



**CELST (CENTRAL ENGLAND
LIPREADING SUPPORT TRUST)
Registered Charity Number
1162613**

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2022**

Principal Address: 55 Elmdene Road
Kenilworth
Warwickshire
CV8 2BW

Bankers: Unity Trust Bank
Four Brindley Place
Birmingham
B1 2JB

Website: www.celst.org.uk

Governing Constitution: CIO registered 10 July 2015 amended
9 March 2020

CELST (CENTRAL ENGLAND LIPREADING SUPPORT TRUST)

Annual Report and Accounts for the year ended 31 March 2022

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CELST (CENTRAL ENGLAND LIPREADING SUPPORT TRUST)

Registered Charity number 1162613

Trustees' Annual report for the year 1 April 2021 to 31 March 2022

The Trustees are responsible for the co-ordination, development and financial management of CELST (Central England Lipreading Support Trust) (henceforth CELST). The Trustees have 2 officers, Chair and Treasurer. Our Administrator also acts as Secretary. There are up to 3 Trustees, who are elected for three year terms.

Jeremy Huxtable
Marie Conroy
Morag Curtis

Interim Chair from 30 June 2021
Appointed July 2021
Treasurer

Laura Hanley-Gorton
2021

Appointed from 30 June 2021 Resigned August

Janie Philpott
Sara Paterlini

Resigned June 2022
Resigned 31 May 2021
Resigned August 2021

[Jean Wilson](#)
Sandeep Girn

Resigned 30 June 2021

The Administrator / Secretary to the trustees is Sue Sanders

Members of the Charity Trustees are appointed for a three year term at an AGM. New trustees are inducted into the role and given a copy of the constitution and minutes for the previous year. The day to day management of the charity is supported by the Administrator in conjunction with a Management Committee of the tutors and a trustee. Reports are given to each trustee meeting.

Aims, Organisation and Activities

The objects of the CIO are: to relieve the needs of people resident in the Coventry, Warwickshire and Birmingham area who suffer from a hearing disability, their parents and carers, particularly but not exclusively by:

- (i) providing opportunities to enable such people to learn new communication skills and in particular the skill of lipreading in order to improve quality of life.
- (ii) arranging and financing the provision of lipreading classes;
- (iii) arranging and providing training for teachers of lipreading; and
- (iv) securing the provision of follow up support groups and forums within the Coventry, Warwickshire and Birmingham area.

The charity's aim is to promote lipreading courses for people who have hearing loss. Our activities include raising funds in order to ensure that these courses are able to run free of charge, so that all deafened people can attend, regardless of means. Other activities include promoting the courses, so that we can reach as many deafened people in the Coventry, Warwickshire and Birmingham areas as possible. More information can be found on our website: <https://www.celst.org.uk/about.html>

Public benefit statement

The charity trustees have complied with their duty under the 2011 Charities Act to have due regard to the guidance on public benefit published by the Charity commission in exercising their powers or duties. The following reports outline how this has been achieved during the year.

Chair's Report

With the Covid pandemic restrictions lifting part way through the year we were able to restart our face to face courses. Meanwhile we have had a great success with the online courses and we intend to continue with these in the future.

Communication has not been easy, with trustee meetings needing to be held remotely. As some of our trustees have hearing loss, it has been a challenge to ensure that everyone can communicate effectively.

It has also been a time of change amongst our board of trustees. Sandeep Girn resigned as Chair in June 2021. After many years of service to the charity Jean Wilson also decided to retire in August 2021. Janie Philpott also resigned in June 2022. Marie Conroy joined CELST as a trustee during the year.

We have been successful with our fundraising this year but have had difficulty in establishing a course in Leamington Spa.

We now have a new logo for the Charity. Our new website has now been developed.

See <https://www.celst.org.uk/>.

We are grateful to our tutors who ran our courses during this year: Elaine Davenport, Sally Joyner, Carol Ball, Kerry McCormick, Helen Hollings and Emma Holmes.

Our administrator, Liena Brooks, decided to leave CELST. She was a very valued addition to our team but unfortunately was unable to continue beyond May 2021 and we welcomed our current administrator, Sue Sanders.

The main objectives for the future will be to recruit new trustees in order to distribute the workload. Our financial footing is sound and will enable CELST to run face to face and online courses over the coming years.

Jeremy Huxtable
Chair of Trustees

Secretary's Report

During the year, minutes were taken of all meetings, both trustee and management meetings and distributed to trustees and tutors.

Funding applications have been prepared and submitted to Charitable Organisations, seven of which were successful

We have been running a mixture of online and face to face courses. The online courses have proved to be very popular. We continue to have waiting lists for future courses.

Sue Sanders
Administrator

Treasurers Report

Highlights of the annual accounts prepared for the 12 months ending 31 March 2022 are as follows:

Funding

In the 12 months CELST raised funding of £34,533 (2021 - £18,775) through grants from Organisations, and members donations from the courses. Grants from Organisations were the largest contribution at £31,450 (2021- £18,140), an increase of 42% over the previous 12 months. The main contributor was The National Lottery Awards for All grant of £10,000. In total there were 7 successful grant applications. As we were not able to fulfil all of the previous National Lottery Covid grant conditions by 31 March 2021 we have sadly had to send them back £3,060 of the grant.

Expenditure

Tutor Fees and expenses totalled £11,132, (2021 - £1,848) which is 44% of our total costs for the 12 months. This does reflect the fact that we have increased the number of courses following the lifting of Covid restrictions. Rooms hire costs were also lower at £1,949, 8% of total costs.

Administration costs in total were £8,410 (2021- £8,718) 33.5% of total costs for the 12 months. This includes the salary of the Administrator, annual insurance, telephone charges and bank charges associated with the bank account with Unity.

We have been able to invest in the new website development at a cost of £2,335. There has been £60 expenditure on equipment this year.

Bank Balance

The bank balance as at 31 March 2022 on the account we have is £41,199. This reflects the fact that we have received all the funding that we were successful in applying for the 2021/22 academic year but we still need to cover the costs for running the courses for the next academic year. We need to cover the ongoing Administration costs and Marketing costs for our courses.

Reserves Policy

The reserve policy of CELST is reviewed at the AGM each year and will reflect the position as at 31 March, overlaid with commitments to the end of the academic year. The ultimate goal is to have reserves going into the start of the

next academic year, starting in September, to cover the costs of running the planned courses for Term 1, running from September to December.

This would require funds to run the online courses and cover the administration costs for a 10 week period. Based on average current costs of £350 per course for tutor fee, expenses for each course, we would require £1,050 for continuing 3 online courses. We would also need a minimum of £1,800 to cover the basic Administration costs and a provision of £700 for ongoing marketing costs and the new website investment. A further £200 provision for room hire, Management meetings and other miscellaneous items would give a total cost required to be covered in the reserves of £4,100.

As at the fiscal year end of 31 March 2022, we would also need reserves to cover the costs of running the courses for Term 3 of the 2021/22 Academic year. Under normal circumstances this would be a similar level to the £12,500 as identified for Term 1 for the 2021/22 Academic year and therefore we would be looking at total reserves as at 31 March 2020 of £16,600.

Our actual reserves are £41,199 of which £17,291 are restricted funds.

Morag Curtis
Treasurer

Statement of Trustees' responsibilities

The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2005.

The Trustees are responsible for preparing an annual report and financial statements for each financial year, in accordance with the Charities Act 2011 and the Charities (accounts and Reports) Regulations 2005. The financial statements are required to give a true and fair view of the state of affairs of the charity and of the results of the charity for that period.

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 financial information included on the charity's website.

Approved by the Trustees of CELST and signed on their behalf by:

Jeremy Huxtable
Chair of Trustees
Date: 23 January 2023

Thanks to our Donors

We are very grateful for the support we have received from our many individual donors. We would also like to thank the following trust funds for their support. The funding is given towards the general running costs of the courses unless when it is restricted to particular courses or equipment as shown:

Albert Hunt (£2,000)

National Lottery Awards For All (£10,000)

Coventry General Charities (£3,000)

Heart of England (£2,000)

Leamington Town Council (£1,450)

Stratford Town Trust (£500)

Warwick District Council (£12,500)

CELST (CENTRAL ENGLAND LIPREADING SUPPORT TRUST) Registered Charity number 1162613

INDEPENDENT EXAMINER'S REPORT ON THE RECEIPTS AND PAYMENTS ACCOUNTS TO THE TRUSTEES OF CELST (CENTRAL ENGLAND LIPREADING SUPPORT TRUST)

This report on the accounts of CELST (Central England Lipreading Support Trust) for the year ended 31 March 2022, which are set out on pages 7 to 9.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

William Clemmey DChA
4 Ashford Gardens, Whitnash,
Leamington Spa, CV31 2NB

23 January 2023

CELST (CENTRAL ENGLAND LIPREADING SUPPORT TRUST)
Registered Charity number 1162613
RECEIPTS AND PAYMENTS ACCOUNT
1 APRIL 2021 TO 31 MARCH 2022
and

Unrestricted funds	Restricted funds	Total funds 2021-22	Total Funds 2020-21
to the nearest £	to the nearest £	to the nearest £	to the nearest £
2,000	9,450 ²	31,450	18,140
-	-	-	-
3,083	-	3,083	635
5,083	29,450	34,533	18,775

3,329	7,803	11,132	1,848
255	1,694	1,949	296
-	-	-	5,017
320	198	518	-
3,245	2,142	5,388	7,958

96	-	96	-
190	-	190	180
172	-	172	72
2,005	450	2,455	509
-	50	50	-
60	-	60	-
-	3,060	3,060	-
9,671	15,398	25,069	5,880

-4,589	14,052	9,464	2,895
-	-	-	-
28,496	3,239	31,735	28,840
23,907	17,291	41,199	31,735

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Section B Statement of assets and liabilities at the end of the financial year

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
B1 Cash funds			
Unity Trust Bank Account	23,907	17,291	41,199
B2 Other Monetary Assets			
B3 Investment assets			
			-
B4 Assets retained for the charity's			
Roger Pen Systems	Restricted	5,089	

own use

Mobile phone	General	69	
Laptop	General	321	
Mylink	General	2,100	
Laminator	General	60	
Other equipment	General	420	

B5 Liabilities

	Fund to which liability relates	Amount due (optional)	When due (optional)
Administrator fee	General	375	April 2022
Tutor Fees	Restricted	1,726	April 2022
Tutor fees	General	350	July 2021
Venue Hire	General	136	April 2021
Independent Examiner fee	General	190	February 2022

Signed by two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Jeremy Huxtable	January 2023
	Morag Curtis	January 2023

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

Accounting Policies

Basis

The financial statements have been prepared in accordance with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention.

Funds

General funds represent the funds of CELST that are not subject to any restrictions regarding their use and are available for application on the general purposes of CELST. These may include funds designated for a particular purpose by CELST.

Income and Expenditure Recognition

The accounts include transactions, assets and liabilities for which CELST can be held responsible.

Incoming Resources

Voluntary Income and Capital Sources

Individual donations are recognised when made. Grants are accounted for when received.

Fundraising Income

Income fundraising are accounted for on an event by event basis.

Gift Aid

Gift Aid income is recognised when paid by HMRC.

Application of Resources

Costs directly related to work of CELST

All payments were up to date as at 31 March 2022. During the year 0 committee member(s) (2020 none) were reimbursed a total of £0 expenses (2020 - £0).

Charitable Status

CELST is a registered charity number 1162613.

CELST Assets

No value is placed on the equipment of CELST. All expenditure incurred during the year on equipment is written off. The equipment is insured on a new for old basis. Paper and other sundry stocks are written off as they are purchased. Short-term deposits include cash held on deposit with Unity Trust Bank.

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