

BECOMING VISIBLE LIMITED
Company Limited by Guarantee
Report and Financial Statements
Year Ended: 31 March 2022
Charity Number: 1117872

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2022

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BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31ST MARCH 2022

The trustees, who are also directors for the purpose of company law, present their report and the unaudited financial statements of the company for the year ended 31st March 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Name	Becoming Visible Limited
Charity registration number	1117872
Company registration number	05291167
Principal Office	Mea House Ellison Place Newcastle upon Tyne NE1 8XS
Registered Office	Mea House Ellison Place Newcastle upon Tyne NE1 8XS

The Trustees

The Trustees who served the company during the period were as follows:

Mr. M.C. MacMurtrie
Mr. R.J. Herdman
Mr. F.P. Murphy (resigned 24th March 2022)
Mrs C.M. Iredale (resigned 1st April 2022)

Secretary Miss. D. Marshall

Independent Examiners Valued Accountancy
Office 101, View Point
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Consett Business Park
Consett
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Bankers TSB Bank plc
St Marys Place
Newcastle upon Tyne
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BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31ST MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Becoming Visible Is a registered charity with a registered number: 1117872. The memorandum and articles of association are dated 19th November 2004 and last amended 22nd June 2006. The memorandum of articles was translated into British Sign Language in 2006 for the benefit of members who prefer information in British sign Language.

The day to day running of the charity is delegated to the Director and the Board of Trustees.

The recruitment and appointment of new trustees are elected by the established Management Committee and Members.

OBJECTIVES AND ACTIVITIES

With Becoming Visible charitable objectives in mind, the charity has been continuing its work to:

Work for greater social inclusion for Deaf people in the North of England in every sphere of life, and to develop self-confidence and self-esteem through the promotion of British Sign Language and Deaf Culture.

As a specialist forward-thinking organisation working in the heart of the Deaf Community, we provide services that benefit both Deaf and hearing people. We believe and are proud that we provide solutions that are culturally appropriate, friendly, and approachable and in this current financial climate, cost effective. During 2021 - 2022 we had 3 full time and 1 part time member of staff and a bank of 4 zero hours-based staff.

Strategy for 2021 – 2023

As we plan ahead to the future, after a challenging 2.5 years of the pandemic and changes to how people have lived and worked, Becoming Visible faces a new set of challenges. We, as an organisation have identified three areas, operations, community, and services where we need to re-invest our work in. COVID-19 has impacted seriously upon people's confidence and the ability to 'return' to 'normal living'. The lack of support shown by the government towards Deaf people in terms of access to information during the pandemic has been manifested in the press and the 'Where is the Interpreter?' Campaign. Further campaigns by larger Deaf organisations, as a result of lobbying, has seen a new British Sign Language law. Despite all of this, there are still failings locally in provision of safe, high quality services for Deaf people particularly in health and social care. As we re-define Becoming Visible role in this new post-pandemic world, we will continue to collaborate with other local Deaf organisations to look to the future. Some ground-breaking initiatives with a local partner has been put on hold due to the pandemic and we will be looking to restart this work. Our vision remains the same as in 2020-2021.

Vision: "The leading organisation in all things related to British Sign Language and Deaf Culture"

Mission: "People first"

Values:

- Respect for our language, culture, heritage, diversity is central in all we do
- We will provide high quality accessible services, projects, and opportunities
- Partnerships/signposting with other organisations to promote a positive image of British Sign Language, Deaf Culture and the diversity of the Deaf Community
- We will always strive to improve in what we do by listening to feedback
- Continue to be innovative in what we do, to create exciting opportunities for members of the Deaf community

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31ST MARCH 2022

BV Interpreting:

British Sign Language/ English Interpreting Services for the public, private and voluntary sectors have been the main core of our work and income since 2003. We are the only specialist agency in the region that manages a diary of a team of interpreters that attend a variety of appointments daily so that both Deaf and hearing people can communicate with each other. Our clients include both large and small providers within the public, private and voluntary sectors such as the NHS, local authorities, further & higher institutions, employment agencies, amongst other clients. The nature of work we do remain the same over the years, however we face challenges in procurement of the nature of our work as a specialist niche agency. However, our loyal clients and interpreters continue to come back to us, and we are growing year on year in our bookings, not just regionally but also nationally. We are grateful for their support and their support to BV's ethos of ensuring that any income we generate is ploughed back into our community.

Our team of interpreters and bookings staff that we manage the diaries for are the biggest asset we have as an organisation. They provided around 8,000 hours of British Sign Language/ English Interpreting during 2019-2020. We value their work and support to Becoming Visible. Our Bookings Co-ordinator, Michelle, deals with the logistics of managing clients, requests, and the interpreting team's diaries as well as sourcing other freelance interpreters. This is a challenging area of work needing accuracy, precision, quick decision making and the ability to always think on one's feet! We do work in partnership with our clients to ensure that their contracts are successful by providing high quality interpreting services at the point of contract throughout to invoicing. In 2021 and beyond, we look to new challenges and expanding the team within Interpreting and Translation as well as adding to the services we provide with new technological opportunities and partnerships to enhance the interpreting services provided.

Becoming Visible Translation

As part of our services to clients, we offer either one off translation or an ongoing series of translation of information into British Sign Language and vice versa. We do this through our in-house studio at Becoming Visible. During 2021-2022 we have been utilising the studio, mostly for our own work but we have an increasing use of our studio for other media opportunities, especially with the pandemic.

Becoming Visible Training

Our part-time Training Officer, Julie has successfully delivered the following courses and workshops: All of this has been delivered without any external funding and the Training department needs financial support to enable us to continue this work and deliver more courses for Deaf people to enable them to upskill and gain confidence in employment as Deaf people are 50% more likely to be out of work than hearing people. Becoming Visible believes that training should be delivered in an environment that is Deaf-friendly, so we offer those at our base in Newcastle upon Tyne and rent rooms at Sunderland Deaf Society and Newcastle Deaf Centre. Any income we raise goes back into the Deaf community. We will continue to do this work in the next few years, but funding is essential to enable us to continue and offer further opportunities to both Deaf and hearing people.

Deaf ID

After a soft launch of the newly established BV service in mid-2020, Deaf ID is now slowly establishing itself into a specialist niche service for Deaf people within the Northeast (Borders – Cleveland and Cumbria). Headed by Debra, the service matches up clients (aged 8 onwards) with our three specialist teams of workers (Buddies, Support Workers, and Personal Assistants). We are funded by two avenues – public and private funding. During 2021-2022, the aim is to strengthen internal processes and safeguard the service, train our staff and take it out into the community. This service was identified after numerous queries from various organisations. We have plans to complement this service with two other new services which takes Becoming Visible into new territory, and we are hugely excited about this fledgling arm of Becoming Visible, creating employment opportunities and independence skills for Deaf people putting our vision and mission into practice - 'People First'.

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31ST MARCH 2022

Becoming Visible Community

The Deaf Community is what Becoming Visible is all about. The people, the language, the culture and what makes us a unique community. During 2021-2022 with the pandemic, our staff refocused their work to providing a new BSL Radio Service called BV Buzz. During 2021-2022, this was the highlight of our engagement with the Deaf Community through BV's Facebook page. We offered one-hour BSL-radio shows online, three times a week. We gained an increase in our social media engagement by 100%, provided information about the pandemic, introduced local services to Deaf people, offered people opportunities to become reporters and so on. A typical show would have an opening with the weather forecast for the week by our resident weatherperson, followed by a news summary in BSL by whoever was available, cookery slot, a spotlight on local Deaf businesses, services, and banter with people. People were invited to have discussions online about subjects. We hope to seek funding to enable us to re-develop this and make it a more robust service. All face-to-face work remains challenging for us.

Policies and Procedures

With the pandemic, Becoming Visible has to devise new policies and procedures in light of safety and this was communicated to all staff, volunteers, and interpreters to ensure safe working conditions. No one was on furlough – everyone adapted to ways of working. As we enter a new year, re-checking our policies and procedures and staff handbook is a priority for Becoming Visible.

Plans for the future

We are coming out of the pandemic and still adjusting on how people live and work. The major challenge we have faced is re-engaging with the community and getting them to grow in confidence in returning to daily lives outside of homes and ensuring accessible services return to better standards. As always, we put people first.



Signed on behalf of the board

Mr Martin MacMurtie (Trustee)

Date ..23 / 05 / 2023.....

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES ON THE UNAUDITED FINANCIAL STATEMENTS OF THE COMPANY

YEAR ENDED 31ST MARCH 2022

Independent examiner's report to the trustees of Becoming Visible Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Respective responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company 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 for this year under the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as 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

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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 (FRS102).



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Dated: 23 / 05 / 2023

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31ST MARCH 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Income Resources					
Incoming resources from generating funds:					
Voluntary income	2	443		443	11,922
Income resources from charitable activities	3	528,776		528,776	415,940
Total Incoming Resources		529,219	-	529,219	427,862
Resources Expended					
Charitable activities	5	(376,988)		(376,988)	(281,299)
Governance costs	6	(124,535)		(124,535)	(114,090)
Total Incoming Resources		(501,523)	-	(501,523)	(395,389)
Net Incoming Resources					
Net Income / (Expenditure) for the year					
		27,696	-	27,696	32,473
		27,696	-	27,696	32,473
Total Funds at 1 April 2021		200,145	-	200,145	167,672
Total Funds at 31 March 2022		227,841	-	227,841	200,145

The statement of Financial Activities includes all gains in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 9 to 15 form part of these financial statements.

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

YEAR ENDED 31ST MARCH 2022

	Note	£	2022 £	£	2021 £
FIXED ASSETS					
Tangible Assets	10		16,311		17,036
CURRENT ASSETS					
Debtors	11	234,413		207,398	
Prepayment and Other Debtors		348		723	
Cash at Bank		29,122		38,569	
		<u>263,883</u>		<u>246,690</u>	
CREDITORS: amounts falling due within one year					
	12	<u>52,353</u>		<u>63,596</u>	
NET CURRENT ASSETS			211,530		183,109
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>227,841</u>		<u>200,145</u>
FUNDS					
Restricted income funds			-		-
Unrestricted income funds	13		<u>227,841</u>		<u>200,145</u>
TOTAL FUNDS			<u>227,841</u>		<u>200,145</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.


The members have not required the company to obtain an audit in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for

- Ensuring that the charitable company keeps accounting records that comply with Section 386 and 387 of the Companies Act 2006 and
- Preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company

These financial statements have been prepared in accordance with the special provisions of Part 15 of the companies Act 2006 relating to charitable small companies.

The financial statements were approved by the board of directors and authorised for issue and are signed on its behalf by:


.....

Date... 23 / 05 / 2023

Mr Martin MacMurtie

Trustee

Company Registration No. 1117872

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2022

1. Accounting policies

- a) The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and follow the recommendations in *Accounting and Reporting by Charities: Statement of Recommended Practice* issued in March 2005.
- b) The trustees have taken advantage of the exemption in Financial Reporting Standard No1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.
- c) Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.
- d) Restricted funds are recognised where a donor gives monies or other items for a specific purpose. In each case the trustees recognise this restricted use and set up a separate restricted fund, accounting only for money spent against that fund.
- e) Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.
- f) Charitable activities – are those costs incurred in trading activities that raise funds, which are for the direct benefit of the charity's beneficiaries, associated with the provisions of supporting services and include the direct costs and support costs relating to the activities of the charity.
- g) Governance costs - include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements. Support costs have been allocated to activity costs categories and to governance costs on a basis consistent with the time spent by employees on each activity and those activities necessary to properly govern the charity.
- h) Fixed assets are initially recorded at cost
- i) Depreciation is calculated so as to write off the costs of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Computer Equipment	20% Reducing Balance
Computer Software and Licences	20% Straight Line
Equipment	20% Reducing Balance
- j) All incoming resources are recognised once the charity has entitlement to the resources, it is certain that resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

Income from charitable activities includes income received under contract where the charity has become entitled to the income after completing its contractual duties.

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2022

2. VOLUNTARY INCOME

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Donations and grants	443	-	443	11,922
	443	-	443	11,922

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Invoiced services and recharged expenses	528,776	-	528,776	415,940
	528,776	-	528,776	415,940

4. TRUSTEES REMUNERATION AND EXPENSES

During the year remuneration was paid to an employee of Becoming Visible Ltd who was related to the chairperson.

No reimbursement of expense has been made or is due to be made to any of the trustees in respect of the year.

5. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Direct charity activity costs	376,988	-	376,988	281,299
	376,988	-	376,988	281,299

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2022

6. GOVERNANCE COSTS

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Salaries & Wages	91,256		91,256	83,771
Premises Costs	9,017		9,017	9,882
Accountancy Fees	4,560		4,560	5,000
Printing, Postage & Stationery	1,845		1,845	953
Insurance	1,612		1,612	1,615
Telephone	4,979		4,979	3,897
Legal & Professional	35		35	35
Repairs & Renewals	35		35	80
Training	577		577	-
Subscriptions	2,597		2,597	2,485
Bank Charges	210		210	214
Depreciation (20%)	3,875		3,875	2,021
Room Hire	275		275	-
Travel Expenses	1,683		1,683	164
Sundries	1,979		1,979	3,973
	124,535	-	124,535	114,090

7. NET (OUTGOING) / INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2022 Total £	2021 Total £
Depreciation	3,875	2,021
	3,875	2,021

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2022

8. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2022 Total	2021 Total
	£	£
Salaries & Wages	86,427	79,576
Pension Costs	2,448	2,063
Employers NI	2,381	2,132
	<u>91,256</u>	<u>83,771</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents was as follows:

	2022 Total	2021 Total
Number of Admin staff	<u>6</u>	<u>4</u>

9. TAXATION

The charitable company is exempt from tax on its charitable activities, as the charitable company gained full charitable status on 7th February 2007.

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2022

10. TANGIBLE FIXED ASSETS

	Plant & Machinery Etc £
Cost	
At 1 April 2021	34,715
Additions	3,149
Disposals	-
At 31 March 2022	<u>37,864</u>
Depreciation	
At 1 April 2021	17,679
Charge in Year	3,874
Depreciation on Disposals	-
At 31 March 2022	<u>21,553</u>
Net Book Value	
At 31 March 2022	<u>16,311</u>
At 31 March 2021	<u>17,036</u>

11. DEBTORS

	2022 Total £	2021 Total £
Trade Debtors	<u>234,413</u>	<u>207,398</u>

12. CREDITORS: Amounts falling due within one year

	2022 Total £	2021 Total £
Trade Creditors	35,382	37,077
Other Creditors	16,971	26,013
	<u>52,353</u>	<u>63,090</u>

BECOMING VISIBLE LIMITED COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2022

13. UNRESTRICTED INCOME FUNDS

	Balance at 1 April 2021 £	Incoming Resources £	Outgoing Resources £	Balance at 31 March 2022 £
General Funds	200,145	529,219	501,523	227,841

14. RELATED PARTY TRANSACTIONS

No related party transactions

15. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and its governing document is its memorandum and Articles of Association.

The trustees hold no shares in the company but each trustee, as a member, is a guarantor of the company, to an amount not exceeding £1, in the event of the winding up of a company.

16. PENSIONS

During the year, the company contributed £2,448 into the employees' personal pension under the Government Auto Enrolment Scheme. (2021: £2,063)

17. CONTINGENCIES

The trustees have confirmed that there were no contingent liabilities which should be disclosed on 31st March 2022.

18. CAPITAL COMMITMENTS

The trustees have confirmed that there were no capital commitments on 31st March 2022.

19. ULTIMATE CONTROLLING PARTY

In the opinion of the trustees there is no ultimate controlling party other than the trustees themselves.

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