



Light Project Peterborough

Annual Report and Financial Statements

Charity Number 1159764

For the year ended 31st March 2016.

LIGHT PROJECT PETERBOROUGH

1. Charity Information

Registered Charity Name

Light Project Peterborough

Address

Light Project Peterborough
c/o Park Road Baptist Church
Park Road
Peterborough
PE1 2TF

Contact Information

Telephone: 0750 112 3183

Email: sue@lightprojectpeterborough.org.uk

Website: www.lightprojectpeterborough.org.uk

Charity Number

1159764

Trustees

Arnott Hensby

Sheila Bucknell

David Morton (until 24th January 2016)

Timothy Jenkins (until 16th August 2016)

Christopher Walford (from 23rd February 2016)

Rev. Ian Black (from 13th May 2016)

Independent Examiner

Mark Jackson, FCA

19 Sebrights Way

Bretton

Peterborough

PE3 9BT

LIGHT PROJECT PETERBOROUGH

TRUSTEES' REPORT FOR THE PERIOD ENDED 31st MARCH 2016

The trustees present their report and the independently examined financial statements of the charity for the period from 1st registration on 5th January 2015 until 31st March 2016.

The Trustees

The trustees who served the charity during the period were as follows:

Arnott Hensby
Sheila Bucknell
David Morton (until 24th January 2016)
Timothy Jenkins
Christopher Walford (from 23rd February 2016)

Structure, Governance and Management

Light Project Peterborough is constituted as a Charitable Incorporated Organisation with the Charity Commission under charity number 1159764. It is governed by an original constitution dated 5th August 2014.

The charity trustees are responsible for the general control and management of the charity. The trustees give their time freely and receive no remuneration or other financial benefits.

The existing trustees are responsible for the recruitment of new trustees and they have developed a comprehensive induction process.

Objectives and Activities

The purpose of the Charity is advancing the Christian religion in the area of benefit with particular concern for people who are marginalised. Each year the trustees review our objectives and activities to ensure they continue to reflect our aims.

In carrying out this review the trustees have considered the Charity Commission's general guidance on public benefit and in particular its supplementary guidance on the advancement of religion for the public benefit.

Achievements and Performance

This report is the first formal report of the fully constituted Light Project Peterborough, which became a registered charity on 5th January 2015. It was agreed that whilst the trustees and others had been meeting together and serving the community on an informal basis for the previous 18 months, now was the right time to review our logo and 'tag line' and to cement our vision.

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The 'tag line' '**Revealing Jesus**' was agreed on as it succinctly stated our primary aim in all that we do, whether this be hosting a training courses, providing a city centre chaplaincy service or extending our hospitality to the homeless. The logo can be seen on the front cover of this document.

The Light Project Peterborough website was developed during 2015 to showcase the work of the charity. www.lightprojectpeterborough.org.uk

Peterborough City Centre Chaplaincy

The City Centre Chaplaincy is our longest running ministry which was originally started by Rev'd Chris Duffett in 2010 under the auspices of The Light Project in Chester (a separate charity in its own right) and also Churches Together in Central Peterborough. The chaplaincy is now the responsibility of Light Project Peterborough and is one of our core projects.

Working with a team of Christians from churches across Peterborough, Chris sought to engage with local businesses and shoppers through a range of creative outreach including acts of kindness, prayer, prophetic evangelism and relationship building. The team has steadily grown over a number of years and now two teams are deployed every Friday responding to the 'felt needs' of the city centre community.



The morning team has a regular meeting place of Wetherspoons "The Drapers Arms" where they chat with the locals, engage with 'table talk' (a conversation game) all whilst carrying out prophetic art. The team have become much-loved regulars and Wetherspoons have asked Light Project Peterborough to set up a similar team at the College Arms.

The afternoon team goes out into the city centre, often Cathedral Square, to engage with people where they are, shopping, lunching, working and through a variety of innovative activities create opportunities to share their faith through conversation and prayer.

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TRUSTEES' REPORT FOR THE PERIOD ENDED 31st MARCH 2016

This could be setting up a free fruit stall with 9 different kinds of fruit labelled with the fruit of the spirit, offering free hugs, or simply taking a seat on one of the benches in Cathedral Square holding a sign declaring 'I will listen.'

The response from the public is always one of interest and the innovative nature of the activities creates amazing opportunities for conversation, sharing of our faith and prayer.

Sundays Out

The concept for Sundays Out is straightforward: encourage the Church to go out to where the people are rather than wait for them to come to us!

This regular activity takes place on the 3rd Sunday of every month operating from Park Road Baptist Church. On an average Sunday, there will be more people bustling around the Peterborough shops than there will be in the Peterborough churches - but we don't let this deter us!



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Using creative ways of expressing the love of Christ the team aims to cut across people's busyness for just a moment and remind them that Jesus loves them.

This can be through a similar activity to those carried out on a Friday afternoon with the chaplaincy team however on other occasions, larger activities have taken place including parachute games, a red carpet, prayer boards - the ideas are endless and the response from the public is usually very positive.

Peterborough Winter Night Shelter

From the earliest days of Christianity, church communities have been providing hospitality and shelter for those in both spiritual and material need. This has been demonstrated at the simplest level by Christians showing love for their neighbour and on a larger scale through monastic houses and local charitable and humanitarian projects.

The fact that homelessness exists in 21st century Peterborough is a sad indictment of our times but is not something that is in question.

We see homeless people in our parks and on our streets, sitting in doorways and sleeping under piles of cardboard and as Christians we feel moved to do something to help, but what can we do on our own that will compliment the statutory provision that is already in place through the Council and not cut across services that are offered through other local agencies?

Light Project Peterborough believed that a Church based Winter Night Shelter would meet these criteria, encourage churches to come together to help solve a problem that is evident in our city.

Sue and Arnie Hensby, both members of Park Road Baptist Church and founder members of Light Project Peterborough, have had personal involvement of volunteering with a Winter Night Shelter where they used to live in Milton Keynes. They had witnessed first hand the amazing transformation that can take place in the lives of this most complicated of people when they are given the time, respect and love that they need to help them realise that they are worthy of a future if they would just allow themselves to be helped.

In response to this, Light Project Peterborough pioneered the setting up of a Church based Winter Night Shelter for Peterborough based on the Housing Justice rolling Church model and with full support of Peterborough City Council.

For one night each week, 7 Churches from a variety of denominations (2 Anglican, 2 Methodist, 2 Baptist and Salvation Army) each provided an evening meal, safe bed and breakfast the following morning for up to 8 homeless guests.

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TRUSTEES' REPORT FOR THE PERIOD ENDED 31st MARCH 2016

The project ended on the 1st March and had some amazing outcomes:

- Housing Justice awarded Peterborough Winter Night Shelter an **Excellent Accreditation**
- 258 volunteers registered to take part in the project
- Volunteers came from 27 different churches
- 20% of our volunteers were non-Christians but we hope they will have seen something that may want them to learn more



- 39 guests actually stayed one night or more at the Night Shelter
- A total of 403 beds were provided by the Night Shelter
- Our longest duration guests stayed 57 nights - they are now being housed.
- 9 of our guests stayed more than 10 days
- 18 of our guests stayed 3 nights or less
- 10 of our guests were moved into accommodation as a direct result of the project

The Churches involved are now making preparations for this winters provision, which will commence on 12th December 2016 until 12th March 2017 and volunteers are actively being recruited.

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Christmas Starts With Christ

Light Project Peterborough joined a team of Peterborough vicars who are ditching their dog collars for dodgy jumpers at Christmas!



It is all part of a **massive online, radio and poster ad campaign across the UK** to remind the country that "Christmas Starts With Christ"

Fast, funny radio ads, featuring the Nativity story as a football match and horse race, were aired on Heart Peterborough the week before Christmas, while banners, posters and the campaign logo featured on church boardings and noticeboards across the city.

With 51% of people saying Jesus isn't relevant to Christmas, Light Project Peterborough and many Peterborough Churches reckoned it was time for a change. We wanted to remind people of the original Christmas and best Christmas present - the one that doesn't ruin your credit card balance, but could still change your life!"

Light Project Peterborough was pleased to partner with Churches across the area that clubbed together to raise funds for the radio campaign, which invited listeners to visit acrosspeterborough.co.uk to find out more. A similar campaign is planned for Christmas 2016.

Across Peterborough Website



Across Peterborough (www.acrosspeterborough.org.uk) is a Seedbed funded website, managed by Light Project Peterborough's Sue Hensby and governed by the Light Project Peterborough trustees.

The website is written in a language that aims to attract people from wherever they are on their life journey, in the hope that they will find something to inspire them.

The aim is to showcase some of the amazing work being done by Christians in Peterborough and to provide resources that will help improve communication across Peterborough's community.

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Evangelistic Workshops

A number of workshops were organised during 2015. The events provided simple innovative ideas and resources to those who attended as well as the chance to put the ideas into action in a safe environment. A charge of £20 was asked of all attendees to cover cost of materials and lunch.

Further events are planned for 2016/17

Overview of Finances

The charity's income comes mainly from grants and personal donations. The majority of the expenditure relates to the direct delivery of the projects being run. A surplus was made during the year, which in part relates to grants received at the end of the period which will be used to cover costs in the following year.

The Trustees aim to maintain reserves sufficient to cover general running costs and allow the charity to continue with its existing projects as well as embarking on new ones.

The general running costs of the organisation are £2360 per annum which include accommodation costs, website and insurances, all of which would need to remain in place to underpin our activities.

Light Project Peterborough has a variety of projects, some of which run all year round such as the Chaplaincy Project whilst others are for a specific time and duration each year such as the Winter Night Shelter. All the projects are primarily delivered through the effective deployment of volunteers led at key times by paid consultants. Fund raising is carried out on a project by project basis.

The Chaplaincy Project which is led by Chris Duffett runs throughout the year. LPP contribute £5,000 per annum to The Light Project in Chester (Chris Duffett's employers) to secure this time, and therefore the costs for the following year are covered by the restricted fund.

The Trustees aim to ensure that wherever possible grant funding or private donations are sought in advance to cover the cost of specific time-bound projects such as Peterborough Winter Night Shelter. However, this particular project has many facets, one of which is having to gain fresh agreement each year from 7 different churches to agree to act as host venues for the forthcoming winter. This process is time consuming due to the complexity of each denominations organisational structure and the frequency of their leadership meetings. This results in the challenge that The Trustees cannot start applying for grant funding until they are confident that the project has all 7 churches on board. This unavoidable delay means that often grants being applied for would not pay out (if successful) until after the start of the project. As such the Trustees have set up a designated fund in addition to the restricted fund, resulting in a total of £15000 being available to underwrite the project for the following year.

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TRUSTEES' REPORT FOR THE PERIOD ENDED 31st MARCH 2016

The Trustees have made an assessment of the major risks facing the charity, and are satisfied that there are policies in place to minimise these risks.

Trustees' responsibilities statement


The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRSSE);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:


Arnott Hensby
Trustee
Date: 17/11/16.

LIGHT PROJECT PETERBOROUGH

INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS OF LIGHT PROJECT PETERBOROUGH

I report on the accounts of Light Project Peterborough for the period ended 31 March 2016, which are set out on pages 11 to 16.

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 needed.

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 any particular matters have come to our attention.

Basis of independent examiners' report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with section 386 of Companies Act 2006; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Section 396 of Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice :Accounting and Reporting by

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.



**Mr M Jackson, FCA
19 Sebrights Way
Peterborough
PE3 9BT**

Date: 24.11.2016

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 MARCH 2016

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2016 £
Income					
Donations and legacies	2	16,284	-	52,757	69,041
Total incoming resources		16,284	-	52,757	69,041
Expenditure					
Expenditure on charitable activities	3	937	-	40,078	41,015
Total expenditure		937	-	40,078	41,015
Net income / (expenditure) and net movement in funds		15,347	-	12,679	28,026
Gross transfers between funds	6	(11,062)	11,500	(438)	-
Net movement in funds		4,285	11,500	12,241	28,026
Total funds brought forward		-	-	-	-
Total funds carried forward		4,285	11,500	12,241	28,026

The notes on pages 13 to 16 form part of these accounts

LIGHT PROJECT PETERBOROUGH

BALANCE SHEET AS AT 31 MARCH 2016

	Note	2016 £
Current assets		
Debtors	4	725
Cash at bank and in hand		27,426
		<hr/> 28,151
 Creditors: amounts falling due within one year	 5	 (125)
		<hr/>
Net current assets		28,026
		<hr/>
Total assets less current liabilities		<u>28,026</u>
 Funds		
Restricted	6	12,241
Designated	7	11,500
Unrestricted		4,285
		<hr/>
		<u>28,026</u>

The accounts were approved by the Trustees on 17/11/16


Arnott Hensby
Trustee

LIGHT PROJECT PETERBOROUGH

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2016

1 Accounting policies

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published in 2014. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b Preparation of the accounts on a going concern basis

The accounts are prepared on the going concern basis. This is dependent upon the continued support of donors. The trustees consider this is appropriate, on the basis that projects can be adjusted dependent on the funding available.

c Income recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- the charity has entitlement to the funds;
- there is sufficient certainty that receipt of the income is considered probable;
- the amount can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which the charity becomes aware that a distribution is more than likely to be made, and that the amount can be determined with reasonable certainty, and the date on which a distribution is received from the estate.

Investment income is accounted for in the period in which the charity is entitled to receipt.

The charity benefits from many voluntary hours and unclaimed out-of-pocket expenses contributed by a number of supporters. A number of small assets have also been donated, for which no value has been attributed to in these accounts.

d Expenditure

Expenditure is included on an accruals basis. All costs have been allocated directly to a charitable activity and therefore there are no support costs to allocate between activities.

e Funds

Unrestricted general funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds 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.

LIGHT PROJECT PETERBOROUGH

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2016

2 Income: donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £
Church contributions	70	8,722	8,792
Donations from individuals	4,489	3,335	7,824
Gift aid tax reclaim	725	-	725
Grants	11,000	40,700	51,700
	<u>16,284</u>	<u>52,757</u>	<u>69,041</u>

Grants were received from the following organisations:

Baptist Insurance Group	10,000
Seedbed Trust	33,000
Cinnamon Network	1,500
Cambridgeshire Community Foundation	4,200
East Midlands Baptist Association	3,000
	<u>51,700</u>

3 Expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £
Consultancy	-	17,866	17,866
Expenses	-	1,818	1,818
Volunteer costs	-	904	904
Project costs	-	12,887	12,887
Website	-	5,069	5,069
Insurance	-	1,534	1,534
Christmas starts with Christ	200	-	200
Office rent	700	-	700
Office expenses	37	-	37
Total expenditure: charitable activities	<u>937</u>	<u>40,078</u>	<u>41,015</u>

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NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2016

4 Debtors

	2016 £
HMRC tax refund on gift aid	725
	<u>725</u>

5 Creditors: amounts falling due within one year

	2016 £
Accruals and other creditors	125
	<u>125</u>

6 Restricted funds

	Brought forward £	Income £	Expenditure £	Transfers £	Carried forward £
Set up	-	6,000	(5,624)	(376)	-
Winter night shelter	-	26,781	(22,171)	390	5,000
Chaplaincy	-	15,800	(8,559)	-	7,241
Across Peterborough	-	3,000	(2,494)	(506)	-
FP fund	-	1,176	(1,230)	54	-
	<u>-</u>	<u>52,757</u>	<u>(40,078)</u>	<u>(438)</u>	<u>12,241</u>

Set up: This restricted fund was created for LPP's first year of operating to ring-fence funding received from the Baptist Insurance Group specifically relating to the formation and building blocks of the organisation. The restriction on the balance of £376 was lifted at the end of 12 months by the Baptist Insurance Group so now forms part of our unrestricted income.

Across Peterborough: In 2015, LPP received a grant from Seedbed for £3,000 specifically to develop and set-up the Across Peterborough website. This activity whilst run under the auspices of LPP is now funded directly by Seedbed. The restriction on the balance of £506 has been lifted by Seedbed so now forms part of our unrestricted income.

Chaplaincy: This is a restricted fund that has been set up to receive grants and donations specifically related to the work of the City Centre Chaplaincy Team and Sundays Out. An annual grant from Churches Together in Central Peterborough is a major contributor to this fund.

Peterborough Winter Night Shelter: This restricted fund was set up to receive grants and donations specifically related to the Peterborough Winter Night Shelter. It consists of a variety of grants from different organisations as well as many one of private donations and some regular monthly donors.

FP Fund: This relates to one specific donor who, through LPP, seeks to fund practical solutions to remove stumbling blocks that are stopping people from taking control of their own lives.

The excess of expenditure over restricted income on the winter night shelter and FP funds have been transferred to unrestricted funds.

LIGHT PROJECT PETERBOROUGH

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 MARCH 2016

7 Designated funds

	Brought forward £	Income £	Expenditure £	Transfers £	Carried forward £
Winter night shelter	-	-	-	10,000	10,000
Office equipment	-	-	-	1,500	1,500
	-	-	-	11,500	11,500

The winter night shelter fund has been designated to underwrite the provision of the service for 2016/17.

The office equipment fund is to provide computer equipment etc. for the project office.

8 Analysis of net assets between funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2016 £
Debtors	725	-	-	725
Cash at bank and in hand	3,685	11,500	12,241	27,426
Creditors	(125)	-	-	(125)
	4,285	11,500	12,241	28,026

9 Related party transactions

During the period the charity paid £5,000 for consultancy services to Mrs S Hensby, the wife of Mr A Hensby, a trustee.