

**Wiltshire & Dorset
Deaf Association**



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

**Report and Financial Statements
For the Year Ended 31st of May 2023**

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

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

Financial Statements
For the Year Ended 31 May 2023

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Wiltshire and Dorset Deaf Association

Report of the Management Committee for the year ended 31 May 2023

The Management Committee presents its directors' report and independently examined financial statements for the year ended 31 May 2023.

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 Peter Raggett Trustee

Miss Donna Cheese Trustee

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

Independent Examiner - Robert Field, AIMS Accountants, 9 Hinton Wood Avenue BH2

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 and objectives 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 year we look 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 remain focused on our stated purpose. 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 signposting 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 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 of 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 and 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.

We continued to run our non-qualification BSL Conversation Class at the Dolphin Centre free of room hire, for 6 students on a Tuesday morning, taught by Amber, assisted by Jo. The venue has recently moved to Longfleet Baptist church in Poole where the hall hire is covered by course fees. This class makes no contribution to administration costs but otherwise breaks even. It has proven invaluable in Amber's development as a teacher and may provide links with Dorset CC Deaf Children's Group who also meet there.

Our BSL Level 1 course with Lynn, face to face at Bournemouth Deaf Club, completed with Learners achieving the full certificate in June 2022.

In September 2022 our BSL Level 1 course ran again with 20+ new learners, with communication support from Helen. Another possible trainee teacher, Kelly from Weymouth, joined to help from 29th November 2022.

Our BSL Level 2 course taught by Louise and Amber on Wednesday evening, face to face at the deaf club ran to its conclusion with all 5 learners achieving their full Level 2 certificate one after a 201 re-take. This was an outstanding achievement in their first year of teaching a qualification course with issues of poor attendance and low starting points.

Our BSL Level 3 Access course has run at the Allendale centre, Wimborne, fortnightly, taught by George and Louise and assisted by Jas. It has been very popular, with 11 students attending regularly and achieving their individual qualifications. Our BSL Level 3 course has 7 of last year's access students continuing to meet in Allendale house, taught by George and Louise, assisted by Jas. All learners went on to achieve their full Level 3 certificate.

We delivered a Deaf Awareness and Communications Tactics fast track course at Allendale House that was taken up by 7 learners who all achieved their DACO qualification. George, assisted by Louise and Jas.

Bespoke training packages

We delivered bespoke d/Deaf Awareness and Deaf Communication Tactics workshops to local Scouts Group, Women's Institute Groups and Bournemouth & District Law Society. This year saw us make a much awaited return to teaching within our local schools with us delivering Introduction to British Sign Language sessions at Talbot House School, Parks Grammar School, Bournemouth School for Girls, Ringwood Waldorf School and South Weymouth Grammar School.

Events

- On Sunday 24th July 2022 we held our annual 'Sign for Change' Family Fun Day at Cafe Riva, in Southbourne. We organised a range of musical performances including our award winning sign choir 'Significance' and internationally renowned violinist Barbara Gasior alongside free children's entertainment and facepainting.

The aim of our 'Sign for Change' campaign is to bring hearing and d/Deaf children and families together and to help breakdown some of the barriers to communication by introducing families to BSL and what better way to introduce families to BSL than to learn a song and simple signs, and perform along with the song. ANY TOGETHER! money raised on the day goes to support our work teaching Deaf parents of young pupils to deliver Deaf Awareness & Communication training to local Nursery and Primary Schools in Dorset.

- On 16th December 2022 we launched a monthly Coffee & Crafts session for the d/Deaf community facilitated by CoCreate. These sessions are supported by our Trustees and volunteers. We also fund DCS Ltd to provide Communication Support Workers. Following the success of these sessions, we launched a monthly Social Coffee Morning that runs at Bournemouth Deaf Club. Coffee Mornings are facilitated by volunteers from within the d/Deaf and Hard of Hearing community. We are hopeful that it will be possible to continue to run these sessions as they have really helped to breathe life back into Bournemouth Deaf Club and also gone a long way to building a strong community.

way towards bringing the d/Deaf community back together, reaching a much wider demographic including families and younger people.

Financial Review

The Charity generated a very positive financial outcome for September 2022. In September 2022 we were the beneficiaries of a significant legacy of £20,000. This generous donation has enabled us to look at ways to actively engage with and provide a regular programme of social events and activities for the d/Deaf community at Bournemouth Ash Deaf Club. The generous legator was a Wiltshire resident we are keen to look at how we can allocate a substantial portion of funding to support the d/Deaf community in Wiltshire. we have been working with Revd. Neil Robinson, Chaplain to the Deaf Community in Salisbury to support the set up and delivery of Deaf Communication Tactics workshops to explore the possibility of expanding our CoCreate Coffee & Craft Sessions to a suitable location in the Salisbury area.

The Charity's bank balance as at 31 May 2022 was £17,998. This includes restricted and unrestricted grant income carried forward from previous years. This year 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 the NHS staff. The staff 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. As the governing document 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, 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 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 2023~~^{ended 31st May 2024} 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 5th February 2024 and signed on its behalf

Mr Keith Simmons (Director)

Date: 05/02/24

THE WILTSHIRE AND DORSET DEAF ASSOCIATION

RECEIPTS AND PAYMENTS ACCOUNT

01/06/22 TO 31/05/23

| RECEIPTS: | UNRESTRICTED FUNDS | RESTRICTED FUNDS | TOTAL 2023 |
|-----------------------|-------------------------------|-----------------------------|-----------------------|
| Donations | 20227 | | 20227 |
| Grants | 0 | | 0 |
| Training | 32158 | | 32158 |
| Total receipts | <u>52,385</u> | | <u>52,385</u> |

PAYMENTS:

| | | |
|---------------------------------------|----------------------|----------------------|
| Training | 23,457 | 23,457 |
| Promotion | 2,095 | 2,095 |
| Admin/ Other charitable activities | 10,053 | 10,053 |
| Total payments | <u>35,605</u> | <u>35,605</u> |
| NET (DEFICIT) SURPLUS FOR YEAR | 16,780 | 16,780 |
| CASH FUNDS: 31/05/22 | 31,218 | 31,218 |
| CASH FUNDS: 31/05/23 | <u>47,998</u> | <u>47,998</u> |

STATEMENT OF ASSETS AND LIABILITIES AS AT:

31/05/24

CASH FUNDS:

| | | |
|--------------------------------|-----------------------|-----------------------|
| Bank current account | 47,998 | 47,998 |
| Total cash funds | 47,998 | 47,998 |
| FIXED ASSETS: | | |
| Equipment | £1819 | £1819 |
| Total investment assets | £1819 | £1819 |
| TOTAL SECURITY ASSETS | <u>£49,817</u> | <u>£49,817</u> |

Approved on behalf of the trustees by: MR KEITH SIMMONS, DIRECTOR

DATE: 05/02/24



Section A

Independent Examiner's Report

Report to the trustees/
members of

THE WILTSHIRE AND DORSET DEAF ASSOCIATION

On accounts for the year
ended

31/05/2023

Charity no
(if any)

1103335

Set out on pages

1 of the "THE WILTSHIRE AND DORSET DEAF ASSOCIATION" "Receipts and expenditure Accounts/Balance Summary" to 31/05/2023

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/05/2023**

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: 28/03/2024

Name:

ROBERT FIELD BSc FCA

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

ICAEW

Address:

AIMS ACCOUNTANTS

9 HINTON WOOD AVENUE

BH23 5AB