

Kirklees Visual Impairment Network

Charity number 1160580

Annual Report and Financial Statements for the year ended 31 March 2025



Kirklees Visual Impairment Network

Annual Report and Financial Statements
for the year ended 31 March 2025

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Prepared by West Yorkshire Community Accountancy Service CIO

Kirklees Visual Impairment Network

Trustees' report for the year ended 31 March 2025

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
David Quarmby	Chair	
Julie Howard	Treasurer	
Moin Valli		
Aisha Saiyad		
Ian Beverley		
Daniel Owen		
Gillian Elisabeth Hughes		Appointed 23 July 2023

Charity number	1160580	Registered in England and Wales
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Registered and principal address	Bankers
LG9 Brian Jackson House	Virgin Bank
New North Parade	40 New Street
Huddersfield	Huddersfield
HD1 5JP	HD1 2BT

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 23 February 2015 and is governed by a constitution as amended on 22 October 2018.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Kirklees Visual Impairment Network

Trustees' report (continued) for the year ended 31 March 2025

Objectives and activities

The charity's objects

The object of the CIO is to relieve the needs of blind and partially sighted (visually impaired) people who live, work or study in Kirklees and the surrounding area.

Particularly but not exclusively by:

- a) providing equipment, services and advice which will enable them to live more independently;
- b) providing social and recreational activities designed to improve their quality of life.

The charity's main activities

Kirklees Visual Impairment Network (KVIN) is a disabled user led charity run by and for VIs (blind and visually impaired people). With support from sighted volunteers our VI volunteers provide training and support in the use of various technologies to improve the lives of other VIs.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular disabled led peer support and training in technologies which can help VIs remain independent and reduce social isolation.

Achievements and performance

The year under review has seen a continued focus on our core services, and a series of developments that will help secure the longer term sustainability of the charity. We have continued to build our influence and service offer through working collaboratively. Our core activities of one to one technology tuition and peer support groups continued to flourish as we delivered 125 in depth one to one tech training sessions which included 24 home visits. We welcomed 172 people, which generated 2113 attendances across 212 group sessions, at our 6 face to face groups. We delivered 50 online groups to 17 people with 179 attendances, and 4 Living Well with Sight Loss courses to 20 people. We have 583 active service users and dealt with 1244 one to one advice queries, made up of 627 phone calls, 359 in person discussions, 196 messages and 62 emails. We received 154 new referrals during the year as awareness of our organisation continues to grow.

Alongside our day to day work, there have been a series of highlights. In April 2024, 41 people visited Blackpool for our second group holiday, 30 volunteers were thanked in our annual volunteer celebration event. Our main fundraising event is the annual Valli Rally. Through our work Valli Optometry & Audiology, supporters walked 8 miles raising almost £8,000. We also thank Hoya Lens UK and Marsh Commercial for their support for this event.

Our work would not be possible without the contributions of our 42 dedicated volunteers. We were delighted that their commitment was recognised through the award of the Kings Award for Voluntary Service, equivalent to an MBE, on 14th November 2024.

We commenced the second year of our current National Lottery Community Fund project in June 2024. With their support, we continue the work developed over recent years as well as building the capacity to offer our services to even more local people living with sight loss as well as those who may also be living with sight loss and stroke or learning difficulties. We have worked hard to understand the outcome and impact our work has on the lives of local people and it has been humbling to receive positive feedback. As demand for our services grows, we embarked on a programme to train more volunteers in the use of assistive technology. The continued development of our Media Group has allowed us to nurture the creative ambitions of our service users. The podcast they produce is valuable in raising awareness of our work.

We also seek to raise awareness and influence the development of assistive technology through our local, regional and national work, and have supported a range of activities related to digital inclusion to ensure that the needs of visually impaired people are considered. We have participated in the development of a national tech selector tool, and provided training to staff in digital hubs and university optometry students.

We also worked collaboratively with the Kirklees Community Champions programme, delivering key health and wellbeing information to our service users, raising awareness of issues that have been traditionally difficult to access. The support of Terberg DTS continues to facilitate the use of our Mobile Sight Loss centre to support us at community events and service users at their homes. Our work with BID services provides wider information, advice and guidance about the services available to those living with sight loss.

Kirklees Visual Impairment Network

Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance continued

We continued the process of securing a financially stable future for the Whitfield Centre. Through the support of the VCSE Energy Efficiency Scheme Award, we have been able to install LED lighting, solar panels and cavity wall insulation. These measures will have a positive impact, from both an environmental and financial perspective, for years to come. We were also pleased to welcome another local charity to the centre. It is pleasing to see that the centre is busy throughout the week and that it continues to be a valuable asset to its community of users.

As we no longer have a fundraiser, we continued to develop fundraising initiatives throughout the year.

Without the support of our service users, the continued hard work of our trustees and volunteers, and commitment of our staff team, this work would not have been possible. We thank each and every one of them for their contributions.

Financial review

The net income for the year was £63,475, including net income of £60,982 on unrestricted funds and net income of £2,493 on restricted funds after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £245,000.

The charity's reserves policy is to hold 3 months running costs as a minimum to cover unexpected events.

The trustees acknowledge reserves are currently above this level, the excess reserves provide some security in the current uncertain fundraising environment as our National Lottery Community Fund grant ends in November 2026. They also support the Whitfield Centre whilst the charity works to ensure its future financial stability.

Approved by the board of trustees on 8/10/2025

David Quarmby (Trustee)

Kirklees Visual Impairment Network

Independent examiner's report to the trustees of Kirklees Visual Impairment Network

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2025, which are set out on pages 6 to 13.

Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of 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 Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACIE which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts 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.

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

Simon Bostrom FCIE

9/10/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Kirklees Visual Impairment Network
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2025

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Income from:					
Grants and donations	(2)	22,307	160,811	183,118	143,631
Contract income		19,046	-	19,046	23,204
Activity income		12,361	-	12,361	-
Sales and fees		1,511	-	1,511	818
Rental income		47,700	-	47,700	44,956
Fundraising		11,791	-	11,791	11,538
Bank interest		9,643	-	9,643	11,702
Other income		-	-	-	-
ATW Support Worker Reimbursement		30,125	-	30,125	29,866
Consultancy fees		1,150	-	1,150	2,600
Total income		155,634	160,811	316,445	268,315
Expenditure on:					
Salaries, NI and pension	(3)	66,553	75,967	142,520	134,915
Payroll costs		524	262	786	1,017
Freelance staff		-	1,296	1,296	453
Travel		-	169	169	126
Staff and volunteer expenses		933	1,681	2,614	2,819
Training		870	1,033	1,903	1,569
Activity costs		12,890	-	12,890	2,455
Equipment and software		4,322	4,033	8,355	4,231
Room hire		1,589	3,173	4,762	4,035
Rates and water		1,341	-	1,341	1,308
Heat and light		8,695	4,166	12,861	18,836
Repairs, maintenance and refurbishment		4,875	29,144	34,019	1,664
Insurance		7,594	750	8,344	8,138
Security		667	-	667	687
Office rent		-	6,945	6,945	9,344
Telephone		518	688	1,206	1,083
Printing, stationery and postage		20	227	247	567
Licences and subscriptions		2,224	1,655	3,879	4,716
Fundraising		795	-	795	1,233
Sundry costs		-	-	-	27
Accountancy and independent examination		708	986	1,694	1,416
Legal and professional		1,446	320	1,766	1,557
Bank charges		30	-	30	72
Depreciation		2,689	-	2,689	12,172
Cleaning and waste collections		1,192	-	1,192	1,273
Total expenditure		120,475	132,495	252,970	215,713
Net income / (expenditure)		35,159	28,316	63,475	52,602
Transfers between funds	(4)	25,823	(25,823)	-	-
Net movement in funds		60,982	2,493	63,475	52,602
Fund balances brought forward		642,412	75,525	717,937	665,335
Fund balances carried forward	(4)	703,394	78,018	781,412	717,937

All incoming resources and resources expended derive from continuing activities.

Kirklees Visual Impairment Network

Balance sheet

as at 31 March 2025

		2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	458,394	-	458,394	437,952
Total fixed assets		<u>458,394</u>	<u>-</u>	<u>458,394</u>	<u>437,952</u>
Current assets					
Debtors and prepayments	(6)	17,102	-	17,102	20,146
Cash at bank and in hand	(7)	246,268	78,018	324,286	287,939
Total current assets		<u>263,370</u>	<u>78,018</u>	<u>341,388</u>	<u>308,085</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	18,370	-	18,370	28,100
Total current liabilities		<u>18,370</u>	<u>-</u>	<u>18,370</u>	<u>28,100</u>
Net current assets / (liabilities)		<u>245,000</u>	<u>78,018</u>	<u>323,018</u>	<u>279,985</u>
Net assets		<u>703,394</u>	<u>78,018</u>	<u>781,412</u>	<u>717,937</u>
Funds					
Unrestricted funds		703,394	-	703,394	642,412
Restricted funds		-	78,018	78,018	75,525
Total funds		<u>703,394</u>	<u>78,018</u>	<u>781,412</u>	<u>717,937</u>

The financial statements were approved by the board of trustees on 8/10/2025

David Quarmby (Trustee)

Kirklees Visual Impairment Network

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Freehold land: nil

Freehold buildings: over 50 years

Fixtures and Fittings: over 10 years

Kirklees Visual Impairment Network

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies continued

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Kirklees Visual Impairment Network

Notes to the accounts continued

for the year ended 31 March 2025

2 Grants and donations

	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Groundwork	-	45,938	45,938	-
The National Lottery Community Fund	-	97,373	97,373	98,500
Third Sector Leaders	-	17,500	17,500	11,200
Health Your Way NHS	-	-	-	2,000
Kirklees Council (KMC)	-	-	-	22,906
West Riding Masonic charities	-	-	-	2,198
Other donations	7,805	-	7,805	6,827
Legacies	14,502	-	14,502	-
	<u>22,307</u>	<u>160,811</u>	<u>183,118</u>	<u>143,631</u>

3 Staff costs and numbers

	2025	2024
	£	£
Gross salaries	134,890	127,872
Social security costs	9,333	8,864
Employment allowance	(5,000)	(5,000)
Pensions	3,297	3,179
	<u>142,520</u>	<u>134,915</u>

The average number of employees during the year was 9.2, being an average of 4.9 full time equivalent (2024: 9.1, 4.4 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2025	2024
	£	£
Costs of the scheme to the charity for the year	3,297	3,179
Amount of any contributions outstanding at the year end	649	617

4 Restricted funds

	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Third Sector Leaders	9,221	17,500	2,254	-	24,467
KMC Do Something Now	9,920	-	78	-	9,842
Health Your Way NHS	986	-	289	-	697
Locala	1,192	-	830	-	362
TNLCF - RC Yorks and Humber	29,913	97,373	99,900	-	27,386
Groundwork VSCE Energy	-	45,938	29,144	(16,794)	-
Groundwork Tesco Batley	2,665	-	-	-	2,665
KMC Community Champions	6,831	-	-	(6,831)	-
One Community Covid 19 fund	525	-	-	-	525
One Community	2,198	-	-	-	2,198
KMC Keep fit	613	-	-	-	613
Living Well with Sight Loss	1,980	-	-	-	1,980
NR Rural Communities project	5,517	-	-	-	5,517
Winter Messaging	1,766	-	-	-	1,766
West Riding Masonic Charities	2,198	-	-	(2,198)	-
	<u>75,525</u>	<u>160,811</u>	<u>132,495</u>	<u>(25,823)</u>	<u>78,018</u>

Kirklees Visual Impairment Network

Notes to the accounts continued

for the year ended 31 March 2025

4 Restricted funds continued

Fund name	Purpose of restriction
Third Sector Leaders	Towards raising awareness and delivering messages around health and wellbeing.
KMC Do Something Now	The Do Something Now project allows us to build on the work of Northern Rail and take our services into local communities across Kirklees, both urban and rural. We will provide one to one support and establish new groups.
Health Your Way NHS Locala	Towards the costs of the media group. For a project to trial hybrid technology so that people could attend meetings either face to face or online.
TNLFCF - RC Yorks and Humber	This funding helps us provide our core services of peer and technology support and promote the benefits of assistive technology more widely.
Groundwork VSCE Energy	To help ensure the sustainability of the Whitfield Centre by paying for the installation of LED lighting, solar panels and cavity wall insulation. The transfer relates to the purchase of fixed assets.
Groundwork Tesco Batley	Towards volunteer sighted guide training costs including travel, publicity and equipment.
KMC Community Champions	The Community Champions project, delivered with the use of our mobile sight loss centre, was aimed at raising awareness of the need for Covid vaccination and testing as well as the more general promotion of our services. The funder agreed for the balance to be de-restricted.
One Community Covid 19 fund	Covid emergency fund.
One Community	To run a working age group.
KMC Keep fit	Towards a Keep Fit programme for VIs.
Living Well with Sight Loss	Towards running courses and equipment for the course.
NR Rural Communities project	Funding from Northern Rail to take our services into the rural communities of South Kirklees through the use of our mobile sight loss centre, and visits to supported housing schemes. We will provide one to one support and establish new groups.
Winter Messaging	Towards running courses and equipment for the course.
West Riding Masonic Charities	Towards the costs of mobile phones. The transfer relates to the purchase of fixed assets.

5 Tangible assets

	Assets under construction	Land and buildings	Fixtures and Fittings	Total
Cost	£	£	£	£
At 1 April 2024	-	481,894	82,740	564,634
Additions	16,794	-	6,337	23,131
At 31 March 2025	16,794	481,894	89,077	587,765
Depreciation				
At 1 April 2024	-	59,600	67,082	126,682
Charge for year	-	-	2,689	2,689
At 31 March 2025	-	59,600	69,771	129,371
Net book value				
At 31 March 2025	16,794	422,294	19,306	458,394
At 31 March 2024	-	422,294	15,658	437,952

Kirklees Visual Impairment Network

Notes to the accounts continued

for the year ended 31 March 2025

6 Debtors and prepayments	2025	2024
	£	£
Debtors	15,204	6,289
Prepayments	16	11,724
Accrued income	1,882	2,133
	<u>17,102</u>	<u>20,146</u>

7 Cash at bank and in hand	2025	2024
	£	£
Cash at bank	324,230	287,544
Cash in hand	56	395
	<u>324,286</u>	<u>287,939</u>

8 Creditors and accruals	2025	2024
	£	£
Bank loans and overdrafts	-	5,841
Creditors	675	675
Accruals	3,393	3,592
Deferred income (see note below for analysis)	-	13,965
Taxation and social security	1,986	1,810
Other creditors	12,316	2,217
	<u>18,370</u>	<u>28,100</u>

Deferred income	Deferred to next year	Released from last year
	£	£
Rent income	-	1,453
Holiday income	-	12,216
Contract income	-	296
	<u>-</u>	<u>13,965</u>

Item name	Reason for deferral
Rent income	Rent received in advance
Holiday income	Payment received for a holiday taking place in April 2024
Contract income	Undelivered part of the contract

9 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £45,820 (previous year: £44,007).

Kirklees Visual Impairment Network

Statement of Financial Activities including comparatives for all funds

(including summary income and expenditure account)

for the year ended 31 March 2025

	2025 Unrestricted funds £	2024 Unrestricted funds £	2025 Restricted funds £	2024 Restricted funds £	2025 Total funds £	2024 Total funds £
Income						
Grants and donations	22,307	6,827	160,811	136,804	183,118	143,631
Contract income	19,046	23,204	-	-	19,046	23,204
Activity income	12,361	-	-	-	12,361	-
Sales and fees	1,511	818	-	-	1,511	818
Rental income	47,700	44,956	-	-	47,700	44,956
Fundraising	11,791	11,538	-	-	11,791	11,538
Bank interest	9,643	11,702	-	-	9,643	11,702
Other income	-	-	-	-	-	-
ATW Support Worker	30,125	29,866	-	-	30,125	29,866
Consultancy fees	1,150	-	-	2,600	1,150	2,600
Total income	155,634	128,911	160,811	139,404	316,445	268,315
Expenditure						
Salaries, NI and pension	66,553	57,004	75,967	77,911	142,520	134,915
Payroll costs	524	532	262	485	786	1,017
Freelance staff	-	-	1,296	453	1,296	453
Travel	-	-	169	126	169	126
Staff and volunteer expenses	933	1,702	1,681	1,117	2,614	2,819
Training	870	1,095	1,033	474	1,903	1,569
Activity costs	12,890	2,406	-	49	12,890	2,455
Equipment and software	4,322	956	4,033	3,275	8,355	4,231
Room hire	1,589	2,297	3,173	1,738	4,762	4,035
Rates and water	1,341	1,308	-	-	1,341	1,308
Heat and light	8,695	15,502	4,166	3,334	12,861	18,836
Repairs, maintenance and refurb.	4,875	1,664	29,144	-	34,019	1,664
Insurance	7,594	6,758	750	1,380	8,344	8,138
Security	667	687	-	-	667	687
Office rent	-	1,113	6,945	8,231	6,945	9,344
Telephone	518	527	688	556	1,206	1,083
Printing, stationery and postage	20	7	227	560	247	567
Licences and subscriptions	2,224	2,847	1,655	1,869	3,879	4,716
Fundraising	795	1,233	-	-	795	1,233
Sundry costs	-	27	-	-	-	27
Accountancy and independent exam	708	591	986	825	1,694	1,416
Legal and professional	1,446	1,207	320	350	1,766	1,557
Bank charges	30	72	-	-	30	72
Depreciation	2,689	12,172	-	-	2,689	12,172
Cleaning and waste collections	1,192	1,273	-	-	1,192	1,273
Total expenditure	120,475	112,980	132,495	102,733	252,970	215,713
Net income / (expenditure)	35,159	15,931	28,316	36,671	63,475	52,602
Transfers between funds	25,823	-	(25,823)	-	-	-
Net movement in funds	60,982	15,931	2,493	36,671	63,475	52,602
Fund balances brought forward	642,412	626,481	75,525	38,854	717,937	665,335
Fund balances carried forward	703,394	642,412	78,018	75,525	781,412	717,937