

Charity registration number 1102525

Company registration number 4815165 (England and Wales)

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

**ANNUAL REPORT
AND UNAUDITED FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2022

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr R Smithies Mrs T Marno (Chair) Mr I Muhammed Mr M White Mr B Griggs Ms H Crozier Mrs J Grimshaw J J Sweeney D A Podmore C Harrop
President	The Worshipful Mayor of Bury
Chief Executive Officer	Mrs J Logan
Honorary Treasurer	Mrs L Gibbons
Charity number	1102525
Company number	4815165
Registered office	Wolstenholme House 4 Tenterden Street Bury
Independent examiner	David Kay, FCA Barlow Andrews LLP Carlyle House 78 Chorley New Road Bolton
Bankers	HSBC 2 Market Street Bury

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

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BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

Objectives and activities

The charity's objective is to promote the wellbeing of blind and partially sighted people in Bury, Lancashire and surrounding areas. The policies adopted in furtherance of these objects are to develop, arrange, promote, support and fund projects to ensure appropriate high quality care and support is available for people living with sight loss including families and carers. This can take the form of:

- Specialist training
- Benefit advice
- Support groups
- Social and leisure facilities
- Information, guidance and counselling as appropriate

There has been no significant change in these during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Each year our trustees review our objectives and activities to ensure they continue to reflect our aims. In carrying out this review the trustees have considered the Charity Commission's general guidance on public benefit.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance

The past twelve months have been a challenge, but with it, many opportunities have emerged, and with funding support, Bury Society for Blind & Partially Sighted People has grasped these opportunities, remaining true to its objectives. The Charity is proud of the support implemented and maintained during this difficult time.

During this year, regular support services offered were adapted to maintain the health and safety of both client and staff. These included the following:

- Comprehensive Assessment – including assessment for adaptations, information on eye conditions and assessment for equipment and service beneficial to meet the needs of the individual. With appropriate PPE and mindful of Covid guidelines, home and centre appointments were resumed during this year. Clients were given the option of in person, video link or telephone assessment.
- Eye Condition Specific support groups – initially monthly sessions for Retinal Dystrophy, Macular Degeneration and Glaucoma continued via telephone or virtual. During the year, the Centre re-opened in a controlled manner and groups returned to the centre enabling clients to meet face to face. This has had a positive impact on mental well-being and combating isolation whilst information sharing.
- Rehabilitation support – During this year, the rehab team saw an increase in cases where support was needed due to loss of confidence to go out, meeting people and use of public transport. This translated into an increase in need to provide practical support such as mobility training, lighting assessments, kitchen and daily living skills. The combining of early intervention and rehabilitation has continued to be a great advantage ensuring a seamless service to be available for clients at every step of their journey.
- Hospital Information Service – Whilst Eye Clinics remained closed, this hospital-based service continued to be offered virtually. As the clinic re-opened, patient numbers were restricted and the Information Desk unavailable. The 'Next Step information packs' were issued to attending patient by the clinic providing a link and reassurance at a critical time of diagnosis.
- Information Service – staff and volunteers were available both in the centre, and via telephone, to offer help, guidance and support on a range of issues including, but not limited to, access to services, shopping, medication, financial concerns and emotional support. The impact of the regular bulletin giving updates on the situation was immense and continued during this year. As activities throughout the borough re-opened, the bulletin was expanded and produced bi-monthly in a range of accessible formats. A brief weekly bulletin was produced giving updates for clients coming into the Centre and via email. Over 1,500 clients accessed this service during the year.
- Social Media platforms: During this year we recruited a number of new trustees including one who focussed on increasing our social media platforms. Already engagement on Facebook and Twitter has increased by over 50% and is providing a link between clients, families, friend and the Society.
- Emotional and Practical Support: Our phone friend service has continued to help combat isolation and improve mental well-being. Clients have been encouraged to meet phone friends in the centre or elsewhere and over 55% have now re-engaged with some form of activity. The regular weekly bulletin and bi-monthly newsletter has contributed to emotional and physical well-being providing news and views of friends and the outside world.
- Social Activities – As the centre has re-opened clients have been encouraged to attend a wide range of activities including inspirational talks, quiz evenings, musical events, monthly crafts, lunches, healthy living sessions. Clients are able to join these activities in person or virtually.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2022

The benefits to our clients from the above programme of support are:

- Improved health and mental well being
- Social inclusion
- Enhanced self-esteem.
- Practical skills to manage day-to-day living.
- Combating loneliness and isolation.
- Digital inclusion
- Physical well being

Volunteers

Volunteers are a vital part of our support and play a crucial role in the success of the Society. Following COVID, over 25% of our volunteers were unable to return due to health issues which has had an impact on recovery for the Society. However, we are actively recruiting for new volunteers and regular volunteers have returned in a controlled way to ensure their safety. Regular contact has been maintained regular emailed newsletters and resuming 'Coffee Morning's throughout the year. We now have 80 active volunteers supporting the work of the Society. All volunteers undertake a comprehensive induction, irrespective of their role, including visual awareness training to ensure the best quality of service is provided for our clients. All volunteers are supported through individual, peer supervision, and are invited and encouraged to attend training, when possible, that is relevant to their role.

The benefits of our work with volunteers are:

- Increased skills, self-confidence and self-esteem for people who volunteer
- Increased awareness and understanding of visual impairment.
- Time from volunteers to support the work of the Society.

Our Phone Friends service was provided solely through volunteers this year, and over 4,000 hours of telephone support was available for 70 clients identified as isolated and/or living alone. In addition, volunteers supported the production of the weekly bulletin, bi-monthly newsletter, recording of monitoring reports relating to the centre activities and Phone Friends, amounting to a further 250 hours. Volunteers also provided administration and clerical support in the centre, as well as transport for clients, delivering equipment, organising and participating in fundraising events and social activities. In total a further 2,500 hours can be attributed to these activities.

Networking and partnership working

Working collaboratively has been essential during this year. It has ensured a co-ordinated approach was maintained to protect the most vulnerable in our society. Partnerships have been forged and new ways of working together, sharing resources, to ensure services are maintained and, in some cases improved, as the financial crisis now approaches.

During this year, the contract for Sensory Support for Visually Impaired People was put out to tender by Bury Metropolitan Borough Council. BBS were once again successful in being awarded this contract. Having the contract ensures a smooth journey for the client and allows BBS access to all local authority registered adults living with sight loss, ensuring a timely and prompt response for the visually impaired adults of Bury. The partnership work between BBS and Bury Local Authority has continued to be a key advantage during this year and again highlights the value of local authorities working closely with the voluntary sector.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2022

Our regular contacts with many agencies have proved essential in ensuring communication and support was available. These included:

The Community Eye Service, Visionary, Bury Council, CCG, Northern Care Alliance - Eye Clinic, Fairfield, Local Opticians, Age UK Bury, Bury Lions, The Masons, The Rotary Societies, Bury VCFA, The Met Theatre, GM Police and GM Fire Department, ADAB, CAB, Creative Living Centre, The Fed, Engage2Stage, Communic8te, Bury Audiology, Speak Easy, Stroke Team, Staying Well Team. Working with businesses including Tesco, The Co-Operative Society, Morrisons, Asda, Bury Market, The Millgate Shopping Centre, Woodcocks Solicitors, Barlow Andrews and HSBC have ensured accurate information was distributed to clients and raised awareness. In addition, we developed relations with the Community Hubs, and many community groups, all working to support the local community.

BBS are members of:

- Greater Manchester VI Consortium, working with Henshaw's, Walthew House, Guide Dogs, RNIB, Sight Loss Council and Visionary.
- Sensory Pathway Forum: Community Eye Service, COmmunic8te, Bury Council Audiology Rehab., NCA Audiology.
- Visionary.
- NCVO.
- GMCVO
- Bury VCFA
- Local Eye Health Network.

Performance and achievements are monitored and reviewed internally at the board meetings. Project performance is reviewed on a regular basis, as a minimum, in line with the dictates of the relevant funding body. Statistics provided are both qualitative and quantitative, showing the number of registration assessments conducted, progression and impact of the early intervention project plus other services provided for blind and partially sighted clients. Statistics are also collated and retained setting out the numbers of blind and partially sighted people who are engaging in activities and accessing support. Evidence of well-being is obtained on a regular basis and evaluated for progression.

Activities undertaken in the year

Whilst we have been in recovery for the pandemic, the effects on the charity and our clients, have been long lasting. To encourage clients to re-engage in the community, we adopted a phased re-opening of the centre. It was important to ensure that people felt the centre was a safe place to visit and to feel protected. One activity per session was planned, focussing on engaging interest to help with mental and physical well being. 2022 was the start of our centenary year which provided a platform to launch this programme.

During this year we have resumed a number of our weekly activities in the centre and introduced some new programmes to meet the emerging needs. Regular activities have included:

Drop In sessions

Fun Music afternoons.

Monthly Music Entertainment Social.

Breakfast drop in.

Over 60's Tea & Chat.

Monthly Walk group.

Friday lunch.

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TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2022

A virtual healthy living group, now meet in the centre and each week cover a wide range of activities from sleep therapies to healthy eating and exercise. Once a month an outside speaker joins the group and subjects have ranged from a Mindfulness Session to Hands On Gardening.

Once a month during the Wednesday morning session, a specialist activity takes place and again, this has covered a wide range of interest including a talk from HSBC on Fraud and Scams, an Introduction to Braille, an Eye Talk session covering transport benefits and hints for daily living and a demonstration of magnifying equipment.

For the centenary, the regular Friday lunch club developed a monthly 'Lunch through the Decades', starting with the 1920's. These have given a focus to the lunches and numbers attending are increasing each month.

All sessions had feedback monitoring forms which were analysed and evaluated. From the initial re-opening to the end of the financial year, all groups were reporting an 80% improvement in wellbeing.

The Phone Friends programme continues to support 70 clients and report a 99% reduction overall in feelings of anxiousness and isolation following the calls.

In total, with the various programmes in the centre, and regular communications through newsletters, the Charity has engaged with 4000 members.

This includes 3,000 visitors to the centre. This is approximately half of the usual footfall but given the phased re-opening of the centre, and the shut down in January, and the centre programmes being initiated from February onwards, this is a promising figure.

Our assessment and rehabilitation contract are recorded separately with figures for referrals exceeding 300 during this financial year and increasing.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2022

Financial review

The charity's core funding has met the level of expenditure needed to meet its objectives through sound financial planning and management and the support of staff and volunteers.

The Statement of Financial Activities shows a net surplus in funds for the year of £12,122 and our funds stand at £362,906 in total. The charity's assets are held for the objects of the charity.

It is the policy of the charity that it will aim to maintain free reserves (those unrestricted funds which have not been designated for a specific use and are not tied up in tangible fixed assets) at a level equivalent to at least six months' normal expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. Free reserves as at 31 March 2022 amounted to £119,503.

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

2021/22: The Charity traditionally is funded through donations and local fundraising. Following the addition of the contracts from Bury Council and Northern Care Alliance, the Society has continued to expand its range of services to include a programme of early intervention and rehabilitation support, together with practical information and guidance, based both at the charity's own centre and the local hospital, Fairfield General.

Statutory contracts now constitute approximately 48% of the charity's £180,130 income. These short-term interventions support Bury Blind Society's core aim of facilitating independence, enabling timely support when sight loss might otherwise result in reduced mobility or loss of confidence to deal with aspects of everyday life.

As the number of people with sight loss being referred has grown, the pressure on the work Bury Blind Society funds through charitable sources has also increased. Financial and human resources have not kept pace with the growing need for support and the trustees recognise the need to rectify this situation if the charity is going to provide the best possible service to people with sight loss in Bury and the surrounding areas. With this in mind, last year it was intended to look at funding opportunities to sustain this area as a priority. Along with this intention, a key area for development was longer-term support to combat social isolation and promote well-being through social and activity groups and individual support. Bury Blind Society already provides both centre and community based accessible opportunities for social inclusion, but recognises that with growing numbers of clients, both the range and capacity of provision needs to be developed.

Once again, this year, as last, has highlighted how the support provided by the Society is heavily reliant on charitable funds, predominately fundraising activities, and how precarious this situation is. During this financial year, the Society has benefited from additional COVID support grants and government support made available to charities. There has been a slow reintroduction of fundraising. The trustees are proud of how the Society has maintained the level of support for their clients and have responded to the new and emerging needs during this year. Having survived the pandemic, looking to the future, they recognise that 2022/23 will bring other challenges for both the Charity itself and clients, with limited fundraising opportunities. The accounts for this year have provided a good foundation to deal with this situation providing the platform to look at new and innovative ways to address the predicted shortfall. The Trustees feel that the recruitment of three new members to the Board this year has expanded and complemented the expertise within the current Board. The trustees wish to record their appreciation to the whole staff team, who under strong leadership have displayed outstanding commitment and dedication throughout this year.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management

The charity is a company limited by guarantee, incorporated on 30 June 2003 and registered as a charity on 8 March 2004. The company was established under a Memorandum of Association which defined the objectives and powers of the charitable company and is governed under its Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Cllr Y Wright	(Resigned 19 April 2021)
Mr R Smithies	
Mrs T Marno (Chair)	
Mr I Muhammed	
Mr M White	
Mr B Griggs	
Ms H Crozier	
Mrs J Grimshaw	
J J Sweeney	(Appointed 14 October 2021)
D A Podmore	(Appointed 14 October 2021)
C Harrop	(Appointed 14 October 2021)

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

As a company limited by guarantee, the company's Memorandum and Articles of Association govern the Society's trustees. The Society has produced a 'Welcome Pack', which is used in conjunction with the Charity Commissioners Good Governance document, to help its trustees understand their responsibilities. The Society aims to recruit trustees with appropriate skills and abilities to ensure management is maintained. Potential trustees are approached through personal knowledge of their skills, by recommendation or by advertising in the press if necessary.

The Society employs a full time Chief Executive Officer, who acts as line manager to the staff and is answerable to the Board. The Board meets formally, as a minimum, nine times per year, but meetings can and do take place at short notice should the need arise. The Board is made up of an Honorary President, the Mayor of Bury, who acts as President during their year of office, a Chairman, a Secretary and currently five other Board members. Four of the Board members are visually impaired themselves.

The trustees' report was approved by the Board of Trustees.

Mrs T Marno

Chair of Trustees

Dated: 13 October 2022

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2022

The trustees, who are also the directors of Bury Society for Blind and Partially Sighted People for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose, with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

I report to the trustees on my examination of the financial statements of Bury Society for Blind and Partially Sighted People (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination, I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

David Kay
Barlow Andrews LLP
Carlyle House
Bolton
BL1 4BY

Dated: 13 October 2022

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
<u>Income and endowments from:</u>							
Donations and grants	2	45,384	106,828	152,212	71,007	87,820	158,827
Income from generating funds	3	13,350	-	13,350	7,165	-	7,165
Income from fundraising activities	4	14,466	-	14,466	9,401	-	9,401
Investments		102	-	102	205	-	205
Other income	5	-	-	-	7,089	-	7,089
Total income		73,302	106,828	180,130	94,867	87,820	182,687
<u>Expenditure on:</u>							
Raising funds	6	5,078	-	5,078	3,652	-	3,652
Expenditure on charitable activities	7	60,463	102,431	162,894	64,667	97,171	161,838
Other expenditure (Interest payable)	11	36	-	36	209	-	209
Total resources expended		65,577	102,431	168,008	68,528	97,171	165,699
Net incoming resources before transfers		7,725	4,397	12,122	26,339	(9,351)	16,988
Gross transfers between funds		2,102	(2,102)	-	(464)	464	-
Net income for the year/ Net movement in funds		9,827	2,295	12,122	25,875	(8,887)	16,988
Fund balances at 1 April 2021		348,284	2,500	350,784	322,409	11,387	333,796
Fund balances at 31 March 2022		358,111	4,795	362,906	348,284	2,500	350,784

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	12		238,826		239,826
Current assets					
Debtors	14	12,958		8,499	
Cash at bank and in hand		118,910		109,657	
		131,868		118,156	
Creditors: amounts falling due within one year	15	(7,788)		(7,198)	
Net current assets			124,080		110,958
Total assets less current liabilities			362,906		350,784
Income funds					
Restricted funds	17		4,795		2,500
Unrestricted funds			358,111		348,284
			362,906		350,784

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 13 October 2022

Mrs T Marno
Chair of Trustees

Company Registration No. 4815165

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

Bury Society for Blind and Partially Sighted People is a private company limited by guarantee incorporated in England and Wales. The registered office is Wolstenholme House, 4 Tenterden Street, Bury.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019. The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Grants are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected.

Income from trading activities is recognised once the sale of goods has been completed.

Income from fundraising activities is recognised once the event has taken place and monies have been collected.

Transfers between funds arise when expenditure is incurred in one fund which can be funded or part funded by income of another fund. In addition, transfers may be made from unrestricted funds to clear excess expenditure over income arising in restricted funds.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.5 Expenditure

Liabilities are recognised on an accruals basis.

Costs of raising funds relate to activities undertaken to generate income.

Expenditure on charitable activities is costs incurred by the charity in the delivery of its activities and services to its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Other expenditure represents those items not falling into any other heading.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. estimated usage.

Governance costs include all expenditure directly related to the administration of the charity including expenditure incurred in the management of the charity's assets, organisational administration and compliance with charitable and statutory requirements.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Straight line over 40 years to a residual value of £200,000
Fixtures and fittings	25% straight line

1.7 Impairment of fixed assets

At each reporting end date, charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand.

1.9 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value, with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

2 Donations and grants

	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	2022 £	2022 £	2022 £	2021 £	2021 £	2021 £
Donations and gifts	17,304	-	17,304	27,482	-	27,482
Grants receivable and contract income	28,080	106,828	134,908	43,525	87,820	131,345
	<u>45,384</u>	<u>106,828</u>	<u>152,212</u>	<u>71,007</u>	<u>87,820</u>	<u>158,827</u>
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	2022 £	2022 £	2022 £	2021 £	2021 £	2021 £
Grants receivable for core activities						
Bury Social Services contract	-	81,200	81,200	-	75,949	75,949
Northern Care Alliance contract	-	6,804	6,804	-	6,692	6,692
Other small restricted grants	-	18,824	18,824	-	5,179	5,179
Other	28,080	-	28,080	43,525	-	43,525
	<u>28,080</u>	<u>106,828</u>	<u>134,908</u>	<u>43,525</u>	<u>87,820</u>	<u>131,345</u>

3 Income from generating funds

	2022 £	2021 £
Car parking	5,549	2,793
In house activities	2,117	46
Room hire	4,887	3,872
Sale of resources	797	454
	<u>13,350</u>	<u>7,165</u>

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

4 Income from fundraising activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Fundraising events	14,466	9,401

5 Other income

	2022	2021
	£	£
Coronavirus job retention scheme grant	-	7,089

6 Expenditure in raising funds

	2022	2021
	£	£
<u>Fundraising and publicity</u>		
Staging fundraising events	4,650	3,199
<u>Trading costs</u>		
Purchase of resources	428	453
	5,078	3,652

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

7 Expenditure on charitable activities

	2022 £	2021 £
Staff costs	117,350	117,235
Depreciation	1,000	1,000
Volunteers travel	2,791	1,022
Volunteers kitchen costs	380	34
Staff training	393	60
Staff travel and subsistence	382	45
Rates, water and service charges	321	745
Insurance, light and heat	6,546	8,164
Repairs, maintenance and refurbishment	6,734	10,515
Telephone and internet	1,240	1,233
Postage and stationery	2,681	2,186
General expenses	1,647	2,183
Software, consumables and support	3,435	4,255
Small restricted funds - other expenditure	14,549	9,302
Accountancy-non-governance costs	559	1,159
	<u>160,008</u>	<u>159,138</u>
Accountancy - governance costs (see note 8)	2,886	2,700
	<u>162,894</u>	<u>161,838</u>
Analysis by fund		
Unrestricted funds	60,463	64,667
Restricted funds	102,431	97,171
	<u>162,894</u>	<u>161,838</u>

Included in expenditure on charitable activities are costs which support the charity's activities. The primary ones included in the figures above are premises and administration costs of £965 (2021: £543).

8 Governance costs

	2022 £	2021 £	Basis of allocation
Accountancy	2,886	2,700	Usage
	<u>2,886</u>	<u>2,700</u>	

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

9 Trustees

None of the trustees received any remuneration or benefits from the charity during the year. Kelly Marno, who is the daughter of trustee Tracey Marno, works part time for the charity and earned a gross salary in the band £10,001 to £20,000 during the year.

10 Employees

Number of employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Management, admin and support	7	8

Employment costs

	2022 £	2021 £
Wages and salaries	111,310	111,473
Social security costs	4,481	4,219
Other pension costs	1,559	1,543
	117,350	117,235

There were no employees whose annual remuneration was £60,000 or more. The employment cost of key management personnel was £39,289, including employer's pension costs and national insurance costs.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

11 Other expenditure (Interest payable)

	2022	2021
	£	£
Financing costs	36	209
	<u>36</u>	<u>209</u>

12 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
Cost			
At 1 April 2021	240,826	6,888	247,714
At 31 March 2022	<u>240,826</u>	<u>6,888</u>	<u>247,714</u>
Depreciation and impairment			
At 1 April 2021	1,000	6,888	7,888
Depreciation charged in the year	<u>1,000</u>	<u>-</u>	<u>1,000</u>
At 31 March 2022	<u>2,000</u>	<u>6,888</u>	<u>8,888</u>
Carrying amount			
At 31 March 2022	<u>238,826</u>	<u>-</u>	<u>238,826</u>
At 31 March 2021	<u>239,826</u>	<u>-</u>	<u>239,826</u>

13 Financial instruments

	2022	2021
	£	£
Carrying amount of financial assets		
Debt instruments measured at amortised cost	<u>131,868</u>	<u>118,156</u>
Carrying amount of financial liabilities		
Measured at amortised cost	<u>7,570</u>	<u>11,004</u>

14 Debtors

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	12,958	8,382
Other debtors	<u>-</u>	<u>117</u>
	<u>12,958</u>	<u>8,499</u>

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

15 Creditors: amounts falling due within one year

	2022	2021
	£	£
Other taxation and social security	2,293	-
Trade creditors	1,035	3,076
Other creditors	-	34
Accruals and deferred income	4,460	4,088
	<u>7,788</u>	<u>7,198</u>

16 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £1,559 (2021: £1,543).

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds					Movement in funds			
	Balance at 1 April 2020	Incoming resources	Resources expended	Transfers	Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	Balance at 31 March 2022
	£	£	£	£	£	£	£	£	£
Bury MBC	-	75,949	(76,413)	464	-	81,200	(81,078)	(122)	-
Northern Care Alliance	-	6,692	(6,692)	-	-	6,804	(6,804)	-	-
Small restricted funds	11,387	5,179	(14,066)	-	2,500	18,824	(14,549)	(1,980)	4,795
	<u>11,387</u>	<u>87,820</u>	<u>(97,171)</u>	<u>464</u>	<u>2,500</u>	<u>106,828</u>	<u>(102,431)</u>	<u>(2,102)</u>	<u>4,795</u>

Transfers between unrestricted and restricted funds generally represent recharges of costs to specific projects in line with the terms of funding. In cases where expenditure against a particular restricted fund exceeds the available income, a transfer has been made from unrestricted funds to cover the overspend.

Bury MBC - early intervention support for the visually impaired.

Northern Care Alliance - hospital information service (Fairfield Eye Clinic).

HSBC - refurbishment of Wolstenholme House facilities.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

18 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Fund balances at 31 March 2022 are represented by:						
Tangible assets	238,826	-	238,826	239,826	-	239,826
Net current assets	119,285	4,795	124,080	108,458	2,500	110,958
	<u>358,111</u>	<u>4,795</u>	<u>362,906</u>	<u>348,284</u>	<u>2,500</u>	<u>350,784</u>

Unrestricted funds include tangible fixed assets of £238,826 which relates to the building used as premises for the charity.

19 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).