

**Wiltshire & Dorset
Deaf Association**



**Wiltshire and Dorset Deaf Association
(A company limited guarantee)**

**Report and Financial Statements
For the Year Ended 31st of May 2021**

**Charity number: 1103335
Company number: 05038090**

Wiltshire and Dorset Deaf Association
(A company limited by guarantee)

Financial Statements
For the Year Ended 31 May 2021

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Wiltshire and Dorset Deaf Association

Report of the Management Committee for the year ended 31 May 2021

The Management Committee presents its directors' report and independently examined financial statements for the year ended 31 May 2021.

Reference and Administrative Information

Charity Name: Wiltshire and Dorset Deaf Association

Charity registration number: 1103335

Company registration number: 05038090

Registered office: LOCKYER HALL 27A MORLEY ROAD, POKESDOWN, BOURNEMOUTH BH5 2JJ

Address for correspondence: 25 PORTMAN ROAD, BOSCOMBE, BOURNEMOUTH BH7 6EU

Management Committee

Mr Keith Simmons Chair

Mr George Raggett Trustee

Miss Donna Cheese Trustee

Administrator – Zoe Keeping, 25 Portman Road, Boscombe, Bournemouth BH7 6EU

Independent Examiner – Robert Field BSc FCA, AIMS Accountants, 9 Hinton Wood Avenue, Bournemouth BH23 5AB

Bankers - HSBC

Our Aims and Objectives

Purposes and Aims

Our charity's purpose as set out in the objects in the company's memorandum of association is to:

- TO PROMOTE ANY CHARITABLE PURPOSES FOR THE BENEFIT OF DEAF AND HEARING-IMPAIRED PEOPLE RESIDING IN OR CONNECTED WITH WILTSHIRE (INCLUDING SWINDON) AND DORSET ("THE OBJECTS").

The aims of our charity are to offer a range of services to ensure that deaf, deafened and hard of hearing people in Dorset and Wiltshire enjoy equal access, opportunity and have the same independence as hearing people and to provide information about the services available across Dorset and Wiltshire, to offer assistance and act as an advocate in the campaign for equal access for all. Our charity also offers a range of training courses, including deaf awareness, communication tactics and British Sign Language. Our aims fully reflect the purposes that the charity was set up to further.

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us to ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

Our main objectives for the year continued to be to:

- Promote Deaf Awareness.
- Increase access to information and services in BSL.
- Provide advocacy and sign posting to connect service providers and the deaf communities.
- Increase the involvement of all deaf people in the actions needed to achieve the aims of the Charity

The strategies we used to meet these objectives included: Provision of courses and training in Deaf Awareness and communication including Lip Speaking and Sign Language

- Maintaining a signposting service via our website.
- Provision of financial support to deaf people to access courses and training.
- Provision of financial and other support to the training and development of BSL Interpreters.
- Campaigning and events.

How our activities deliver public benefit

Our main activities and who we try to help are described below. All our charitable activities focus on increasing public awareness to ensure that deaf, deafened and hard of hearing people in Dorset and Wiltshire enjoy equal access, opportunity and have the same independence as hearing people and are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services

The main areas of charitable activity are the provision of British Sign Language and Deaf Communication Skills training. These activities and the achievements that flow from our work are described below:

Signature accredited training courses

The charity is a Signature approved centre with accreditation from the UK's leading awarding body in deaf communication qualifications and delivers a portfolio of qualifications including Level 1 British Sign Language, Level 2 British Sign Language, Level 3 British Sign Language and Deaf & Deafblind Communication Skills and Tactics.

Enrolment for our 2020/21 BSL Level 1, 2 and 3 classes went online this year with courses promoted via our website and social media channels. All classes ran at reduced capacity to enable the Charity to comply with Covid secure measures in a classroom setting. A £5,000 Discretionary Business Grant from BCP Council has helped to mitigate loss of income.

This year saw the charity's BSL Level 1, 2 & 3 students (20/21 intake) achieve 100% of their personal learning goals against all the odds, as the charity navigated Covid restrictions and switched from classroom to online lessons and back again.

Bespoke training packages

We delivered two Deaf Awareness and Communication Skills training courses for the Pro Ability Team at Royal Bournemouth Hospital. 30 hospital staff attended in total. The success of these courses led to the Charity being commissioned by University Hospitals Dorset NHS Foundation Trust to deliver a programme of full day courses for hospital staff across three different sites which generated £8,900 in income. Covid-19 lockdown restrictions and pressures on NHS staff has caused a significant delay to the commencement of this training programme so we are yet to incur any of the normal costs associated with training delivery.

Deaf awareness and communication skills training

A grant from The National Lottery Community Fund enabled us to deliver 15 free Online Bite Sized Deaf Communication Skills training sessions during the national lockdown for local organisations, businesses and workplaces. 112 individual learners attended these sessions.

Campaigning

We launched our 'Make It Clear!' Campaign on 1st July 2020 with the aim of helping to prevent further barriers to communication for the d/Deaf and hard of hearing community in

our local area during the coronavirus crisis. With the support of The National Lottery Fund, Dorset Community Foundation and Tesco Bags of Help we were able to distribute 2000 reusable clear face panel masks to help raise awareness of the communication issues caused by the wearing of face masks. The public was invited to share photos of them wearing their clear face panel mask on their Social Media channels using the #makeitclear hashtag. This campaign attracted press coverage in Dorset Echo and local radio.

This year saw a significant uptake in requests for the charity's 'Hard of Hearing' and 'Deaf' Communication Cards. The purpose of the wallet-sized cards is to help identify people immediately as deaf and that there is a need for communications support. The card also includes details of local BSL interpreter services and a 24-hour contact number so that healthcare providers/service providers know how to book a BSL interpreter. Our Hard of Hearing Communication Cards offer a clear and concise list of prompts to help aid communication.

Events

Government restrictions due to the Covid-19 pandemic prevented the charity from carrying out our annual Summer Family Fun Day and Christmas Party this year.

Financial Review

The Charity generated a very positive financial outcome for the period with a net increase in funds of almost £10,000. It's success in obtaining new funding from University Hospitals Dorset NHS Foundation Trust in addition to government support in the form of a Discretionary Business Grant from BCP Council for £5,000 will provide the Charity with much needed additional resources that will allow us to provide subsidised places on its BSL qualification courses, financial support to deaf people to access courses and training and financial and other support to the training and development of BSL Interpreters.

The Charity's bank balance as at 31 May 2020 was £36,854.70. This includes £16,456.83 of restricted and unrestricted grant income carried forward from previous years. This also includes £8,900 income from UHD for delivery of a training programme that was due to start in March 2021 but was delayed due to the pandemic and pressures on NHS staff. The Charity will need to ensure that sufficient monies to meet the future costs of delivering this training programme and retained within its budget.

The Charity operates without any reserves. The Charity does not employ any staff or hold any liabilities.

Structure, Governance and Management

Organisational Structure

Wiltshire and Dorset Deaf Association has a Management Committee of at least three and not more than twenty-one individuals, all of whom must be members of the Charity. At present the Committee has three members from a variety of professional backgrounds relevant to the work of the Charity. The Management Committee meets at least twice a year.

The Trustees as Charity Trustees have control of the Charity and its property and its funds.

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 9 February 2004 and registered as a charity on 22 April 2004. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to pay up to £1 towards the costs of dissolution and the liabilities incurred by the Charity while the contributor was a member.

Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees

The directors of the company are also Charity Trustees for the purposes of charity law and under the Company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association one third of the Trustees must retire at each AGM, those longest in office retiring first.

All members of the Management Committee give their time voluntarily and received no benefits from the Charity.

Mr Keith Simmons, Mr George Raggett and Miss Donna Cheese retire by rotation and, being eligible, offer themselves for re-election.

The Management Committee seeks to ensure that the needs of the d/Deaf and Hard of Hearing community are appropriately reflected through the diversity of the trustee body. To enhance the potential pool of trustees, the Charity has sought to identify individuals with direct experience of living with hearing loss, children of deaf adults and/or working with the deaf community who would be willing to become members of the Charity and use their own experience to assist the Charity.

Responsibilities of the Management Committee

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Management Committee should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Management Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Members of the Management Committee

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 3.

In accordance with company law, as the company's directors, we certify that:

- So far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- As the directors of the company, we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Independent Examiner

The Charity's annual income for the year ended 31st May 2021 was over £25,000. Accordingly, the trustees appointed Robert Field BSc FCA to carry out an independent examination of the charity's accounts.

Approved by the Management Committee on 30/11/22 and signed on its behalf by:

Mr Keith Simmons (Director):

Date: 30/11/22





CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

THE WILTSHIRE AND DORSET DEAF ASSOCIATION

On accounts for the year
ended

31/05/2021

Charity no
(if any)

1103335

Set out on pages

**1 – 2 of the "THE WILTSHIRE AND DORSET DEAF ASSOCIATION"
"Receipts and Payments Accounts" to 31/05/2021**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/05/2021**

Responsibilities and basis
of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's
statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date: **19/07/2022**

Name:

ROBERT FIELD BSc FCA

Relevant professional
qualification(s) or body (if
any):

ICAEW

Address:

AIMS ACCOUNTANTS

9 HINTON WOOD AVENUE

BH23 5AB

THE WILTSHIRE AND DORSET DEAF ASSOCIATION

RECEIPTS AND PAYMENTS ACCOUNT

01/06/2020 TO 31/05/2021

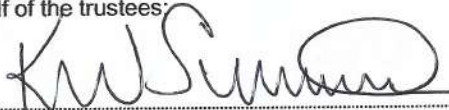
	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL 2021
RECEIPTS:			
Donations	2,853		2,853
Grants	13,500		13,500
Training	21,085		21,085
	<u>37,437</u>	<u>0</u>	<u>37,437</u>
Total receipts	<u>37,437</u>	<u>0</u>	<u>37,437</u>
PAYMENTS:			
Training	12,131		12,131
Promotion	6,688		6,688
Admin/Other charitable activities	8,830		8,830
	<u>27,649</u>	<u>0</u>	<u>27,649</u>
Total payments	<u>27,649</u>	<u>0</u>	<u>27,649</u>
NET (DEFICIT)SURPLUS FOR YEAR	<u>9,788</u>	<u>0</u>	<u>9,788</u>
CASH FUNDS 31/05/2020	27,067	0	27,067
CASH FUNDS 31/05/2021	<u>36,855</u>	<u>0</u>	<u>36,855</u>

STATEMENT OF ASSETS AND LIABILITIES AS AT

31/05/2021

CASH FUNDS:			
Bank current account	36,855	0	36,855
Total cash funds	<u>36,855</u>	<u>0</u>	<u>36,855</u>
FIXED ASSETS:			
Equipment	3,239		3,239
			0
Total investment assets	<u>3,239</u>	<u>0</u>	<u>3,239</u>
TOTAL SOCIETY ASSETS	<u>40,094</u>	<u>0</u>	<u>40,094</u>

Approved on behalf of the trustees:



MR.K.SIMMONS

DATE:

30/11/22