

Charity registration number 1149391

Company registration number 08186943 (England and Wales)

**SELBY DISTRICT VISION**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

# SELBY DISTRICT VISION

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# SELBY DISTRICT VISION

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Margaret Anne Young	
	Susan Ryder	
	John Cattnach	
	Phillip Palethorpe	(Deceased 15 December 2021)
	Steve Kendall	(Resigned 15 January 2022)
	Irene Green	(Resigned 15 January 2022)
<b>Charity number</b>	1149391	
<b>Company number</b>	08186943	
<b>Principal address</b>	Unit 12	
	Prospect Centre	
	Prospect Way	
	Selby	
	YO8 8BD	
<b>Registered office</b>	Unit 12	
	Prospect Centre	
	Prospect Way	
	Selby	
	YO8 8BD	
<b>Independent examiner</b>	N Clemit ACA, FCCA	
	JWPCreers LLP	
	Chartered Accountants	
	Genesis 5	
	Church Lane	
	York	
<b>Bankers</b>	YO10 5DQ	
	HSBC	
	Market Place	
	Selby	
	North Yorks	
	YO8 4PA	

# **SELBY DISTRICT VISION**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2022**

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The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019".

The legal and administrative information page forms part of this report.

### **Objectives and activities**

The aims and principles of Selby District Vision are to promote the relief principally but not exclusively of the visually impaired in any manner which is now or hereafter deemed by law to be charitable principally but not exclusively in the local government area of Selby district and its environs.

Selby District Vision is committed to helping people experiencing sight loss within Selby District, to support their needs by providing information and resources, enabling them to maintain their independence.

We aim to improve the quality of life for visually impaired people by providing specialised services to meet their needs. We do this through the provision of information, advice, support, social activities and equipment through our resource centre.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the trust's aims and objectives and in planning future activities and setting the grant making policy for the year.

Throughout the year our dedicated volunteers have made a significant and valuable contribution in all areas of our charity's activities.

The number of SDV Service Users on our database at 31 March 2022 was 200.

### **Achievements and performance**

#### **Chairman's Annual Report**

A year ago, I honestly thought that I would be talking about how Covid had hit us hard, but that we, as a local charity, had survived to reorganise and reinstate many of our previous groups, activities and outings.

Yet, the biggest news which has hit us all hard was the death of Philip Palethorpe, one of our trustees who was pivotal in the running of our charity.

He passed away in December, 2021 and it is my duty to say how important he was to us. We pass on condolences to his family.

Yet we have to move on and look to the future and how Selby District Vision can serve the peoples of the District.

We have places to fill on the board of Trustees and welcome applications from those who have professional experience of HR, IT, Accounts and Fundraising.

**John Cattnach**  
**Chairman.**

#### **Treasurers Report**

Another difficult year for the charity due to the pandemic. It was not feasible to organise group activities or fund raising events. Outreach work was similarly affected. Sadly the charity client database has also been reduced over the past two years.

The trustees have kept in contact via regular zoom meetings, emails and telephone to ensure the charity has remained viable throughout.

It is with great sadness that I have to report that Philip Palethorpe passed away suddenly in December. Followed shortly afterwards by the resignation from the board of Steve Kendall and Irene Green due to health reasons. Thus reducing the present trustee board to three.

The staff remained on furlough until the end of September. Both Eileen Hewitt and Michelle Dodgson resumed their duties at the beginning of October.

Sharon Roe resigned her position as Outreach Co-coordinator in September 2021.

**Anne Young**

#### **Financial review**

##### **Reserves policy**

As in previous years the trustees have endeavoured to ensure that we have at least 12 months running costs in reserve.

## **SELBY DISTRICT VISION**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 MARCH 2022**

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#### **Risk management**

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Structure, governance and management**

The charity which is a Company Limited by Guarantee is governed by its Memorandum and Articles of Association dated 21 August 2012.

#### **Recruitment and appointment of trustees**

In accordance with the governing document directors/trustees are appointed at the annual general meeting. At each AGM one third of the directors or the number nearest to one third must retire and if they wish stand for re-election. The directors may appoint a person who is willing to act to be a director but they must retire at the next AGM and stand for election. Signed notice may be given by a member entitled to vote, not less than 14 days nor more than 35 days before the meeting proposing a new director. This notice must be signed by the person proposed and contain all the necessary details the charity would have to file at Companies House.

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

Margaret Anne Young  
**Trustee**

John Cattnach  
**Trustee**

20 September 2022

## **SELBY DISTRICT VISION**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

***FOR THE YEAR ENDED 31 MARCH 2022***

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The trustees, who are also the directors of Selby District Vision for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

# **SELBY DISTRICT VISION**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SELBY DISTRICT VISION**

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I report to the trustees on my examination of the financial statements of Selby District Vision (the charity) for the year ended 31 March 2022.

### **Responsibilities and basis of report**

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

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

### **N Clemit ACA, FCCA**

JWPCreers LLP  
Chartered Accountants  
Genesis 5  
Church Lane  
York  
YO10 5DQ

Dated: 22 September 2022

## SELBY DISTRICT VISION

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes						
<b>Income and endowments</b>							
Donations and legacies	3	15,913	-	15,913	6,324	-	6,324
Charitable activities	4	24,746	2,164	26,910	3,676	504	4,180
Other trading activities	5	3,840	-	3,840	5,361	-	5,361
Investments	6	21	-	21	70	-	70
Other income	7	4,501	-	4,501	10,732	-	10,732
<b>Total income</b>		<b>49,021</b>	<b>2,164</b>	<b>51,185</b>	<b>26,163</b>	<b>504</b>	<b>26,667</b>
<b>Expenditure</b>							
Raising funds	8	505	-	505	496	-	496
Charitable activities	9	25,405	626	26,031	22,288	504	22,792
<b>Total expenditure</b>		<b>25,910</b>	<b>626</b>	<b>26,536</b>	<b>22,784</b>	<b>504</b>	<b>23,288</b>
Gross transfers between funds		-	-	-	-	-	-
<b>Net income for the year/ Net movement in funds</b>		<b>23,111</b>	<b>1,538</b>	<b>24,649</b>	<b>3,379</b>	<b>-</b>	<b>3,379</b>
Fund balances at 1 April 2021		103,764	266	104,030	100,385	266	100,651
<b>Fund balances at 31 March 2022</b>		<b>126,875</b>	<b>1,804</b>	<b>128,679</b>	<b>103,764</b>	<b>266</b>	<b>104,030</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# SELBY DISTRICT VISION

## STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	13		2,323		221
<b>Current assets</b>					
Debtors	14	365		366	
Cash at bank and in hand		126,084		103,548	
		<u>126,449</u>		<u>103,914</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(93)</u>		<u>(105)</u>	
Net current assets			126,356		103,809
<b>Total assets less current liabilities</b>			<u>128,679</u>		<u>104,030</u>
<b>Income funds</b>					
Restricted funds	16		1,804		266
Unrestricted funds			126,875		103,764
			<u>128,679</u>		<u>104,030</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the trustees on 20 September 2022

Margaret Anne Young  
Trustee

John Cattnach  
Trustee

Company Registration No. 08186943

# SELBY DISTRICT VISION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2022

#### 1 Accounting policies

##### Charity information

Selby District Vision is a private company limited by guarantee incorporated in England and Wales. The registered office is Unit 12, Prospect Centre, Prospect Way, Selby, YO8 8BD.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, "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) (issued in October 2019)" and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### 1.2 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

##### 1.3 Income

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

##### 1.4 Expenditure

Expenditure is included on an accruals basis.

Expenditure on raising funds comprises those costs associated with the purchase of items for re-sale.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Apportionment of general costs incurred is allocated on a monthly basis against restricted funds. This allocation is based on the staff and volunteer hours incurred monthly and therefore changeable.

##### 1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Office equipment	25% straight line
Office fixtures and fittings	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

##### 1.6 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

# SELBY DISTRICT VISION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 1 Accounting policies

(Continued)

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

##### **Basic financial assets**

Basic financial assets are measured at transaction price including transaction costs. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities are recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

#### 1.10 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Donations and gifts	2,813	4,487
Legacies receivable	11,240	-
Collect a coin	479	467
Gift aid	1,381	1,370
	<hr/>	<hr/>
	15,913	6,324
	<hr/>	<hr/>

# SELBY DISTRICT VISION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 4 Charitable activities

	Charitable activities 2022 £	Charitable activities 2021 £
Grants	26,164	4,004
Sales	245	176
Friday club	40	-
Tuesday Club	54	-
M2M	48	-
Out and abouters	341	-
Everyclick	18	-
	<u>26,910</u>	<u>4,180</u>
Analysis by fund		
Unrestricted funds	24,746	3,676
Restricted funds	2,164	504
	<u>26,910</u>	<u>4,180</u>

### 5 Other trading activities

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
100 Club	1,255	1,352
Autumn raffle	1,766	2,150
Coffee mornings	113	-
Fun day	87	-
Fundraising	112	-
Sponsorship	507	1,859
	<u>3,840</u>	<u>5,361</u>

### 6 Investments

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Dividends and interest	21	70
	<u>21</u>	<u>70</u>

## SELBY DISTRICT VISION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

#### 7 Other income

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Furlough income	4,501	10,732
	<u>          </u>	<u>          </u>

#### 8 Raising funds

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
<u>Fundraising and publicity</u>		
Goods for sale	185	166
100 Club	320	330
	<u>          </u>	<u>          </u>
	<u>505</u>	<u>496</u>

# SELBY DISTRICT VISION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 9 Charitable activities

	Charitable Expenditure 2022 £	Charitable Expenditure 2021 £
Staff costs	13,148	13,682
Depreciation	774	74
Staff training and expenses	177	-
Volunteer expenses	332	-
Social groups	696	-
Heating and lighting	401	468
Rent	7,582	5,228
Insurance	590	597
Stationery, printing and postage	178	222
Telephone	733	999
IT Costs	724	613
Other expenses	13	13
Equipment purchases	-	254
Bank charges	23	-
	<u>25,371</u>	<u>22,150</u>
Share of governance costs (see note 10)	660	642
	<u>26,031</u>	<u>22,792</u>
<b>Analysis by fund</b>		
Unrestricted funds	25,405	22,288
Restricted funds	626	504
	<u>26,031</u>	<u>22,792</u>

### 10 Support costs

	2022 Support costs £	Governance costs £	2021 Support costs £	Governance costs £	2021 £
Independent examiners fee	-	660	660	-	642
	<u>-</u>	<u>660</u>	<u>660</u>	<u>-</u>	<u>642</u>
	-	660	660	-	642
	<u>-</u>	<u>660</u>	<u>660</u>	<u>-</u>	<u>642</u>
Analysed between Charitable activities	-	660	660	-	642
	<u>-</u>	<u>660</u>	<u>660</u>	<u>-</u>	<u>642</u>

### 11 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# SELBY DISTRICT VISION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 12 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	2	2
	<u>2</u>	<u>2</u>
<b>Employment costs</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	13,148	13,682
	<u>13,148</u>	<u>13,682</u>

There were no employees whose annual remuneration was more than £60,000.

### 13 Tangible fixed assets

	Office equipment £	Office fixtures and fittings £	Total £
<b>Cost</b>			
At 1 April 2021	5,245	3,237	8,482
Additions	-	2,876	2,876
	<u>5,245</u>	<u>6,113</u>	<u>11,358</u>
At 31 March 2022	5,245	6,113	11,358
	<u>5,245</u>	<u>6,113</u>	<u>11,358</u>
<b>Depreciation</b>			
At 1 April 2021	5,024	3,237	8,261
Depreciation charged in the year	55	719	774
	<u>5,079</u>	<u>3,956</u>	<u>9,035</u>
At 31 March 2022	5,079	3,956	9,035
	<u>5,079</u>	<u>3,956</u>	<u>9,035</u>
<b>Carrying amount</b>			
At 31 March 2022	166	2,157	2,323
	<u>166</u>	<u>2,157</u>	<u>2,323</u>
At 31 March 2021	221	-	221
	<u>221</u>	<u>-</u>	<u>221</u>

### 14 Debtors

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Trade debtors	-	1
Other debtors	365	365
	<u>365</u>	<u>366</u>
	<u>365</u>	<u>366</u>

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

	2022 £	2021 £
Other creditors	93	105
	<u>93</u>	<u>105</u>

# SELBY DISTRICT VISION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

		Movement in funds			
	Balance at 1 April 2021	Income	Expenditure	Transfers	Balance at 31 March 2022
	£	£	£	£	£
Selby Town Council	266	2,164	(626)	-	1,804
	<u>266</u>	<u>2,164</u>	<u>(626)</u>	<u>-</u>	<u>1,804</u>
	<u><u>266</u></u>	<u><u>2,164</u></u>	<u><u>(626)</u></u>	<u><u>-</u></u>	<u><u>1,804</u></u>

		Movement in funds			
	Balance at 1 April 2020	Income	Expenditure	Transfers	Balance at 31 March 2021
	£	£	£	£	£
Selby Town Council	266	-	-	-	266
Freemasons	-	504	504	-	-
	<u>266</u>	<u>504</u>	<u>504</u>	<u>-</u>	<u>266</u>
	<u><u>266</u></u>	<u><u>504</u></u>	<u><u>504</u></u>	<u><u>-</u></u>	<u><u>266</u></u>

#### Selby Town Council

A grant towards room hire for the AGM at Selby Town Hall and two outside visits including a christmas visit to a garden centre.

#### 17 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2022 are represented by:			
Tangible assets	2,323	-	2,323
Current assets/(liabilities)	124,552	1,804	126,356
	<u>126,875</u>	<u>1,804</u>	<u>128,679</u>
	<u><u>126,875</u></u>	<u><u>1,804</u></u>	<u><u>128,679</u></u>
	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 March 2021 are represented by:			
Tangible assets	221	-	221
Current assets/(liabilities)	103,543	266	103,809
	<u>103,764</u>	<u>266</u>	<u>104,030</u>
	<u><u>103,764</u></u>	<u><u>266</u></u>	<u><u>104,030</u></u>

#### 18 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).