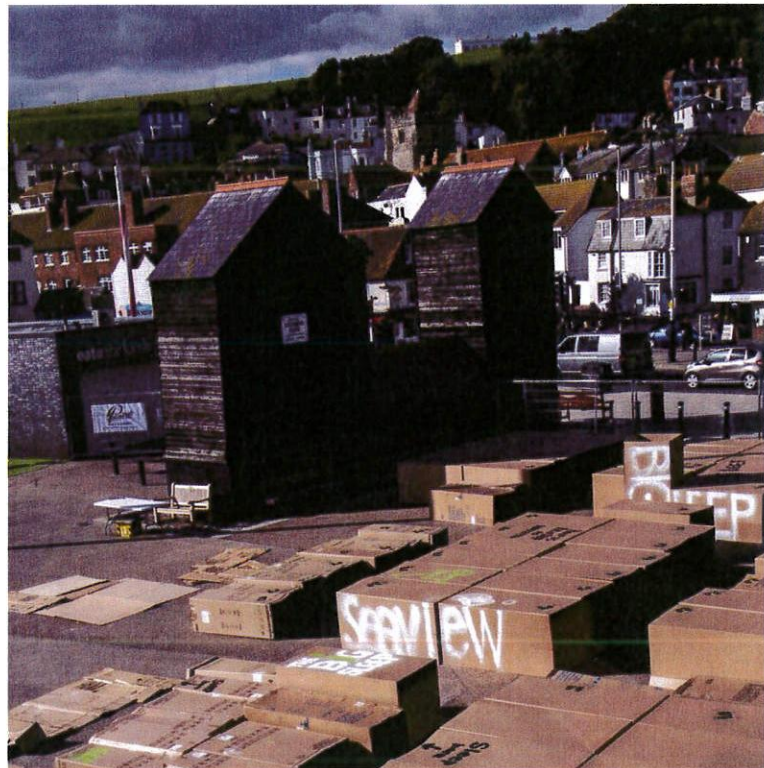
Southwater Centre
 Hatherley Road
 St Leonards on Sea
 East Sussex
 TN37 6LB

Independent Examiner

Deborah A. Hargreaves
 Sellens French
 Chartered Accountants
 91 – 97 Bohemia Road
 St Leonards on Sea
 East Sussex
 TN37 6RJ

Bankers

HSBC Bank PLC
 26 Norman Road
 St Leonards on Sea
 East Sussex
 TN37 6NR



Preparing for THE BIG SLEEP 2016



The Seaview Project Directors' and Trustees' Report For the Year ended 31 March 2016

Governing Document

The Seaview Project is a charitable company limited by guarantee, incorporated on 13 September 1996 and re-registered as a charity on 30 September 1996; it was originally registered as a charity in August 1985. "Seaview" is the trading name for the Seaview Project.

The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of the Management Committee (the "committee")

Directors of the company are also Trustees for the purposes of charity law and under the company's articles are known as members of the Management Committee, subsequently referred to as "the committee". Seaview's Memorandum and Articles of Association require members of the committee to be elected.

Due to the nature of Seaview's work, most of our clients are those who feel they are living on the edge of society and often have complex needs. The committee always try to ensure that they reflect these needs through diversity in their expertise and the different areas in which they work. Many local organisations experience difficulties in recruiting new trustees, so Seaview is fortunate in continuing to attract people willing to take on the responsibilities as trustees in 2016. Our trustees are also visible and increasingly hands-on, being very active in the various fund-raising and arts events which are part of the culture of Seaview. Another new trustee (Ian Watling) was appointed in March 2016 maintaining the total number of trustees at 9, following the departure of Annie Whelan who resigned as a trustee following her appointment as chief officer of Seaview in November 2015.

Trustee Induction and Training

Most trustees are already familiar with the practical work of the charity through previous contact. Additionally potential and new trustees are invited and encouraged to spend time at the project getting to know the staff and services. New trustees are provided with information and support regarding the following areas:

- Their role & responsibilities as trustees
- The main documents which set out the operational framework for the charity, including the Memorandum and Articles
- The complex funding of Seaview and the current financial position as set out in the latest published accounts
- Future business plans and objectives

Risk Management

The committee maintains a risk register and conducts regular reviews of major and minor risks faced. Systems and procedures established to mitigate these and external risks to contract funding have led to regular reviews of the business plan and publicity and fund raising campaigns to help diversify funding sources.

Internal control risks are minimised by the implementation of procedures for the authorisation of all transactions and projects. Procedures are in place to ensure the health and safety of staff, volunteers, clients and visitors to the Wellbeing Centre.

Organisational Structure

The committee meets formally every four weeks as well as more informally when needed. As well as being responsible for the strategic direction and policy of the charity, there are also regular feedback meetings with service users. At present the committee has nine members;

Anna Barnes:	experience in mental health, the NHS and capital development
Caelie Butcher:	comes from the finance sector
Beckie Cooper:	estate agent with expertise in property letting and management
Shiva Hart:	surveyor with expertise in property management
Brian Hick:	educational background
Chrissy Higgs:	a wealth of experience in mental health, the NHS and Seaview
Steve Sampson:	chartered accountant with expertise in charity accounts
Duncan Tree:	extensive experience of voluntary sector organisational development
Ian Watling:	former service director of NHS Trust providing mental health services

A scheme of delegation is in place and the day-to-day responsibility for the provision of services rests with the Chief Officer supported by the Operational Management Team. They are also responsible for ensuring that the charity delivers the services specified and that the key performance indicators and contractual targets are met. Their other responsibilities include individual supervision of the staff team and ensuring that the team members continue to develop their skills and working practices.

Seaview is organised into four main areas, each with its own manager responsible for staff;

- a) The Wellbeing Centre and Activities.
- b) Rough Sleepers Outreach and Support Services
- c) Administration, Finance, Fundraising and Campaigning
- d) Partnerships and other projects

Seaview was an active partner in a 3 day "Hub" pilot directed at the most chaotic and challenging clients in June 2014 which provided assertive systems for joining up services and moving clients off the street. Prior to this a "One-Stop" had already begun to operate out of Seaview which then developed into a vibrant weekly "Hub" hosted and largely facilitated by Seaview. Developing on from this a range of CCG funded, HBC led health hub extensions are being commissioned to begin in June 2016 which will include:

- A housing options worker from HBC
- A mental health worker
- A GP
- A Navigator
- A Healthy Activities project

Seaview has successfully been commissioned to provide both the Navigator and Healthy Activities elements of these hub extension services.

Hastings Borough Council commissions Seaview to identify rough sleepers and provide an outreach service; from July 2015 to June 2016, Seaview has been funded by the Shore Trust to deliver a very successful and highly regarded Seaview Accommodation Support Service (SASS) to provide intensive home support for former rough sleepers. Seaview provides a direct access accommodation service for rough sleepers. Other funders give grants for other forms of intensive support.

Seaview's administration and finance functions are under the direction of a finance manager. A Money Planning Toolkit was developed partly at Seaview and partly with other organisations and can be accessed by all clients. A number of volunteers have formed themselves into an effective campaign and fundraising group called "Awareness For Action" and they excelled in organising a "Big Sleep" event which raised almost £30,000 for Seaview through individual and corporate sponsorships.

Seaview has been one of the local partners involved in a Lottery Funded research project called the Fulfilling Lives Project, led by Brighton Housing Trust, focused on addressing and understanding multiple and complex needs of clients.

These programmes, together with ongoing partnerships with the "Snowflake" night shelter, Brighton Womens' Centre and Brighton Oasis Project, have continued to ensure that Seaview is at the centre of community-based initiatives in St Leonards.

Related Parties

In so far as it is complementary to the charity's objectives, Seaview is guided by local, regional and national policy. At a national level Government dictates homelessness and mental health strategies. Locally we work in partnership with the various statutory bodies and organisations with whom we contract. These include: East Sussex Adult Social Care, East Sussex Health and Wellbeing Board and Hastings Borough Council.

Seaview ensures representation on all related multi-agency groups and works closely with local voluntary organisations, which has proved invaluable to the charity in establishing strong networks for and on behalf of our clients. However it is recognised that this partnership working is sometimes difficult as centre-based activities have to be prioritised; staff are often stretched too thinly to attend as many external meetings as would be useful.

Objectives

The Seaview Project is established for the relief of poverty, sickness and distress of persons in need amongst the inhabitants of East Sussex, West Sussex and Kent.

Vision Statement

We will work with people who feel that they are living on the edge of society, and who experience little hope for their future. We will provide a range of services that meet the needs of the client group, and support them in identifying and attaining their potential and goals. Our services will be inclusive, where everyone feels that they are welcome and encouraged to use the facilities and resources.

Seaview's Main Aims are:

- To provide an open access Wellbeing Centre where people can find help, comfort, friendship and inspiration
- To help people access and maintain decent and affordable accommodation
- To enable people to achieve self-dependence
- To encourage, and provide opportunities for people to realise their full potential

Our Core Values are:

- ◆ Seaview believes that priority should be given to working with people whose full participation in society is limited by economic, political and social disadvantage.
- ◆ Seaview recognises that our community is a society diverse in race, culture and beliefs. No person should suffer oppression or lack of opportunity based on belief, race, gender, sexuality, disability, age, class or geographical location.
- ◆ Seaview will strive to provide a safe environment for staff, service users and visitors.
- ◆ Seaview further states that:
 - All people have equal rights to work towards social justice and to participate in decision-making processes.
 - We will respect the uniqueness of the individual.
 - We do not condone violent behaviour whether physical, verbal or emotional.
 - We do not condone discrimination in any form.
 - We believe that we all have the right to strive to meet our full, positive potential.
 - We believe that warmth and support from one being to another can achieve positive change.
- ◆ Seaview is committed to challenging oppression and inequality, and will positively promote its core values in all areas of its work and structure.

Services Provided by Seaview

Wellbeing Centre

Opening hours Monday, Tuesday and Friday: 10.00am to 4.00pm

Wednesday: 10.00am – 2.00pm

Thursday: 8.30am – 2.30pm

- ❖ Full disabled access and facilities
- ❖ Nutritious cooked midday meals, with sandwiches, home made soup and hot/cold drinks available all day
- ❖ Emergency food parcels for those in genuine need
- ❖ Free clothes store and household goods store
- ❖ Showers, hair cutting, washing machine and clothes dryer
- ❖ Welfare benefits advice
- ❖ Help with basic and life skills
- ❖ Visiting surgeries from other professional agencies
- ❖ Volunteer Programme that trains and develops clients and others from the community
- ❖ Supervised gym facilities
- ❖ Staff available to advise or refer on, any issues presented by clients
- ❖ Money planning sessions
- ❖ Computer tutoring
- ❖ Arts and music based activities
- ❖ Access to Independent Advocacy
- ❖ Fuel Poverty clinics

Community Services

- ❖ Provision of own Crisis Accommodation - emergency, short stay accommodation to prevent street homelessness
- ❖ Support to clients in Crisis Accommodation
- ❖ Street Outreach Activities service for rough sleepers during daytime hours
- ❖ Out of hours Rough Sleepers outreach and verification service
- ❖ Physical Activities Programme to improve the lives and health of service users and people from our wider community
- ❖ Housing advice on homelessness, tenancies and relationships with landlords
- ❖ Assistance with accommodation finding within the private rented sector and housing associations

Health Care

Provided through a Service Level Agreement with St John Ambulance Homeless Service

- ❖ Qualified nursing input during the week
- ❖ Qualified podiatry input on one day a week
- ❖ Health promotion and health education, both individually and in group sessions

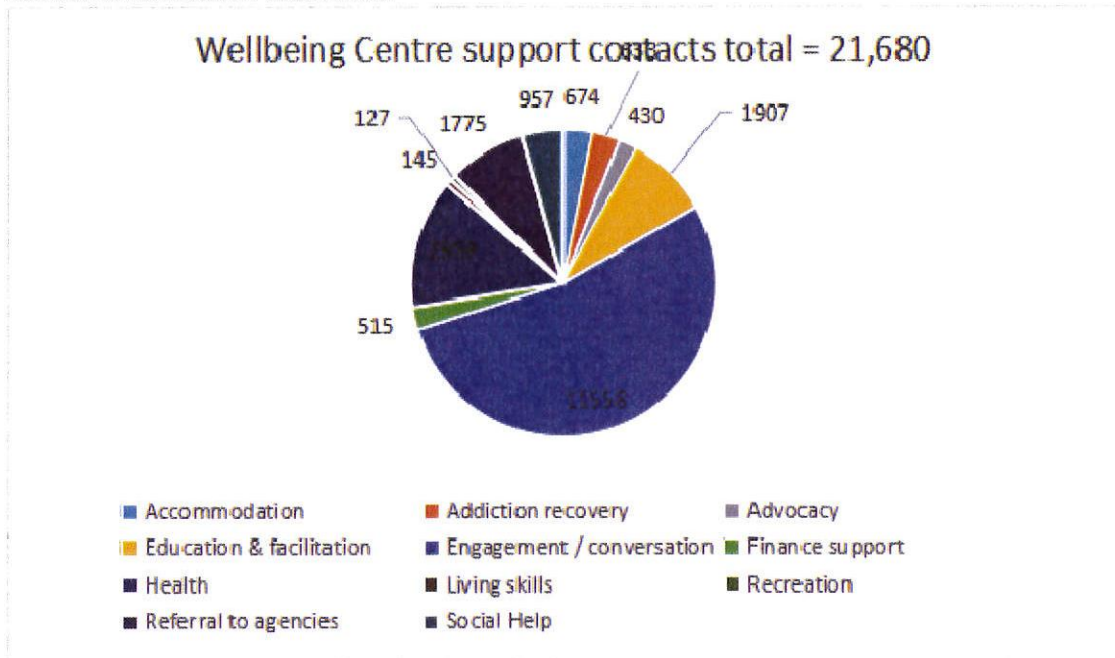
2015/16 Key Achievements and Performance

What did we achieve for people?

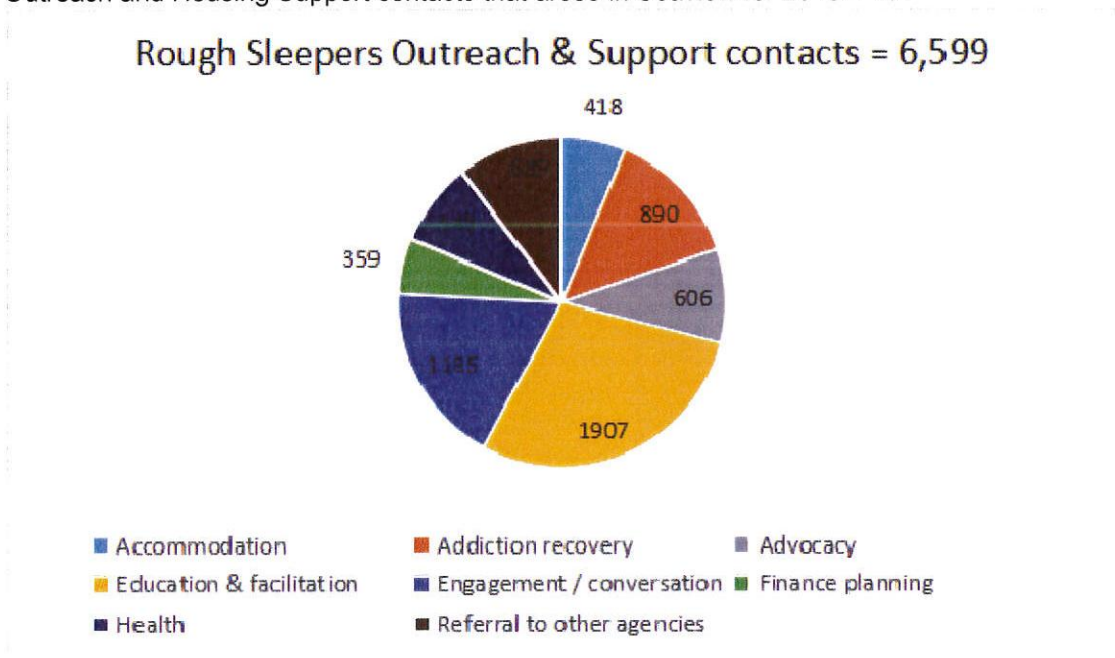
- a. Provided support to 1392 individuals across all of our programmes of service;
- b. Provided Wellbeing Centre contact, support and services for 642 people (some of whom attended several times a week);
- c. Served over 6,500 affordable hot, nutritious meals and countless teas, coffees, juices, soups & rolls and desserts;
- d. Housing related advice and accommodation support given to 145 people, helping many to sustain their tenancies and live locally;
- e. Provided 6 people with emergency accommodation and help to secure move on permanent accommodation;
- f. Provided 197 individuals with resettlement advice and support;
- g. Worked with 147 rough sleepers and those in imminent danger of rough sleeping, and secured settled accommodation for 51;
- h. Helped 145 people engage in our Physical Activities Programmes to improve their general health and wellbeing;

- i. Provided 66 people with volunteering, training and work experience opportunities, both for service users and people from the wider community;
- j. St John Ambulance Homeless Service recorded a total of 1547 contacts with individuals using their service at Seaview and at Hope Kitchen in 2015. (St John Ambulance produces a separate report detailing their work);
- k. Given help, support and encouragement to people with on a wide range of issues including substance misuse, emotional wellbeing/mental health, literacy, relationships, cultural, faith and language needs;
- l. In summary Seaview brought about many changes to help and encourage people to improve the quality of their lives.

These are the areas of support that Seaview provided through the Wellbeing Centre, and the number of contacts in each area:



Housing is still the issue raised most by our service users and we would like to further develop our services to cope with these increasing needs. These are the Rough Sleepers Outreach and Housing Support contacts that arose in Seaview for 2015 – 16:



There has been high demand for housing support and resettlement advice as we reconfigured the Seaview accommodation services from several rentable units to 1 as Seaview was unable to meet the costs of all the units due to reduced funding income.

The Wellbeing Centre remains busy; individuals continue to present with very complex needs (including problems related to legal highs) requiring substantial and skilful staff time to resolve.

In summary Seaview brought about many changes to help and encourage people to improve their quality of life, through the Wellbeing Centre and the Rough Sleepers Outreach and Housing Support Services.

2015/16 Other Key Successes

- ◆ Highly regarded ongoing activities of Awareness for Action (A4A), our fund raising and marketing group comprising volunteers from the wider community. A4A has successfully raised the profile of Seaview and generated significant financial support. They have:
 - ◆ organised the highly successful Big Sleep to commemorate 30 years
 - ◆ organised our annual carol concert
 - ◆ participated in the Hastings Marathon
- ◆ Facilitated and organised wide ranging training programmes for staff, volunteers, students and service users
- ◆ Continued publication of a service user led newsletter
- ◆ Hosted a one stop shop for health, social services and housing
- ◆ Hosted the Snowflake office which provided emergency accommodation for rough sleepers in local churches over the winter period
- ◆ Continued a rolling programme of emergency building repairs
- ◆ Exceeded our fundraising target of £12,000 (mainly through the Big Sleep)
- ◆ Re-branded our social media profile with a new logo, which was then used on our social media accounts
- ◆ Refurbished our kitchen to a much higher standard
- ◆ Held a staff and Management Board away day at the Darvell Brouderhoff
- ◆ Published our 3 year Business Plan for 2016 - 2019
- ◆ Participated in the Lottery Funded Fulfilling Lives Project (see below).

Fulfilling Lives Project

In 2015/2016 Seaview has been one of the local partners involved in a Lottery Funded research project led by Brighton Housing Trust focused on addressing and understanding multiple and complex needs. Seaview's partnership in the project will end in September 2016.

Seaview Accommodation Support Service (SASS)

From July 2015 Seaview has been funded by the Shore Trust to deliver a very successful and highly regarded Seaview Accommodation Support Service to provide intensive home support for former rough sleepers. This funding will cease in June 2016.

Seaview and the Arts

2015-2016 saw Seaview firmly established as a valued participant in the local arts community. The Hermit project (run by Radiator Arts) was an exploration of the life of a local Victorian hermit who lived in the caves. Making their own model caves was an interesting and therapeutic activity for many of the Wellbeing Centre users, which helped to explore issues in a non-threatening way, and provided a valuable therapeutic activity. The resulting exhibition also built on the success of the No Labels photographic exhibition, giving clients opportunities to be part of the vibrant arts community from which they have previously felt excluded.

Across all of Seaview's services, this year has seen our staff and volunteers provide support and assistance to 1,392 vulnerable people helping to improve their quality of life.

Plans for the Future

Key Aims and Objectives for 2016/17

- ◆ Secure contracts under new tendering arrangements
- ◆ Achieve target of increasing reserves each year by £12,000
- ◆ Further develop publicity and fund raising with Awareness for Action
- ◆ Conduct independent annual client satisfaction survey
- ◆ Re-design our crisis accommodation service to meet the increased intensity of need and benefit changes in partnership with other local organisations
- ◆ Secure funding to increase core staffing and therefore improve management resilience
- ◆ Continue the rolling programme of emergency building repairs and introduce a planned maintenance programme
- ◆ Strengthen positive partnerships

Principal Funding Sources

The principal funding sources for the charity are as follows:

- ◆ East Sussex Adult Social Care
- ◆ East Sussex Public Health
- ◆ Hastings Borough Council
- ◆ A range of Charitable Trusts
- ◆ Donations and Fundraising

The trustees are so very grateful to Awareness for Action and also indebted to the many individuals, organisations, churches, schools and charitable trusts for their invaluable support and donations of money and goods. Without their help and assistance Seaview's long established and highly respected services for people with complex needs would be facing an even harder struggle to survive during these very difficult times.

Financial Review

Total income for the year was £414,722 (2015: £354,020). Total expenditure was £424,940 (2015: £377,274). At the year end there were unrestricted funds of £34,708 (2015: £40,080) and restricted funds of £12,016 (2015: £16,862).

A budget deficit was anticipated for 2015-16 in terms of unrestricted funds and this was funded from our reserves. Future plans have been agreed to ensure that there is not a budget deficit next year and that the reserves will be replenished and continue to grow in line with our reserves policy. We have been informed that in 2016-2017 we will benefit from a legacy and some additional unrestricted funds, and this will ensure that there is not a budget deficit but, as trustees, we are aware that this area remains challenging.

Investment Policy

Aside from retaining a prudent amount in reserves each year, the charity's funds are committed to maintaining client services. No funds are currently available for long term investment.

Reserves Policy

The trustees believe that the charity should hold financial reserves because:

- ◆ The charity has no endowment funding and is entirely dependent for income on donor funding from year to year, which is inevitably subject to fluctuation.
- ◆ The charity requires protection against, and the ability to continue operating, despite catastrophic or lesser but damaging events.

The level of reserves on 31 March 2016 was £34,708 (unrestricted) and £12,016 (restricted). Ideally the minimum level of reserves should be the equivalent of three months operating costs calculated and reviewed annually. The reserves will be built up to the desired level in stages consistent with the charity's overall financial position and its need to maintain and develop its charitable activities. However, the current level of reserves is not realistic in the current climate and we aim to increase reserves by £12,000 each year, progressively building to a minimum of £90,000. Despite the £10,218 reduction in total reserves in 2015-16 the trustees are committed to ensure the replenishment of reserves in the following years.

Public Benefit

The trustees have had regard for the Charity Commission guidance on public benefit as demonstrated by the services outlined in this report.

Responsibilities of the committee

The committee are required by Company Law to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure for the financial year. In preparing those financial statements the committee follows best practice and:

- Selects suitable accounting policies and applies them consistently;
- Makes judgements and estimates that are reasonable and prudent; and
- Prepares the financial statements on the ongoing concern basis unless it is inappropriate to assume that the company will continue on that basis.

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

The committee has opted to follow the new directives of the Charities SORP (FRSSE) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities, effective 1 January 2015. The accounts will distinguish between expenditure on raising funds and other expenditure; and the trustees have also opted to analyse income and expenditure by activity, ie

- The Wellbeing Centre and Activities.
- Rough Sleepers Outreach and Support Services
- Administration, Finance, Fundraising and Campaigning
- Partnerships and Other Projects

Members of the committee

Members of the committee, who are Directors for the purpose of company law and Trustees for the purpose of charity law who served during the year and up to the date of this report, are set out on page 2.

In accordance with company law, as the company's Directors we certify that:

- So far as we are aware, there is no relevant financial information of which the charitable company's independent examiner is unaware; and
- As the Directors of the company we have taken all the steps we ought to have taken in order to make ourselves aware of any relevant financial information and to establish that the charitable company's independent examiner is aware of that information.

Independent Examiner

Deborah A. Hargreaves of Sellens French was appointed as the charitable company's independent examiner for the year ending 31 March 2016.

This report has 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 for Smaller Entities (the FRSSE) (effective 1 January 2015)*.

Approved by the committee on 28 November 2016 and signed on its behalf by:

A. Barnes

Chair

SEAVIEW PROJECT

Statement of financial activities for the year ended 31 March 2016 Incorporating the Income and Expenditure Account

	Note	Unrestricted funds £	Restricted funds £	Total funds 2016 £	Total funds 2015 £
Income from:					
Donations and legacies	1b				
	2	30,935		30,935	47,204
Charitable activities	3	160,113	166,377	326,490	302,064
Other (<i>including fundraising</i>)	4	57,297	-	57,297	4,752
Total		<u>248,345</u>	<u>166,377</u>	<u>414,722</u>	<u>354,020</u>
Expenditure on:					
Raising funds	5	4,906	-	4,906	8
Charitable activities	5	248,811	171,223	420,034	377,266
Other	5			-	-
Total Expenditure		<u>253,717</u>	<u>171,223</u>	<u>424,940</u>	<u>377,274</u>
Net income/(expenditure) before transfers	6	(5,372)	(4,846)	(10,218)	(23,254)
Transfers between funds				-	
Net movement in funds for the year		(5,372)	(4,846)	(10,218)	(23,254)
Reconciliation of funds:					
Balances brought forward 2015	12	<u>40,080</u>	<u>16,862</u>	<u>56,942</u>	<u>80,196</u>
Balances carried forward 2016	12	<u>34,708</u>	<u>12,016</u>	<u>46,724</u>	<u>56,942</u>

There are no recognised gains or losses in the year, other than those included in the statement of financial activities.

All activities derive from continuing operations.

SEAVIEW PROJECT

Balance Sheet as at 31 March 2016

	Note	Total 2016 £	Total 2015 £
Fixed Assets			
Tangible Fixed Assets	8	5,872	7,042
Current Assets			
Stocks of Donated Goods		1,000	1,000
Debtors	9	18,306	27,223
Cash at bank and in hand		76,198	48,674
		95,504	76,897
Creditors - amounts falling due within one year	10	54,652	26,997
Net Current Assets		40,852	49,900
Net assets	11	46,724	56,942

Represented by:

Funds of the Charity

Unrestricted funds			
General funds	12	34,708	5,080
Designated funds	12	-	35,000
Restricted Funds			
	12	12,016	16,862
		46,724	56,942

For the year ending 31st March 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The financial statements were approved by the Board on 28 November 2016 and signed on their behalf by:

A. Barnes

Chair

Company Registration No: 3249596

Charity Registration No: 1058308

SEAVIEW PROJECT

Notes to the financial statements for the year ended 31 March 2016

1. Accounting policies

a) Accounting basis and assessment of going concern

The financial statements have been prepared under the historical cost convention and are in accordance with the Companies Acts 1985 to 2006, applicable accounting standards and the Charities Statement of Recommended Practice (FRSSE) 2015.

The trustees consider that there are no material uncertainties about Seaview's ability to continue as a going concern, based on the post year end results and projections.

b) Incoming resources

i) Grants receivable

Grants made to finance the activities of the Seaview Project are credited to the income and expenditure account in the period to which they relate.

ii) Bank interest

Bank interest is included in the income and expenditure account on receipt.

iii) Other income

Sales of services are included in the income and expenditure account in the period to which they relate. Other income, including donations, gifts and covenants are included as they were received.

iv) Gifts and Intangible income

In addition to the above, the charity also receives help and support in the form of voluntary assistance in staffing the Day Centre. This help and support is not included in the financial statements. However, its value to the Charity has been estimated and disclosed in the directors' report.

v) Deferred income

Grants received in advance of the period in which the funder requires the expenditure to be applied will be reflected in deferred income within the balance sheet.

SEAVIEW PROJECT

Notes to the financial statements for the year ended 31 March 2016

1. Accounting policies (continued)

c) Resources expended

All expenditure is accounted for on an accruals basis. All expenditure directly related to the provision of advice services is included within charitable expenditure. Other costs incurred have been allocated between fundraising and publicity and management and administration as appropriate. Where such costs relate to more than one functional cost category they have been split on an estimate of time or floor space basis, as appropriate.

d) Fixed assets and depreciation

Fixed assets are included at cost. Items are capitalised if their value is over £500.

Depreciation is charged on a straight line basis on the costs of the assets over their estimated useful lives as follows:

Property improvements	-	term of the lease
Fixtures, fittings and equipment	-	3 years
Computers	-	3 years

The depreciation policy has been reviewed in accordance with FRS 15 and no change has been made from the previous year.

e) Restricted funds

Income received for the restricted purposes is included in a separate restricted fund against which appropriate expenditure is allocated.

f) Designated funds

Designated funds are allocated out of unrestricted funds by the trustees for specific purposes. The use of such funds is at the trustees' discretion.

g) Pension

The charity operates a defined contribution group personal pension plan for its employees. Payments are charged to the income and expenditure account in the period in which they are incurred.

h) Leases

Rental costs under operating leases are charged to the statement of financial activities in equal amounts over the period of the leases.

i) Irrecoverable VAT

The Seaview Project is not registered for VAT.

j) Cash Flow

The Seaview Project has taken advantage of the exemptions in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it is a small company.

SEAVIEW PROJECT

Notes to the financial statements for the year ended 31 March 2016

2 Donations and legacies

	Unrestricted £	Restricted £	2016 Total £	2015 Total £
a Voluntary income				
Friends of Seaview	1,712		1,712	1,883
General donations	29,223		29,223	45,321
Other voluntary income	-		-	
	<u>30,935</u>	<u>-</u>	<u>30,935</u>	<u>47,204</u>

3 Income from Charitable Activities

	Unrestricted £	Restricted £	2016 Total £	2015 Total £
Grants for Services	160,113	166,377	326,490	302,064
Other income			-	
	<u>160,113</u>	<u>166,377</u>	<u>326,490</u>	<u>302,064</u>

4 Other Income

	Unrestricted £	Restricted £	2016 Total £	2015 Total £
Activities for generating funds				
Room rental received	813	-	813	-
Big Sleep event	29,606	-	29,606	-
Other fundraising events	26,855	-	26,855	4,734
	<u>57,274</u>	<u>-</u>	<u>57,274</u>	<u>4,734</u>
Investment income				
Bank Interest received	23		23	18
Profit on disposal of fixed assets			-	
	<u>57,297</u>	<u>-</u>	<u>57,297</u>	<u>4,752</u>

SEAVIEW PROJECT

Notes to the financial statements for the year ended 31 March 2016

5 Analysis of expenditure on charitable activities

	Wellbeing Centre and Activities	Rough Sleepers Outreach and Support Services	Administration, Finance and Fundraising	Partnerships and other projects	2016 Total	2015 Total
	£	£	£	£	£	£
Charitable Activities						
Staff costs	145,985	57,693	42,242	60,178	306,098	220,118
Other direct costs	41,747	7,437	37,757	7,863	94,804	104,396
Support costs	-	-	6,106	17,932	24,038	51,552
Total Expenditure by Activity	187,732	65,130	86,105	85,973	424,940	376,066

	Wellbeing Centre and Activities	Rough Sleepers Outreach and Support Services	Administration, Finance and Fundraising	Partnerships and other projects	2016 Total	Basis of allocation
	£	£	£	£	£	
Support Costs						
Governance	-	-	1,200	-	1,200	actual
Management	-	-	-	10,158	10,158	hours
Office, IT & communications	-	-	-	1,700	1,700	hours
Premises	-	-	-	6,074	6,074	space
Costs of raising funds	-	-	4,906	-	4,906	actual
Support costs total	-	-	6,106	17,932	24,038	

SEAVIEW PROJECT

Notes to the financial statements for the year ended 31 March 2016

6 Net income/ (expenditure) for the year

	2016	2015
	£	£
This is stated after charging:		
Depreciation	1,170	1,170
Operating lease costs	678	678
Accountants' remuneration		
Independent examination	1,200	1,200
Consultancy work	-	-
	<u>-</u>	<u>-</u>

7 Information regarding Trustees, Directors and Employees

	2016	2015
	£	£
Wages and salaries	260,091	208,358
Social security costs	18,182	8,730
Pension costs	3,306	3,030
Benefits	-	-
Temporary Staff	-	-
	<u>281,579</u>	<u>220,118</u>

The average number of employees, analysed by function was:

	2016	2015
Charitable purposes	9	7
Management and administration of charity	3	3
	<u>12</u>	<u>10</u>

No employee received remuneration of more than £30,000

No Trustee was remunerated for any services.

Travel costs amounting to £nil (2015 £nil) were reimbursed to members of the Trustee Board.

The Seaview Project paid £6,651 in the year ended 31 March 2016 for various insurance services, including professional indemnity cover.

The number of trustees for whom benefits were accruing under pension schemes at the year end was nil (2015 £nil).

SEAVIEW PROJECT

Notes to the financial statements for the year ended 31 March 2016

8 Fixed assets

	Freehold land and buildings £	Computer Equipment £	Fixtures, fittings and equipment £	Total £
Cost				
At 1 April 2015	32,199		52,596	84,795
Additions				-
Disposals				-
At 31 March 2016	<u>32,199</u>	<u>-</u>	<u>52,596</u>	<u>84,795</u>
Depreciation				
At 1 April 2015	25,157		52,596	77,753
Charge for the year	1,170			1,170
Disposals				-
At 31 March 2016	<u>26,327</u>	<u>-</u>	<u>52,596</u>	<u>78,923</u>
Net book value 2016	<u>5,872</u>	<u>-</u>	<u>-</u>	<u>5,872</u>
Net book value 2015	<u>7,042</u>	<u>-</u>	<u>-</u>	<u>7,042</u>

9 Debtors

	2016 £	2015 £
Stock of Donated Goods	1,000	1,000
Other debtors	11,678	21,048
Prepayments	6,628	6,175
Accrued Income	-	-
	<u>19,306</u>	<u>28,223</u>

10 Creditors - amounts falling due within one year

	2016 £	2015 £
Loans and overdraft	-	-
Trade creditors	-	-
Tax and social security creditor	5,501	3,242
Grants received in advance	27,951	-
Accruals	21,200	23,755
	<u>54,652</u>	<u>26,997</u>

SEAVIEW PROJECT

Notes to the financial statements for the year ended 31 March 2016

11 Analysis of net assets between funds

	General Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible Fixed Assets	5,872	-	-	5,872
Current Assets	63,488	-	32,016	95,504
Current Liabilities	<u>(34,652)</u>	<u>-</u>	<u>(20,000)</u>	<u>(54,652)</u>
Net Assets	<u>34,708</u>	<u>-</u>	<u>12,016</u>	<u>46,724</u>

12 Movement in funds

	At 1 April 2015 £	Income £	Expenditure £	Transfers £	At 31 March 2016 £
Restricted Funds					
Arts Project		6,988	(2,110)		4,878
Darvell Housing Project	7,500	2,500	(10,000)		-
Fulfilling Lives Project	7,020	82,432	(85,973)		3,479
Fulfilling Lives Activities		14,196	(11,244)		2,952
Money Planning Toolkit		2,757	(2,050)		707
Music Project		-	-		-
SHORE Project		22,500	(22,500)		-
Silver Lady Fund		5,004	(5,004)		-
Street Activities	2,342	-	(2,342)		-
Tudor Trust		30,000	(30,000)		-
Total Restricted Funds	<u>16,862</u>	<u>166,377</u>	<u>(171,223)</u>	<u>-</u>	<u>12,016</u>
Unrestricted Funds					
Designated redundancy fund	15,000		(15,000)		-
Designated property fund	20,000		(20,000)		-
General funds	5,080	248,345	(218,717)		34,708
Total Unrestricted funds	<u>40,080</u>	<u>248,345</u>	<u>(253,717)</u>	<u>-</u>	<u>34,708</u>
Total funds	<u>56,942</u>	<u>414,722</u>	<u>(424,940)</u>	<u>-</u>	<u>46,724</u>

SEAVIEW PROJECT

Notes to the financial statements for the year ended 31 March 2016

13. Purposes of restricted funds

- | | | |
|-------------------------------------|---|--|
| Arts Project | - | This funding is from the East Sussex County Council Innovation Fund for Recovery Work in East Sussex, to employ an Arts Activities Facilitator and provide equipment and art materials resources for 18 months |
| Darvell Resettlement Project | - | Darvell is the oldest Bruderhof settlement in Europe and this grant is to cover salary costs for a housing resettlement worker supporting Seaview clients to secure accommodation |
| Fulfilling Lives Project | - | The Fulfilling Lives project in Seaview is funded by a grant from BHT on behalf of the Big Lottery providing intensive work with individuals who have multiple and complex needs and who are hard to reach |
| Fulfilling Lives Activities | - | This grant is to provide IT resources and one to one support to Day Centre clients in using the computer suite; and to fund an activities coordinator with resources for travel and support for individual sporting activities |
| Money Planning Toolkit | - | This grant from the MSE Charity was to deliver financial education and support throughout the year to homeless and vulnerable individuals in the Hastings and St. Leonards area |
| Music Project | - | This funding is from the East Sussex County Council Innovation Fund for Recovery Work in East Sussex to enable a user led music group to use recording studios and purchase musical instruments |
| SHORE Project | - | The Sussex Homeless Outreach Reconnection & Engagement (SHORE) project funded a housing support worker to enable single homeless and rough sleepers to find and sustain tenancy accommodation |
| Silver Lady Fund | - | The Silver Lady Fund is a grant specifically to assist with catering costs |
| Street Activities | - | The Street Activities grant is awarded by the Hastings Safer Communities fund to provide direct assertive outreach work with the Street Community in St. Leonards |
| Tudor Trust | | The Tudor Trust grant is awarded to fund financial administration and Management staff, plus a capital grant for the new kitchen project |

SEAVIEW PROJECT

Notes to the financial statements for the year ended 31 March 2016

13. Designated funds

Redundancy reserve - No redundancies are expected in the next 12 months so there is nothing allocated to the designated redundancy reserve fund.

Premises fund – the Trustees have not allocated designated funds for the purposes of refurbishment although the costs have been estimated at £20,000. The refurbishments will only be carried out if some match funding can be obtained.

14. Financial commitments

Operating lease commitments

At 31 March 2016 the company has annual commitments under non-cancellable operating leases on premises as follows:

	2016	2015
	£	£
Expiring within two to five years	-	-
Expiring after five years	12,000	12,000

The property rent is reviewed every five years and the lease expires in the year 2022

15. Related party transactions

There were no related party transactions identified in accordance with FRS8.

16. 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.

17. Pension costs

A pension scheme for employees is operated on a defined contributions basis. The scheme is open to all employees at any time. The company contributes up to 5% of pensionable earnings and the employees up to 5%. The assets of the scheme are held separately from those of the company in an independently administered fund. The fund administrators are Friends Life. The pension costs shown in the accounts for the year represents contributions payable by the company and amounted to £3,306 (2015 £3,030). There were no contributions payable or outstanding at the year end.

Seaview's staging date for automatic enrolment is 1st July 2016. On this date NEST will become the pensions provider for those employees who are automatically enrolled and Seaview will make the minimum level of contributions that the Government have set down for automatic enrolment.

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

THE SEAVIEW PROJECT

I report on the accounts of The Seaview Project for the year ended 31 March 2016, which are set out on pages 12 - 22

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Your attention is drawn to the fact that the charity has prepared the accounts (financial statements) in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE) in preference to the Accounting and Reporting by charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

We understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 the 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 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act 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.

Deborah A Hargreaves

Date: 28 November 2016.

Sellens French Chartered Accountants
91/97 Bohemia Road, ST. LEONARDS ON SEA, East Sussex TN37 6RJ