

Charity Number : 1159896

The Prison Opticians Trust

Report and Accounts

31 March 2025

The Prison Opticians Trust

Report and accounts for the year ended 31 March 2025

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The Prison Opticians Trust Trustees' Annual Report for the year ended 31 March 2025

The Trustees present their Report and Accounts for the year ended 31 March 2025.

Reference and administrative details

The charity name

The legal name of the charity is The Prison Opticians Trust. The charity is also known by its operating name, The Prison Opticians Trust.
The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 1159896

Legal structure of the charity

The charity is constituted as a Charitable Incorporated Organisation (CIO) in England & Wales. The governing document of the charity is the constitution of the CIO as approved by the Charity Commission in England & Wales (CCEW). There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

The trustees are all individuals.

The principal operating address, telephone number, email and web addresses of the charity are:-

2nd Floor County House
35 Earl Street, Maidstone
Kent, ME14 1PF

The Trustees in office on the date the report was approved were:-

Tanjit Dosanjh
Kamalpreet Singh Bains
Syed Saqib Abbas

The following persons served as Trustees during the year ended 31 March 2025 :-

Tanjit Dosanjh
Kamalpreet Singh Bains
Syed Saqib Abbas (Appointed on 10 July 2025)

Objects and activities of the charity

a. Activities for achieving objectives

The optical training centre at HMP Fosse Way (FW), which is a Category C Prison, ended in January 2025. Training prisoners in Cat C security settings is very different to training them in the community on a day release scheme. The FW Training Academy was equipped with the machinery needed to train prisoners in optical retail and lab skills barring any pieces of equipment that could be considered a security risk. These machines allowed us to train people to become optical advisors and gave our trainees real experience of the types of machines they will be using when they get into practice. During our training period at FW we experienced good learner engagement in class with a high pass rate. A number of our trainees also expressed an interest in pursuing optics as a career.

However, HMP Fosse Way was a challenging environment to deliver our training programme as this is a new prison with 70% new staff. Regular lockdowns, regime changes and absenteeism, together with little support from the prison due to staff shortages, presented difficulties in delivering a consistent programme.

We are now in the final phases of discussions with three female prisons in Kent and Surrey with a view to initiating our training programme there by July 2025.

The main activities undertaken in relation to those purposes during the year.

The Trustees have taken due regard of the guidance published by the Charity Commission on public benefit.

The Prison Opticians Trust
Trustees' Annual Report for the year ended 31 March 2025

Achievements and performance

1. Review of activities

Our aim is to reduce re-offending which benefits society by creating safer communities. Offenders are disadvantaged in employment because a criminal record discourages employers. Our charity gives specialised training in the field of optics to offenders and engages with employers from this field to increase their likelihood of employing an offender.

If we achieve our aims of training offenders and engaging with employers then we believe we achieve our legal purpose which is the relief of poverty.

Our strategy for achieving our stated aims is to run training programmes, recruit offenders from prisons/probation, and network with employers willing to employ offenders.

The criteria used to assess success in the reporting period are the number of offenders who we have trained over the past 12 months.

The short term and longer term aims and objectives.

The significant activities contribute to our aims and objectives as follows:

- Engage with Prisons - identify suitable places where we can train offenders
- Training programme - trains offenders in optics
- Employer Engagement - identify employers willing to employ ex-offenders who we have trained

Our long term aims and objectives are to:

- Scale up the training programme so that each year it trains 25 offenders per year.
- Increase the network of employers willing to employ offenders so we have 25 job opportunities per year available for our beneficiaries.

At present the number of staff involved in training is 3 and the number of staff involved in engaging employers is 3.

The charity board regularly reviews how the training and employment activities are progressing towards the goals set. The charity keeps a log of all of our trainees through our training programmes. This document allows us to see both the successes and failures of our trainees. We also ask our trainees to complete an evaluation form at the end of their time with us which gives them a chance to tell us where we can improve.

The charity has trained 11 offenders in the period April 2024-March 2025.

Our targets for this period were to train 30 offenders.

We were unable to reach our target of training 30 offenders in this period due to the following factors :

- A large number of learners were transferred to other prisons during the course.
- There were too many variables beyond our control such as recruitment difficulties, regime changes and regular lockdowns.

The charity set no fundraising objectives for this period as its reserves were large enough to meet its charitable objectives.

This is the charity's tenth reporting period and we have already made a difference to offenders and it is vital we continue to do this work in a sustainable manner. Gradually we believe our work will make a societal difference by making communities safer but measuring this change may be complicated.

The Prison Opticians Trust Trustees' Annual Report for the year ended 31 March 2025

Financial review

The financial significant effects for the charity for this reporting period were:

- no significant reportable events.
- the charity holds no financial investments.
- The principal risks facing the charity are the unstable conditions at HMP Fosse Way. To mitigate this risk we are planning to set up a training programme in other prisons. Our aim is to run a course every quarter, helping as many learners as possible to achieve a Level 2 qualification in Supporting Optical Retail.

The principal funding sources of the charity in the reporting period are from Serco Justice Division and The Prison Opticians Company Limited.

Plans for Future Periods

The Charity plans on establishing training programmes within female prisons in Kent and/or Surrey. This will enable us to reach a wider pool of prisoners and increase the number of trainees we are able to support each year. Our aim is to run a course every quarter, providing women with the opportunity to achieve a Level 2 qualification in Supporting Optical Retail. This development will support our long-term objective of scaling up to 25 trainees per year.

Method of Appointment or Election of Trustees.

The method used to appoint new trustees is by panel interview of the applicant and then the trustees vote on whether to appoint or not.

The future direction of the charity is to continue providing its training programme and grow the number of people it helps per year.

Policy used to set KMP remuneration

At present the pay of KMP is based on skills, experience and market rates.

Financial review

The charity's financial position at the end of the year ended 31 March 2025

The financial position of the charity at 31 March 2025 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:-

	2025	2024
	£	£
Net income/(expenditure)	<u>24,419</u>	<u>(128,419)</u>
Unrestricted Revenue Funds available for the general purposes of the charity	234,352	209,933
Total Funds	<u>234,352</u>	<u>209,933</u>

The Prison Opticians Trust
Trustees' Annual Report for the year ended 31 March 2025

Reserves policy

The Trustees aim for the charity to retain reserves at a level to that will help to ensure its long-term financial stability and position it to respond to varying economic conditions and to changes affecting the charity's financial position and the ability of the charity to continuously carry out its mission.

The Prison Opticians Trust will maintain reserves to achieve the following objective(s):

- a) To enable the charity to sustain operations through delays in payments of committed funding and to accept reimbursable contracts without jeopardizing ongoing operations;
- b) To promote public and funder confidence in the long-term sustainability of the charity by preventing chronic cash flow crisis that can diminish its reputation and force the Board to make expensive short-term, crisis-based decisions; and
- c) To create an internal line of credit to manage cash flow and maintain financial flexibility.

The target amount of reserves to be attained and maintained is £50,000 representing approximately double the amount of annual operating expenses of £128,419. At the year end the charity had free reserves of £209,933, being unrestricted funds excluding amounts invested in fixed assets. Restricted funds at year end amounted to £Nil. The trustees consider this level of reserves to be satisfactory at the end of the charity's seventh financial period.

Going Concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Details of The Independent Examiner

Yasser Khan (FCCA)
Member of ACCA
Aspen White Consulting Ltd T/A GrowFactor
20 Wenlock Road
London
England
N1 7GU

The Prison Opticians Trust
Trustees' Annual Report for the year ended 31 March 2025

Statement of Trustees' Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP), .

In particular, charity law requires the Trustees, if they prepare accounts on an accruals basis, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Trustees are required to :-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

- select suitable accounting policies and apply them consistently; make judgements and estimates that are reasonable and prudent; prepare the financial statements on the going concern basis unless it is inappropriate.

- to presume that the charity will continue in business; state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with regulations made under the Charities Act 2011. 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 also responsible for the contents of the Trustees' report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

This report was approved by the board of trustees on ..24 Dec 2025



Tanjit Dosanjh
Trustee

The Prison Opticians Trust

Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 March 2025

I report to the Trustees on my examination of the financial statements of the charity on pages 9 to 26 for the year ended 31 March 2025 which have been prepared in accordance with the Charities Act 2011 (the Act) and with the Financial Reporting Standard 102, (effective 1st January 2016) as modified by FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP), published by the Charity Commission in England & Wales (CCEW) , and under the historical cost convention and the accounting policies set out on page 17.

Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report

As described on page 6, you, the charity's Trustees, are responsible for the preparation of the financial statements in accordance with the Charities Act 2011 and all other applicable law and with United Kingdom Generally Accepted Accounting Practice, applicable to smaller entities, and for being satisfied that the financial statements give a true and fair view.

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the Governing Document for the conducting of an audit. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the financial statements are not required to be audited under any legal provision, or otherwise, and are eligible for independent examination, it is my responsibility to:-

- a) examine the financial statements of the charity under Section 145 of the Act;
- b) follow the applicable procedures in the Directions given by the Charity Commission under section 145(5)(b) of the Act.

Basis of Independent Examiner's Statement and scope of work undertaken

If the charity's gross income exceeded £250,000, the charity's examiner must be a member of a body listed in section 145 of the Act. In this case, the gross income did not exceed £250,000, however, I can confirm that I am still qualified to undertake the examination because I am an authorised member of the ICAEW, which is one of the listed bodies.

I report in respect of my examination of the charity's financial statements carried out under s145 of the 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 Act setting out the duties of an independent examiner in relation to the conducting of an independent examination. An independent examination includes a review of the accounting records kept by the charity and of the accounting systems employed by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that, on a test basis of evidence relevant to the amounts and disclosures made, the financial statements comply with the SORP.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries and does not cover all the matters that an auditor would consider in arriving at an opinion. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide.

Consequently, I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtained written assurances from the Trustees of all material matters.

The Prison Opticians Trust

Independent Examiner's Statement, Report and Opinion

Subject to the limitations upon the scope of my work as detailed above, I have completed my examination: and can confirm that:-

The gross income of the charity in the year ended 31 March 2025 did not exceed the sum specified in Section 145(3) of the Act, namely £250,000, however I am qualified to act as Independent Examiner in accordance with that section by virtue of my being a qualified member of the ICAEW.

This is a report in respect of an examination carried out under 145 of the Act and in accordance with Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable;

and that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:-

accounting records were not kept in respect of the charity as required by with Section 130 of The Charities Act 2011;

the financial statements do not accord with those records; or

the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view, which is not a matter considered as part of an independent examination;

have not been prepared in accordance with the methods and principles set out in the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP).

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.

Signed:-



Yasser Khan (FCCA)
Independent Examiner
Member of ACCA
Aspen White Consulting Ltd T/A GrowFactor
20 Wenlock Road
London
England
N1 7GU

This report was signed on ~~24 Dec 2025~~

The Prison Opticians Trust

Statement of Financial Activities for the year ended 31 March 2025

	SORP Ref	Current year Unrestricted Funds 2025 £	Current year Restricted Funds 2025 £	Current year Total Funds 2025 £	Prior Year Total Funds 2024 £
Income & Endowments from:					
Charitable activities	A2	81,885	-	81,885	90,747
Expenditure on:					
Charitable activities	B2	57,466	-	57,466	219,166
Total expenditure	B	57,466	-	57,466	219,166
Net income/(expenditure) for the year		24,419	-	24,419	(128,419)
Net income after transfers	A-B-C	24,419	-	24,419	(128,419)
Net movement in funds		24,419	-	24,419	(128,419)
Reconciliation of funds:-					
Total funds brought forward	E	209,933	-	209,933	338,352
Total funds carried forward		234,352	-	234,352	209,934

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

All the prior year transactions were unrestricted items, and no further analysis is required.

All activities derive from continuing operations.

The notes attached on pages 17 to 26 form an integral part of these accounts.

	SORP Ref	Prior Year Unrestricted Funds 2024 £	Prior Year Restricted Funds 2024 £	Prior Year Total Funds 2024 £
Income from:				
Charitable activities	A2	90,747	-	90,747
Total income	A	90,747	-	90,747
Expenditure on:				
Charitable activities	B2	219,166	-	219,166
Total expenditure	B	219,166	-	219,166
Net expenditure for the year		(128,419)	-	(128,419)
Net income after transfers		(128,419)	-	(128,419)
Net movement in funds		(128,419)	-	(128,419)
Reconciliation of funds:-	E			
Total funds brought forward		338,352	-	338,352
Total funds carried forward		209,933	-	209,933
All activities derive from continuing operations.				

The Prison Opticians Trust - Resources applied in the year ended 31 March 2025 towards fixed assets for Charity use:-

	2025	2024
	£	£
Funds generated in the year as detailed in the SOFA	24,419	(128,419)
Resources applied on functional fixed assets	-	(19,032)
Net resources available to fund charitable activities	<u>24,419</u>	<u>(147,451)</u>

The resources applied on fixed assets for charity use represents the cost of additions less proceeds of any disposals.

The notes attached on pages 17 to 26 form an integral part of these accounts.

Movements in revenue and capital funds for the year ended 31 March 2025

Revenue accumulated funds

	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Last year Total Funds 2024 £
Accumulated funds brought forward	209,933	-	209,933	338,352
Recognised gains and losses before transfers	24,419	-	24,419	(128,419)
	234,352	-	234,352	209,933
Closing revenue funds	234,352	-	234,352	209,933

Summary of funds

	Unrestricted and Designated funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Last Year Total Funds 2024 £
Revenue accumulated funds	234,352	-	234,352	209,933

The notes attached on pages 17 to 26 form an integral part of these accounts.

The Prison Opticians Trust
Income and Expenditure Account for the year ended 31 March 2025 as required by the
Companies Act 2006

	2025 £	2024 £
Income		
Income from operations	81,885	90,747
Gross income in the year before exceptional items	<u>81,885</u>	<u>90,747</u>
Gross income in the year including exceptional items	<u>81,885</u>	<u>90,747</u>
Expenditure		
Charitable expenditure, excluding depreciation and amortisation	52,259	214,286
Depreciation and amortisation	5,207	4,880
Total expenditure in the year	<u>57,466</u>	<u>219,166</u>
Net income before tax in the financial year	24,419	(128,419)
Tax on surplus on ordinary activities	-	-
Net income after tax in the financial year	<u>24,419</u>	<u>(128,419)</u>
Retained surplus for the financial year	<u>24,419</u>	<u>(128,419)</u>

All activities derive from continuing operations.

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes attached on pages 17 to 26 form an integral part of these accounts.

The Prison Opticians Trust - Balance Sheet as at 31 March 2025

	SORP		2025	2024
	Note	Ref	£	£
Fixed assets		A		
Tangible assets	7	A2	18,724	23,931
Investments held as fixed assets		A4	50	50
Total fixed assets			18,774	23,981
Current assets		B		
Debtors	8	B2	114,392	65,102
Cash at bank and in hand		B4	103,705	121,884
Total current assets			218,097	186,986
Creditors: amounts falling due within one year	9	C1	(2,519)	(1,034)
Net current assets			215,578	185,952
The total net assets of the charity			<u>234,352</u>	<u>209,933</u>

The total net assets of the charity are funded by the funds of the charity, as follows:-

Restricted funds

Unrestricted Funds

Unrestricted Revenue Funds	12	D3	234,352	209,933
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Designated Funds

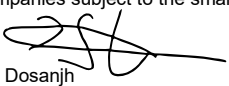
Total charity funds			<u>234,352</u>	<u>209,933</u>
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The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA.

The Trustees acknowledge their responsibilities for complying with the requirements of charity legislation with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on page 8.

The Trustees are satisfied that, although the charity is not registered under the Companies Acts, if it were so registered, it would be eligible to prepare accounts in accordance with the provisions in Part 15 of the Companies Act 2006, applicable to companies subject to the small companies regime.


 Tanjit Dosanjh
 Trustee

Approved by the board of trustees on ...24 Dec 2025

The notes attached on pages 17 to 26 form an integral part of these accounts.

The Prison Opticians Trust

Cash Flow Statement for the year ended 31 March 2025

		2025 £	2024 £
Cash flows from operating activities			
Net cash used in operating activities as shown below	A	<u>(18,179)</u>	<u>(23,136)</u>
Cash flows from investing activities			
Purchase of property, plant and equipment		-	(19,032)
Cash flows from financing activities			
Net cash provided by financing activities	C	<u>-</u>	<u>-</u>
Overall cash used in all activities	A+B+C	<u>(18,179)</u>	<u>(42,168)</u>
Cash movements			
Change in cash and cash equivalents from activities in the year ended 31 March 2025		(18,180)	(42,168)
Cash and cash equivalents at 1 April 2024		121,884	164,052
Change in cash and cash equivalents due to exchange rate movements		-	-
Cash at bank and in hand less overdrafts at 31 March		<u>103,704</u>	<u>121,884</u>

The Prison Opticians Trust

Cash Flow Statement for the year ended 31 March 2025 - Continued

Reconciliation of net income/(expenditure) to net cash flow from operating activities

Net income/(expenditure) as shown in the Statement of Financial Activities	24,419	(128,419)
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Adjustments for :-

Depreciation charges	5,207	4,880
Write downs of investments	-	-
Net (gains)/losses on investment assets	-	-
(Increase)/decrease in debtors	(49,290)	100,079
Increase in creditors, excluding loans	1,485	324

Net cash used in operating activities

A	<u>(18,179)</u>	<u>(23,136)</u>
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Analysis of cash and cash equivalents

	2025 £	2024 £
Cash in hand at for the year ended 31 March 2025	103,705	121,884
Notice deposits - (less than 3 months)	-	-
Total cash and cash equivalents	<u>103,705</u>	<u>121,884</u>

The Prison Opticians Trust

Notes to the Accounts for the year ended 31 March 2025

1 Accounting policies

Policies relating to the production of the accounts.

Basis of preparation and accounting convention

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in February 2016), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

The Prison Opticians Trust constitutes a public benefit entity as defined by FRS 102.

Risks and future assumptions

The charity is a public benefit entity.

The judgements, apart from those involving estimations, that management has made in the process of applying the entity's accounting policies that have the most significant effect on the amounts recognised in the accounts;

The key assumptions concerning the future, and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period; and

In respect of those assets and liabilities where there is a significant risk of material adjustment within the next reporting period, the notes must include details of their nature and their carrying amount as at the end of the reporting period.

Policies relating to categories of income and income recognition.

Nature of income

Gross income represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

Categories of Income

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

Income from a non-exchange transaction is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Income recognition

Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

The Prison Opticians Trust

Notes to the Accounts for the year ended 31 March 2025

Membership subscriptions

The income and any associated Gift Aid or other tax refund from a membership subscription received by the charity in the nature of a gift, is accounted for on the same basis as a donation.

The income from a membership subscription received by the charity where the subscription purchases the right to services or benefits is recognised as income from charitable activities.

Policies relating to expenditure on goods and services provided to the charity.

Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated.

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

Allocating costs to activities

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is :-

Staffing - on the basis of time spent in connection with any particular activity.

Staffing - on a per capita basis, based on the number of people employed within any particular activity.

Premises related costs - on the proportion of floor area occupied by a particular activity.

Non specific support costs - on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures.

Estimation techniques used in apportioning costs - give details.

Policies relating to assets, liabilities and provisions and other matters.

Tangible fixed assets

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Plant and machinery	20% straight line
Fixtures and fittings	15% reducing balance

A regular annual review of the likelihood of asset impairment is undertaken.

Debtors

Debtors are measured at their recoverable amounts at the balance sheet date.

Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

The Prison Opticians Trust

Notes to the Accounts for the year ended 31 March 2025

Fund Accounting

General funds are unrestricted funds which 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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

4 Significance of financial instruments to the charity's position

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

5 Net surplus before tax in the financial year

	2025 £	2024 £
The net surplus before tax in the financial year is stated after charging:-		
Depreciation of owned fixed assets	5,207	4,880
Pension costs	585	738

6 Staff costs and emoluments

Salary costs	2025 £	2024 £
Gross Salaries excluding trustees and key management personnel	25,420	31,016
Employer's operating costs of defined contribution pension schemes	585	738
Total salaries, wages and related costs	26,428	31,754
 Numbers of full time employees or full time equivalents	 2025	 2024
The average number of total staff employed in the year was	3	3

The Prison Opticians Trust

Notes to the Accounts for the year ended 31 March 2025

7 Tangible fixed assets

	Plant & Machinery	Fixtures and fittings	Total
	£	£	£
Cost			
At 1 April 2024	118,682	18,571	137,253
Additions	-	-	-
At 31 March 2025	118,682	18,571	137,253
Depreciation			
At 1 April 2024	101,094	12,228	113,322
Charge for the year	4,256	951	5,207
At 31 March 2025	105,350	13,179	118,529
Net book value			
At 31 March 2025	13,332	5,392	18,724
At 31 March 2024	17,588	6,343	23,931

8 Debtors

	2025	2024
	£	£
Trade debtors	-	3,500
Amounts owed by group undertakings	14,320	61,602
Prepayments and accrued income	100,000	-
Other debtors	72	-
	114,392	65,102

9 Creditors: amounts falling due within one year

	2025	2024
	£	£
Amounts owed to group undertakings	50	50
PAYE, NIC VAT and other taxes	526	845
Other creditors	1,943	139
	2,519	1,034

10 Income and Expenditure account summary

	2025	2024
	£	£
At 1 April 2024	209,933	338,352
Surplus/(loss) after tax for the year	24,419	(128,419)
At 31 March 2025	234,352	209,933

The Prison Opticians Trust

Notes to the Accounts for the year ended 31 March 2025

11 Particulars of how particular funds are represented by assets and liabilities

At 31 March 2025	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	18,724	-	-	18,724
Fixed asset investments	50	-	-	50
Current Assets	218,097	-	-	218,097
Current Liabilities	(2,519)	-	-	(2,519)
	234,352	-	-	234,352

At 1 April 2024	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	23,931	-	-	23,931
Fixed asset investments	50	-	-	50
Current Assets	186,986	-	-	186,986
Current Liabilities	(1,034)	-	-	(1,034)
	209,933	-	-	209,933

12 Change in total funds over the year as shown in Note 11 , analysed by individual funds

	Funds brought forward from 2024 £	Movement in funds in 2025 See Note 13 £	Transfers between funds in 2025 See Note 14	Funds carried forward to 2026 £
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	209,933	24,419	-	234,352
Total unrestricted and designated funds	209,933	24,419	-	234,352
Total charity funds	209,933	24,419	-	234,352

13 Analysis of movements in funds over the year as shown in Note 12

	Income 2025 £	Expenditure 2025 £	Other Gains & Losses 2025 £	Movement in funds 2025 £
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	81,885	(57,466)	-	24,419
	81,885	(57,466)	-	24,419

14 Details of transfers between funds in the year as shown in Note 12

The transfers shown in note 12 above are:-	2025 £
To/(from) Unrestricted Revenue Funds in accordance with the accounting policy Accounting for capital grants and fixed asset funds'.	(5,207)
Transfers to/(from) Unrestricted Funds to cover deficits on Restricted Funds or when funds are lawfully reallocated	5,207
Net transfers	-

15 Ultimate controlling party

The charity is under the control of its legal members.

The Prison Opticians Trust

Detailed analysis of income and expenditure for the year ended 31 March 2025 as required by the SORP 2015

This analysis is classified by conventional nominal descriptions and not by activity.

16 Income from charitable activities - Trading Activities

	Current year Unrestricted Funds 2025 £	Current year Restricted Funds 2025 £	Current year Total Funds 2025 £	Prior Year Total Funds 2024 £
Primary purpose and ancillary trading				
Prison contracts	81,885	-	81,885	90,747
Total Primary purpose and ancillary trading	81,885	-	81,885	90,747

17 Total Income from charitable activities

	Current year Unrestricted Funds £ 2025	Current year Restricted Funds £ 2025	Current year Total Funds £ 2025	Prior Year Total Funds £ 2024
Total income from charitable trading	81,885	-	81,885	90,747
Total from charitable activities	A2 81,885	-	81,885	90,747

The Prison Opticians Trust

Detailed analysis of income and expenditure for the year ended 31 March 2025 as required by the SORP 2015

18 Expenditure on charitable activities - Direct spending

	Current year Unrestricted Funds 2025 £	Current year Restricted Funds 2025 £	Current year Total Funds 2025 £	Prior Year Total Funds 2024 £
Direct expense	1,475	-	1,475	2,816
Total direct spending	B2a 1,475	-	1,475	2,816

19 Support costs for charitable activities

	Current year Unrestricted Funds 2025 £	Current year Restricted Funds 2025 £	Current year Total Funds 2025 £	Prior Year Total Funds 2024 £
Employee costs not included in direct costs				
Salaries - Administrative staff	25,420	-	25,420	31,016
Defined contribution pension cost - administrative staff	585	-	585	738
Employers' NI - Administrative staff	423	-	423	-
Travel and subsistence	-	-	-	158
Staff training	2,155	-	2,155	-
Premises Expenses				
Rates and water charges	126	-	126	-
Rent expense	16,904	-	16,904	-
Light heat and power	67	-	67	(16)
Premises repairs, renewals and maintenance	38	-	38	-
Stationery and printing	-	-	-	320
Subscription & membership fee	1,467	-	1,467	116
Computer & internet expenses	-	-	-	211
Insurance	-	-	-	500
Sundry expenses	19	-	19	98
Donation	1,300	-	1,300	175,000

The Prison Opticians Trust

Detailed analysis of income and expenditure for the year ended 31 March 2025 as required by the SORP 2015

Professional fees paid to advisors other than the auditor or examiner				
Accountancy fees other than examination or audit fees	2,200	-	2,200	2,000
Legal fees	-	-	-	1,228
Financial costs				
Bank charges	80	-	80	101
Depreciation & Amortisation in total for the period	5,207	-	5,207	4,880
Support costs before reallocation	55,991	-	55,991	216,350
Total support costs	55,991	-	55,991	216,350

The basis of allocation of costs between activities is described under accounting policies.

20 Total Charitable expenditure

		Current year Unrestricted Funds 2025 £	Current year Restricted Funds 2025 £	Current year Total Funds 2025 £	Prior Year Total Funds 2024 £
Total direct spending	B2a	1,475	-	1,475	2,816
Total support costs	B2d	55,991	-	55,991	216,350
Total charitable expenditure	B2	57,466	-	57,466	219,166

The Prison Opticians Trust

Activity analysis of Income and expenditure for the for the year ended 31 March 2025

This analysis is classssified by activity and not by conventional nominal descriptions.

21 Analysis of income by activity

	SOFA ref	2025 £	2024 -
Activity			
Income from charitable activities			
Prison contracts		81,885	90,747
Total Income from charitable activities	A2	<u>81,885</u>	<u>90,747</u>
Summary of Total Income, including the items above			
Charitable activities	A2	81,885	90,747
Categories of income			
Income from exchange transactions		81,885	90,747

22 Analysis of charitable expenditure by activity

Activity					
	Direct costs	Support costs	Grant funding of activities	Total	Total
	2025	2025	2025	2025	2024
	£	£	£	£	£
Prison contracts					
Direct costs	1,475	-	-	1,475	3,517
Employee costs not included in direct costs	-	28,583	-	28,583	6,391
Premises expenses	-	17,134	-	17,134	8,597
Administrative overheads	-	2,786	-	2,786	1,203
Professional fees	-	2,200	-	2,200	2,000
Financial costs	-	5,287	-	5,287	7,484
Total Prison contracts	<u>1,475</u>	<u>55,990</u>	<u>-</u>	<u>57,465</u>	<u>29,192</u>

The Prison Opticians Trust

Activity analysis of Income and expenditure for the for the year ended 31 March 2025 Summary of charitable costs by activity

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2025	2025	2025	2025	2024
	£	£	£	£	£
Total Prison contracts	1,475	55,990	-	57,465	29,192
Total charitable expenditure	<u>1,475</u>	<u>55,990</u>	<u>-</u>	<u>57,465</u>	<u>219,166</u>

The basis of allocation of costs between activities is described under accounting policies.

The breakdown of this expenditure by type of spending (ie nominal classification) is detailed in note 20

Analysis of support and governance costs by charitable activities

Activity	Governance	Finance	Human Resources	Other Overheads	Total
Prison contracts	-	5,287	28,583	22,120	55,990