

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

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2019
for
Support 4 Sight

John D Froggett FAIA
The Accountancy Practice
41 High Street
Royston
Hertfordshire
SG8 9AW

Support 4 Sight

Contents of the Financial Statements
for the Year Ended 31 March 2019

	Page
Report of the Trustees	1 to 11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14 to 15
Notes to the Financial Statements	16 to 20
Detailed Statement of Financial Activities	21 to 24

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2019. 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).

The trustees present their report with the financial statements of the charity for the year ended 31st March 2019. 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 (FRS102) (effective 1 January 2015)

With effect from 1st 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 legal status it will be better positioned to achieve its charitable objectives as it continues to grow.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charities objectives 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 2019

OBJECTIVES AND ACTIVITIES

Significant activities

Saffron Walden Resource Centre

The Support 4 Sight Resources 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 for 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 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 day 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 seven information desks at the eye clinics held at Saffron Walden Hospital, the Herts & Essex Hospital, Braintree Community Hospital, Princes Alexandra Hospital, Addenbrooks, St Margarets Hospital Epping 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 Princes 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 Morning

In 2018 and 2019 Support 4 Sights 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 2019 we also opened coffee mornings in Waltham Abbey as well as at Witham.

Social Outings

Support 4 Sight organises 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 talk 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 2019

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 Sights 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 toy for young 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 four (2018 three) in order to provide support in hospitals and home visits, one of whom is employed and three who are volunteers.

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 Sights 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. It was relaunched in this period thanks to the kind donation pro bono from TELA Ltd

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 regular chat and friend voice and have subsequently opted to receive regular monthly telephone calls from trained staff and volunteers. We also carry out befriending at home when required.

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 specialised organisations. In the next year we aim to expand our service as demand is growing and we have obtained funding from the National Lottery Community Fund for this purpose.

Essex Vision

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

Support 4 Sight

Report of the Trustees
for the Year Ended 31 March 2019

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 of the Commissions Guidance.

1. There must be an identifiable benefit:

Support 4 Sights 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 charities 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 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 'private benefit' from the work of Support 4 Sight.

Volunteers

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 was our Community Support Worker (unfortunately Vanessa passed away in December 2018 and was replaced by Sue King in the role) who, with the support of Graham Hawkes, undertakes much of our work in the local community. In addition Jane Myers, Michael Lovall, Cheryl Sugarman 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 organisations 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 2019

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Saffron Walden Resources Centre

The Saffron Walden Resources 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 addition, we provided loans 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 loan 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.

Community Hospital Eye Clinic and Low Vision Support

In the past year our team has assisted people at Eye Clinics and Low Vision Centres throughout the region.

Services to the Community and Home visiting

Over the past year we have conducted home visits to support the visually impaired and their carers.

Coffee Mornings

During the year 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 day trips and outings. We would like to thank all the volunteers who helped our staff and trustees on the outings.

Awareness Talks

During the year staff provided external talks.

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 people to be more aware of the needs of those with sight loss.

Exhibitions

In the year we held 6 exhibitions.

Website Facebook and Twitter

This offers the potential for the charity to reach a greater number of younger visually impaired people online. Our presence has been increased with many new followers gained.

Telephone Befriending and Care Line

Support 4 Sight carries out telephone calls to visually impaired people providing one to one emotional support, advice and guidance over the phone.

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.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2019

ACHIEVEMENT AND PERFORMANCE

Charitable activities

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

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 £0 (2018 £7,944) 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.

A residual unrestricted general fund of £168,868 (2017 £240,585) 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 the 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.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2019

FINANCIAL REVIEW

Financial Position

The tangible fixed assets net book value of £0 (2018 £7,025) 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 £168,868 (2018 £233,379) resulting from a decrease in cash held to £168,566 (2018 £215,840) combined with an increase in creditors to £24,449 (2018 £15,866).

At the financial reporting date the charity held freely available current reserves (being unrestricted net current assets) of £168,868 (2018 £255,435) which excludes tangible fixed assets of £0 (2018 £7,205).

As at the financial reporting date the charity had unrestricted funds totalling £168,868 (2018 £232,640) and restricted funds totalling £0 (2018 £7,944) as detailed further in the notes to the financial statements. The total funds of the charity have decreased to £168,868 (2018 £240,584).

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 £71,717 (2018 £111,508) 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 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 to that the charity shall remain financially sound.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

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.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

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.

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 trustees 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 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 appointed or reappointed on the same day those to retire shall (unless they otherwise agree amongst 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 trustee), 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

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

(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.

Support 4 Sight

Report of the Trustees
for the Year Ended 31 March 2019

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 Center Manager in order to manage the organisation on a day to day basis and deliver its services.

Decision Making

The charity trustee 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 adds 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 £45,585 (2018 £53,888). The transactions took place under the conditions of relevant employment contract held between the charity and the key management personnel.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

1169324 (England and Wales)

Registered Charity number

CE007916

Support 4 Sight

Report of the Trustees
for the Year Ended 31 March 2019

REFERENCE AND ADMINISTRATIVE DETAILS

Registered office

2-4 George Street
Saffron Walden
Essex
CB10 1EQ

Trustees

Andrew Streeter
Graham Routledge
Pat Arnold
Iris Evans
Samantha Tracey
Melvin Caton
John Thompson
Sharon Schaffer
Michael Fernandes

Deputy Chair

Company Secretary

Independent examiner

John D Froggett FAIA
The Accountancy Practice
41 High Street
Royston
Hertfordshire
SG8 9AW

Approved by order of the board of trustees on January 2020 and signed on its behalf by:



.....
Trustee

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

I report on the accounts of the company for the year ended 31 March 2019, which are set out on pages fourteen to twenty one.

Responsibilities and basis of report

As the charity's trustees (and also the directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the 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.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 386 of the Companies Act 2006; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the 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; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of F.A.I.A which is one of the listed bodies.

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



John D Froggett FAIA
The Accountancy Practice
41 High Street
Royston
Hertfordshire
SG8 9AW

Date: 16th January 2020.

Support 4 Sight

Statement of Financial Activities
for the Year Ended 31 March 2019

	Notes	Unrestricted fund £	Restricted fund £	31.3.19 Total funds £	31.3.18 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	40,231	185,634	225,865	205,932
Charitable activities					
Charitable activities		31,498	-	31,498	23,153
Other trading activities	3	27,195	-	27,195	5,579
Investment income	4	467	-	467	329
Total		<u>99,391</u>	<u>185,634</u>	<u>285,025</u>	<u>234,993</u>
EXPENDITURE ON					
Raising funds	5	16,186	-	16,186	34,131
Charitable activities					
Charitable activities		328,697	-	328,697	304,885
Other		11,859	-	11,859	7,483
Total		<u>356,742</u>	<u>-</u>	<u>356,742</u>	<u>346,499</u>
NET INCOME/(EXPENDITURE)		<u>(257,351)</u>	<u>185,634</u>	<u>(71,717)</u>	<u>(111,506)</u>
Transfers between funds	14	<u>185,634</u>	<u>(193,579)</u>	<u>(7,945)</u>	<u>11,505</u>
Net movement in funds		<u>(71,717)</u>	<u>(7,945)</u>	<u>(79,662)</u>	<u>(100,001)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>240,585</u>	<u>7,945</u>	<u>248,530</u>	<u>348,531</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>168,868</u></u>	<u><u>-</u></u>	<u><u>168,868</u></u>	<u><u>248,530</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

Support 4 Sight

Balance Sheet
At 31 March 2019

	Notes	Unrestricted fund £	Restricted fund £	31.3.19 Total funds £	31.3.18 Total funds £
FIXED ASSETS					
Tangible assets	10	-	-	-	7,205
CURRENT ASSETS					
Stocks	11	5,395	-	5,395	-
Debtors	12	13,961	-	13,961	33,405
Prepayments and accrued income		5,395	-	5,395	-
Cash at bank and in hand		168,566	-	168,566	223,785
		<u>193,317</u>	<u>-</u>	<u>193,317</u>	<u>257,190</u>
CREDITORS					
Amounts falling due within one year	13	(24,449)	-	(24,449)	(15,865)
NET CURRENT ASSETS		<u>168,868</u>	<u>-</u>	<u>168,868</u>	<u>241,325</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>168,868</u>	<u>-</u>	<u>168,868</u>	<u>248,530</u>
NET ASSETS		<u>168,868</u>	<u>-</u>	<u>168,868</u>	<u>248,530</u>
FUNDS	14				
Unrestricted funds				168,868	240,585
Restricted funds				-	7,945
TOTAL FUNDS				<u>168,868</u>	<u>248,530</u>

The notes form part of these financial statements

Support 4 Sight

Balance Sheet - continued

At 31 March 2019

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 28th January 2020 and were signed on its behalf by:



Trustee

The notes form part of these financial statements

Support 4 Sight

Notes to the Financial Statements for the Year Ended 31 March 2019

1. 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Tangible fixed assets

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

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

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

Fund accounting

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

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.

2. DONATIONS AND LEGACIES

	31.3.19	31.3.18
	£	£
Gifts	1	2
Donations	31,438	18,801
Gift aid	2,328	102
Grants	176,286	176,369
Membership income	2,781	1,962
Friends of Support 4 Sight	2,632	3,059
Essex Lottery tickets sales	549	99
Street,store and static	9,850	5,538
	<u>225,865</u>	<u>205,932</u>

Grants received included in the above are a detailed on page 24.

Support 4 Sight

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

3. OTHER TRADING ACTIVITIES

	31.3.19	31.3.18
	£	£
Fundraising events	20,097	1,879
Shop and other craft sales	1,723	1,929
Street, store and static collections	4,299	727
Christmas raffles and cards	376	820
Sponsored events	700	224
	<u>27,195</u>	<u>5,579</u>

4. INVESTMENT INCOME

	31.3.19	31.3.18
	£	£
Deposit account interest	<u>467</u>	<u>329</u>

5. RAISING FUNDS

Raising donations and legacies

	31.3.19	31.3.18
	£	£
Fundraising events and costs	4,258	9,277
Support costs	-	5,967
	<u>4,258</u>	<u>15,244</u>

6. NET INCOME/(EXPENDITURE)

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

	31.3.19	31.3.18
	£	£
Depreciation - owned assets	8,867	7,483
Other operating leases	<u>28,251</u>	<u>25,005</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

	31.3.19	31.3.18
	£	£
Trustees' expenses	<u>125</u>	<u>147</u>

Support 4 Sight

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

8. STAFF COSTS

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

	31.3.19	31.3.18
Management	1	1
Support and admin staff	9	8
	<u>10</u>	<u>9</u>

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

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	40,063	165,869	205,932
Charitable activities			
Charitable activities	23,153	-	23,153
Other trading activities	5,579	-	5,579
Investment income	329	-	329
Total	<u>69,124</u>	<u>165,869</u>	<u>234,993</u>
EXPENDITURE ON			
Raising funds	34,131	-	34,131
Charitable activities			
Charitable activities	128,711	176,174	304,885
Other	6,283	1,200	7,483
Total	<u>169,125</u>	<u>177,374</u>	<u>346,499</u>
NET INCOME/(EXPENDITURE)	<u>(100,001)</u>	<u>(11,505)</u>	<u>(111,506)</u>
Transfers between funds	<u>23,393</u>	<u>(11,888)</u>	<u>11,505</u>
Net movement in funds	<u>(76,608)</u>	<u>(23,393)</u>	<u>(100,001)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>317,193</u>	<u>31,338</u>	<u>348,531</u>
TOTAL FUNDS CARRIED FORWARD	<u>240,585</u>	<u>7,945</u>	<u>248,530</u>

Support 4 Sight

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

10. TANGIBLE FIXED ASSETS

	Short leasehold £	Plant and machinery £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1 April 2018	46,600	16,660	10,998	18,092	92,350
Additions	-	1,163	-	499	1,662
At 31 March 2019	<u>46,600</u>	<u>17,823</u>	<u>10,998</u>	<u>18,591</u>	<u>94,012</u>
DEPRECIATION					
At 1 April 2018	46,600	12,879	10,998	14,668	85,145
Charge for year	-	4,944	-	3,923	8,867
At 31 March 2019	<u>46,600</u>	<u>17,823</u>	<u>10,998</u>	<u>18,591</u>	<u>94,012</u>
NET BOOK VALUE					
At 31 March 2019	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2018	<u>-</u>	<u>3,781</u>	<u>-</u>	<u>3,424</u>	<u>7,205</u>

11. STOCKS

	31.3.19	31.3.18
	£	£
Stocks	<u>5,395</u>	<u>-</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19	31.3.18
	£	£
Trade debtors	13,811	27,785
Other debtors	150	4,225
Prepayments and accrued income	-	1,395
	<u>13,961</u>	<u>33,405</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19	31.3.18
	£	£
Trade creditors	11,240	8,203
Nest	957	-
Social security and other taxes	6,113	5,222
Other creditors	3,753	54
Accruals and deferred income	2,386	2,386
	<u>24,449</u>	<u>15,865</u>

Support 4 Sight

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

14. MOVEMENT IN FUNDS

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
Unrestricted funds				
General fund	240,585	(257,351)	185,634	168,868
Restricted funds				
Donations and legacies	7,945	185,634	(193,579)	-
TOTAL FUNDS	<u>248,530</u>	<u>(71,717)</u>	<u>(7,945)</u>	<u>168,868</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	99,391	(356,742)	(257,351)
Restricted funds			
Donations and legacies	185,634	-	185,634
TOTAL FUNDS	<u>285,025</u>	<u>(356,742)</u>	<u>(71,717)</u>

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

Support 4 Sight

Detailed Statement of Financial Activities
for the Year Ended 31 March 2019

	31.3.19	31.3.18
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	1	2
Donations	31,438	18,801
Gift aid	2,328	102
Grants	176,286	176,369
Membership income	2,781	1,962
Friends of Support 4 Sight	2,632	3,059
Essex Lottery tickets sales	549	99
Street,store and static	9,850	5,538
	<u>225,865</u>	<u>205,932</u>
Other trading activities		
Fundraising events	20,097	1,879
Shop and other craft sales	1,723	1,929
Street,store and static collections	4,299	727
Christmas raffles and cards	376	820
Sponsored events	700	224
	<u>27,195</u>	<u>5,579</u>
Investment income		
Deposit account interest	467	329
Charitable activities		
Equipment re-sale	23,378	18,797
Exhibitions	4,762	1,558
Coffee mornings and support	3,358	2,098
Training income	-	700
	<u>31,498</u>	<u>23,153</u>
Total incoming resources	285,025	234,993
EXPENDITURE		
Raising donations and legacies		
Fundraising events and costs	4,258	9,277
Other trading activities		
Purchases	11,928	18,448
Exhibition costs	-	439
	<u>11,928</u>	<u>18,887</u>

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 2019

	31.3.19	31.3.18
	£	£
Charitable activities		
Trustees' expenses	125	147
Wages	220,556	214,816
Social security	14,797	14,673
Pensions	4,294	1,402
Rental costs	28,251	25,005
Rates and water	198	923
Insurance	3,991	898
Light and heat	1,647	1,063
Telephone	9,667	7,393
Printing, postage, stationery	7,045	7,050
Advertising	2,162	3,547
Sundries	2,390	335
Travel expenses	3,388	7,635
Motor expenses	3,014	2,206
Conferences and seminars	935	838
Computer expenses	9,442	3,796
Membership and subscriptions	-	421
Staff subsistence	1,333	-
Volunteer costs	4,157	-
	<u>317,392</u>	<u>292,148</u>
Other		
Plant and machinery	4,943	1,367
Motor vehicles	-	3,605
Computer equipment	3,923	2,511
	<u>8,866</u>	<u>7,483</u>
Support costs		
Finance		
Bank charges	937	479
Information technology		
Repairs and renewals	2,227	5,003
Human resources		
Staff training and recruitment	3,670	7,255
Other		
Cleaning costs	2,017	676
Governance costs		
Accountancy fees	2,454	-
Legal fees	2,993	5,291
	<u>5,447</u>	<u>5,291</u>
Total resources expended	<u>356,742</u>	<u>346,499</u>

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 2019

	31.3.19 £	31.3.18 £
Net expenditure	<u>(71,717)</u>	<u>(111,506)</u>

This page does not form part of the statutory financial statements

Support 4 Sight
Notes to the Financial Statements
For the Year Ended 31 March 2019

DONATIONS AND LEGACIES
Grants Received

	<u>2019</u>	<u>2018</u>
Affinity Water		2,400
Big Lottery Fund – Awards for all		9,624
Cambridge Community Foundation	1,000	
C Hoare & Co		500
Chelmsford City Council	4,000	
Childwick Trust	10,000	
Council for Voluntary Services Uttlesford		1,000
ECL	13,993	16,093
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 Community Foundation	1,800	
Essex County Council	10,720	35,072
Friends of Braintree Community Hospital		2,000
Friends of Saffron Walden Community Hospital		1,000
Great Dunmow Town Council		150
Heart Research	6,642	
Hospital Saturday Fund		2,000
The Independence Choice and Control Fund (ICCF)		22,295
Cambridge Community Fund	480	
Persimmon	1,000	
Royal Society for Deaf People	22,539	19,092
Saffron Walden Round Table		2,500
Santander Foundation	5,000	
seAp		773
Groundwork on behalf of Tesco	7,000	
The National Lottery Community Fund	48,400	
The Screwfix Foundation		618
Stansted Parish Council		600
St James Place		1,000
Thomas Pocklington Trust		14,000
Uttlesford District Council	12,500	12,000
Visionary		5,000
West Essex CCG	31,212	
Zemax LLC		<u>10,000</u>
	<u>176,286</u>	<u>176,369</u>