

Charity number: 1104744  
Company number: 05159638

I.O.O. LIMITED

DIRECTORS' REPORT AND  
FINANCIAL STATEMENTS

FOR THE YEAR ENDED  
31 DECEMBER 2022

I.O.O. LIMITED

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# I.O.O. LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION *FOR THE YEAR ENDED 31 DECEMBER 2022*

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Directors/trustees	Mr A Gasson Miss J A Morris Dr M Wolffe Mr D P Ehrlich (resigned 27 May 2022)
Company registered number	05159638
Charity registered number	1104744
Registered office	56-62 Newington Causeway London SE1 6DS
Independent examiner	Amy Healey FCA CTA DchA Lindeyer Francis Ferguson Limited Chartered Accountants North House 198 High Street Tonbridge Kent TN9 1BE
Bankers	Lloyds Bank plc 243-245 Elephant and Castle Shopping Centre London SE1 6TE
Solicitors	Chaplin & Co Solicitors "The Firs" Valencia Road Stanmore Middlesex HA7 4JL

# I.O.O. LIMITED

## DIRECTORS' REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2022

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The Directors, who are also the Trustees for the purposes of charity law, present their annual report together with the financial statements of I.O.O. Limited for the year ended 31 December 2022. The Directors confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the governing document and the provisions of "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (Charities SORP (FRS 102)). The information on page 1 forms part of this report.

#### Structure, governance and management

##### *I.O.O. Limited*

I.O.O. Limited was incorporated on 22 June 2004 as a company limited by guarantee. It is governed by its Memorandum and Articles of Association and registered as a Charity under number 1104744. The company has also been registered with the General Optical Council as a Body Corporate carrying on business as Ophthalmic Opticians registered number C0-2549, and as an Institution for the Training of Optometrists.

##### *Linked charity and custodian trusteeship*

I.O.O. Limited is the corporate Trustee of the Institute of Optometry (charity number 1104744-1). The Institute of Optometry is an unincorporated charitable trust governed under a Charity Commission Scheme dated 3 August 1988 and amended by a Scheme dated 14 September 2007, which contain the charitable trusts and objects of the charity. The charities are linked for accounting and reporting purposes.

The freehold property shown in these financial statements was transferred by Charity Commission orders dated 19 October 2018 and 3 June 2019 from the Official Custodian for Charities to I.O.O. Limited as the custodian trustee in trust for the Institute of Optometry. The freehold property comprises permanent endowment funds of the Institute of Optometry, which is used for the charitable purposes of I.O.O. Limited.

##### *Directors*

I.O.O. Limited has a board of up to seven non-executive Directors who meet on a quarterly basis. Directors' responsibilities are set out in the Memorandum and Articles of Association of IOO Limited.

##### *In brief, the Directors*

- are charity trustees and have control of the Charity and its property and funds
- appoint (and remove) any member to act as Secretary to the Charity in accordance with the Act
- delegate any of their functions to committees consisting of two or more individuals appointed by them (with at least one member being a director) and reporting to the board

##### *Recruitment and appointment of Directors*

- One third of the Directors must retire at each AGM, those longest in office retiring first and the choice between any of equal service being made by drawing lots. Retiring Directors shall be eligible for re-election.

# I.O.O. LIMITED

## DIRECTORS' REPORT

*FOR THE YEAR ENDED 31 DECEMBER 2022*

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- A person duly qualified may at any time be co-opted as a Director to fill a vacancy or as an additional director, but a co-opted Director holds office only until the next AGM
- People duly qualified may be personally canvassed for the role as a Director
- A person duly qualified may be proposed by existing Directors

The Directors are mindful of the need in the future to recruit more trustees to ensure that the board has the full range of skills that are required.

### *Training of Directors*

When new Directors join the Board a meeting with current Board Members is arranged at which the roles and responsibilities of a Director are fully explained. The current structure, strategies and financial position are described in detail along with current documentation relating to the Institute, including the latest Board minutes and accounts. New Directors are encouraged to ask any questions they might have, and full answers are given, along with full explanations of procedures and matters which might be unfamiliar to a new Director to fully prepare them to take over the Directors duties. Directors are encouraged to keep up to date with publications and training courses provided by the Charity Commission. Should any matters arise where specialist advice is required, they are encouraged to seek this advice through the relevant bodies, i.e., the charity commission, legal services etc.

### *Management*

The day-to-day management of the I.O.O. Limited is conducted by a Management Team comprising of the heads of the various activities the I.O.O. Limited undertakes. Areas of responsibility include the managing of finance, staffing, activities relating to charitable objectives, health & safety, insurance and compliance with various charity and company reporting.

### *IOO (Sales) Ltd*

IOO (Sales) Ltd is a wholly owned subsidiary of I.O.O. Limited. The principal activity of the company is that of marketing optometric goods and providing associated services.

IOO (Sales) Ltd contributes funds to I.O.O. Limited via Gift Aid.

### *Objectives and activities*

The Objects of the company as set out in the Memorandum and Articles of Association are:

- The relief of persons suffering or suspected to be suffering from eye disorders or defect of vision on terms appropriate to their means by the provision and maintenance of facilities for the examination and refractive and other treatment of the eye.
- The advancement of education in the optometric sciences by means of the reception and training of students.
- The improvement of human vision and the promotion of the study of optometric sciences by the conduct and assistance of research and the dissemination of the useful results thereof.

# I.O.O. LIMITED

## DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

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Activities in furtherance of those objects include:

- Clinics
  - Primary Eye Care
  - Specific Learning Difficulties
  - Dyslexia
  - Contact lenses
  - Corporate Eye care
- Courses and Education
  - Optometrists
  - Education professionals
  - Other professionals involved in the optical industry
- Research
  - PhD
  - Doctorate of Optometry
  - Masters
  - Bachelors
  - Occasional research studies funded by practitioners or companies

The trustees continue to review the future services which the charity will be providing.

### Public benefit

In setting objectives and planning for activities, the Directors have given due consideration to general guidance published by the Charity Commission relating to public benefit.

IOO Limited's activities are considered by the Directors to meet the public benefit requirement. The charity provides specialist eye care services, develops and delivers educational materials for the field and undertakes research with the aim of understanding and overcoming visual impairment. Services are open to all with State funded examinations for NHS patients, and there is a particular emphasis on providing eye examinations for people with learning difficulties. The clinicians at the IOO pride themselves on being prepared to spend more time, effort and skills when investigating patients' symptoms, or providing advice on the optimal methods of alleviating these symptoms.

The charity's strategies for achieving its principle aims and objectives

- Clinics
  - The Institute of Optometry is a 'Centre of Excellence' where the clinics of various specialities are staffed by professionals with the capabilities to deal with unusual and difficult cases related to eye disorders and defects of vision.
  - The Institute of Optometry is a Centre of Referral for the optical profession and associated disciplines.

## DIRECTORS' REPORT

*FOR THE YEAR ENDED 31 DECEMBER 2022*

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- Courses and Education
  - The clinics are open to Optometrists, Pre-Registered Optometrists and Dispensing Opticians to observe and learn about the specialities that are undertaken at the Institute.
  - Multidisciplinary bespoke courses are held on the premises for pre-registered and postgraduate Optometrists with also education for those in related disciplines.
- Research
  - The Research Department collaborates with a local university in running a doctorate programme for optometrists.
  - The research team are involved in supervising BSc and MSc projects for optometry students, and in providing research support to qualified optometrists carrying out research in optometric practice.
  - The research team pro-actively design and seek and obtain funding for new research that will be of benefit to the optometric profession. Research at the Institute is overseen by the Institute Research Ethics Committee and is published in a variety of journals and presented at national and international conferences.

### Principle Funding Sources

- The income generated from the relief of ocular conditions funded the upkeep of necessary facilities.
- The income generated by the clinics supported the education of professionals with their continuing professional development and students by observation with their pre-registered role.
- The Institute attracted funding from the optical industry and optical charities for research studies that support that Institute's objectives relating to research.
- Funding has also been supported by bequests from the profession and patients.
- The hire of the facilities by the optical industry has been used for educational programmes.
- Funding has often been helped by industry donations of equipment and products.

### Achievements and performance

#### Clinics

The Institute of Optometry is a recognised centre of excellence for vision care. It is open to everyone, regardless of their visual needs, and people from across the UK attend its London clinic. Although some are referred by their own optometrist, or through their GP or local hospital, most come through personal recommendation.

The clinical team in 2022 was a mix of full and part-time staff and consisted of the practice manager (who is also the Institute's business operations manager), 4 optometrists 3 dispensing opticians, 2 administrative assistants and 1 clinical typist.

The Primary Eye Care and Specialist Clinic provides eye care for the routine patient, together with occupational colour investigations and corporate VDU contracts. Clinics increased from 3 clinics a week in 2021 to 5 clinics in 2022.

Patients who have Specific Learning Difficulties, or who suffer from Migraines, Pattern Glare, Light sensitivity, Flickering Lights, Meares-Irlen Syndrome, Scotopic Sensitivity Syndrome, Dyslexia, Dyspraxia, and any other

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## DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

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visual symptoms not related to spectacles were generally booked into the Specific Learning Difficulties and Visual Stress Clinic. There were up to 2 clinics a week in 2022 and nearly 70% of patients were issued with Precision Tinted Spectacles.

The Contact Lens Clinic was set up to provide routine and specialist care for those who wear contact lenses, but in particular for those who experience difficulties that cannot be addressed by the high street optometrist/optician, and particularly the more specialist areas of keratoconic, multifocal/bifocal, toric and ortho-k fitting.

### Research, Education and Training

The Research Department is led by the Director of Research (DoR), Professor Bruce Evans, who is employed 1.5 days a week. The DoR is Director of Studies (principal supervisor) for the Institute's Dr Optom students.

Close collaborative links continue with a major international optical company, and links continue to be fostered with other companies and with several university optometry departments.

The academic output of the research department in 2022 was six conference presentations and eight publications.

### Financial review

The charity's results for the year are shown in the Statement of Financial activities. The deficit for the year was £101,658 compared to a deficit of £100,035 in 2021. The reserves at the balance sheet date were in deficit of £261,258 (2021: £159,600) of which £383,711 (2021: £383,711) are endowment funds in relation to the property. There were no free reserves at the balance sheet date (2021: £Nil).

The directors have considered the reserves policy and consider it prudent that the charity maintains reserves of between 2- and 6-months' turnover. In the past reserves of this magnitude have not been held by the charity, but the directors consider when the funds become available that the above policy should be pursued.

The major risks and uncertainties facing the charity are insufficient donations and a lack in demand for the services.

### Plans for the future

On Friday 15 September 2023, the freehold of 56, 58, 60 and 62 Newington Causeway was sold for £4,500,000. After payment of costs, the total amount payable to the charity is £4,355,941. As the property is a permanent endowment, Charity Commission approval has been obtained to use £225,000 of these proceeds to repay the bank overdraft. A lease has been agreed for the charity to remain in the building at nil rent for up to two years. During this period, it is envisaged that new premises will be acquired.

### Directors' responsibilities statement

The Directors are responsible for preparing the Directors' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).



# I.O.O. LIMITED

## DIRECTORS' REPORT *FOR THE YEAR ENDED 31 DECEMBER 2022*

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Company law requires the Directors to prepare financial statements for each financial year. Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Directors are required to:

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

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In preparing this report, the Directors have taken advantage of the small companies' exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Directors on 28 September 2023 and signed on their behalf by:

Mr A Gasson  
*Director*

# I.O.O. LIMITED

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF I.O.O. LIMITED CHARITABLE COMPANY ('THE COMPANY') *FOR THE YEAR ENDED 31 DECEMBER 2022*

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I report to the charity directors on my examination of the accounts of the company for the year ended 31 December 2022.

### Responsibilities and basis of report

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

Having satisfied myself that the accounts of the company 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 company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement - matter of concern identified

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts 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
- the accounts 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).

In carrying out my examination it has been identified that there is material uncertainty in relation to the charity's going concern status, as set out in Note 1.1. The contents of the note state that post year end the charity has sold the freehold property for £4,500,000. As the property is a permanent endowment approval from the Charity Commission has been obtained to use part of the proceeds to repay the bank overdraft of £225,000. The remaining funds will be held on deposit and investment returns will be used to assist with cashflow, but this will remain negative for some time. As stated in note 1.1, these conditions indicate that a material uncertainty exists that may cast significant doubt on the charity's ability to continue as a going concern.

# I.O.O. LIMITED

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF I.O.O. LIMITED CHARITABLE COMPANY ('THE COMPANY') *FOR THE YEAR ENDED 31 DECEMBER 2022*

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I confirm that there are 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.

Amy Healey FCA CTA DChA  
Lindeyer Francis Ferguson Limited  
Chartered Accountants  
North House  
198 High Street  
Tonbridge  
Kent TN9 1BE

Dated: 28 September 2023

# I.O.O. LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES

(including income and expenditure account)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	Endowment funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	2	-	14,824	14,824	63,270
Charitable activities	3	-	377,665	377,665	273,476
Other trading activities					
Premises hire		-	60	60	-
Investments	4	-	618	618	68
Other	5	-	14,736	14,736	14,736
Total income		-	407,903	407,903	351,550
Expenditure on:					
Charitable activities	6	-	509,561	509,561	451,585
Total expenditure		-	509,561	509,561	451,585
Net expenditure and net movement in funds		-	( 101,658)	( 101,658)	( 100,035)
Reconciliation of funds:					
Total funds brought forward:		383,711	( 543,311)	( 159,600)	( 59,565)
Total funds carried forward	17	383,711	( 644,969)	( 261,258)	( 159,600)

# I.O.O. LIMITED

## BALANCE SHEET

AS AT 31 DECEMBER 2022

		2022	2021
	Notes	£	£
Fixed assets			
Tangible assets	11	392,797	395,863
Investments	12	9,400	9,390
		<u>402,197</u>	<u>405,253</u>
Current assets			
Stocks		13,305	14,798
Debtors	13	39,731	19,949
Cash at bank and in hand		396	1,598
		<u>53,432</u>	<u>36,345</u>
Liabilities			
Creditors: amounts falling due within one year	14	( 675,753)	( 553,736)
Net current liabilities		<u>( 622,321)</u>	<u>( 517,391)</u>
Total assets less current liabilities		<u>( 220,124)</u>	<u>( 112,138)</u>
Creditors: amounts falling due in more than one year	15	( 41,134)	( 47,462)
Total net liabilities		<u><u>( 261,258)</u></u>	<u><u>( 159,600)</u></u>
Charity funds			
Endowment funds		383,711	383,711
Unrestricted funds		( 644,969)	( 543,311)
Total funds	17	<u><u>( 261,258)</u></u>	<u><u>( 159,600)</u></u>

# I.O.O. LIMITED

## BALANCE SHEET

*AS AT 31 DECEMBER 2022*

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For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

Approved by the board of trustees on 28 September 2023 and signed on its behalf by:

Mr A Gasson  
Director

Company registration number: 05159638

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### 1.1 Basis of preparation

The financial statements have been prepared in accordance with "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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

I.O.O. Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are presented in pounds sterling and rounded to the nearest pound.

#### *Linked charity*

These financial statements aggregate the activities and funds of I.O.O. Limited and the linked charity, the Institute of Optometry (charity number 1104711-1) and are therefore the combined financial statements of both charities.

#### *Going concern*

The last 12 months have continued to be financially challenging but the Directors consider that the sale of the building is a turning point. They believe that revenue can be increased by targeted marketing to secure new income through the Institute's charitable aims. At the same time all expenditure streams will be reviewed over the next 3 to 6 months.

The Directors are confident that these actions will secure the future of the charity and on this basis the charity is a going concern.

However they acknowledge that at the balance sheet date a material uncertainty exists over the charity's going concern status. On 15 September 2023, the overdraft facility was paid off from the proceeds of the sale of the freehold property (see note 22) with the prior approval of the Charity Commission. This has significantly reduced the Institutes debt position and the elimination of bank interest and charges will also improve cash flow. As at 31.12.22 the fund statement shows negative reserves, however the sale proceeds of £4,500,000 will be reflected in next year's accounts showing a significant positive position. This will also be reflected in the balance sheet. The charity continues to be supported by interest-free private loans (as disclosed in note 20). It is intended that these issues will be addressed in the next financial period.

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies (continued)

#### 1.1 Basis of preparation (continued)

The charity reported a deficit of £101,658 for the year ended 31 December 2022 and therefore, the major risk and uncertainty facing the charity continues to be in relation to cash flow. The sale proceeds have been placed on deposit and subject to legal advice qualifying interest will aid cash flow. Notwithstanding the above, it is envisaged that cash flow will remain negative for some time pending actions mentioned above to increase revenue and review expenditure. Once such measures have been put in place, the directors are of the opinion that the charity is viable.

#### *Group accounts*

The company has taken advantage of the exemptions under section 400 of the Companies Act 2006 and section 139 of the Charities Act 2011 not to prepare consolidated accounts. The financial statements present information about the charitable company and its linked charity as a combined entity and not about its group.

#### 1.2 Company status

I.O.O. Limited is a charitable company limited by guarantee incorporated in England and Wales. It is the sole corporate Trustee of the Institute of Optometry. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is 56-62 Newington Causeway, London, SE1 6DS.

#### 1.3 Income

Income from donations and grants is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions which must be met before the charity is entitled to the funds. Donated services and facilities are recognised at the date they are utilised and are measured at their fair value.

Income from charitable activities is recognised to the extent that the charity has provided the contracted services, and the sales of spectacles and contact lenses are recognised at the point of collection by the patient. Income received in advance of the provision of services is deferred on a time basis until such time as the services have been performed.

Other income is recognised when receivable on the basis of when the services are provided or the events take place.



# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies (continued)

#### 1.4 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be measured or estimated reliably.

Expenditure is stated gross of irrecoverable VAT and has been classified under headings that aggregate all costs related to the category.

Expenditure on raising funds includes the costs associated with the provision of services undertaken solely for this purpose.

Expenditure on charitable activities includes expenditure on the charity's three main activities: clinics and dispensing, education and training, and research. All costs are allocated between expenditure activities on a basis designed to reflect the use of the resource. Direct costs, including staff costs, which relate to a particular activity are allocated to that activity. Support costs, including staff costs and governance costs, have been allocated to the activities undertaken by the charity on the basis of direct expenditure on those activities.

#### 1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated realisable value, over their expected useful lives, as follows:

Freehold property	Not provided
Property improvements	10% straight line
Fixtures, fittings & equipment	10% straight line and 25% on the reducing balance
Computer equipment	20% straight line

The depreciable amount of the freehold property (that is cost less estimated residual value at the end of its estimated useful life) is considered to be immaterial and so depreciation has not been provided.

#### 1.6 Investments

Fixed asset investments includes cash investments which are stated at fair value at the balance sheet date. Investments in subsidiary undertakings are stated at cost less provision for impairment.

#### 1.7 Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow-moving stocks.

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies (continued)

#### 1.8 Financial instruments

The charity only has financial instruments which are classified as basic financial instruments.

Short-term debtors and creditors are measured at the settlement value. Any losses from impairment are recognised in profit and loss. Long term loans are recognised at transaction value and subsequently measured at amortised cost using the effective interest method. Concessionary loans are recognised as repayable on demand and shown as short-term creditors.

#### 1.9 Fund accounting (continued)

General funds are unrestricted funds which are available for use at the discretion of the Directors in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the provider of the grant or donation.

Endowment funds represent funds which must be held permanently either for use in the charity's charitable activities or to provide a return for the charity. Income received on the endowment investment is taken to unrestricted funds.

#### 1.10 Operating leases

Rentals payable under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

#### 1.11 Taxation

The charity is exempt from Corporation Tax on its charitable activities.

#### 1.12 Pensions

I.O.O. Limited operates defined contribution schemes for the benefit of its employees. The assets of the scheme are held separately from those of I.O.O. Limited in an independently administered fund. The pension cost in the financial statements represents the contributions payable by the charity during the year. Pension costs are allocated between activities on the basis as described in Note 1.4.

#### 1.13 Significant judgements and estimates

The key sources of estimation uncertainty at the balance sheet date relate to the assessment of the useful life and the residual value of the charity's freehold property, which is included in the financial statements at its historical cost of £375,000 including land. The trustees consider that the value of the property is not less than its cost. An impairment review is conducted annually and at the balance sheet date no provision for impairment is required.

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 2 Income from donations and legacies

	2022 £	2021 £
Collection boxes - opticians	769	798
Legacies and other donations	14,055	1,504
Donated assets	-	6,000
Government Grants	-	54,968
	<u>14,824</u>	<u>63,270</u>

Donated assets in the prior year relate to an Optical Coherence Tomographer machine donated to the charity.

### 3 Income from charitable activities

	2022 £	2021 £
Clinics and dispensing	306,072	259,862
Research	71,593	13,614
	<u>377,665</u>	<u>273,476</u>

### 4 Income from investments

	2022 £	2021 £
Bank interest	<u>618</u>	<u>68</u>

### 5 Other income

	2022 £	2021 £
Rent and management recharges to subsidiary	<u>14,736</u>	<u>14,736</u>

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 6 Expenditure on charitable activities

	<i>Direct costs</i>	<i>Support</i>	<i>Total</i>	<i>Total</i>
	<i>2022</i>	<i>costs</i>	<i>2022</i>	<i>2021</i>
	<i>£</i>	<i>2022</i>	<i>£</i>	<i>£</i>
Clinics and dispensing	330,636	114,381	445,017	429,823
Education and training	433	150	583	405
Research	47,521	16,440	63,961	21,357
	<u>378,590</u>	<u>130,971</u>	<u>509,561</u>	<u>451,585</u>
	<i>Note 7</i>	<i>Note 8</i>		

### 7 Direct costs

	<i>Total</i>	<i>Total</i>
	<i>2022</i>	<i>2021</i>
	<i>£</i>	<i>£</i>
Wages and salaries	264,974	245,834
National insurance	17,192	15,627
Pension contributions	5,405	418
Freelance staff	550	1,925
Supply of spectacles	53,348	43,444
Supply of contact lenses & solutions	15,755	12,398
Special learning difficulties	806	1,278
Cost of courses	433	288
Other direct expenses	20,127	-
	<u>378,590</u>	<u>321,212</u>

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 8 Support costs

	<i>Total 2022 £</i>	<i>Total 2021 £</i>
Wages and salaries	12,614	8,828
National insurance	681	604
Pension contributions	164	171
Premises repairs and maintenance	1,872	2,068
Equipment repairs and maintenance	1,175	1,106
Computer maintenance	13,003	11,351
Insurance	22,450	19,760
Miscellaneous expenses	-	45
Rates	21,101	20,768
Light and heat	13,948	9,710
Telephone	4,128	4,809
Printing, post and stationery	10,836	10,537
Leasing of equipment	3,794	3,079
Cleaning and laundry	6,035	5,003
Bank charges and interest	21,584	17,597
Legal and professional fees	7,067	7,615
Bad debts	148	-
Depreciation	3,066	2,945
Loss on Disposal	-	27
Pension contribution write off	( 17,195)	-
Governance costs:		
Independent examiners' remuneration	3,840	3,690
Independent examiners' fees for accounts preparation	660	660
	<u>130,971</u>	<u>130,373</u>

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 9 Staff costs

	2022 £	2021 £
Wages and salaries	276,763	254,662
Social security costs	17,873	16,231
Pension contributions	5,569	589
Freelance staff	1,375	1,925
	<u>301,580</u>	<u>273,407</u>

	2022 No.	2021 No.
Average number of employees	<u>15</u>	<u>13</u>

No employees (2021: none) received remuneration in excess of £60,000.

### 10 Net expenditure

	2022 £	2021 £
This is stated after charging:		
Depreciation of tangible fixed assets	3,066	2,945
Operating lease rentals	3,794	3,079
Independent examiners' remuneration	3,840	3,690
Independent examiners' fees for accounts preparation	<u>660</u>	<u>660</u>

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 11 Tangible fixed assets

	<i>Freehold property £</i>	<i>Property improve- ments £</i>	<i>Fixtures, fittings &amp; equipment £</i>	<i>Total £</i>
Cost				
At 1 January 2022	375,000	216,994	133,076	725,070
Disposals	-	-	( 1,356)	( 1,356)
At 31 December 2022	375,000	216,994	131,720	723,714
Depreciation				
At 1 January 2022	-	216,994	112,213	329,207
Charge for the year	-	-	3,066	3,066
On disposals	-	-	( 1,356)	( 1,356)
At 31 December 2022	-	216,994	113,923	330,917
Net book value				
At 31 December 2022	375,000	-	17,797	392,797
At 31 December 2021	375,000	-	20,863	395,863

The trustees have not adopted a policy of revaluation in respect of tangible fixed assets which are, therefore, stated as their historical cost less depreciation in accordance with the Charities SORP (FRS 102). The financial statements show that the freehold property has a depreciated cost of £375,000. As at the date of approval of these financial statements, and as disclosed in note 22, the trustees have sold the freehold property for £4,500,000.

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 12 Fixed asset investments

	<i>Shares in subsidiary</i>	<i>Cash investments</i>	<i>Total</i>
	£	£	£
Cost			
At 1 January 2022	2	9,388	9,390
Additions	-	10	10
At 31 December 2022	<u>2</u>	<u>9,398</u>	<u>9,400</u>

The shares in subsidiary relate to I.O.O. Sales Limited which is a wholly owned subsidiary undertaking of I.O.O. Limited, with an issued share capital of two ordinary shares of £1 each. I.O.O. Sales Limited is registered in England, and has the same registered office address as I.O.O. Limited. Its trading activity is to market optometric goods and services. Summary trading results for I.O.O. Sales Limited are shown below.

	<i>2022</i>	<i>2021</i>
	£	£
<i>I.O.O. Sales Limited</i>		
Turnover	44,725	42,528
Cost of sales	( 7,378)	( 11,146)
Distribution and administration costs	( 42,371)	( 39,701)
Interest receivable or payable	( 488)	( 263)
Other operating income	-	5,158
Loss for the financial year ended 31 December	<u>( 5,512)</u>	<u>( 3,424)</u>
Capital and reserves at 31 December	<u>( 8,934)</u>	<u>( 3,422)</u>

### 13 Debtors

	<i>2022</i>	<i>2021</i>
	£	£
Fees receivable	5,282	7,113
Amounts owed by group undertakings	11,528	4,380
Prepayments and accrued income	22,921	8,456
	<u>39,731</u>	<u>19,949</u>



# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 14 Creditors: amounts falling due within one year

	2022 £	2021 £
Bank overdraft	223,045	224,011
Bank loan	6,328	3,166
Trade creditors	24,205	32,104
Taxation and social security	93,364	70,863
Other creditors	281,506	177,545
Payments received on account for research contracts	16,983	3,630
Accruals and deferred income	30,322	42,417
	<u>675,753</u>	<u>553,736</u>
Deferred income brought forward	22,536	17,244
Income deferred in the year	38,738	18,906
Income released in the year	( 22,536)	( 13,614)
	<u>38,738</u>	<u>22,536</u>

Deferred income relates to deposits received for spectacles and contact lenses which were not collected until after the year end and research income deferred based on the stage of completion.

The bank overdraft is secured on the freehold property (see note 12). The aggregate debt secured at the balance sheet date was £223,045 (2021: £224,011). The property was sold post year end, as set out in note 22, and the overdraft repaid.

### 15 Creditors: amounts falling due after one year

	2022 £	2021 £
Bank loan due in more than one year	<u>41,134</u>	<u>47,462</u>
Amounts repayable after more than 5 years:		
By instalments	<u>15,820</u>	<u>22,149</u>

The loan bears interest of 2.5% and is repayable over 10 years. The loan is unsecured.

## I.O.O. LIMITED

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

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#### 16 Linked charity

The linked charity, the Institute of Optometry, had no income or expenditure in the current nor preceding period. Its balance sheet was as follows:

	2022 £	2021 £
Fixed assets		
Tangible fixed assets	375,000	375,000
	<hr/>	<hr/>
Total net assets	375,000	375,000
	<hr/>	<hr/>
Charity funds		
Endowment funds	375,000	375,000
	<hr/>	<hr/>
Total funds	375,000	375,000
	<hr/>	<hr/>

The freehold property is used for the charitable activities of I.O.O. Limited. Any income generated from the freehold property must also be applied for those charitable activities.

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 17 Statement of movement in funds

<i>Current year</i>	<i>Brought forward</i> £	<i>Income</i> £	<i>Expenditure</i> £	<i>Carried forward</i> £
Unrestricted funds				
General fund	( 543,311)	407,903	( 509,561)	( 644,969)
Endowment funds				
J. Stephen Dawson Memorial Fund	8,711	-	-	8,711
Institute of Optometry 1104744-1	375,000	-	-	375,000
Total endowment funds	383,711	-	-	383,711
Total funds	( 159,600)	407,903	( 509,561)	( 261,258)
<i>Prior year</i>	<i>Brought forward</i> £	<i>Income</i> £	<i>Expenditure</i> £	<i>Carried forward</i> £
Unrestricted funds				
General fund	( 443,276)	351,550	( 451,585)	( 543,311)
Endowment funds				
J. Stephen Dawson Memorial Fund	8,711	-	-	8,711
Institute of Optometry 1104744-1	375,000	-	-	375,000
Total endowment funds	383,711	-	-	383,711
Total funds	( 59,565)	351,550	( 451,585)	( 159,600)

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 18 Analysis of net assets between funds

	<i>Restricted funds 2022 £</i>	<i>Endowment funds 2022 £</i>	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
<i>Current year</i>				
Tangible fixed assets	-	375,000	17,797	392,797
Fixed asset investments	-	8,711	689	9,400
Current assets	-	-	53,432	53,432
Creditors: within one year	-	-	( 675,753)	( 675,753)
Creditors: more than one year	-	-	( 41,134)	( 41,134)
	-	383,711	( 644,969)	( 261,258)
	<i>Restricted funds 2021 £</i>	<i>Endowment funds 2021 £</i>	<i>Unrestricted funds 2021 £</i>	<i>Total funds 2021 £</i>
<i>Prior year</i>				
Tangible fixed assets	-	375,000	20,863	395,863
Fixed asset investments	-	8,711	679	9,390
Current assets	-	-	36,345	36,345
Creditors: within one year	-	-	( 553,736)	( 553,736)
Creditors: more than one year	-	-	( 47,462)	( 47,462)
	-	383,711	( 543,311)	( 159,600)

### 19 Operating lease commitments

The charity is committed to future minimum lease payments under non-cancellable operating leases as follows:

	<i>2022 £</i>	<i>2021 £</i>
Due not later than one year	3,930	3,930
Due later than one year but not later than five years	3,549	7,349
	<u>7,479</u>	<u>11,279</u>

# I.O.O. LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

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### 20 Contingent assets

During 2021 the charity received notification of a legacy. The final value of the estate has yet to be determined and no provision is included in the accounts.

### 21 Related party transactions

The Directors and the Practice Manager are considered to be key management personnel.

During the year, no Directors received any remuneration nor any reimbursement of expenses (2021: £Nil).

The total amount of employee benefits received by key management personnel during the year was £50,876 (2021: £49,667).

As at 31.12.21 there were loans outstanding due to three trustees, Dr M. Wolffe, Mr A. Gasson and Miss J. Morris, amounting to £133,009. During the year the charity received further loans from these trustees totalling £68,200. Interest was charged on one of these loans at £137. The total amount outstanding at the year end was £201,346 which is shown in creditors due within one year.

During the year the charity charged its subsidiary I.O.O. Sales Limited £9,600 (2021: £9,600) for rental of office space, and £5,136 (2021: £5,136) for office and management charges. During the year the charity also recharged I.O.O. Sales Limited £21,511 (2021: £19,537) for staff costs, and £4,360 (2021: £4,508) for postage and other costs. I.O.O. Sales Limited also charged I.O.O. Limited £1,127 (2021: £234) in PDQ charges and £NIL for furlough claims (2021: £5,158). At the balance sheet date I.O.O. Sales Limited owed the charity £11,528 (2021: £4,380).

### 22 Post balance sheet events

After the balance sheet date the trustees made further loans of £122,336 to help support the charity's cashflow.

On 15 September 2023 the charity sold the freehold property for a value of £4,500,000.