

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 2020
for
Support 4 Sight

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The Accountancy Practice
41 High Street
Royston
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SG8 9AW

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2020

The Trustees who are also directors for the Charity for the purpose of the Companies Act 2006, presents their report with the financial statements for the year ended 31 March 2020. 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 to a Charitable incorporated organisation (CIO) with the new charity number of 1169324. The Trustees believe that by giving the charity legal status it would be better positioned to achieve its objectives as it continues to grow.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2020

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 technology.
- (iii) To allow people with sight loss to visit our centres to gain information and support to meet their needs; and to visit people at home who are unable to travel to visit us.
- (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.

Message from the new Chair of Trustees

I was appointed to the Board of Trustees and became Chair in September 2020 replacing the former Chair, Iris Evans who has retired after serving the Charity admirably for 15 years. Both myself and my fellow Trustees wish Iris well and thank her for her loyal and dedicated service to the Charity. We would also like to thank both Glenys Jackson and Sharon Bonnington who both served as trustees during the year we are reporting on and have both since stepped down from the Board. With 9 continuing Board members, the Board believes we are well represented to continue the governance of the Charity.

Over the year, the Charity has continued to meet its charitable objectives offering a range of different services to its beneficiaries through many different channels.

These services have ranged from practical advice and support to social and friendship; carers' support to training, education and awareness. Services have been delivered in beneficiaries' homes, at hospital desks; by telephone; at resource centres (Chelmsford) and at other ad hoc venues such as village / church halls and the Saffron Walden Town Hall.

In January 2020, to secure the future financial sustainability of the Charity, the Board took the difficult but necessary decision to close the Saffron Walden resource centre in George Street. There were associated staff redundancies. These actions led to significant reduction in operating costs, without significantly compromising service delivery to our beneficiaries.

Towards the end of the year, the World was hit by the Pandemic (Covid-19) and on 16 March 2020, the Government announced the first lockdown. The Charity responded swiftly and appropriately engaging all available government support, for example, the furlough scheme.

Funding is a constant worry. Our services are needed more now than ever before but it has become ever more difficult to raise the funds to meet these needs. We are grateful for the financial support we do receive, no matter how large or small. We work tirelessly to secure funding to ensure the Charity and its work are sustainable in the future.

As a result of COVID, since the first lockdown, we have been unable to deliver some of our core Services (for example, hospital desks have been closed due to clinic closures). That said, the Charity has continued to deliver as many services as possible, e.g. befriending, Talking News, equipment loans, employment services. It is unfortunate that many of the Charity's beneficiaries fall into the higher at risk category and have, therefore been unable to access some continuing services (such as the Pop-Ups at the Town Hall) as they are shielding.

The Board of Trustees would like to thank:

Our CEO Gary and his staff team who are able to offer a wealth of advice, experience and perhaps most importantly enthusiasm and empathy.

The staff and volunteers who have helped to support our community from the George Street premises over the years.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The staff and volunteers who continue to support the Charity, giving of their time and energy to assisting individuals and groups with coffee mornings, hospital work, befriending, fundraising, admin and other tasks and enable it to deliver the ongoing support to our beneficiaries that is so valuable across the entire region. Without their help the breadth of opportunities we offer would be depleted. We know and appreciate the contribution volunteers make to the organisation.

Looking forwards to 2020/2021, the Board will refresh the Charity's 5 Year Strategy. At its core will be balancing the desire and commitment both to meet and exceed our beneficiaries' needs, with funding and finance for this.

I look forward to serving as the Chair and to be involved in the many activities that Support 4 Sight delivers to its beneficiaries.

Financial Year and Exceptional Circumstances

Whilst the previous financial year ending in March 2020 which is reported within this report was only disrupted by a few days by the COVID pandemic, the current financial year has been unprecedented in the disruption caused to activities that are fundamental to the Charity. Our staff and volunteers have done a tremendous job in the most difficult of circumstances which look to be continuing and none of us know what the future may hold. I would like to thank them and my fellow Trustees for doing their best to adapt to having to work remotely and holding digital meetings when necessary and to supporting our beneficiaries in every way they can. We will aim to continue to be there for our beneficiaries and to offer them as much support as we can during these restricted times.

Support 4 Sight

Report of the Trustees for the Year Ended 31 March 2020

OBJECTIVES AND ACTIVITIES

Significant activities

Chelmsford Centre

Our Chelmsford Centre goes from strength to strength and enjoys (pre-COVID) a good inflow of our beneficiaries on the days it is open. After receiving a grant from Chelmsford City Council, we are able to extend our opening hours by a further day a week and it is now open for three days a week. It has a buoyant atmosphere with many regulars coming in each week to enjoy a tea or coffee and a chat with their peers and we have been able to help many of the community in Mid Essex through the centre. Our thanks go to Graham, his support worker Connie and Sue for all they have done and are doing along with their loyal volunteers to make the centre a continuing success. The centre has enjoyed 1,306 visitors and calls to it from April 2019 to end March 2020 when it was open for just two days a week.

Community Hospital Eye Clinic and Low Vision Support

We continued to operate from 5 hospital desks manned by volunteers and ECLOs in the sight clinics in Saffron Walden, Princess Alexandra Hospital (Harlow), Braintree, Broomfield Hospital (Chelmsford), and Addenbrooke's Hospital (Cambridge). The clinics (and thus our hospital desks) at St. Margaret's Hospital (Epping) and Herts and Essex Hospital (Bishops Stortford) were closed as the services were consolidated to the aforementioned hospitals.

Unfortunately, all hospital desks were all closed in late March due to the COVID lockdown. They have yet to open as hospitals are only dealing with emergencies.

The low vision clinic in Princess Alexandra Hospital (PAH) also closed due to COVID. This, however, has recently re-opened and now has a backlog of over 150 people for our ECLO to see over the coming weeks (subject to further lockdown restrictions).

Overall, we helped 1,160 people during the year in question through our presence in the hospitals and our thanks are to Sue, our employed ECLO, and her team of volunteers for delivering the service that is so needed both in the hospitals and on home visits too.

Coffee Mornings

Our coffee mornings continued to be a huge success and had maintained their growth, being enjoyed by 1,244 during the year. This included the successful launch of a carers group in Braintree. Once again, this activity had to cease since March due to COVID restrictions.

Social Trips

312 people attended our various social trips which included a party that enjoyed a long weekend away staying at Gunton Hall in Suffolk which was the first time we had tried to do such an ambitious trip and this activity was supported with a kind donation in memory of the late Vera Briggs who had been a volunteer in her lifetime. The Gunton Hall trip was a success and will be repeated in the future.

Home Visits and Equipment Loans

We are trying to increase the number of home visits we deliver to enable people to enjoy the high level of service we offer to our beneficiaries in the comfort of their own home. We are particularly focusing on people who are unable to travel due to their health or due to lack of local transportation. We carried out 131 of these home visits leading up to the end of March.

We also on occasion lend people equipment to ensure that it is entirely suitable for their needs before they make what can be an expensive purchase.

Currently any home visits that we are carrying out are with our staff and or volunteers wearing PPE to ensure both their own and the beneficiaries' health and safety. Any equipment that is touched is thoroughly cleaned and sanitized afterwards before being used again and we have introduced a COVID policy to make all of our staff and volunteers aware of their duty of care in this regard.

Employment Project

We are funded for 5 years by the National Lottery Community Fund to deliver an employment project to people of working age who are either blind or partially sighted, including helping those whose existing employment is threatened due to a deterioration in their sight to retain their employment where possible. In its first year of operation it has dealt with 492 cases and we thank Zsuzsi, our employment manager, for her contribution to this success.

OBJECTIVES AND ACTIVITIES

Significant activities

Exhibitions and Events

Our exhibitions were attended by 362 people during the year, however our 2020 planned exhibitions have all had to be cancelled due to COVID restrictions. We will revisit this activity in 2021 once we are able to resume normal activities again.

Awareness Talks in the community

602 people attended our various talks that we delivered in the community, this ranged from children at school, to Scouts and Girl Guides, to Women's Institute members and other such organisations. Our talks are always well received and help to raise the awareness of the difficulty people with any form of sight loss face in the community.

We also conduct awareness training for businesses and public bodies that help other employees to understand what any colleague or customer/client may have to deal with and how they can assist them when they are on the premises or by altering or improving their method of communication. A good example of this is Affinity Water who we have assisted in making both their website and written communication more accessible for people with visual impairment of different degrees.

Fundraising and Reserves

During the last financial year we have held many events including a celebratory dinner for our 25th Anniversary as a Charity, which included a successful raffle and auction.

We held street collections, a Christmas appeal was sent to our supporters that they responded well to, we were chosen as the charity for the Chair of Uttlesford District Council 2019/20 appeal and we did bag packing in our local Waitrose store in Saffron Walden. We held fund raising days in various Waitrose and Tesco stores. We sang carols at various train stations at Christmas time.

We were chosen as the nominated charity for the opening of a new B & M Store in Saffron Walden where our CEO made a speech on opening day. We also benefitted from a charity collection week at the then Wyevale's store in Braintree. We have received money from the public through the many collection boxes that various business display for us and from penny boxes people have in their homes. Many of our supporters are now giving monthly to us through standing orders and we are looking to increase this activity further in the forthcoming year.

We also benefitted from a legacy and a further payment from a previous legacy, along with a number of in memoriam collections. Whilst it is very sad that our service users and their family members pass away, we are eternally grateful to those who do remember us and thank us for the support we have given them over the years by giving back to us through a legacy or in memoriam giving.

We particularly wish to thank both the staff and directors of Contamac Ltd. and Holroyd Components Ltd., who have both continued significantly to help us in delivering activities locally by giving us money on a regular basis. We have been able to deliver considerable benefit to our community through their kindness and we appreciate what they give to us.

We have benefitted from our supporters raising money for us via Smile at Amazon UK and Give as you Live, both of whom donate to us a percentage of the purchase value of the giver without the giver actually being charged for the donations.

Our community fundraiser Alex is working on new and exciting ideas to take our fundraising forward in the new normality post COVID.

A considerable amount of our income comes from applying for grants from both statutory organisations as well as from trusts and foundations and we wish to thank them all for their support financially. One of the demands of being given funding is that invariably we are required to provide back-monitoring of activity achieved as a result of a restricted grant to the funder. Michael helps collate and deliver this to the funders and we would like to thank him for doing this and his other work such as running of our Pop-up Centre.

Our Board of Trustees discussed and agreed at a Board meeting towards the end of 2019 to allow us to work with a minimum of 3 months reserves going forward, this has allowed us to continue our operation without the need for closing of the Charity.

We currently exceed this amount and will look to further build back up to nearer 6 months reserves over the foreseeable future.

OBJECTIVES AND ACTIVITIES

Significant activities

Other activities and overall

Overall we have engaged with 8,149 people in the last year, which represents the third consecutive year of growth of over 20% in terms of contacts and engagements. Our expectations for the current year are for a decrease in contacts and engagements due to the impact of COVID, which has halted our face to face activities and brought other restrictions. Longer term, we foresee that the aging population is likely to result in greater demand for our services.

We have continued to produce and deliver the Uttlesford Talking News to several beneficiaries who enjoy keeping up to date with local news and events and who would otherwise be isolated from it.

Our befriending service ensures that people are not socially isolated or lonely and our volunteers who operate this along with our staff continue to do amazing work in supporting those who benefit from a regular call or visit. Feedback has shown it really does make a difference to people's lives.

Over this year we have greatly increased the number of people we reach through our social media distribution and particular thanks goes out to our communication and operations manager Cheryl Sugarman for maintaining a constant stream of new messages and news through this medium.

We continued our collaboration and membership of the group "Essex Vision" which is a partnership with other local sight loss charities who operate in Essex. This has led to a sharing of good ideas and best practices between us which offers potential benefits to all of the 22,000+ people in Essex who are living with sight loss.

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 £15 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.

OBJECTIVES AND ACTIVITIES

Volunteers

Staff and Volunteers

After the necessary redundancies that we have made earlier this year, we now operate with 8 staff members, 3 of whom are registered blind and 120+ volunteers. Our expectations are that post-COVID the number of our volunteers will decrease, so we will review the activities that they deliver for us and ascertain the need for further recruitment and training.

Queen's Award for Voluntary Service

2020 was not all bad news, we were very proud to be recipients of the Queen's Award for Voluntary Service, the highest honour given to charities who are deemed to have delivered exceptional service to their community. This prestigious award in 2020 was delivered on behalf of the Queen by the Lord-Lieutenant of Essex. It is a tribute to our staff and volunteers that they have been recognised in this way. Unfortunately we were unable to hold any celebratory event to recognize this achievement and to thank our volunteers due to current COVID restrictions but still want to say a huge thank you to everyone who contributes to our service delivery.

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 £47,272 (2019 £0) 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 £105,999 (2019 £168,868) 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 2020

FINANCIAL REVIEW

Financial Position

The tangible fixed assets net book value of £6,002 (2019 £0) 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 £147,269 (2019 £168,868) resulting from a decrease in cash held to £129,127 (2019 £168,533) combined with an decrease in creditors from £13,408 (2019 £24,449).

At the financial reporting date the charity held freely available current reserves (being unrestricted net current assets) of £147,269 (2019 £168,868) which excludes tangible fixed assets of £6,002 (2019 £0).

As at the financial reporting date the charity had unrestricted funds totalling £153,271 (2019 £168,868) and restricted funds totalling £0 (2019 £0) as detailed further in the notes to the financial statements. The total funds of the charity have decreased to £153,271 (2019 £168,868).

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 £23,509 (2019 £71,717) 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.

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

(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 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 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 £36,536 (2019 £45,585). 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

CE007916 (England and Wales)

Registered Charity number

1169324

Registered office

8 Hill Street
Saffron Walden
Essex
CB10 1JD

Support 4 Sight

Report of the Trustees
for the Year Ended 31 March 2020

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

Andrew Streeter	Deputy Chair	
Graham Routledge		
Pat Arnold		
Iris Evans	Chair	- resigned 15.9.20
Melvin Caton		
John Thompson		
Sharon Schaffer	Deputy Chair	
Michael Fernandes		
D Moore		
S Bonnington		- resigned 1.7.20
G Jackson		- appointed 24.6.19
		- resigned 7.5.20
J Collier		- appointed 15.9.20

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 and signed on its behalf by:

.....
Trustee

Support 4 Sight

Statement of Financial Activities for the Year Ended 31 March 2020

	Notes	Unrestricted funds £	Restricted funds £	31.3.20 Total funds £	31.3.19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	118,276	162,146	280,422	225,865
Charitable activities					
Charitable activities		24,556	-	24,556	31,498
Other trading activities	3	45,608	-	45,608	27,195
Investment income	4	188	-	188	467
Total		<u>188,628</u>	<u>162,146</u>	<u>350,774</u>	<u>285,025</u>
EXPENDITURE ON					
Raising funds	5	37,787	-	37,787	16,186
Charitable activities					
Charitable activities		336,496	-	336,496	328,697
Other		-	-	-	11,859
Total		<u>374,283</u>	<u>-</u>	<u>374,283</u>	<u>356,742</u>
NET INCOME/(EXPENDITURE)		<u>(185,655)</u>	<u>162,146</u>	<u>(23,509)</u>	<u>(71,717)</u>
Transfers between funds	14	<u>122,786</u>	<u>(114,874)</u>	<u>7,912</u>	<u>(33)</u>
Net movement in funds		<u>(62,869)</u>	<u>47,272</u>	<u>(15,597)</u>	<u>(71,750)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>168,868</u>	<u>-</u>	<u>168,868</u>	<u>240,618</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>105,999</u></u>	<u><u>47,272</u></u>	<u><u>153,271</u></u>	<u><u>168,868</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 2020

	Notes	Unrestricted funds £	Restricted funds £	31.3.20 Total funds £	31.3.19 Total funds £
FIXED ASSETS					
Tangible assets	10	6,002	-	6,002	-
CURRENT ASSETS					
Stocks	11	7,210	-	7,210	5,395
Debtors	12	18,945	-	18,945	13,961
Prepayments and accrued income		5,395	-	5,395	5,395
Cash at bank and in hand		81,855	47,272	129,127	168,566
		<u>113,405</u>	<u>47,272</u>	<u>160,677</u>	<u>193,317</u>
CREDITORS					
Amounts falling due within one year	13	(13,408)	-	(13,408)	(24,449)
NET CURRENT ASSETS		<u>99,997</u>	<u>47,272</u>	<u>147,269</u>	<u>168,868</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>105,999</u>	<u>47,272</u>	<u>153,271</u>	<u>168,868</u>
NET ASSETS		<u>105,999</u>	<u>47,272</u>	<u>153,271</u>	<u>168,868</u>
FUNDS	14				
Unrestricted funds				105,999	168,868
Restricted funds				47,272	-
TOTAL FUNDS				<u>153,271</u>	<u>168,868</u>

The notes form part of these financial statements

Support 4 Sight

Balance Sheet - continued

At 31 March 2020

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2020 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 and were signed on its behalf by:

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Trustee

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.

Support 4 Sight

Notes to the Financial Statements - continued for the Year Ended 31 March 2020

2. DONATIONS AND LEGACIES

	31.3.20	31.3.19
	£	£
Donations	44,847	31,438
Gift aid	10,366	2,329
Legacies	57,333	-
Grants	163,309	176,286
Membership income	1,240	2,781
Friends of Support 4 Sight	200	2,632
Essex Lottery tickets sales	159	549
Street,store and static	2,968	9,850
	<u>280,422</u>	<u>225,865</u>

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

	31.3.20	31.3.19
	£	£
Uttlesford District Council	21,496	12,500
Essex care	30,896	-
RAD	3,500	-
Stansted Business Forum	250	-
Mother Group	1,000	-
Sir Jules Thor	1,000	-
Essex Lottery	40,400	-
Woodroffe Benton Foundation	500	-
Essex Association	5,000	-
Essex Community Foundation	8,500	1,800
The National lottery	42,608	48,400
Sundry	163	-
Rank Foundation	1,000	-
Cambridge Community Foundation	-	1,000
Chelsford City Council	-	4,000
Cadwick Trust	-	10,000
ELC	6,996	13,993
Essex County Council	-	10,720
Heart Research	-	6,642
Cambridge Community Fund	-	480
Persimmon	-	1,000
Royal Society for Deaf People	-	22,539
Santander Foundation	-	5,000
Groundwork on behalf of Tesco	-	7,000
West Essex CCG	-	31,212
	<u>163,309</u>	<u>176,286</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

3. OTHER TRADING ACTIVITIES

	31.3.20	31.3.19
	£	£
Fundraising events	43,654	20,097
Shop and other craft sales	848	1,723
Street,store and static collections	155	4,299
Christmas raffles and cards	301	376
Sponsored events	650	700
	<u>45,608</u>	<u>27,195</u>

4. INVESTMENT INCOME

	31.3.20	31.3.19
	£	£
Deposit account interest	188	467
	<u>188</u>	<u>467</u>

5. RAISING FUNDS**Raising donations and legacies**

	31.3.20	31.3.19
	£	£
Fundraising events and costs	17,284	4,258
Support costs	1,997	-
	<u>19,281</u>	<u>4,258</u>

6. NET INCOME/(EXPENDITURE)

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

	31.3.20	31.3.19
	£	£
Depreciation - owned assets	2,325	8,867
Other operating leases	27,166	28,251
	<u>27,166</u>	<u>28,251</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

Trustees' expenses

	31.3.20	31.3.19
	£	£
Trustees' expenses	244	125
	<u>244</u>	<u>125</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

8. STAFF COSTS

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

	31.3.20	31.3.19
Management	1	1
Support and admin staff	11	9
	<u>12</u>	<u>10</u>

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

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	40,231	185,634	225,865
Charitable activities			
Charitable activities	31,498	-	31,498
Other trading activities	27,195	-	27,195
Investment income	467	-	467
Total	<u>99,391</u>	<u>185,634</u>	<u>285,025</u>
EXPENDITURE ON			
Raising funds	16,186	-	16,186
Charitable activities			
Charitable activities	328,697	-	328,697
Other	11,859	-	11,859
Total	<u>356,742</u>	<u>-</u>	<u>356,742</u>
NET INCOME/(EXPENDITURE)	<u>(257,351)</u>	<u>185,634</u>	<u>(71,717)</u>
Transfers between funds	<u>193,546</u>	<u>(193,579)</u>	<u>(33)</u>
Net movement in funds	<u>(63,805)</u>	<u>(7,945)</u>	<u>(71,750)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>232,673</u>	<u>7,945</u>	<u>240,618</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>168,868</u></u>	<u><u>-</u></u>	<u><u>168,868</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

10. TANGIBLE FIXED ASSETS

	Short leasehold £	Plant and machinery £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1 April 2019	46,600	17,823	10,998	18,591	94,012
Additions	-	-	8,327	-	8,327
At 31 March 2020	<u>46,600</u>	<u>17,823</u>	<u>19,325</u>	<u>18,591</u>	<u>102,339</u>
DEPRECIATION					
At 1 April 2019	46,600	17,823	10,998	18,591	94,012
Charge for year	-	-	2,325	-	2,325
At 31 March 2020	<u>46,600</u>	<u>17,823</u>	<u>13,323</u>	<u>18,591</u>	<u>96,337</u>
NET BOOK VALUE					
At 31 March 2020	<u>-</u>	<u>-</u>	<u>6,002</u>	<u>-</u>	<u>6,002</u>
At 31 March 2019	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

11. STOCKS

	31.3.20	31.3.19
	£	£
Stocks	<u>7,210</u>	<u>5,395</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.20	31.3.19
	£	£
Trade debtors	18,795	13,811
Other debtors	150	150
	<u>18,945</u>	<u>13,961</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.20	31.3.19
	£	£
Trade creditors	2,457	11,240
Nest	392	957
Social security and other taxes	439	6,113
Other creditors	4,110	3,753
Accruals and deferred income	6,010	2,386
	<u>13,408</u>	<u>24,449</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

14. MOVEMENT IN FUNDS

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	168,868	(185,655)	122,786	105,999
Restricted funds				
Donations and legacies	-	162,146	(114,874)	47,272
TOTAL FUNDS	<u>168,868</u>	<u>(23,509)</u>	<u>7,912</u>	<u>153,271</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	188,628	(374,283)	(185,655)
Restricted funds			
Donations and legacies	162,146	-	162,146
TOTAL FUNDS	<u>350,774</u>	<u>(374,283)</u>	<u>(23,509)</u>

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020.

Support 4 Sight

Detailed Statement of Financial Activities for the Year Ended 31 March 2020

	31.3.20	31.3.19
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	44,847	31,438
Gift aid	10,366	2,329
Legacies	57,333	-
Grants	163,309	176,286
Membership income	1,240	2,781
Friends of Support 4 Sight	200	2,632
Essex Lottery tickets sales	159	549
Street,store and static	2,968	9,850
	<hr/>	<hr/>
	280,422	225,865
Other trading activities		
Fundraising events	43,654	20,097
Shop and other craft sales	848	1,723
Street,store and static collections	155	4,299
Christmas raffles and cards	301	376
Sponsored events	650	700
	<hr/>	<hr/>
	45,608	27,195
Investment income		
Deposit account interest	188	467
Charitable activities		
Equipment re-sale	19,170	23,378
Exhibitions	1,406	4,762
Coffee mornings and support	3,980	3,358
	<hr/>	<hr/>
	24,556	31,498
Total incoming resources	<hr/>	<hr/>
	350,774	285,025
EXPENDITURE		
Raising donations and legacies		
Fundraising events and costs	17,284	4,258
Other trading activities		
Purchases	15,937	11,928
Trustees' expenses	244	-
Motor vehicles	2,325	-
	<hr/>	<hr/>
	18,506	11,928
Charitable activities		
Trustees' expenses	-	125
Wages	209,240	220,556
Carried forward	209,240	220,681

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 2020

	31.3.20	31.3.19
	£	£
Charitable activities		
Brought forward	209,240	220,681
Social security	13,609	14,797
Pensions	8,277	4,294
Rental costs	27,166	28,251
Rates and water	253	198
Insurance	1,028	3,991
Light and heat	2,063	1,647
Telephone	11,441	9,667
Printing, postage, stationery	5,713	7,045
Advertising	1,564	2,162
Sundries	892	2,390
Travel expenses	7,687	3,388
Motor expenses	1,102	3,014
Conferences and seminars	857	935
Computer expenses	2,896	9,442
Staff subsistence	82	1,333
Volunteer costs	1,551	4,157
	<hr/>	<hr/>
	295,421	317,392
Other		
Plant and machinery	-	4,943
Computer equipment	-	3,923
	<hr/>	<hr/>
	-	8,866
Support costs		
Finance		
Bank charges	849	937
Information technology		
Repairs and renewals	26,945	2,227
Human resources		
Staff training and recruitment	844	3,670
Other		
Cleaning costs	1,353	2,017
Governance costs		
Bookkeeping fees	10,084	-
Accountancy fees	1,000	2,454
Legal fees	1,997	2,993
	<hr/>	<hr/>
	13,081	5,447
Total resources expended	<hr/>	<hr/>
	374,283	356,742
Net expenditure	<hr/>	<hr/>
	(23,509)	(71,717)
	<hr/>	<hr/>

This page does not form part of the statutory financial statements

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 2020, which are set out on pages thirteen 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.

Association of International Accountants
F.A.I.A
John D Froggett FAIA
The Accountancy Practice
41 High Street
Royston
Hertfordshire
SG8 9AW

Date:

Support 4 Sight

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for the Year Ended 31 March 2020

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