

REGISTERED COMPANY NUMBER: CE007916 (England and Wales)
REGISTERED CHARITY NUMBER: 1169324

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2018
for**

Support 4 Sight

HSA & Co
Chartered Accountants and Statutory Auditors
Lewis House
Great Chesterford Court
Great Chesterford
Essex
CB10 1PF

Support 4 Sight

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Support 4 Sight

Chairman's Report for the Year Ended 31 March 2018

Performance

Highlights of the year were the increase in visitors and callers to our centres which reached 4,809. We have also increased the number of our coffee mornings and the areas that we host them in, as well as the number of social outing excursions and talks we give on vision impairment.

The number of people attending vision impairment training and exhibitions has also increased. The number of befriending calls increased by over 15% compared to the previous year. This was particularly pleasing as many of our callers are blind and vision impaired people (BPS). There has also been a small increase in the number of referrals to Support 4 Sight from other organisations.

We are very reliant on the hard work of our staff and all our volunteers. Daily responsibility for running the charity is devolved to the Chief Executive Officer (CEO), with the Centre Manager and his support volunteers. Our Community Support Worker and volunteers undertake much of our work with local communities.

I would like to say a big thank you to all the staff and volunteers for their enthusiasm, dedication, and hard work as without all of them it would not be possible to keep the charity going. Although too numerous to list, I would also like to thank everyone who devotes their time and energy to helping Support 4 Sight.

Finance

Our long-term strategy was previously to expand our provision to meet local demands. As a result we have opened a further centre in Chelmsford during the last year and taken on additional offices in Saffron Walden, including extra staff. This has resulted in a reduction of our net current assets and reserves in the year.

Following government legislation relating to auto-enrolment pensions we have introduced a NEST workplace pension scheme for our employees.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2018

The trustees present their report with the financial statements of the charity for the year ended 31 March 2018. 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).

With effect from 1 November 2016, the charity converted from an unincorporated charity registered with the Charities Commission under registration number 1074812. The charitable objectives and beneficiaries served remain the same as under the previous constitution. The trustees believe that by giving the charity this legal status it will be better positioned to achieve its charitable objectives as it continues to grow.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects are the relief of persons with a visual impairment in Essex and surrounding areas and in particular:

- (i) To give information, advice, guidance, and support to blind, partially sighted, and deafblind people and those with acquired sight loss, their families, and carers;
- (ii) To support people with sight loss with information about technology and equipment that enables them to meet their needs and to offer advice and assistance with the implementation of the new technologies;
- (iii) To maintain a permanent resource centre allowing people with sight loss to gain information and support to meet their needs; and
- (iv) To offer services which enhance the quality of life and social involvement of people with sight loss.

Further details of activities undertaken by the organisation during the year in carrying out its objectives are provided in the following sections.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2018

OBJECTIVES AND ACTIVITIES

Significant activities

Saffron Walden Resource Centre

The Support 4 Sight Resource Centre is run by paid members of staff managed by Paul Atkins (Resource Centre & Volunteer Manager) and a dedicated team of hard working volunteers who give up their valuable time to assist the staff in the day-to-day running of the centre.

The charity has been based at its Resource Centre in George Street, Saffron Walden since November 2007. The centre is open Monday to Friday, 9.30 am to 2.30 pm, and operates as a drop-in centre for visually impaired people, their families, carers, and friends. All are welcome to call into Support 4 Sight during these times for a cup of tea or coffee and a friendly chat. The centre is well used by our regular service users, who help each other overcome the everyday problems they encounter simply by talking to each other. The centre also offers information, advice, and support to all visually impaired people within Essex and the surrounding areas. We signpost people to other organisations or agencies for assistance with more specific queries. A wide range of visual aids and equipment is on display in the Resource Centre. This equipment is available for demonstration purposes as well as for our service users to come in and operate themselves with guidance from our trained staff and volunteers. Much of the equipment is available to borrow in order to establish its suitability before purchase.

Chelmsford Resource Centre

The Chelmsford Resource Centre was opened in November 2017 and is open two days a week to provide access to advice, information, and equipment on a drop-in basis. In addition, it serves as a hub in Mid-Essex and is used by our beneficiaries for coffee mornings and social events as well as our suppliers to demonstrate equipment.

Community Hospital Eye Clinic and Low Vision Support

Support 4 Sight also operates five information desks at the eye clinics held at Saffron Walden Hospital, the Herts & Essex Hospital, Braintree Community Hospital, Princess Alexandra Hospital, and Broomfield Hospital manned by dedicated teams of staff and volunteers to give information to people who are losing their sight and newly registered people. The trustees would like to express special thanks to these volunteers for their assistance and participation in this invaluable service. We also assist Princess Alexandra Hospital in running the Low Vision Clinic.

Services to the Community and Home Visiting

As well as the many services offered within the Resource Centre, we also deliver a wide range of services to visually impaired people and their carers within the community. Our centre is excellent for those people that are able to drop-in, but we also realise that there are many people who are unable to visit the centre because they are either housebound, unable to drive, or have restricted travel.

Therefore, we offer home visits and take services that are available to everyone who visits the Resource Centre to our beneficiaries' homes, including home reading / befriending, equipment loans and demonstrations, information, support, advice, and signposting to other organisations.

Coffee Mornings

In 2017 and 2018 Support 4 Sight's monthly Coffee Mornings have gone from strength to strength; held at the Bowls Club in Saffron Walden, Church House in Braintree, Banks Court in Great Dunmow, the Baptist Church Hall in Harlow, and our new Chelmsford Resource Centre. In 2018 we are looking to open Coffee Mornings in Waltham Abbey.

Social Outings

Support 4 Sight organizes monthly social lunches and occasional trips for its members. Our social gatherings are a great way to meet visually impaired people from other areas as well as catching up with friends.

Awareness Talks

Raising awareness within the community plays a very important part for Support 4 Sight. We were able to give talks to local organisations, groups, and schools to raise awareness of visual impairment and at the same time to raise the profile of Support 4 Sight.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2018

OBJECTIVES AND ACTIVITIES

Significant activities

Volunteer Training

Our volunteers receive training to give them the confidence to assist people within the centre and out on home visits. All volunteers are offered training courses in-house including health and safety and safeguarding training. Where relevant we also provide training on the equipment that we can offer our beneficiaries. All of our volunteers are DBS checked. Regular meetings are held to enable Support 4 Sight to receive feedback from its volunteers.

Services for Families

The trustees are committed to ensuring Support 4 Sight's services are appropriate to meet the needs of all visually impaired people and their families. In recent times Support 4 Sight has experienced an increase in the number of parents and younger visually impaired people who are seeking assistance with a wide range of issues, from appropriate equipment and toys for children to information about benefits and careers advice.

Visual Awareness Training

Support 4 Sight has been providing training to many local organisations. As part of the training we have also provided them with techniques and understanding to better support visually impaired people and their specialised needs.

Eye Clinic Liaison Officers (ECLOs)

We have increased the number of ECLOs to three (2017 - two) in order to provide support in hospitals and home visits.

Exhibitions

Support 4 Sight provides exhibitions in a variety of locations in order to demonstrate low vision aids and equipment. This is to provide the visually impaired and their carers with education on the equipment on show.

Website, Facebook, and Twitter

Details about Support 4 Sight's services can be found online on Facebook, Twitter, and our website at www.support4sight.org.uk. This enables people to find out about our services without necessarily having to travel to our centre. The website has accessibility for visually impaired people and can provide very useful information and links to other organisations.

Telephone Befriending and Care Line

Support 4 Sight provides telephone support to people with visual impairments and are socially isolated. Many of those receiving our calls felt they would benefit from a regular chat and friendly voice, and have subsequently opted to receive regular monthly telephone calls from trained staff and volunteers.

Employment Skills for Visually Impaired People

We assist with any employment queries we may receive. Our service covers supporting our users with job searching, CV writing, making job applications, and support in the workplace. Where we are not able to directly assist we refer to other more specialized organisations. In the next year we aim to expand our service as demand is growing.

Essex Vision

Essex Vision is a collaboration between ourselves and other Essex-based sight-loss charities.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2018

OBJECTIVES AND ACTIVITIES

Public benefit

In accordance with their duties under the Charities Act 2011, it is incumbent on the trustees to conduct a Public Benefit Test to assess whether the charity has complied with its duties in due regard to the public benefit guidance published by the Charity Commission. The trustees are satisfied that Support 4 Sight has complied with its duty in regards to the Public Benefit Test over the past year based on the four principles in the Commission's Guidance.

1. There must be an identifiable benefit:

Support 4 Sight's purpose is to provide support and relief to any member of the public who has concerns about sight loss, blindness, or partial vision. Its services benefit a large number of the public in the geographical areas it covers in Uttlesford, Harlow, Epping, Braintree, and Chelmsford in Essex.

2. Benefit must be to the public or a section of the public:

All the charity's services are open to members of the public at large and access to our services is not restrictive.

3. People on low incomes must be able to benefit:

The Board of trustees recognises that many visually impaired people are on low incomes, as people with impaired vision are more likely to be unemployed in comparison to fully sighted people. In addition, many do not avail themselves of their benefit entitlements. Support 4 Sight does not make a charge for its services of support and advice and offers its services to the public at large free of charge. While some visually impaired people choose to join the charity as members for a nominal £14.00 fee per year, the trustees do not feel that the membership cost is too high to exclude people on low incomes.

4. Any private benefit must be incidental:

The trustees do not consider that any individual or organisation receives a 'private benefit' from the work of Support 4 Sight.

Staff and volunteers

We are very reliant on the hard work of staff and all the volunteers. Daily responsibility for running the charity is devolved to the CEO, Gary Hyams, supported by our other management staff. Paul Atkins, along with his support workers, manages the Resources Centres and our volunteers. Gemma Golab is our Administrator and Vanessa Cowell is our Community Support Worker who, with the support of Graham Hawkes, undertakes much of our work in the local community. In addition, Jane Myers, Michael Lovell, and Laura Thompson-Harper all provide a significant contribution to the charity's operations.

We would like to say a big thank you to all the staff for their enthusiasm, dedication and hard work as without all of you it would not be possible to keep the charity going. Although too numerous to list, we would also like to thank everyone who devotes their time and energy to helping Support 4 Sight.

The organisation acts to ensure that adequate training is provided to trustees, staff, and volunteers in order to ensure that the charity is able to deliver its services effectively. For specific roles within the Executive Committee, job descriptions have been developed to ensure clear communication of responsibilities. Where volunteers are involved with the delivery of the organisation's home visiting programme training on visual awareness, community safety and crime, and fire prevention is undertaken.

We would like to thank all our other volunteers for the hours they dedicate to the charity covering many different roles. Without their contribution the charity would not be able to deliver the quality of service it prides itself on.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2018

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Saffron Walden Resource Centre

The Saffron Walden Resource Centre has been extremely busy over the past year thanks to the local press coverage and additional services, which have raised the profile of Support 4 Sight. In the year we received 4,719 (2017 - 2,637) visits and calls from visually impaired people, their family members, and other users.

In addition, we provided loans of 52 (2017 - 104) items of equipment (visual aids, magnifiers, etc.) from our Equipment Library, mostly to newly diagnosed people adjusting to their deteriorating vision. The decrease in the number of loaned items reflects the significant increase in the number of visitors trialling our equipment at the Resource Centres rather than in their own homes. We are delighted we have been able to offer help, support, information, and advice to so many people.

Chelmsford Resource Centre

Whilst the resource centre opened in November 2017 we only began to receive visitors and calls in January 2018. Since that time, we have provided support to 90 people from the new centre during the remainder of the financial year.

Community Hospital Eye Clinic and Low Vision Support

In the past year our team has assisted 932 (2017 - 978) people at Eye Clinics and Low Vision Clinics.

Services to the Community and Home Visiting

Over the past year we conducted 158 (2017 - 236) home visits to support the visually impaired and their carers. Once again, this decrease reflects the increased number of beneficiaries who have visited our Resource Centres to trial our equipment rather than requiring loaned equipment and home demonstrations or support.

Coffee Mornings

During the year 1,048 (2017 - 197) visually impaired members and carers attended monthly coffee mornings and have benefited from socialising and meeting new friends.

Social Outings

In the year we undertook 23 (2017 - 16) social day trips and outings supporting 334 (2017 - 186) people. We would like to thank all the volunteers who helped our staff and trustees on the outings.

Awareness Talks

During the year staff provided 20 (2017 - 15) external talks reaching an audience of 923 (2017 - 325) people.

Volunteer Training

Staff have provided training to 108 people in the year. This is the first year that a record of the number of people trained in the year has been kept.

Visual Awareness Training

During the year we have provided training to 190 (2017 - 175) people to be more aware of the needs of those with sight loss.

Exhibitions

In the year we saw 353 (2017 - 279) people at exhibitions. We also intend to hold exhibitions in Waltham Abbey in the next financial year.

In the prior financial year our exhibition in Chelmsford, with low vision aids and equipment for visually impaired people, was very well attended. We also held exhibitions in Harlow, Saffron Walden, and Braintree. We are very grateful to all our suppliers and all the organisations that participated.

Website, Facebook, and Twitter

Support 4 Sight's Facebook page has obtained 477 (2017 - 426) likes and Twitter has 1,568 (2017 - 1,373) followers. This offers the potential for the charity to reach a greater number of younger visually impaired people online.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2018

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Telephone Befriending and Care Line

Support 4 Sight carried out 354 (2017 - 305) telephone calls to visually impaired people providing one-to-one emotional support, advice, and guidance over the phone.

Essex Vision

During the year the Essex Vision Coordinator handled 423 (2017 - 415) referrals of which Support 4 Sight assisted 232 (2017 - 226) people with sight loss.

Fundraising activities

During the year the charity performed a number of street collections and other events in order to generate funds for the continued operation of the charity to enable it to perform its objectives.

The donations received from individuals in the year are far too numerous to mention individually, however the Trustees would like to express their thanks to everybody who has contributed to the success of the charity over the year. We are most grateful for your continued support.

FINANCIAL REVIEW

Financial position

The tangible fixed assets net book value of £7,205 (2017 Restated - £7,518) remains comparable with the prior year, representing the charity's consistent level of investment in resources to carry out its objectives.

The balance sheet position shows net current assets of £233,379 (2017 Restated - £344,574), resulting from a decrease in cash held to £215,840 (2017 Restated - £337,748) combined with an increase in creditors to £15,866 (2017 Restated - £8,292).

At the financial reporting date the charity held freely available current reserves (being unrestricted net current assets) of £225,435 (2017 Restated - £313,236), which excludes tangible fixed assets of £7,205 (2017 Restated - £7,518). Given the charity's current levels of expenditure this would allow for approximately just over 7 months (2017 Restated - 12 months) of operations without further freely available reserves becoming available.

As at the financial reporting date the charity had unrestricted funds totalling £232,640 (2017 Restated - £320,754) and restricted funds totalling £7,944 (2017 Restated - £31,338) as detailed further in the notes to the financial statements. The total funds of the charity have decreased to £240,584 (2017 Restated - £352,092).

During the year, with the continuing support from our grant providers and the generous donations we have received, we have been able to maintain our activities in this challenging economic climate. Despite the income generated by the staff and volunteers through their tireless fundraising activities, the charity generated a deficit of £111,508 (2017 Restated - £52 surplus) which we intend to reduce in the forthcoming financial year to ensure our continued activities.

The deficit in the financial year is considered to reflect the increased investment in staffing, volunteers, and other resources, including our new office and the Chelmsford Resource Centre. This investment shall enable the charity to continue its valuable contribution to society in the future. The increase in overhead costs has been duly considered by the trustees and shall be closely monitored by the charity's management to ensure any future losses are mitigated so that the charity shall remain financially sound.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2018

FINANCIAL REVIEW

Reserves policy

The trustees regularly review the finances, budgets, and cash flows to aid effective stewardship of the charity.

The trustees recognise the restrictions placed, where applicable, on donations, grants, and other income combined with relevant expenditure in the financial year in order to accurately assess the restricted fund levels as at the reporting date. As at the reporting date a total of £7,944 (2017 Restated - £31,338) restricted funds were held by the charity. Restricted funds are held until they can be appropriately utilised by the charity for their specified purpose.

Further details of the restricted funds held can be found in the notes to the financial statements.

The trustees confirm that the charity holds sufficient reserves in an appropriate form to enable it to meet the conditions of its restricted funds.

The trustees have agreed a policy whereby unrestricted reserves of at least a minimum of 8 months (2017 - 8 months) general expenditure are required to be held in order to deal with any unforeseen circumstances which could risk the charity's ability to continue to deliver its services, such as imminent closure or the loss of key personnel. Based on the expenditure incurred in the current year an amount of £231,000 (2017 - £160,000) has been allocated by the trustees to the unrestricted contingency fund.

A residual unrestricted general fund of £1,640 (2017 Restated - £160,754) was held by the charity as at the reporting date for the general use of the charity in future periods. The reduction of unrestricted funds reflects the deficit arising in the year from the charity's investment in resources and staffing as noted earlier in this Financial Review section. The trustees anticipate a future reduction of the charity's general expenditure which shall result in the necessary contingency fund decreasing in future reporting periods.

Going concern

The trustees are required to provide reasonable consideration to satisfy themselves that the charity has the ability to continue as a going concern. After due attention and review, the trustees consider the going concern status of the charity to be appropriate and have therefore adopted the going concern basis for the preparation of the charity's accounts.

Funds in deficit

The charity held no funds in deficit as at the financial reporting date or the comparative financial reporting date.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation (CIO).

Charity constitution

The charity is governed in accordance with its Constitution registered on 23 September 2016.

Recruitment and appointment of new trustees

Recruitment of charity trustees:

The board of trustees requires breadth and depth of experience to carry out its duties effectively and efficiently. When recruiting new trustees, the important attribute is a passion for the work of the charity and an understanding of its activities. When necessary, new trustees are recruited in accordance with the charity's procedures. Potential candidates are briefed on the work of the charity and its board. They are then invited to attend a board meeting as an observer and put themselves forward for election in accordance with the Constitution.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

Eligibility for trusteeship:

Every charity trustee must be a natural person. No one may be appointed a charity trustee if:

- (i) he or she is under the age of 16 years; or
- (ii) he or she would automatically cease to hold office under on the basis of being disqualified from acting as a charity trustee by virtue of section 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).

Number of charity trustees:

There must be at least three charity trustees. If the number falls below this minimum the remaining trustee or trustees may act only to call a meeting of the charity trustees or appoint a new charity trustee.

The maximum number of charity trustees is 12. The charity trustees may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum.

Appointment of charity trustees:

- (i) At every Annual General Meeting of the members of the CIO one-third of the charity trustees shall retire from office. If the number of charity trustees is not three or a multiple of three then the number nearest to one-third shall retire from office, but if there is only one charity trustee he or she shall retire;
- (ii) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any trustees were last appointed or reappointed on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot;
- (iii) The vacancies so arising may be filled by the decision of the members at the annual general meeting; any vacancies not filled at the Annual General Meeting may be filled as provided in sub-clause (5) of this clause;
- (iv) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause [15] (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in clause [12(3)] on the number of charity trustees would not as a result be exceeded;
- (v) A person so appointed by the members of the CIO shall retire in accordance with the provisions of sub-clauses (2) and (3) of this clause. A person so appointed by the charity trustees shall retire at the conclusion of the next Annual General Meeting after the date of his or her appointment, and shall not be counted for the purpose of determining which of the charity trustees is to retire by rotation at that meeting; and
- (vi) Recruitment of trustees should reflect the outcomes of a skills audit to acquire or replace skills needed for the effective governance of the charity as agreed by the board. Consideration will be given by the board to ensure diversity amongst its trustees and how to appropriately advertise the vacancies. Applicants who appear suitable will be invited to interview the charity's Chair of trustees and its leadership team and to attend two trustee meetings as an observer. In the event of there being a large number of applicants, those most closely matching the skills required will be approached initially. Following two trustee meetings as an observer the applicant will be asked whether they wish to be appointed. The observations and recommendations of the Chair will then be put to the following meeting of trustees and a vote taken for appointing the trustee.

Reappointment of charity trustees:

Any person who retires as a charity trustee by rotation or by giving notice to the CIO is eligible for reappointment.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The organisation is managed by an Executive Committee, which shall consist of not less than six members or more than ten members. Members of the Executive Committee will include a Chair, Vice-Chair, Treasurer, Secretary and any other such Honorary Officers as the Executive Committee may decide from time to time. All Honorary Officers are elected at the Annual General Meeting together with not less than three and not more than seven members elected at the Annual General Meeting, who shall hold office from the conclusion of that meeting. In addition, the Executive Committee may appoint not more than one co-opted member.

All members of the Executive Committee shall retire from office together at the end of the Annual General Meeting next after the date on which they came into office, but they may be re-elected or re-appointed.

The Executive Committee meet regularly in order to manage and administer the charity's affairs. The Executive Committee have appointed a Director and Centre Manager in order to manage the organisation on a day to day basis and deliver its services.

Decision making

The charity trustees may delegate any of their powers or functions to a committee or committees and, if they do, they must determine the terms and conditions on which the delegation is made. The charity trustees may at any time alter those terms and conditions or revoke the delegation.

This power is in addition to the power of delegation in the Charitable Incorporated Organisations (General) Regulations 2012 and any other power of delegation available to the charity trustees, but is subject to the following requirements:

- (i) A committee may consist of two or more persons, but at least one member of each committee must be a charity trustee;
- (ii) The acts and proceedings of any committee must be brought to the attention of the charity trustees as a whole as soon as is reasonably practicable; and
- (iii) The charity trustees shall from time to time review the arrangements which they have made for the delegation of their powers.

Induction and training of new trustees

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- (i) A copy of this constitution and any amendments made to it; and
- (ii) A copy of the CIO's latest trustees' annual report and statement of accounts.

Key management remuneration

The total remuneration paid in the financial period to key management personnel for employment services rendered amounted to £53,888 (2017 - £47,854). The transactions took place under the conditions of relevant employment contract held between the charity and the key management personnel.

Included within the balance above are termination benefits of £13,082 (2017 Restated - £nil) paid to the charity's key management personnel in the year.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE007916 (England and Wales)

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2018

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1169324

Registered office

2-4 George Street
Saffron Walden
Essex
CB10 1EQ

Trustees

Andrew Streeter (Deputy Chair)
Graham Routledge
Pat Arnold
Iris Evans (Chair)
Samantha Tracey
Melvin Caton
John Thompson
Sharon Schaffer - appointed 19/3/2018
Michael Fernandes - appointed 19/3/2018

Independent examiner

HSA & Co
Chartered Accountants and Statutory Auditors
Lewis House
Great Chesterford Court
Great Chesterford
Essex
CB10 1PF

Bankers

Lloyds TSB	Barclays	CAF
3 Kings Street	12a Market Street	Kings Hill Avenue
Saffron Walden	Saffron Walden	West Malling
Essex	Essex	Kent
CB10 1HF	CB10 1HR	ME18 4JQ

Key Management

Gary Hyams	Chief Executive Officer (appointed 01 September 2017)
Madeleine Cassidy	Director (resigned 31 August 2017)
Paul Atkins	Resource Centre and Volunteer Manager
Vanessa Cowell	Community Support Worker

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2018

TRUSTEES RESPONSIBILITY STATEMENT

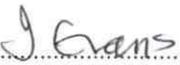
The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Charity 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. 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 Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping 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 Charities Act 2011. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 8/10/18 and signed on its behalf by:


.....
Iris Evans (Chair) - Trustee

**Independent Examiner's Report to the Trustees of
Support 4 Sight**

Independent examiner's report to the trustees of Support 4 Sight ('the Charity')

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 March 2018.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached



Adam Burt ACA FCCA
Institute of Chartered Accountants in England & Wales
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Chartered Accountants and Statutory Auditors
Lewis House
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Essex
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Date: 16/10/2018

Support 4 Sight

Statement of Financial Activities for the Year Ended 31 March 2018

		Unrestricted funds	Restricted funds	2018 Total funds	2017 Total funds
	Notes	£	£	£	as restated £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	38,845	165,869	204,714	265,422
Charitable activities	6				
Equipment re-sale		18,797	-	18,797	24,808
Conferences and exhibitions		1,558	-	1,558	3,150
Excursions and social events		2,098	-	2,098	2,900
Training in the care of the visually impaired		700	-	700	6,002
Other trading activities	4	6,796	-	6,796	9,478
Investment income	5	<u>329</u>	<u>-</u>	<u>329</u>	<u>585</u>
Total		69,123	165,869	234,992	312,345
EXPENDITURE ON					
Raising funds		38,745	-	38,745	40,759
Charitable activities					
Saffron Walden Resource Centre		98,880	108,612	207,492	192,959
Chelmsford Resource Centre		13,277	25,518	38,795	-
Equipment re-sale		1,371	16,818	18,189	30,697
Conferences and exhibitions		1,944	8,409	10,353	12,276
Training in the care of the visually impaired		8,625	16,818	25,443	26,977
Other		<u>6,283</u>	<u>1,200</u>	<u>7,483</u>	<u>8,625</u>
Total		169,125	177,375	346,500	312,293
NET INCOME/(EXPENDITURE)		(100,002)	(11,506)	(111,508)	52
Transfers between funds	16	<u>11,888</u>	<u>(11,888)</u>	<u>-</u>	<u>-</u>
Net movement in funds		(88,114)	(23,394)	(111,508)	52
RECONCILIATION OF FUNDS					
As previously reported		322,273	31,338	353,611	352,040
Prior year adjustment	11	<u>(1,519)</u>	<u>-</u>	<u>(1,519)</u>	<u>-</u>
As Restated		320,754	31,338	352,092	352,040
TOTAL FUNDS CARRIED FORWARD		<u>232,640</u>	<u>7,944</u>	<u>240,584</u>	<u>352,092</u>

The notes form part of these financial statements

Support 4 Sight

Statement of Financial Position
At 31 March 2018

	Notes	Unrestricted funds £	Restricted funds £	Total £	2018 funds £	2017 funds as restated £
FIXED ASSETS						
Tangible assets	12	7,205	-	7,205		7,518
CURRENT ASSETS						
Debtors	13	33,405	-	33,405		15,118
Cash at bank and in hand		<u>207,896</u>	<u>7,944</u>	<u>215,840</u>		<u>337,748</u>
		241,301	7,944	249,245		352,866
CREDITORS						
Amounts falling due within one year	14	(15,866)	-	(15,866)		(8,292)
NET CURRENT ASSETS		<u>225,435</u>	<u>7,944</u>	<u>233,379</u>		<u>344,574</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>232,640</u>	<u>7,944</u>	<u>240,584</u>		<u>352,092</u>
NET ASSETS		<u>232,640</u>	<u>7,944</u>	<u>240,584</u>		<u>352,092</u>
FUNDS	16					
Unrestricted funds:						
General Fund				1,640		160,754
Contingency Fund				<u>231,000</u>		<u>160,000</u>
Restricted funds				<u>232,640</u>		<u>320,754</u>
				<u>7,944</u>		<u>31,338</u>
TOTAL FUNDS				<u>240,584</u>		<u>352,092</u>

The notes form part of these financial statements

Support 4 Sight

Statement of Financial Position - continued
At 31 March 2018

The financial statements were approved by the Board of Trustees on8/10/18..... and were signed on its behalf by:


.....
Iris Evans (Chair)-Trustee

The notes form part of these financial statements

1. STATUTORY INFORMATION

Support 4 Sight is a charitable incorporated organisation (CIO) incorporated under the Charities Act 2011 and registered with the Charities Commission for England and Wales. The charity's number can be found on the "Reference and Administrative Details" page.

The presentation currency of the financial statements is the Pound Sterling (£)

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', and Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The financial statements have been prepared under the historical cost convention.

Critical accounting judgements and key sources of estimation uncertainty

Preparation of the financial statements requires management to make significant judgements, estimates, and assumptions that influence the values reported. These estimates and judgement are regularly reviewed and are based on the experience of the company's management as well as other factors, including the expectations of future events that are believed to be reasonable under the circumstances.

Significant judgements:

There are no significant judgements, apart from those involving estimations, which management has made in the process of applying the entities accounting policies and that have the most significant effect on the amounts recognised in the financial statements.

Significant estimates:

As disclosed in the relevant accounting policies, the charity has apportioned the support costs that cannot be directly attributed to a particular activity heading to those consistent with the use of the resources. The estimates used in the apportionment have been disclosed within the charity's accounting policies.

There are no further accounting estimates considered to have a significant effect on the amounts recognised in the financial statements.

Income

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

Grants and donations are only recognised in the Statement of Financial Activities when the charity has unconditional entitlement to the resources.

Grant income which relates to the delivery of services are accounted for as the charity earns the right to consideration by virtue of its performance. Where income is received in advance of performance, its recognition is deferred and included in creditors. Where entitlement occurs before income is received, the income is accrued for and included in debtors.

Legacies are recognised in the Statement of Financial Activities when the charity is deemed to be entitled to the legacy. Entitlement is deemed to be the earlier of estate account being finalised and cash received.

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

2. ACCOUNTING POLICIES - continued

Income (continued)

Income derived from the re-sale of equipment is recognised in the Statement of Financial Activities once the risks and rewards of ownership have been transferred to the customer.

Income from fundraising events is recognised in the Statement of Financial Activities upon receipt of the funds raised.

Investment income consists of bank interest and is recognised within the Statement of Financial Activities on an accrual basis.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

As disclosed in the charity's expenditure accounting policy, the charity has apportioned indirect charitable costs and support costs that cannot be directly attributed to a particular activity heading to those consistent with the use of the resources.

Indirect charitable costs and support costs that are incurred by the charity have been allocated to the following activities using the percentages noted below:

Saffron Walden Resource Centre	- 50%
Chelmsford Resource Centre	- 25%
Equipment re-sale	- 10%
Conferences and exhibitions	- 05%
Training	- 10%

Prior to the Chelmsford Resource Centre being operational 75% of indirect charitable costs were allocated to the Saffron Walden Resource Centre.

Restricted expenditure is applied to activities at the above rates where not directly attributable to an activity.

Tangible fixed assets

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

Short leasehold	- over the remaining life of the lease
Plant and machinery	- 25% on cost
Motor vehicles	- 20% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

2. ACCOUNTING POLICIES - continued

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds comprise amounts set aside from unrestricted funds at the discretion of the trustees for a particular purpose.

Restricted funds 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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. The charity does not acquire or use put options, derivatives or other complex financial instruments.

Basic financial instruments are initially recognised at the transaction price, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Support 4 Sight

Notes to the Financial Statements - continued for the Year Ended 31 March 2018

3. DONATIONS AND LEGACIES

	2018	2017 as restated
	£	£
Donations	18,802	44,459
Gift aid	102	1,278
Legacies	-	28,130
Grants	176,369	185,805
Membership income	1,962	531
Friends of Support 4 Sight	3,059	2,055
Essex Lottery ticket sales	99	-
Street, store, and static collections	4,321	3,164
	<u>204,714</u>	<u>265,422</u>

Grants received, included in the above, are as follows:

	2018	2017 as restated
	£	£
Affinity Water	2,400	-
Big Lottery Fund - Awards For All	9,624	-
C. Hoare & Co	500	-
Council for Voluntary Services Uttlesford	1,000	1,000
Department of Health and Social Care	-	4,997
Essex Cares Limited	15,093	15,093
Essex Community Foundation (ECF)	-	49,644
ECF - Healthwatch Essex Fund	8,652	-
ECF - Provide Foundation	5,000	-
ECF - Saffron Building Society Community Fund	1,000	-
ECF - Sebright Fund	5,000	-
Essex County Council	35,072	22,848
Friends of Braintree Community Hospital	2,000	-
Friends of Saffron Walden Community Hospital	1,000	-
Great Dunmow Town Council	150	-
Hospital Saturday Fund	2,000	-
The Independence, Choice and Control Fund (ICCF)	22,295	40,131
Royal Society for Deaf People	19,092	19,092
Saffron Walden Round Table	2,500	-
seAp	773	-
The Screwfix Foundation	618	-
Stansted Parish Council	600	-
St. James Place	1,000	1,000
Thomas Pocklington Trust	14,000	21,000
Uttlesford District Council	12,000	11,000
West Essex Mind	5,000	-
Zemax LLC	10,000	-
	<u>176,369</u>	<u>185,805</u>

Support 4 Sight

Notes to the Financial Statements - continued for the Year Ended 31 March 2018

4. OTHER TRADING ACTIVITIES

	2018	2017 as restated
	£	£
Fundraising events	1,879	3,236
Shop and other craft sales	1,929	3,301
Recycling	727	510
Social enterprise	1,217	813
Christmas raffles and cards	820	-
Sponsored events	224	1,618
	<u>6,796</u>	<u>9,478</u>

5. INVESTMENT INCOME

	2018	2017 as restated
	£	£
Deposit account interest	<u>329</u>	<u>585</u>

6. INCOME FROM CHARITABLE ACTIVITIES

	2018	2017 as restated
	£	£
Equipment re-sale	18,797	24,808
Exhibitions	1,558	3,150
Coffee mornings and support groups	2,098	2,900
Training income	<u>700</u>	<u>6,002</u>
	<u>23,153</u>	<u>36,860</u>

7. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2018	2017 as restated
	£	£
Depreciation - owned assets	7,483	8,625
Other operating leases	<u>25,005</u>	<u>16,915</u>

Support 4 Sight

Notes to the Financial Statements - continued for the Year Ended 31 March 2018

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

Trustees' expenses

	2018	2017 as restated
	£	£
Trustees' expenses	<u>147</u>	<u>223</u>

During the current and prior year the trustees were reimbursed for expenditure in relation to travel and meeting costs.

9. STAFF COSTS

	2018	2017 as restated
	£	£
Wages and salaries	214,817	197,266
Social security costs	14,673	15,734
Other pension costs	<u>1,402</u>	<u>-</u>
	<u>230,892</u>	<u>213,000</u>

The average monthly number of employees during the year was as follows:

	2018	2017
Management	1	1
Support and administrative staff	<u>9</u>	<u>8</u>
	<u>10</u>	<u>9</u>

No employees received emoluments in excess of £60,000.

Included within total wages noted above is termination benefits awarded to employees in the year amounting to £13,082 (2017 - £nil). No amounts were outstanding in relation to termination benefits awarded as at the reporting date (2017 - £nil). Termination benefits are recognised in the Statement of Financial Activities at the date at which a contractual obligation arises.

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds as restated
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	80,467	184,955	265,422
Charitable activities			
Equipment re-sale	24,808	-	24,808
Conferences and exhibitions	3,150	-	3,150
Excursions and social events	2,900	-	2,900
Training in the care of the visually impaired	6,002	-	6,002
Other trading activities	9,478	-	9,478
Investment income	585	-	585
Total	127,390	184,955	312,345
EXPENDITURE ON			
Raising funds	40,759	-	40,759
Charitable activities			
Saffron Walden Resource Centre	67,930	125,029	192,959
Equipment re-sale	14,026	16,671	30,697
Conferences and exhibitions	3,941	8,335	12,276
Training in the care of the visually impaired	10,306	16,671	26,977
Other	7,425	1,200	8,625
Total	144,387	167,906	312,293
NET INCOME/(EXPENDITURE)	(16,997)	17,049	52
RECONCILIATION OF FUNDS			
Total funds brought forward	337,752	14,288	352,040
TOTAL FUNDS CARRIED FORWARD	<u>320,755</u>	<u>31,337</u>	<u>352,092</u>

Support 4 Sight

Notes to the Financial Statements - continued for the Year Ended 31 March 2018

11. PRIOR YEAR ADJUSTMENT

The balances included within the Statement of Financial Activities for the year ended 31 March 2018 have been calculated using the allocation of support costs incurred in the financial year to the relevant activities of the charity, as disclosed within the charity's accounting policies.

During the preparation of the financial statements it was noted that the allocation of support costs incurred by the charity had not been allocated fully to its relevant activities in the financial statements previously prepared for the year ended 31 March 2017. The comparative figures have therefore been restated to give a more accurate reporting of the expenditure incurred by the charity and enhance compliance with the Charities SORP (FRS 102).

It was also identified that the charity had recognised membership donations amounting to £1,519 that should have been recognised as deferred income as at 31 March 2017. The income from donations in the prior year has therefore been restated by £1,519 compared to that previously reported. The surplus in the prior year has subsequently been restated by £1,519 to £52 and the deferred income as at 31 March 2017 has been restated to £1,519.

There has been no other change to the surplus or funds carried forward recorded in the year ended 31 March 2017 as a result of the restatement above.

12. TANGIBLE FIXED ASSETS

	Short leasehold	Plant and machinery	Motor vehicles	Computer equipment	Totals
	£	£	£	£	£
COST					
At 1 April 2017	46,600	12,379	10,998	15,203	85,180
Additions	<u>-</u>	<u>4,281</u>	<u>-</u>	<u>2,889</u>	<u>7,170</u>
At 31 March 2018	<u>46,600</u>	<u>16,660</u>	<u>10,998</u>	<u>18,092</u>	<u>92,350</u>
DEPRECIATION					
At 1 April 2017	46,600	11,512	7,393	12,157	77,662
Charge for year	<u>-</u>	<u>1,367</u>	<u>3,605</u>	<u>2,511</u>	<u>7,483</u>
At 31 March 2018	<u>46,600</u>	<u>12,879</u>	<u>10,998</u>	<u>14,668</u>	<u>85,145</u>
NET BOOK VALUE					
At 31 March 2018	<u>-</u>	<u>3,781</u>	<u>-</u>	<u>3,424</u>	<u>7,205</u>
At 31 March 2017	<u>-</u>	<u>867</u>	<u>3,605</u>	<u>3,046</u>	<u>7,518</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017 as restated
	£	£
Trade debtors	27,785	9,679
Other debtors	4,225	4,000
Prepayments and accrued income	<u>1,395</u>	<u>1,439</u>
	<u>33,405</u>	<u>15,118</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017 as restated
	£	£
Trade creditors	8,204	3,168
Social security and other taxes	5,222	3,605
Other creditors	54	-
Accruals and deferred income	<u>2,386</u>	<u>1,519</u>
	<u>15,866</u>	<u>8,292</u>

15. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2018	2017 as restated
	£	£
Within one year	10,408	4,000
Between one and five years	<u>19,690</u>	<u>-</u>
	<u>30,098</u>	<u>4,000</u>

Support 4 Sight

Notes to the Financial Statements - continued
for the Year Ended 31 March 2018

16. MOVEMENT IN FUNDS

	At 1/4/17 £	Prior year adjustment £	Net movement in funds £	Transfers between funds £	At 31/3/18 £
Unrestricted funds					
General Fund	162,273	(1,519)	(100,002)	(59,112)	1,640
Contingency Fund	<u>160,000</u>	<u>-</u>	<u>-</u>	<u>71,000</u>	<u>231,000</u>
	322,273	(1,519)	(100,002)	11,888	232,640
Restricted funds					
Befriending Project Fund	6,497	-	(6,497)	-	-
Door Telephone Fund	-	-	618	-	618
ECL Sensory Grant Fund	2,517	-	(2,517)	-	-
HearAbility Essex Project Fund	875	-	(875)	-	-
Hospital Information Desks Fund	-	-	1,600	-	1,600
The Independence, Choice and Control Fund	8,361	-	(8,361)	-	-
Refurbishment and Relocation Costs	11,888	-	-	(11,888)	-
Saffron Walden Talking Newspaper Fund	-	-	726	-	726
Uttlesford Jubilee Grant	1,200	-	(1,200)	-	-
VDI Project Fund	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>-</u>	<u>5,000</u>
	31,338	-	(11,506)	(11,888)	7,944
TOTAL FUNDS	<u>353,611</u>	<u>(1,519)</u>	<u>(111,508)</u>	<u>-</u>	<u>240,584</u>

16. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	69,123	(169,125)	(100,002)
Restricted funds			
Affinity Water Community Engagement Fund	2,400	(2,400)	-
Befriending Project Fund	15,592	(22,089)	(6,497)
Big Lottery Fund - Awards For All	9,624	(9,624)	-
Carers Project Fund	22,848	(22,848)	-
Chelmsford Resource Centre Fund	8,000	(8,000)	-
Door Telephone Fund	618	-	618
ECL Sensory Grant Fund	15,093	(17,610)	(2,517)
HearAbility Essex Project Fund	3,500	(4,375)	(875)
Hospital Information Desks Fund	14,402	(12,802)	1,600
The Independence, Choice and Control Fund	22,295	(30,656)	(8,361)
Provide Foundation Fund	5,000	(5,000)	-
seAp	773	(773)	-
St. James Place	1,000	(1,000)	-
Saffron Walden Round Table Fund	2,500	(2,500)	-
Saffron Walden Talking Newspaper Fund	1,000	(274)	726
Sebright Fund	5,000	(5,000)	-
Supporting Employability in Essex (SEE) Fund	14,000	(14,000)	-
Uttlesford District Council Voluntary Support	12,000	(12,000)	-
Uttlesford Jubilee Grant	-	(1,200)	(1,200)
UVI Training Fund	4,224	(4,224)	-
VDI Project Fund	5,000	-	5,000
Warm Homes Grant Fund	1,000	(1,000)	-
	<u>165,869</u>	<u>(177,375)</u>	<u>(11,506)</u>
TOTAL FUNDS	<u>234,992</u>	<u>(346,500)</u>	<u>(111,508)</u>

Support 4 Sight

Notes to the Financial Statements - continued
for the Year Ended 31 March 2018

16. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/16 £	Net movement in funds £	At 31/3/17 £
Unrestricted Funds			
General Fund	177,752	(16,998)	160,754
Contingency Fund	<u>160,000</u>	<u>-</u>	<u>160,000</u>
	337,752	(16,998)	320,754
Restricted Funds			
Befriending Project Fund	-	6,497	6,497
ECL Sensory Grant Fund	-	2,517	2,517
HearAbility Essex Project Fund	-	875	875
The Independence, Choice and Control Fund	-	8,361	8,361
Refurbishment and Relocation Costs	11,888	-	11,888
Uttlesford Jubilee Grant	<u>2,400</u>	<u>(1,200)</u>	<u>1,200</u>
	14,288	17,050	31,338
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>352,040</u>	<u>52</u>	<u>352,092</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	127,390	(144,388)	(16,998)
Restricted funds			
Befriending Project Fund	15,592	(9,095)	6,497
Carers Project Fund	22,848	(22,848)	-
Department of Health	4,997	(4,997)	-
ECL Sensory Grant Fund	15,093	(12,576)	2,517
HearAbility Essex Project Fund	3,500	(2,625)	875
The Independence, Choice and Control Fund	40,131	(31,770)	8,361
St. James Place	1,000	(1,000)	-
Sebright Fund	31,044	(31,044)	-
Supporting Employability in Essex (SEE) Fund	31,000	(31,000)	-
Supporting VIPs	7,750	(7,750)	-
Uttlesford District Council Voluntary Support	11,000	(11,000)	-
Uttlesford Jubilee Grant	-	(1,200)	(1,200)
Warm Homes Grant Fund	<u>1,000</u>	<u>(1,000)</u>	<u>-</u>
	184,955	(167,905)	17,050
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>312,345</u>	<u>(312,293)</u>	<u>52</u>

Support 4 Sight

Notes to the Financial Statements - continued for the Year Ended 31 March 2018

16. MOVEMENT IN FUNDS - continued

General Fund:

This fund represents the unrestricted funds of the charity, excluding the provision included within the charity's contingency fund. These funds may be allocated without restriction to costs incurred by the charity to further its objectives.

Contingency Fund:

This fund has been designated by the trustees to protect against any unforeseen events which could endanger the charity's operations such as the loss of key personnel or the charity's premises. The allocation of unrestricted funds to the contingency fund is based on approximately 8 months (2017 - 8 months) total expenditure for the previous year.

Affinity Water Community Engagement Fund:

This is a fund set up to support the charity in providing home visits to the visually impaired within the Saffron Walden area.

Befriending Project Fund:

This is a project supported by the Royal Association for Deaf People to assist the charity in reducing the isolation of people with sensory challenges. This has been undertaken via the continued provision of the facilities by the charity, including the social excursions and coffee mornings.

Big Lottery Fund - Awards For All:

These funds are the reserves held from an application to Awards for All by the charity for the purpose of recruiting and training volunteers from among those with sight impairment, to provide peer mentoring, and support to people who have recently been diagnosed with a condition causing sight loss (e.g. glaucoma, macular degeneration). These volunteers provide this support by accompanying our staff at Braintree Community Hospital, Broomfield Hospital, and Saffron Walden Community Hospital as well as by the means of home visits.

Carers Project Fund:

This fund includes funding granted by Essex County Council to provide care support for the visually impaired in the county.

Chelmsford Resource Centre Fund:

This fund includes grant income provided by Essex County Council to the charity to contribute to the costs of setting up the Chelmsford Resource Centre.

Door Telephone Fund:

This fund includes donations received to be used to cover the cost of purchasing and installing a telephone door entry system at the charity's premises.

ECL Sensory Grant Fund:

The ECL fund includes funding received from Essex Cares Limited by the Essex Partnership, being Support 4 Sight, Essex Blind Charity, and the Blind and Sight Impaired Society (BASIS) in order to continue the charity's operations and support the visually impaired in Essex.

HearAbility Essex Project Fund:

HearAbility Essex is a partnership between Hearing Help Essex, Royal Association for Deaf People, and Support 4 Sight. It provides information, advice and support to people with hearing loss in Essex. Funding is provided by the Royal Association for Deaf People for Support 4 Sight to fulfil the partnership's objectives.

Hospital Information Desks Fund:

This fund includes grant funding provided to the charity in order to maintain the information desks in local hospitals, which provide support and advice to the visually impaired.

16. MOVEMENT IN FUNDS - continued

The Independence, Choice and Control Fund (ICCF):

This fund includes funding provided by Essex County Council for the charity to assist the visually impaired to enjoy good health and wellbeing, have a healthy lifestyle, manage their own health and social care needs, live as long in their own homes as possible, and allow individuals to make informed decisions, and express their own needs and concerns.

Provide Foundation Fund:

The fund includes grant income from The Provide Foundation to be used by the charity to support people with sight loss in Epping Forest area to stay healthy in their community.

seAp Fund:

The seAp fund relates to income provided by seAp to support the charity in providing advocacy support. The grant received was used to support the costs of providing staff wages.

St. James Place Fund:

This fund has been ring-fenced for the purpose of purchasing computer equipment to support the visually impaired.

Saffron Walden Round Table Fund:

This funding was provided to assist the charity's purchase of laptops with purpose developed software, deliver computer training to the visually impaired to reduce social isolation, and purchase hearing loops to assist those with further sensory loss.

Saffron Walden Talking Newspaper Fund:

This fund includes financial support provided to the charity by the Saffron Building Society Community Fund in order to continue the provision of the Saffron Walden Talking Newspaper.

Sebright Fund:

This fund includes grant income provided by Essex Community Foundation for the purpose of maintaining an eye clinic information desk at Saffron Walden Community Hospital.

Supporting Employability in Essex (SEE) Fund:

The SEE fund includes funding provided by the Thomas Pocklington Trust in order to assist in the production of a research report in relation to the views and employment related experiences of blind and partially sighted people as well as engage with stakeholders in order to develop an appropriate employment support programme.

Uttlesford District Council Voluntary Fund:

The charity receives support from Uttlesford District Council by way of a grant that is to subsidise costs incurred by the charity; specifically rent, utilities, and performing DBS checks on staff and volunteers.

Uttlesford Jubilee Grant Fund:

This fund includes grant income awarded to the charity to subsidise the cost of purchases a new motor vehicle. The grant funding was spent in full with the purchase of the vehicle and the remaining balance of the fund represents the grant funding's proportion of the vehicle's net book value.

UVI Training Fund:

This fund includes funding provided to Support 4 Sight by Essex County Council in order to provide training of "Understanding Visual Impairment".

VDI Project Fund:

This project is a collaboration with West Essex Mind to carry out a pilot scheme looking into sight loss and depression affecting sight loss users and their carers.

16. MOVEMENT IN FUNDS - continuedWarm Homes Grant Fund:

This fund includes grants received from Essex County Council in collaboration with the Council for Voluntary Services Uttlesford to perform home visits to the blind and partially sighted people during the winter months in Uttlesford, assist in the use of heating systems and meal preparation, as well as provide telephone support.

Transfers between funds

The transfers between unrestricted funds in the year relate to the recognition of increased provisional expenditure required within the charity's Contingency Fund based on the growing expenditure costs in the year compared to that of the previous year.

The transfer of the restricted "Refurbishment and relocation costs" fund to the General Fund has arisen due to the recognition of previously incurred expenditure relating to the relocation of the charity being recognised as unrestricted costs in previous years.

17. CAPITAL COMMITMENTS

	2018	2017 as restated
	£	£
Contracted but not provided for in the financial statements	-	-

18. RELATED PARTY DISCLOSURES

During the current and prior year there were no related party transactions except for the remuneration paid to key management personnel as reported within the Report of the Trustees.

Support 4 Sight

Detailed Statement of Financial Activities for the Year Ended 31 March 2018

	2018	2017
	£	as restated £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	18,802	44,459
Gift aid	102	1,278
Legacies	-	28,130
Grants	176,369	185,805
Membership income	1,962	531
Friends of Support 4 Sight	3,059	2,055
Essex Lottery ticket sales	99	-
Street, store, and static collections	<u>4,321</u>	<u>3,164</u>
	204,714	265,422
Other trading activities		
Fundraising events	1,879	3,236
Shop and other craft sales	1,929	3,301
Recycling	727	510
Social enterprise	1,217	813
Christmas raffles and cards	820	-
Sponsored events	<u>224</u>	<u>1,618</u>
	6,796	9,478
Investment income		
Deposit account interest	329	585
Charitable activities		
Equipment re-sale	18,797	24,808
Exhibitions	1,558	3,150
Coffee mornings and support groups	2,098	2,900
Training income	<u>700</u>	<u>6,002</u>
	<u>23,153</u>	<u>36,860</u>
Total incoming resources	234,992	312,345
EXPENDITURE		
Raising donations and legacies		
Wages	9,958	11,638
Social security	556	580
Pensions	67	-
Fundraising events and costs	<u>9,277</u>	<u>6,572</u>
	19,858	18,790

This page does not form part of the statutory financial statements

Support 4 Sight

Detailed Statement of Financial Activities for the Year Ended 31 March 2018

	2018	2017
	£	as restated £
Other trading activities		
Purchases	18,448	21,569
Exhibition costs	<u>439</u>	<u>400</u>
	18,887	21,969
Charitable activities		
Trustees' expenses	147	223
Wages	84,193	49,205
Social security	6,456	4,523
Pensions	629	-
Rental costs	16,915	16,915
Rates and water	821	174
Insurance	898	1,697
Light and heat	1,063	2,008
Telephone	7,393	3,857
Printing, postage and stationery	7,050	3,901
Advertising	3,547	30
Sundries	335	1,461
Travel expenses	7,635	9,494
Motor expenses	2,206	3,288
Conferences and seminars	838	2,195
Computer expenses	3,796	221
Membership and subscriptions	<u>421</u>	<u>1,090</u>
	144,343	100,282
Other		
Short leasehold	-	4,660
Plant and machinery	1,367	296
Motor vehicles	3,605	901
Computer equipment	<u>2,511</u>	<u>2,768</u>
	7,483	8,625
Support costs		
Management		
Rental costs	8,090	-
Rates and water	<u>102</u>	<u>-</u>
	8,192	-
Finance		
Bank charges	479	610
Information technology		
Repairs and renewals	5,003	1,802

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Support 4 Sight

Detailed Statement of Financial Activities for the Year Ended 31 March 2018

	2018	2017
	£	as restated £
Human resources		
Wages	120,666	136,423
Social security	7,661	10,631
Pensions	706	-
Staff training and recruitment	<u>7,255</u>	<u>8,997</u>
	136,288	156,051
Other		
Cleaning costs	676	-
Governance costs		
Legal fees	<u>5,291</u>	<u>4,164</u>
Total resources expended	346,500	312,293
	<hr/>	<hr/>
Net (expenditure)/income	<u>(111,508)</u>	<u>52</u>

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