

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 2023

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mrs T Mamo (Chair)
Mr I Muhammed
Mr M White
Mr B Grigg (Treasurer)
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

Charity number

1102525

Company number

4815165

Registered office

Wolstenholme House
4 Tenterden Street
Bury

Independent examiner

David Kay, FCA
Barlow Andrews LLP
Carlisle 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 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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 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 (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Achievements and performance

22/23 has been a year of restoration and recovery and 'building back better' by recognising and adapting to new and emerging needs. Our aim has been to ensure we restore, adapt and embrace changes to the way BBS delivers its support and service offer. There has been a focus on reassurance whilst modifying delivery.

The charity is proud of the support implemented and maintained during this period and we are confident that it has remained true to its objectives.

The contract with Bury Council for Sensory Support for the visually impaired provides the statutory support package of early intervention for any adult living with sight loss in the Metropolitan Borough of Bury. Complemented by the services and activities provided by the charity, a full, person centred, package is available for the client. These services include:

- **Comprehensive Assessment:** assessment for adaptations, information on eye conditions and assessment for equipment and service beneficial to meet the needs of the individual. Clients are given the option of in person, Video link or telephone assessment.
- **Eye Talk Support Programme:** a three-week flexible course for both newly diagnosed and long-term clients plus family members/carers. Modules cover emotional and practical support, advice on financial support, transport, specialist equipment and a daily living workshop giving practical methods to keep safe but independent.
- **Condition Specific support groups:** monthly sessions for Macular Degeneration and Glaucoma. These groups have a positive impact on mental well-being, and combating isolation whilst information sharing.
- **Rehabilitation Support:** providing practical support such as mobility training, lighting assessments, kitchen and daily living skills. Re-building confidence with mobility training as clients reconnect with the outside world was a major area of rehabilitation support this year. The combination of the early intervention assessment and rehabilitation continues to be a great advantage, ensuring a seamless service is available for clients at every step of their journey.
- **Hospital Information Service:** hospital liaison workers provide reassurance at a critical time of diagnosis. The 'Next Step' Information packs provide essential information on the way forward, signposting to a wide range of support available from various agencies. For Bury residents, this provides a clear pathway to our services.
- **Information Service:** A regular bulletin and bi-monthly newsletter is distributed to over 1500 clients and families in a range of accessible formats. These provide updates on news, research, other agencies and activities in the area.
- **Social Media platforms:** Engagement on Facebook and Twitter has increased by a further 20% from the previous year and is providing a link between clients, families, friends and the Society.
- **Emotional and Practical Support:** provided by staff and volunteers 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. As clients have re-engaged with some form of activity, our Phone Friend service has reduced but is still used by house-bound clients, helping to combat isolation and improve mental well-being. 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:** During this year the Centre re-opened fully and a wide range of activities have been available including a monthly quiz, bingo, lunches, healthy living, bird box workshop, all helping to combat isolation. In addition, external activities were promoted including inspirational talks and challenges e.g. Evening with Laura Faiche, Peel Tower Abseil, regular 10 Pin Bowling, Fencing sessions.
- **Pilot project with Community Eye Service:** providing a seamless service and reducing anxiety, the Community Eye Service have a weekly clinic based at the Centre.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

- Digital Inclusion: pilot project with Henshaw's Blind Society providing a one to one digital appointment with a specialist at the Centre, resulting from home assessment by Bury Blind Society. From this a monthly informal 'Tech Talk' group have developed with clients sharing ideas and issues.

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

The support provided by the Society would not be possible without volunteer input. With such a small staff team, volunteers are a vital part of our support and play a crucial role in the success of the Society. We have maintained a core of 80 active volunteers, with new volunteers recruited either by enquiry or through Volunteer Recruitment events. 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. A Volunteers Coffee Morning is held every two months, providing a platform to discuss and air any issues experienced and to meet other volunteers and staff.

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.

This year, in the Centre alone, we have benefitted from over 6,500 hours of volunteer time. This does not include additional hours provided by volunteers on outside activities such as fundraising events, presentation and collections.

Our Phone Friends service, whilst reduced, still supports 20 clients identified as isolated and/or living alone and volunteers have provided over 600 hours of telephone support.

Networking and partnership working

It became apparent during this year that it was essential to provide reassurance and help reduce anxiety levels with clients. Whilst activities and support were available at the Centre, providing support and working collaboratively out in the community was a key factor in this success. Aligned with the local authority's 'Let's Do It Strategy', new partnerships were developed and existing ones consolidated. With limited resources, this has ensured a more efficient and effective co-ordinated approach and simplified pathways for our vulnerable clients. By working out in the community, the Society has provided a more accessible local option for clients nervous to travel, and raised awareness with other groups and organisations.

During this year we have worked in partnership with many agencies across Greater Manchester, some specific to visual impairment, others not, including:

Bury Community Eye Service, Visionary, Bury Council, Bury ICB, Northern Care Alliance - Eye Clinic, Fairfield, Local Opticians, Age UK Bury, Bury Lions, The Masons, The Rotary Societies, Soroptimists, Bury VCFA, The Met Theatre, GM Police and GM Fire Department, ADAB, CAB, The Fed, Bury Hearing Hub, Bury Audiology, Speak Easy, Stroke Team, Staying Well Team, Live Well Team, Lancashire Wildlife Trust, Bury Grammar School.

Businesses including: Tesco, The Co-Operative Society, Morrisons, Asda, Bury Market, The Millgate Shopping Centre, Woodcocks Solicitors, Barlow Andrews, HSBC, Carriages, Phoenix Foot Care, Hollywood Bowling.

In addition, we have maintained and developed contacts with many community groups, all working to support the local community.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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, Bury Hearing Hub, 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, reviewed 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

As stated previously, this year was initially to continue support and encourage existing clients to re-engage in the community and support newly diagnosed. We continued the 'one activity per session' strategy adopted last year to ensure that people felt the Centre was a safe place to visit and to feel protected. As 2022 was our Centenary Year this provided us with a platform to launch a programme of activities focussing on engaging interest to help with mental and physical well being.

During this year a regular programme of activities took place including:

Drop In mornings
Fun Music Afternoons
Tech Talk sessions
Family Support forum
Eye Matters – Working Age Support Group
Healthy Living Group
Monthly Music Entertainment Social
Breakfast drop in
Over 60's Tea & Chat
Monthly Walk group
Friday lunch
Weekly Foot Clinic
Monthly Massage and Pamper Session
Monthly Eye Specific Support Groups
Bi-Monthly User Forums

With many of the groups, guest speakers or other organisations were invited to join. Additionally, using the focus of 100 years, we put together a range of events including a '100 Voices Show' at the local theatre involving clients and volunteers, Peel Tower Abseil, a 100mile Static Bike Challenge to name a few.

All sessions had Feedback monitoring forms which were analysed, evaluated and, if any comments requiring action, dealt with accordingly. Currently, feedback on the groups reports a consistent 95% satisfaction result. The Phone Friends programme supports 20 clients and report a 90% 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 6000 members over the year. This includes 4,500 visitors to the Centre. This figure is lower than pre-pandemic, however as support and activities expand out into the community, we would not expect to achieve the same figures within the Centre as previous. This does clearly demonstrate there is still a need for a safe space to be available specifically for people with sight loss. Our assessment and rehabilitation contract are recorded separately with figures for referrals exceeding 430 during this financial year and increasing.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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 £11,630 and our funds stand at £374,536 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 at 31 March 2023 amounted to £125,122

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.

2022/23: Traditionally the Society is funded through grants, donations and local fundraising. The addition of the contracts from Bury Council and Northern Care Alliance complement the service the Society provides. With this in place, the charity is able provide a comprehensive support pathway that includes the programme of early intervention and rehabilitation support, together with practical information and guidance, based at the charity's own centre, the local hospital, Fairfield General and out in the community. The combined statutory and charity interventions aim to facilitate independence, enable timely support when sight loss might otherwise result in reduced mobility or loss of confidence to deal with aspects of everyday life.

Statutory contracts now constitute approximately 45% of the charity's £197,773 income.

In light of evidence of the additional pressures on the service with the growing need, early in the year, the trustees reviewed and refreshed the Society's strategic plan. After consultation with clients and other parties, a revised business plan was produced to provide clear aims and objectives to meet the future development of the charity over the next three years. This document is a working document and progress is documented and reported at Board Meetings to ensure it remains fit for purpose.

The key priorities highlighted included:

- Explore partnership opportunities
- Support employment and training opportunities
- Environmental sustainability
- Strengthen Pathways:
 - In & Out of Hospital
 - Access & accessibility to services
 - Mental & physical wellbeing
- Communications and Engagement
- Digital/Tech engagement
- Develop and Engagement Strategy
- Continue to raise awareness of the service.
- Strengthen relationships with local business.
- Benefit and financial information and support.
- Where appropriate, champion and represent our most vulnerable clients.

The trustees are proud of how the Society has dealt with the 'restoration and recovery' during this year. The accounts for this year have provided a good foundation to deal with this situation and look at meeting the priorities over the next few years. As the year ended, the fuel crisis emerged bringing rising costs for all to be accounted for both by the Society and the impact on clients. With the clear planning and foundation built the trustees feel we are in a good position to address these challenges for both clients and the Society itself. The trustees wish to record their appreciation, to all funders for their support, and to the staff team, for their on-going commitment and dedication throughout this year.

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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:

Mr R Smithies (Resigned 13 October 2022)

Mrs T Mamo (Chair)

Mr I Muhammed

Mr M White

Mr B Grigg (Treasurer)

Ms H Crozier

Mrs J Grimshaw

J J Sweeney

D A Podmore

C Harrop

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 Memorandum and Articles of Association govern the charity's trustees. The charity 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 charity 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 charity 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 seven other Board members.

Five of the Board members are visually impaired themselves.

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



Mrs T Mamo (Chair)

Trustee

19 September 2023

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2023

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;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; 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 2023.

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.

Barlow Andrews LLP

Carlyle House
78 Chorley New Road
Bolton
BL1 4BY

Dated: 19 September 2023

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
Income from:							
Donations and grants	2	28,352	126,996	155,348	45,384	106,828	152,212
Income from generating funds	3	19,029	-	19,029	13,350	-	13,350
Income from fundraising activities	4	23,396	-	23,396	14,466	-	14,466
Investments		-	-	-	102	-	102
Total income		70,777	126,996	197,773	73,302	106,828	180,130
Expenditure on:							
Raising funds	5	4,407	-	4,407	5,078	-	5,078
Expenditure on charitable activities	6	59,861	121,875	181,736	60,463	102,431	162,894
Other expenditure (Interest payable)	10	-	-	-	36	-	36
Total expenditure		64,268	121,875	186,143	65,577	102,431	168,008
Net incoming resources before transfers		6,509	5,121	11,630	7,725	4,397	12,122
Gross transfers between funds		(484)	484	-	2,102	(2,102)	-
Net income for the year/ Net movement in funds		6,025	5,605	11,630	9,827	2,295	12,122
Fund balances at 1 April 2022		358,111	4,795	362,906	348,284	2,500	350,784
Fund balances at 31 March 2023		364,136	10,400	374,536	358,111	4,795	362,906

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 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	11		239,014		238,826
Current assets					
Debtors	13	9,219		12,958	
Cash at bank and in hand		138,723		118,910	
		147,942		131,868	
Creditors: amounts falling due within one year	14	(12,420)		(7,788)	
Net current assets			135,522		124,080
Total assets less current liabilities			374,536		362,906
Income funds					
Restricted funds	16		10,400		4,795
Unrestricted funds			364,136		358,111
			374,536		362,906

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 2023.

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 19 September 2023

T. Mamo

Mrs T Mamo (Chair)
Trustee

Company registration number 4815165

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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 charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 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 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 2023

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
Plant and equipment	25% straight line
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 2023

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 2023

2 Donations and grants

	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Donations and gifts	28,352	-	28,352	17,304	-	17,304
Grants receivable and contract income	-	126,996	126,996	28,080	106,828	134,908
	<u>28,352</u>	<u>126,996</u>	<u>155,348</u>	<u>45,384</u>	<u>106,828</u>	<u>152,212</u>

	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Grants receivable for core activities						
Bury Social Services contract	-	83,986	83,986	-	81,200	81,200
Northern Care Alliance contract	-	6,940	6,940	-	6,804	6,804
Other small restricted grants	-	36,070	36,070	-	18,824	18,824
Other	-	-	-	28,080	-	28,080
	<u>-</u>	<u>126,996</u>	<u>126,996</u>	<u>28,080</u>	<u>106,828</u>	<u>134,908</u>

3 Income from generating funds

	2023 £	2022 £
Car parking	7,220	5,549
In house activities	4,862	2,117
Room hire	5,338	4,887
Sale of resources	1,609	797
	<u>19,029</u>	<u>13,350</u>

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

4 Income from fundraising activities

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Fundraising events	23,396	14,466

5 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
<u>Fundraising and publicity</u>		
Staging fundraising events	3,564	4,650
<u>Trading costs</u>		
Purchase of resources	843	428
	4,407	5,078

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

6 Expenditure on charitable activities

	2023 £	2022 £
Staff costs	123,530	117,350
Depreciation	1,396	1,000
Volunteers travel	1,060	2,791
Bad and doubtful debts	6,144	-
Volunteers kitchen costs	1,224	380
Staff training	782	393
Staff travel and subsistence	707	382
Rates, water and service charges	671	321
Insurance, light and heat	8,169	6,546
Outings and socials	1,662	-
Repairs, maintenance and refurbishment	1,818	1,980
Telephone and internet	1,344	1,240
Postage and stationery	3,196	2,681
General expenses	2,390	1,647
Software, consumables, support and equipment	12,897	8,189
Small restricted funds - other expenditure	11,543	14,549
Accountancy-non-governance costs	377	559
	<u>178,910</u>	<u>160,008</u>
Accountancy - governance costs (see note 7)	2,826	2,886
	<u>181,736</u>	<u>162,894</u>
Analysis by fund		
Unrestricted funds	59,861	60,463
Restricted funds	121,875	102,431
	<u>181,736</u>	<u>162,894</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 £2,367 (2022: £965).

7 Governance costs

	2023 £	2022 £	Basis of allocation
Accountancy	2,826	2,886	Usage
	<u>2,826</u>	<u>2,886</u>	

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

8 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.

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Management, admin and support	7	7
Employment costs	2023 £	2022 £
Wages and salaries	116,985	111,310
Social security costs	4,915	4,481
Other pension costs	1,630	1,559
	123,530	117,350

There were no employees whose annual remuneration was £60,000 or more. The employment cost of key management personnel was £41,114 (2022: £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 2023

10 Other expenditure (Interest payable)

	2023	2022
	£	£
Financing costs	-	36
	<u>-</u>	<u>36</u>

11 Tangible fixed assets

	Freehold land and buildings £	Plant and equipment £	Fixtures and fittings £	Total £
Cost				
At 1 April 2022	240,826	-	6,888	247,714
Additions	-	1,584	-	1,584
At 31 March 2023	<u>240,826</u>	<u>1,584</u>	<u>6,888</u>	<u>249,298</u>
Depreciation and impairment				
At 1 April 2022	2,000	-	6,888	8,888
Depreciation charged in the year	1,000	396	-	1,396
At 31 March 2023	<u>3,000</u>	<u>396</u>	<u>6,888</u>	<u>10,284</u>
Carrying amount				
At 31 March 2023	<u>237,826</u>	<u>1,188</u>	<u>-</u>	<u>239,014</u>
At 31 March 2022	<u>238,826</u>	<u>-</u>	<u>-</u>	<u>238,826</u>

12 Financial instruments

	2023	2022
	£	£
Carrying amount of financial assets		
Debt instruments measured at amortised cost	143,007	131,868
Carrying amount of financial liabilities		
Measured at amortised cost	12,420	7,788

13 Debtors

	2023	2022
	£	£
Amounts falling due within one year:		
Trade debtors	3,290	12,958
Prepayments and accrued income	5,929	-
	<u>9,219</u>	<u>12,958</u>

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	2,114	2,293
Trade creditors	5,726	1,035
Accruals and deferred income	4,580	4,460
	<u>12,420</u>	<u>7,788</u>

15 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 £1,630 (2022: £1,559).

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

16 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:

	Balance at 1 April 2021 £	Movement in funds			Balance at 1 April 2022 £	Movement in funds			Transfers £	Balance at 31 March 2023 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £		
Bury MBC	-	81,200	(81,078)	(122)	-	83,986	(86,054)	2,068	-	-
Northern Care Alliance	-	6,804	(6,804)	-	-	6,940	(6,940)	-	-	-
Small restricted funds	2,500	18,824	(14,549)	(1,980)	4,795	36,070	(28,881)	(1,584)	10,400	10,400
	<u>2,500</u>	<u>106,828</u>	<u>(102,431)</u>	<u>(2,102)</u>	<u>4,795</u>	<u>126,996</u>	<u>(121,875)</u>	<u>484</u>	<u>10,400</u>	<u>10,400</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).

BURY SOCIETY FOR BLIND AND PARTIALLY SIGHTED PEOPLE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

17 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022
	£	£	£	£	£
Fund balances at 31 March 2023 are represented by:					
Tangible assets	239,014	-	239,014	238,826	238,826
Current assets/(liabilities)	125,122	10,400	135,522	119,285	124,080
	<u>364,136</u>	<u>10,400</u>	<u>374,536</u>	<u>4,795</u>	<u>362,906</u>

Unrestricted funds include tangible fixed assets of £237,826 which relates to the building used as premises for the charity as well as plant and equipment.

18 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).