

| Leicester Deaf Action Group CIO<br>Trustees' Annual Report for the period |  |                   |    |      |    |  |                 |    |      |
|---|--|-------------------|----|------|----|--|-----------------|----|------|
| From  |  | Period start date |    |      | To |  | Period end date |    |      |
|   |  | 05                | 04 | 2023 |    |  | 06              | 04 | 2024 |

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

### Names of the charity trustees who manage the charity

| Trustee Name  | Office (if any) | Dates acted (if not for whole year) | Name of person (or body) entitled to appoint trustee (if any) |
|---------------|-----------------|-------------------------------------|---|
| Pamela Sly    | Chairperson     |                                     |   |
| Melanie Upton | Secretary       |                                     | LDAG Trustees all agreed to appoint                           |
| Pamela Sly    | Treasurer       | From 8 <sup>th</sup> June 2019      | LDAG Trustees all agreed to appoint                           |

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name             | Dates acted if not for a whole year |
|------------------|-------------------------------------|
| Pamela Sly       |                                     |
| Melanie Upton    |                                     |
| Kay Hannah       |                                     |
| Vicky Mackeprang |                                     |
| Louise Westley   |                                     |
| Andy Ward        |                                     |
| Teresa Bignell   | Deceased December 2023              |
|                  |                                     |
|                  |                                     |
|                  |                                     |
|                  |                                     |

### Names and addresses of advisers

## (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| N/A             |      |         |

## Name of chief executive or names of senior staff members (Optional information)

|     |
|-----|
| N/A |
|-----|

## Section

## Structure, governance and

### Description of the charity's trusts

|   |  |
|---|--|
| Type of governing document<br>(eg. trust deed, constitution)        | Leicester Deaf Action Group CIO – Constitution adopted 15 <sup>th</sup> June 2015  |
| How the charity is constituted<br>(eg. trust, association, company) | Charitable incorporated organisation   |
| Trustee selection methods<br>(eg. appointed by, elected by)         | New trustees maybe nominated by existing trustees of the charity. The nomination will be discussed with the board of trustees and if all are agreed they will be elected to join by the board. |

### Additional governance issues (Optional information)

|  |   |
|--|---|
| <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• Policies and procedures adopted for the induction and training of trustees;</li><li>• The charity's organisational structure and any wider network with which the charity works;</li><li>• Relationship with any related parties;</li><li>• Trustees' consideration of major risks and the system and procedures to manage them.</li></ul> | <p><b>Induction/Training</b></p> <ul style="list-style-type: none"><li>• Leaflet - The essential trustee: what you need to know, what you need to do (CC3) Given to each trustee.</li></ul> <p><b>Structure</b></p> <ul style="list-style-type: none"><li>• Governing document. Constitution.</li></ul> <p><b>Related Parties</b></p> <ul style="list-style-type: none"><li>• Conversations taking place with the other Businesses within the Deaf centre and Number 12 Community space. - Signing Network CIC, Number 12 Transformation team, Leicestershire Deaf Forum. (LDF)</li></ul> <p><b>Risks</b></p> <ul style="list-style-type: none"><li>• Considered by the Trustees</li><li>• Take professional advice as required.</li><li>• Regular review process.</li><li>• Adopted Safeguarding Policy and ensured it is rolled out to the groups and businesses who are based in and use the Deaf centre</li></ul> |
|--|---|

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The objects of the Leicester Deaf Action Group CIO are:

To Relieve the needs of Deaf, Deafened, Deaf-blind and hard of hearing people in Leicester and the surrounding area in particular by the provision by the provision of support services, advice and education. In furtherance of the objects LDAG promotes independence and support Deaf, Deafened, Deaf-blind and hard of hearing people to participate fully in society.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

We arranged a range of activities and events to aid the reduction of loneliness and aims to increase emotional wellbeing – see further details in activities section:

- **Weekly open house sessions**, offering sessions to socialise, to gather together, sharing information from any external organisation that may benefit participants in the deaf community
- Organising yearly Christmas meal, and Christmas parties when possible.
- Celebrating other faiths Chinese New Year, Eid and Diwali. At these times we encourage our group to bring and share foods that are associated with the celebrations, and we learn more about each other's faiths and cultures.
- Working with and supporting Leicestershire Deaf Forum (LDF) as they campaign for the rights of Deaf people.
- External events around Leicestershire – an opportunity to meet other deaf people, and other Deaf organisations and possibility to share information.
- Continuing to provide any vital information such as changes in Social Security Benefits and setting up information sessions such as changes in Budget from Government.
- Finding new ways to fundraise ways in which we can include the Deaf community. Using scratch cards, bingo and other fun fundraising ideas
- Sustaining the support to the charity shop that has maintained continuing funds for LDAG

We confirm the trustees have had regard to the Charity Commission's guidance on public benefit.

Additional details of objectives and activities (Optional information)

|  |  |
|--|--|
|  | <p>The LDAG had a balance of:</p> <p>£ 7686.67 at the year-end of 2023</p> <p>£ 6946.74 at the year-end of 2024</p> <p>Total £ 14633.41in reserves.</p>  |
| <p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"><li>• policy on grant making;</li><li>• policy programme related investment;</li><li>• contribution made by volunteers.</li></ul> | <p>This money will be for the advancement of the charity's works and also the continued redevelopment of LDAG.</p> <p>The charity is led by and supported by a whole team of volunteers. We are truly grateful for the support we have received and also for the opportunities that Deaf people have had. This has created a sense of ownership and a sense of Frog Island feeling like ‘home’.</p> <p>The trustees aim to continue reviewing volunteers and Deaf people’s participation and highlight areas that need addressing.</p> |

**Summary of the main achievements of the charity ring the year**

- We continue to run the Charity shop throughout the year, as a centre, the access to the Centre has opened up to maintain services for the deaf community.
- We will continue to have trustee meetings face to face and via Zoom and use texts to update each other. These records are useful for Visual records and for those who couldn't attend.
- We continue to maintain the VRS suite that has expanded the letter translation service that we facilitate, in partnership with Signing Network CIC. This has continued both Face-to-face and remotely it continues to be offered free of charge to our service users who do not have support budgets or direct payments. This service continues to be in demand, and we are encouraging deaf participants to use it to make enquiries regarding their issues.
- To enable us to improve and create a better image we continue to raise funds and were supported by our volunteers and we gave Deaf people the opportunity to volunteer and learn new skills.
- As part of Leicester Deaf Centre where we are based, we received one of the last The Queens Award for voluntary service.
- LDAG is continuing to offer support to the Deaf Ministry Space has become a key part of LDAG and has established a deaf choir to sign songs and sign Christian songs to the community. This has been a good outreach for our charity name to the wider community in Leicestershire.
- We maintain to provide representatives to the Leicester Deaf Forum; whose aim is to improve access to statutory services and improve the lives of Deaf people.
- We have continued to promote fundraising by using national online fundraising platform such as Amazon Smile.

**Brief statement of the charity's policy on reserves**

We are developing a reserves policy as we move forward and grow. The trustees appreciate that we are a charity in its early years and that this would influence our ability to maintain steady reserves. However, the trustees are in agreement that in order to grow and become sustainable that we need to work towards the holding the sum that is the equivalent to 3 months' average expenditure. This should be sufficient to meet any unforeseen item of major expenditure and / or to be able to continue, in the short term, funding planned activities. As part of our forward planning, expenditure forecasts are prepared looking 5 years ahead. It is necessary to hold sufficient working capital to enable the monthly payment of rent and associated costs of running the centre.

**Details of any funds materially in deficit**

There are none.

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In the 2023/2024 accounts:

~~63% of the charity's income came from Donations.~~  
 22% of the charity's income came from the charity shop.  
 15% of the remaining income came from a mixture of in-house fundraising, and refreshments.  
 60% of the charities expenses were on Contributions, licenses and, insurance,  
 The remaining 40% was related to in-house fundraising, the charity shop, refreshment costs, equipment, and miscellaneous items.

**Section F**

**Other optional information**

## Section G

## Declaration

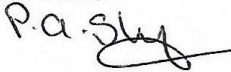

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) Full name(s)

Position (eg Secretary, Chair, etc)

Date

|   |   |
|---|---|
|  |  |
| Pamela Sly  | Melanie Upton   |
| 23.01.2025  |   |
| Chair Person  | Secretary   |

# LEICESTER DEAF ACTION GROUP

RECEPITS AND PAYMENTS FOR THE YEAR ENDED 6TH APRIL 2024

## RECEIPTS

|                        |                  |
|------------------------|------------------|
| Donations              | £5,752.09        |
| Refunds                | £1,000.00        |
| Amazon                 | £6.71            |
| Refreshments           | £175.09          |
| Christmas meal         | £20.00           |
| Crafts                 | £18.50           |
| Scratchcards           | £40.00           |
| Leicesrter Deaf Centre | £205.00          |
| Charity shop           | £1,979.16        |
|                        | <u>£9,196.55</u> |

Total Deficit

Reserves brought forward  
2023 - 2024 £7,686.67

Total Profit £6,946.74

Reserves carried over into  
2024 - 2025 £14,633.41

Signed

Date

23.01.2025

## EXPENSES

|                  |                  |
|------------------|------------------|
| Contribution     | £1,089.49        |
| LCC Gambling Act | £20.00           |
| Insurance        | £96.96           |
| Just Giving D.D  | £144.00          |
| Refreshments     | £48.22           |
| Christmas meal   | £615.15          |
| Scratchcards     | £20.00           |
| Miscellaneous    | £16.20           |
| Charity shop     | £199.79          |
|                  | <u>£2,249.81</u> |