

Sight Support West of England

England & Wales · Charity number 1178384

Details

Other names	VISION SOUTH WEST, VISION WEST OF ENGLAND, Sight Support West of England
Status	Registered
Legal form	CIO
Registered	2018-05-15
Register	View on the Charity Commission register

Contact

Address	St Lucy's Sight Centre Browfort Bath Road Devizes Wiltshire SN10 2AT
Phone	01173224885
Email	info@sightsupportwest.org.uk
Website	www.sightsupportwest.org.uk

Activities

Objects: THE OBJECT OF THE CIO ISTO PRESERVE AND PROTECT THE GOOD HEALTH OF PEOPLE WITH AND AT RISK OF SIGHT LOSS BY PROVIDING SUPPORT AND SERVICES TO HELP IMPROVE THEIR QUALITY OF LIFE AND TO INCREASE THEIR INDIVIDUAL INDEPENDENCE AND BY DEVELOPING AN INCREASED KNOWLEDGE AND UNDERSTANDING OF THE PREVENTION AND ALLEVIATION OF SIGHT LOSS. NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CIO FOR THE PURPOSES WHICH ARE NOT CHARITABLE IN ACCORDANCE WITH [SECTION 7 OF THE CHARITIES AND TRUSTEE INVESTMENT (SCOTLAND) ACT 2005] AND [SECTION 2 OF THE CHARITIES ACT (NORTHERN IRELAND) 2008].

Activities: To provide local practical and emotional support for people living with sight loss across the West of England to improve quality of life, increase independence and enable blind and partially-sighted people to lead active and fulfilling lives.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Disability
- **Who:** Children/young People, Elderly/old People, People With Disabilities

Geography

- Bath And North East Somerset
- Bristol City
- South Gloucestershire
- Swindon
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£978,492	£1,025,288	£273,944	29
2024-03-31	£873,316	£932,042	£889,228	20
2023-03-31	£699,705	£693,990	£915,298	18
2022-03-31	£1,361,979	£585,703	£942,199	17
2021-03-31	£524,983	£470,917	£155,924	14

Trustees

Name	Role	Appointed
Nicholas Grinham	Chair	2017-12-18
Amar Shah		2019-02-22
Anela Wood		2025-03-28
Heather Armstrong		2020-03-27
Ioan McAvoy		2024-02-02
Roger Bonner		2022-06-06
Simon John Russell		2019-05-31

Sight Support West of England

England & Wales - Charity number 1178384

Accounts

Charity no. 1178384

**Sight Support West of England
Report and Unaudited Financial
Statements
31 March 2025**

Sight Support West of England

Reference and administrative details

For the year ended 31 March 2025

Charity number 1178384

Registered office and operational address St Lucy's Sight Centre
Browfort
Bath Road
Devizes
Wiltshire
SN10 2AT

Trustees Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:
Nicholas Grinham Chair
Heather Armstrong
Roger Bonner
Carl Hall resigned 26 July 2024
Ioan McAvoy
Simon Russell
Amar Shah
Lauren Williams
Anela Wood appointed 28 March 2025

Chief executive officer Mike Silvey

Bankers CAF Bank Ltd The Co-operative Bank
Kings Hill - Business
West Malling PO Box 250
Kent Skelmersdale
ME19 4TA WN8 6WT

Sight Support West of England

Reference and administrative details

For the year ended 31 March 2025

**Investment
managers**

Rathbones Investment Management
Port of Liverpool Building
Pier Head
Liverpool
L3 1NW

**Independent
examiners**

Godfrey Wilson Limited
Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

The trustees present their report and the financial statements for the year ended 31 March 2025 and also wish to express their sincere thanks to all staff and volunteers for their hard work over the past year.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

About Sight Support West of England

Every 6 minutes someone in the UK is told they are losing their sight, and over 2 million people in the UK are currently estimated to be living with sight loss.

Sight loss has huge practical and emotional consequences. It can restrict social and personal interaction, and lead to isolation. It can remove a person's independence as they have to rely on others for simple day-to-day tasks, which can lead to low self-esteem, lack of confidence and depression.

A diagnosis of sight loss can be devastating. Sight Support West of England exists to provide support at all stages of the sight loss journey, to help make sure people don't just survive, but thrive after sight loss.

We provide services for people living with sight loss across Bristol, Bath and North-East Somerset, and in Gloucestershire, Swindon and Wiltshire through our partner charities Insight Gloucestershire and Wiltshire Sight.

There are just under 11,000 people registered as sight impaired or severely sight impaired across our region, including just over 350 children. Around 1,350 new registrations are made each year.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

These numbers are just a small part of the picture, as they only show those that are officially registered. There are many more people in the area that are not yet diagnosed, undergoing treatment, don't meet the criteria for registration but have low vision, or have chosen not to be registered.

Current figures suggest that across the region, over 79,000 people are currently living with sight loss - one in every 30 people¹. With an aging population, and the increasing incidence of conditions like diabetes (with strong links to sight loss), it is forecast that the number of people affected will increase by 25% by 2030.

Our services at Sight Support West of England are driven by the outcomes that people with sight loss have said are most important to them². These are:

- I understand my eye condition and the registration process;
- I have someone to talk to;
- I can look after myself, my health, my home and my family;
- I receive statutory benefits and information and support that I need;
- I can make the best use of the sight I have;
- I can access information making the most of the advantages that technology brings;
- I can get out and about;
- I have the tools, skills and confidence to communicate;
- I have equal access to education and lifelong learning; and
- I can work and volunteer.

1 <https://www.rnib.org.uk/professionals/knowledge-and-research-hub/key-information-and-statistics/sight-loss-data-tool>

2 UK Vision Strategy 'Seeing it My Way' survey

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

The West of England region is diverse covering remote rural areas, coastal towns, deprived inner city areas and everything in between. The needs of people living in our region are affected greatly by this challenging geography.

Our challenge is to ensure that all people living with sight loss in the region have access to high quality, joined-up services that deliver the identified outcomes (above) and enable people with sight loss to lead independent and fulfilling lives.

Our strategy

Our aim is to ensure that everyone newly diagnosed or living with sight loss in the West of England, including children and young people, have equal and timely access to the support and services they need, and are empowered to pursue independent lives.

We will work with people affected by sight loss to help them navigate the often complex provision of services, joining up health, social care and community services.

We will work with others to provide the best possible support. These partners include professionals in the health, social care and education sectors. They include other charities and, critically, they include people living with sight loss.

Our strategy is defined by the views and needs of people with sight loss, and our services will reflect this.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

Our key **strategic objectives** are:

1. To ensure everyone living with sight loss in our region knows where they can find relevant support.
2. To improve the sight loss pathway so that everyone has equal, timely access to the services and support they need.
3. To provide a range of good quality, high impact services guided by the views and needs of people living with sight loss.
4. To increase awareness of the importance of eye health and the prevention of sight loss.
5. To build a strong and sustainable organisation which adds real value, can demonstrate impact and has the confidence of the people and organisations we work with. An organisation resilient to external challenges, agile enough to exploit opportunities and able to adapt to the changing needs of our service users.

Achievements and performance

This has been a year of both consolidation and growth for Sight Support West of England. At a time when several of the large national sight loss charities have been undergoing restructuring and reducing their direct services, we have stepped up — reaching more people than ever before, strengthening our local presence, and ensuring that no one in our region has to face sight loss alone.

"I felt lost and without any hope when dealing with the hospital alone, until you stepped in. I was ready to give up. I believe it is highly unlikely I would have made it through this without your incredible support."

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

Our innovative partnership model with Insight Gloucestershire and Wiltshire Sight, sharing one central management, finance and admin team providing management, finance, fundraising, communications and admin support, means that we are able to provide comprehensive and high-quality services across the West of England region, whilst benefiting from shared cost and management efficiencies. The significant increases in numbers of people provided with one-to-one support and those accessing our social activities across the region are testament to the value placed on the services by the people with sight loss we exist to support.

Expanding reach and deepening impact

We currently provide services to 5,085 people with sight loss in our area. Over the past year we have provided face-to-face support to 2,266 individuals, delivering over 5,400 information, advice and guidance interventions - a 31% increase on the previous year. With several national agencies cutting their direct services this year, we are expecting demand for our services to continue to rise.

Our service reach also continues to expand. In total, we now operate 38 hubs across the region where people can access face-to-face support from one of our Community Sight Loss Advisors, ensuring that over 98% of our service users in Wiltshire, Bristol, and Bath & North-East Somerset live within five miles of a local support hub. Across the region, 676 unique individuals engaged in our local social groups and activities (a 47% rise on 2023-24), with new groups launched in Nailsworth, Trowbridge, Tisbury and Amesbury during the year.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

To cater for some specific groups who may not be able to attend weekday socials, we also introduced four new virtual hubs — providing regular Zoom-based peer support for university students, working-age adults, parents of children with VI, and young carers. We have also introduced telephone consultations for those who cannot travel easily, so we can respond quicker and reduce anxiety following new diagnoses.

Our peer support and befriending services continue to make a profound difference to people's wellbeing:

“The Sight Support befriending service is brilliant. I always feel happier after speaking to my befriender. Even though I am 90 and she is in her 30s, it doesn't matter — we can talk for ages. A befriender is a beautiful thing, and that's what she is to me.”

With Insight Gloucestershire now fully part of our partnership model¹, having joined in July 2023, support in the county has grown dramatically. We have seen an increase of more than 500% in the number of unique individuals provided with support in Gloucestershire compared to before the charity joined with Sight Support and Wiltshire Sight. In addition, with the opening of new hubs and social groups across the county, the number of individuals accessing social groups rose from 48 last year, to 181 this year, thanks to the hard work of our revitalised staff and volunteer team.

1. Although our three charities are working in partnership, differences in the governance configuration of the charities mean that only Sight Support West of England and Wiltshire Sight are formally joined in legal terms. As a result, the consolidated accounts presented here only include these two charities.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

Over the year, our team of volunteers contacted 332 service users at random, to ask for feedback on their experience with us. 97% rated the service they had received as good, with 77% rating it as excellent. We are incredibly proud that over 93% of service users contacted reported feeling more able to cope with day-to-day life after receiving support from us, and 91% of those who were suffering from isolation reported feeling less isolated.

Strengthening local access and inclusion

With an increase to the team of Community Sight Loss Advisors in Bristol, we're now making progress in reaching underserved communities. A new advice hub is set to launch in Easton — an area of cultural richness and significant unmet need — and work is underway to open a second hub in Avonmouth.

While access in some rural parts of Gloucestershire remains more limited, a clear plan is now in place to improve coverage in the county in 2025–26.

Promoting awareness and connection

Over 400 people attended our Eye Can exhibitions in Gloucestershire and Bristol this year, with 100% of attendees rating the events as Good or Excellent. These exhibitions continue to be a powerful tool in providing a one-stop shop for people with sight loss to see the breadth of support available, and provide an opportunity to connect with others and to hear talks on issues around sight loss.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

We also stepped up our public awareness work in 2024-25. During National Eye Health Week in September, we ran a coordinated campaign across social media and in all our charity shops, providing information on the importance of regular eye checks. Our social media platforms have been reinvigorated, and we have started sharing video testimonies and case studies more widely. We have also installed new information stations — featuring key messages and resources — in all of our shops, providing eye health information and informing the general public about support available.

Digital inclusion and innovation

Our focus on digital inclusion continued this year, with over 130 people accessing one-to-one digital support in the Bristol and Bath area. The project focussed on bringing people from Discovery to Beginners to Improvers in using modern technology that most of us take for granted in daily life.

“I wish I’d learnt it years ago. I’m now able to text my friends without having to ask my family to do it for me!”

“It’s so great to have somewhere to go to get help and ask questions with people who understand, people just don’t seem to have the time these days, so this was great. Thank you, I am now using Google to call my friends and family!”

In March, we welcomed a new Digital Inclusion Lead in Wiltshire, whose role will be to replicate the success of our Bristol programme, running smartphone and tablet training courses, alongside providing one-to-one IT support through a team of digital volunteers. We have also secured funding for a similar roll-out in Gloucestershire later in 2025.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

Involving our community

Volunteers remain the backbone of our organisation. Over the course of the year, 243 volunteers gave their time, energy and lived experience to support others, contributing over 7,900 hours of their time. In our most recent volunteer survey, 95% told us that they felt positive and happy in their roles. 28% of our current active volunteers have direct experience of sight loss themselves.

Our Lived Experience Advisory Panel (previously named the Client Advisory Group) continues to provide critical insights that shape our services, communications and strategy. This self-managing group of local people with sight loss are drawn from across the region and have a wide range of personal experience to share.

Governance

In late 2024 we started on the process of formalising the governance structure between our three charities, to clarify management reporting lines and put in place a procedure for disputes. We now have a draft Partnership Agreement which has been agreed by all three Boards and will be finalised in the first half of the new financial year.

Our joint working involves the voluntary collaboration of all three charities to make a greater impact than acting alone, by sharing working practices, resources and staff. However, differences in the governance configuration of the charities mean that only Sight Support West of England and Wiltshire Sight are formally joined in legal terms. As a result, the consolidated accounts presented here only include these two charities.

The Board is also taking professional VAT advice on the implications of governance structure, and are working to ensure that the new partnership arrangements remain VAT compliant and optimal.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

In March 2025 the Sight Support Board conducted a full review of our internal financial controls, undertaking several actions to ensure our procedures and policies are in line with recommended best practice.

Plans for the future

Our operational Plan for 2025-26 was signed off by the Board at their March meeting and contains key objectives, actions and indicators for the year. Our key development priorities for the year include:

- Monitor impact and respond to anticipated increasing demand for services following changes to the national CVI process (which will now include a referral to local sight loss support services) and cuts to national charities services;
- Embed the new Digital Inclusion project in Wiltshire services and recruit for expansion of the project to Gloucestershire;
- Develop our outreach work in Bristol to engage harder-to-reach communities, and conduct research into communities in Swindon;
- Review reach of our hubs in Gloucestershire and develop a plan to meet agreed service metrics;
- Develop our corporate fundraising offer, building relationships with local companies to increase our corporate income and harness volunteering opportunities; and
- Open at least two more charity shops in strategic locations, including at least one in Gloucestershire.

Financial review

Fundraising income for the year came in on budget. As always, we are very grateful for all the support we receive from our valued donors and supporters. We will continue to review and refine our approach for community and corporate fundraising, to ensure these grow in-line with our strategic objectives.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

Our retail income continues to grow and provide a good profit for the charity. This year we recruited a part-time staff member to manage a new eBay shop, taking donations from the physical shops to maximise profit through online sales. Our aim remains that the retail operation will grow to replace the tapering core grant we receive from the Thomas Pocklington Trust.

Overall, year-end accounts for the charity show a small deficit for the year of £15,000, which is in line with the budget approved at the start of the year by the Board.

Charitable funders and supporters

Sight Support West of England wishes to thank the following funders and supporters for their generous support during the year:

159th Beavers Group	National Lottery Reaching
Annett Charitable Trust	Communities
Arnold Clarke	New Medica
Awards for All	Quartet Foundation
Clothworkers Foundation	Radstock Town Council
Dixie Rose Findley Trust	Richard Davies Charitable Trust
Fight for Sight	St Monica's Trust
Inspecs	Storm Force 10 Shanty Group
Keynsham Town Council	St Monica / St Augustine Chapel
Midsomer Norton Lions Club	Thomas Pocklington Trust

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

Reserves policy

Sight Support West of England aims to maintain a level of financial reserves that will enable the charity to meet future commitments and unforeseen expenses without a negative impact on our ability to deliver core services or develop the business in the manner planned.

In consideration of the above, the Board of Trustees has decided that the charity should keep available as reserves an amount that would cover the equivalent of four months' operating cost. In doing so, the Board aims to ensure that the charity is able to continue to provide our core services.

The agreed target level of unrestricted general reserves has therefore been set at £230,000, which the Board believes would provide them with the safeguards needed to be able to guarantee continuity of services for a period of at least twelve months regardless of funding uncertainty.

The trustees have also set aside the amount of £28,000 as a designated fund to cover the TUPE redundancy liability for staff delivering the South Gloucestershire Rehabilitation Service.

The trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- to fund working capital;
- to fund unexpected but necessary expenditure; and
- to fund shortfalls in income, when income does not reach expected levels.

As at 31 March 2025 our unrestricted general reserves are £241,899, which is slightly above the desired level set by the trustees as outlined above.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

The Board also commit to holding sufficient restricted reserves to cover the cost of our contractual commitments, as agreed with each contracting agency.

Structure, governance and management

The charity was registered as a Charitable Incorporated Organisation with the Charities Commission in England & Wales and Companies House on 15 May 2018. The original name of the charity was Vision South West, and it is governed by its Constitution.

The charity passed a special resolution on 29 March 2019 changing its name to Vision West of England. A further resolution was passed on 25 September 2020 to change the name to Sight Support West of England.

Sight Support West of England's board of trustees is currently made up of 8 people, with a range of backgrounds, skills and professions. Currently we have three members of the board who are registered severely sight impaired.

The charity is staffed by a small team of dedicated staff, headed up by the Chief Executive and a small management team. Staff are based either at one of our offices in Bristol and Devizes, at one of our charity shop premises, or work remotely providing services across our geographic area of remit. Staff pay and benefits are reviewed annually by the trustees at their September meeting.

In July 2023, the Board conducted a review of its effectiveness to identify areas for strengthening. We also work through the Charity Commission and NCVO finance and governance checklists on an annual basis to identify areas of concern and to ensure our policies, procedures and systems were fit for purpose and of a high standard.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

Risk management and delegation

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error. During the year the trustees have considered the major risks and systems have been put in place to mitigate their impact. The risk analysis is discussed at every other Board meeting, and a full review takes place annually.

The charity has a Schedule of Delegation in place which defines which decisions are taken by the Board of Trustees and which are delegated to staff. The Schedule is reviewed annually and covers areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves.

Public benefit

The Board of Trustees have given due consideration to Charity Commission published guidance on the operation of the public benefit requirement and confirm that these requirements are met by the charity.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees 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 corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2025

Members of the charity have no liability to contribute to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the group and parent charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 29 July 2025 and signed on their behalf by



Nick Grinham - Chair

Independent examiner's report

To the trustees of

Sight Support West of England

I report to the charity trustees on my examination of the consolidated accounts of the Group comprising Sight Support West of England ('the Charity') and its subsidiary undertakings for the year ended 31 March 2025, which are set out on pages 22 to 50.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the consolidated accounts of the Group in accordance with the requirements of the Charities Act 2011 ('the Act') and you have chosen to prepare consolidated accounts for the Group. You are satisfied that the accounts of both the Charity and the Group are not required by Charity law to be audited and have chosen instead to have an independent examination.

I report in respect of my examination of the consolidated accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the consolidated accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member 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 member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

Independent examiner's report

To the trustees of

Sight Support West of England

Godfrey Wilson Limited also provides bookkeeping services to the Charity. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2016, which I have applied with respect to this engagement.

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 and the Group as required by section 130 of the 2011 Act and, with respect to the subsidiaries, as required by section 386 of the Companies Act 2006; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Independent examiner's report

To the trustees of

Sight Support West of England

Rob Wilson

Date: 30 July 2025

Robert Wilson FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Sight Support West of England

Consolidated statement of financial activities

For the year ended 31 March 2025

	Note	Restricted £	Unrestricted £	The group 2025 Total £	The group 2024 Total £
Income from:					
Donations and legacies	3	-	290,904	290,904	220,848
Charitable activities	4	117,105	256,061	373,166	380,628
Other trading activities	5	-	302,192	302,192	260,948
Investments		-	12,230	12,230	10,892
Total income		<u>117,105</u>	<u>861,387</u>	<u>978,492</u>	<u>873,316</u>
Expenditure on:					
Raising funds		-	74,396	74,396	117,556
Charitable activities		<u>133,500</u>	<u>817,392</u>	<u>950,892</u>	<u>814,486</u>
Total expenditure	7	<u>133,500</u>	<u>891,788</u>	<u>1,025,288</u>	<u>932,042</u>
Net gains / (losses) on investments	12	<u>-</u>	<u>(10,480)</u>	<u>(10,480)</u>	<u>32,656</u>
Net income / (expenditure) and net movement in funds	8	<u>(16,395)</u>	<u>(40,881)</u>	<u>(57,276)</u>	<u>(26,070)</u>

Sight Support West of England

Consolidated statement of financial activities

For the year ended 31 March 2025

	Note	Restricted £	Unrestricted £	The group 2025 Total £	The group 2024 Total £
Net income / (expenditure) and net movement in funds (continued)	8	(16,395)	(40,881)	(57,276)	(26,070)
Reconciliation of funds:					
Total funds brought forward		<u>40,440</u>	<u>848,788</u>	<u>889,228</u>	<u>915,298</u>
Total funds carried forward		<u><u>24,045</u></u>	<u><u>807,907</u></u>	<u><u>831,952</u></u>	<u><u>889,228</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 19 to the accounts.

Sight Support West of England

Charity only statement of financial activities

For the year ended 31 March 2025

	Note	Restricted £	Unrestricted £	The charity 2025 Total £	The charity 2024 Total £
Income from:					
Donations and legacies	3	-	126,063	126,063	139,533
Charitable activities	4	259,337	233,636	492,973	474,429
Other trading activities	5	-	301,400	301,400	260,948
Investments		-	2,043	2,043	876
Total income		<u>259,337</u>	<u>663,142</u>	<u>922,479</u>	<u>875,786</u>
Expenditure on:					
Raising funds		-	74,396	74,396	109,530
Charitable activities		<u>295,732</u>	<u>567,442</u>	<u>863,174</u>	<u>729,966</u>
Total expenditure	7	<u>295,732</u>	<u>641,838</u>	<u>937,570</u>	<u>839,496</u>
Net gains / (losses) on investments	12	<u>-</u>	<u>91</u>	<u>91</u>	<u>-</u>
Net income / (expenditure) and net movement in funds	8	<u>(36,395)</u>	<u>21,395</u>	<u>(15,000)</u>	<u>36,290</u>

Sight Support West of England

Charity only statement of financial activities

For the year ended 31 March 2025

	Note	Restricted £	Unrestricted £	The charity 2025 Total £	The charity 2024 Total £
Net income / (expenditure) and net movement in funds (continued)	8	<u>(36,395)</u>	<u>21,395</u>	<u>(15,000)</u>	<u>36,290</u>
Reconciliation of funds:					
Total funds brought forward		<u>40,440</u>	<u>248,504</u>	<u>288,944</u>	<u>252,654</u>
Total funds carried forward		<u><u>4,045</u></u>	<u><u>269,899</u></u>	<u><u>273,944</u></u>	<u><u>288,944</u></u>

Sight Support West of England

Consolidated balance sheets

As at 31 March 2025

	Note	The group 2025 £	The group 2024 £	The charity 2025 £	The charity 2024 £
Fixed assets					
Tangible assets	11	129,465	135,068	322	1,339
Investments	12	512,449	515,917	169,592	-
		641,914	650,985	169,914	1,339
Current assets					
Stocks	15	7,557	7,654	7,557	7,654
Debtors	16	56,032	122,244	117,733	201,972
Cash at bank and in hand		162,899	132,600	12,490	99,894
		226,488	262,498	137,780	309,520
Liabilities					
Creditors: amounts falling due within 1	17	(36,450)	(24,255)	(33,750)	(21,915)
Net current assets		190,038	238,243	104,030	287,605
Net assets	18	831,952	889,228	273,944	288,944

Sight Support West of England

Consolidated balance sheets

As at 31 March 2025

	Note	The group 2025 £	The group 2024 £	The charity 2025 £	The charity 2024 £
Funds	19				
Restricted funds		24,045	40,440	4,045	40,440
Unrestricted funds					
Designated funds		307,465	461,730	28,000	28,000
General funds		500,442	387,058	241,899	220,504
Total charity funds		831,952	889,228	273,944	288,944

Approved by the trustees on 29 July 2025 and signed on their behalf by



Nick Grinham - Chair

Sight Support West of England

Consolidated statement of cash flows

For the year ended 31 March 2025

	The group 2025 £	The group 2024 £
Cash used in operating activities:		
Net movement in funds	(57,276)	(26,070)
Adjustments for:		
Depreciation charges	5,603	5,785
Losses / (gains) on investments	10,480	(32,656)
Income from investments	(12,230)	(10,892)
Decrease / (increase) in stock	97	(4,095)
Decrease / (increase) in debtors	66,212	(52,848)
Decrease / (increase) in creditors	12,195	(903)
Net cash provided by / (used in) operating activities	25,081	(121,679)
Cash flows from investing activities:		
Purchase of tangible fixed assets	-	(620)
Proceeds from the sale of investments	366,068	59,876
Purchase of investments	(365,965)	(86,053)
Income from investments	12,230	10,892
Net cash provided by investing activities	12,333	(15,905)
Increase / (decrease) in cash and cash equivalents in the year	37,414	(137,584)

Sight Support West of England

Consolidated statement of cash flows

For the year ended 31 March 2025

	The group 2025 £	The group 2024 £
Increase / (decrease) in cash and cash equivalents in the year (continued)	37,414	(137,584)
Cash and cash equivalents at the beginning of the year	<u>140,499</u>	<u>278,083</u>
Cash and cash equivalents at the end of the year	<u>177,913</u>	<u>140,499</u>
Analysis of cash and cash equivalents:		
Cash held in current accounts	162,899	132,600
Cash held in investment portfolio	<u>15,014</u>	<u>7,899</u>
	<u>177,913</u>	<u>140,499</u>

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies

a) General information and basis of preparation

Sight support West of England is an unincorporated charity registered in England and Wales. The registered office address is St. Lucy's Sight Centre, Browfort, Bath Road, Devizes, Wiltshire, SN10 2AT.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Sight Support West of England meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Group accounts

These financial statements consolidate the results of the charity and its wholly-owned (controlled) subsidiary on a line by line basis. Transactions and balances between the charity and its subsidiary have been eliminated from the consolidated financial statements. Balances between the two charities are disclosed in the notes of the charity's balance sheet. A separate statement of financial activities, or income and expenditure account, for the charity itself is presented in addition to that of the group by choice.

c) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. The group holds unrestricted, general reserves of £350,764 (charity only: £241,899). For this reason the trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies (continued)

e) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

g) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particularly areas of the charity's work or for specific projects being undertaken by the charity.

h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff time as follows:

	The group		The charity	
	2025	2024	2025	2024
Raising funds	7.9%	7.9%	8.1%	8.2%
Charitable activities	92.1%	92.1%	91.9%	91.8%

j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies (continued)

j) Tangible fixed assets (continued)

Computer equipment	3 years straight line
Long leasehold	50 years straight line
Fixtures and fittings	15% reducing balance

Items of equipment are capitalised where the purchase price exceeds £500.

k) Investments

Investments held at the year end are valued at the current market value at that date. Investment income from dividends is included in incoming resources while realised and unrealised losses and gains on investments are shown separately on the statement of financial activities (SOFA). Realised gains and losses are calculated on investment disposals during the year as the difference between the opening market value and the proceeds received on sale. Unrealised gains and losses are calculated on investment holdings at the year end as the difference between the closing market value and the opening market value or purchase value during the year.

l) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

o) Creditors

Creditors and provisions are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

p) Financial instruments

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 recognised at amortised cost using the effective interest method.

q) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SoFA.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies (continued)

r) Foreign currency transactions

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

s) Accounting estimates and key judgements

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are depreciation as described in note 1j above.

2. Prior period comparatives: statement of financial activities

	Restricted	Unrestricted	The group 2024 Total
	£	£	£
Income from:			
Donations and legacies	-	220,848	220,848
Charitable activities	141,228	239,400	380,628
Other trading activities	-	260,948	260,948
Investments	-	10,892	10,892
Total income	141,228	732,088	873,316
Expenditure on:			
Raising funds	-	117,556	117,556
Charitable activities	130,742	683,744	814,486
Total expenditure	130,742	801,300	932,042
Net income / (expenditure) before gains	10,486	(69,212)	(58,726)
Net gains on investments	-	32,656	32,656
Net income / (expenditure)	10,486	(36,556)	(26,070)
Transfers between funds	(2,400)	2,400	-
Net movement in funds	8,086	(34,156)	(26,070)

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

3. Income from donations and legacies

The group

	2025	2024
	Total	Total
	£	£
Donations	137,156	151,973
Legacies	144,405	59,425
Gifts in kind	9,343	9,450
Total income from donations and legacies	<u>290,904</u>	<u>220,848</u>

The charity

	2025	2024
	Total	Total
	£	£
Donations	116,720	130,083
Gifts in kind	9,343	9,450
Total income from donations and legacies	<u>126,063</u>	<u>139,533</u>

Gifts in kind comprise the provision of office space. All income from donations and legacies in the current and prior period was unrestricted.

4. Income from charitable activities

The group

	Restricted	Unrestricted	The group
	£	£	2025
			Total
			£
Grants	117,105	162,202	279,307
Statutory	-	90,056	90,056
Resource sales	-	3,803	3,803
Total income from charitable activities	<u>117,105</u>	<u>256,061</u>	<u>373,166</u>

The charity

	Restricted	Unrestricted	The charity
	£	£	2025
			Total
			£
Grants	259,337	139,777	399,114
Statutory	-	90,056	90,056
Resource sales	-	3,803	3,803
Total income from charitable activities	<u>259,337</u>	<u>233,636</u>	<u>492,973</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

4. Income from charitable activities (continued)

Prior period comparative:

The group

	Restricted £	Unrestricted £	The group 2024 Total £
Grants	141,228	79,955	221,183
Statutory	-	142,970	142,970
Resource sales	-	16,475	16,475
Total income from charitable activities	141,228	239,400	380,628

The charity

	Restricted £	Unrestricted £	The charity 2024 Total £
Grants	265,625	60,150	325,775
Statutory	-	142,970	142,970
Resource sales	-	5,684	5,684
Total income from charitable activities	265,625	208,804	474,429

5. Income from other trading activities

The group

	2025 Total £	2024 Total £
Shop sales	292,571	253,764
Sponsorship and other trading	9,621	7,184
	302,192	260,948

The charity

	2025 Total £	2024 Total £
Shop sales	292,571	253,764
Sponsorship and other trading	8,829	7,184
	301,400	260,948

All income from other trading activities in the current and prior period was unrestricted.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

6. Government grants

The group receives government funding of £90,056 (2024: £142,970) from South Gloucestershire Council to cover the contracted Visual Impairment Rehabilitation Service. These funds are not available to be used for the charity's core activities of providing sight loss information, advice and guidance which are funded by fundraising, donations, legacies and grants. Other income recorded as government grants are discretionary awards made by local councils and administrations totalling £5,800 (2024: £7,280), and grants amounting to £64,710 (2024: £104,928) from the National Lottery Community Fund. There are no unfulfilled conditions or contingencies attached to any of these grants.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

7. Total expenditure

The group

	Raising funds £	Charitable activities £	Support and governance costs £	2025 Total £
Staff costs (note 9)	49,466	639,248	67,556	756,270
Other staff costs	-	-	4,466	4,466
Direct project costs	-	41,741	-	41,741
Fundraising	2,967	-	-	2,967
Bank charges	-	-	4,385	4,385
Printing, postage and stationery	-	12,271	-	12,271
Insurance	-	-	2,354	2,354
Premises costs	-	-	138,782	138,782
Communications	-	-	5,096	5,096
Accountancy	-	-	11,716	11,716
Legal fees	-	-	4,141	4,141
Depreciation	-	-	5,603	5,603
IT and computer costs	-	-	32,085	32,085
Subscriptions	-	-	3,010	3,010
Miscellaneous costs	-	-	401	401
Sub-total	52,433	693,260	279,595	1,025,288
Allocation of support and governance costs	<u>21,963</u>	<u>257,632</u>	<u>(279,595)</u>	<u>-</u>
Total expenditure	<u>74,396</u>	<u>950,892</u>	<u>-</u>	<u>1,025,288</u>

Total governance costs were £4,750 (2024: £4,050).

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

7. Total expenditure (continued)

The group

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2024 Total £
Staff costs (note 9)	49,523	539,982	64,154	653,659
Other staff costs	-	-	4,589	4,589
Direct project costs	-	63,088	-	63,088
Fundraising	50,901	-	-	50,901
Bank charges	-	-	3,781	3,781
Printing, postage and stationery	-	11,406	-	11,406
Insurance	-	-	4,888	4,888
Premises costs	-	-	94,653	94,653
Communications	-	-	5,040	5,040
Accountancy	-	-	9,694	9,694
Legal fees	-	-	3,592	3,592
Depreciation	-	-	5,785	5,785
IT and computer costs	-	-	15,807	15,807
Subscriptions	-	-	3,295	3,295
Miscellaneous costs	-	-	1,864	1,864
Sub-total	100,424	614,476	217,142	932,042
Allocation of support and governance costs	17,132	200,010	(217,142)	-
Total expenditure	117,556	814,486	-	932,042

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

7. Total expenditure (continued)

The charity

	Raising funds £	Charitable activities £	Support and governance costs £	2025 Total £
Staff costs	49,466	560,361	67,556	677,383
Other staff costs	-	-	4,466	4,466
Direct project costs	-	41,741	-	41,741
Fundraising	2,967	-	-	2,967
Bank charges	-	-	3,978	3,978
Printing, postage and stationery	-	12,271	-	12,271
Insurance	-	-	1,891	1,891
Premises costs	-	-	138,782	138,782
Communications	-	-	5,096	5,096
Accountancy	-	-	8,676	8,676
Legal fees	-	-	3,841	3,841
Depreciation	-	-	1,017	1,017
IT and support costs	-	-	32,085	32,085
Subscriptions	-	-	2,975	2,975
Miscellaneous costs	-	-	401	401
Sub-total	52,433	614,373	270,764	937,570
Allocation of support and governance costs	21,963	248,801	(270,764)	-
Total expenditure	74,396	863,174	-	937,570

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

7. Total expenditure (continued)

The charity

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2024 Total £
Staff costs	41,497	463,972	64,194	569,663
Other staff costs	-	-	4,589	4,589
Direct project costs	-	63,045	-	63,045
Fundraising	50,901	-	-	50,901
Bank charges	-	-	3,375	3,375
Printing, postage and stationery	-	11,406	-	11,406
Insurance	-	-	4,516	4,516
Premises costs	-	-	94,638	94,638
Communications	-	-	5,040	5,040
Accountancy	-	-	7,066	7,066
Legal fees	-	-	3,292	3,292
Depreciation	-	-	1,034	1,034
IT and support costs	-	-	15,807	15,807
Subscriptions	-	-	3,260	3,260
Miscellaneous costs	-	-	1,864	1,864
Sub-total	92,398	538,423	208,675	839,496
Allocation of support and governance costs	17,132	191,543	(208,675)	-
Total expenditure	109,530	729,966	-	839,496

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

8. Net movement in funds

This is stated after charging:

	2025	2024
	£	£
Depreciation	5,603	5,785
Operating lease payments	57,000	29,167
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	Nil
Independent examiner's remuneration (excluding VAT):		
▪ Independent examination	2,500	2,100
▪ Other services	3,765	5,354
	<u>3,765</u>	<u>5,354</u>

9. Staff costs and numbers

Staff costs were as follows:

	2025	2024
	£	£
Salaries and wages	670,836	583,616
Social security costs	52,494	42,654
Pension costs	32,940	27,389
	<u>756,270</u>	<u>653,659</u>

1 employee earned between £60,000 and £70,000 in the year, excluding employer's pension contributions (2024: 1 employee).

The key management personnel of the charity comprise the Trustees, Chief Executive Officer, Head of Services, Head of Retail and Head of Fundraising, Marketing and Communications. The total employee benefits of the key management personnel were £197,099 (2024: £185,936).

	The group	The group
	2025	2024
	No.	No.
Average number of employees	29	20
Full time equivalent number of employees	<u>28</u>	<u>20</u>

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

11. Tangible fixed assets

Group

	Long leasehold £	Computer equipment £	Fixtures and fittings £	Total £
Cost				
At 1 April 2024 and at 31 March 2025	<u>161,424</u>	<u>40,891</u>	<u>34,070</u>	<u>236,385</u>
Depreciation				
At 1 April 2024	32,280	37,021	32,016	101,317
Charge for the year	<u>3,228</u>	<u>1,865</u>	<u>510</u>	<u>5,603</u>
At 31 March 2025	<u>35,508</u>	<u>38,886</u>	<u>32,526</u>	<u>106,920</u>
Net book value				
At 31 March 2025	<u><u>125,916</u></u>	<u><u>2,005</u></u>	<u><u>1,544</u></u>	<u><u>129,465</u></u>
At 31 March 2024	<u><u>129,144</u></u>	<u><u>3,870</u></u>	<u><u>2,054</u></u>	<u><u>135,068</u></u>

Charity

		Computer equipment £	Total £
Cost			
At 1 April 2024 and at 31 March 2025		<u>6,329</u>	<u>6,329</u>
Depreciation			
At 1 April 2024		4,990	4,990
Charge for the year		<u>1,017</u>	<u>1,017</u>
At 31 March 2025		<u>6,007</u>	<u>6,007</u>
Net book value			
At 31 March 2025		<u><u>322</u></u>	<u><u>322</u></u>
At 31 March 2024		<u><u>1,339</u></u>	<u><u>1,339</u></u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

12. Investments

	The group		The charity	
	2025 £	2024 £	2025 £	2024 £
Market value at 1 April 2024	508,018	449,185	-	-
Additions	365,965	86,053	339,838	-
Disposals proceeds	(366,068)	(59,876)	(170,911)	-
Historical cost update	36	-	-	-
Realised gains / (losses)	3,522	(1,205)	1,846	-
Unrealised gains / (losses)	(14,038)	33,861	(1,755)	-
Market value at 31 March 2025	497,435	508,018	169,018	-
Cash held pending reinvestment	15,014	7,899	574	-
Total investments	512,449	515,917	169,592	-
Represented by:				
Listed equities	497,435	508,018	169,018	-
Cash	15,014	7,899	574	-
Total investments	512,449	515,917	169,592	-

Investments comprise listed investments held by the group via Rathbones.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

13. Subsidiary undertakings

Wiltshire Blind Association

Wiltshire Blind Association, CIO (number: 1119462), is a wholly controlled subsidiary of Sight Support West of England. It promotes the welfare of blind and partially sighted persons living in Wiltshire and Swindon.

	Restricted £	Unrestricted £	2025 Total £	2024 Total £
Income from:				
Donations and legacies	-	164,841	164,841	81,314
Charitable activities	24,050	23,217	47,267	42,154
Investments	-	10,186	10,186	10,014
Total income	<u>24,050</u>	<u>198,244</u>	<u>222,294</u>	<u>133,482</u>
Expenditure on:				
Raising funds	-	31,408	31,408	10,630
Charitable activities	4,050	218,542	222,592	217,870
Total expenditure	<u>4,050</u>	<u>249,950</u>	<u>254,000</u>	<u>228,500</u>
Net income / (expenditure) before gains	20,000	(51,706)	(31,706)	(95,018)
Net gains / (losses) on investments	-	(10,571)	(10,571)	32,655
Net income / (expenditure) and net movement in funds	<u>20,000</u>	<u>(62,277)</u>	<u>(42,277)</u>	<u>(62,363)</u>

The aggregate of the assets, liabilities and funds was:

	2025 £	2024 £
Assets	622,406	770,905
Liabilities	<u>(64,401)</u>	<u>(170,623)</u>
Funds	<u>558,005</u>	<u>600,282</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

14. Parent charity

The parent charity's gross income and results for the year are disclosed in the charity only Statement of Financial Activities.

15. Stock

	The group		The charity	
	2025	2024	2025	2024
	£	£	£	£
Finished goods	<u>7,557</u>	<u>7,654</u>	<u>7,557</u>	<u>7,654</u>

16. Debtors

	The group		The charity	
	2025	2024	2025	2024
	£	£	£	£
Trade debtors	8,416	1,714	8,416	1,159
Prepayments and accrued income	25,621	110,193	25,621	22,193
Intercharity loan (Wiltshire Blind Association)	-	-	61,701	168,283
Other debtors	17,735	5,035	17,735	5,035
VAT	<u>4,260</u>	<u>5,302</u>	<u>4,260</u>	<u>5,302</u>
	<u>56,032</u>	<u>122,244</u>	<u>117,733</u>	<u>201,972</u>

17. Creditors : amounts due within 1 year

	The group		The charity	
	2025	2024	2025	2024
	£	£	£	£
Trade creditors	13,093	5,733	13,093	5,733
Accruals	6,500	5,440	3,800	3,100
Other taxation and social security	12,348	13,032	12,348	13,032
Other creditors	<u>4,509</u>	<u>50</u>	<u>4,509</u>	<u>50</u>
	<u>36,450</u>	<u>24,255</u>	<u>33,750</u>	<u>21,915</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

18. Analysis of group net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total Funds £
Tangible fixed assets	-	129,465	-	129,465
Investments	-	178,000	334,449	512,449
Current assets	24,045	-	202,443	226,488
Current liabilities	-	-	(36,450)	(36,450)
Net assets at 31 March 2025	<u>24,045</u>	<u>307,465</u>	<u>500,442</u>	<u>831,952</u>
Prior year comparative				
	Restricted funds £	Designated funds £	General funds £	Total Funds £
Tangible fixed assets	-	133,730	1,338	135,068
Investments	-	300,000	215,917	515,917
Current assets	40,440	28,000	194,058	262,498
Current liabilities	-	-	(24,255)	(24,255)
Net assets at 31 March 2024	<u>40,440</u>	<u>461,730</u>	<u>387,058</u>	<u>889,228</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

19. Movements in funds

	At 1 April 2024 £	Income £	Expenditure £	Gains and losses £	Transfers between funds £	At 31 March 2025 £
Restricted funds						
IT equipment	-	7,300	(7,300)	-	-	-
Digital inclusion	-	51,000	(31,500)	-	-	19,500
The National Lottery Community Fund	40,440	45,210	(85,650)	-	-	-
Virtual hubs	-	9,045	(5,000)	-	-	4,045
Wiltshire community sight loss service	-	4,550	(4,050)	-	-	500
Total restricted funds	40,440	117,105	(133,500)	-	-	24,045
Unrestricted funds						
<i>Designated funds:</i>						
TUPE redundancy liability	28,000	-	-	-	-	28,000
Development fund	300,000	-	-	-	(300,000)	-
Building maintenance fund	-	-	-	-	30,000	30,000
Collaboration fund	-	-	-	-	120,000	120,000
Fixed asset fund	133,730	-	(4,587)	-	322	129,465
<i>Total designated funds</i>	<i>461,730</i>	<i>-</i>	<i>(4,587)</i>	<i>-</i>	<i>(149,678)</i>	<i>307,465</i>
General funds	387,058	861,387	(887,201)	(10,480)	149,678	500,442
Total unrestricted funds	848,788	861,387	(891,788)	(10,480)	-	807,907
Total funds	889,228	978,492	(1,025,288)	(10,480)	-	831,952

Purposes of restricted funds

IT equipment	To fund replacement of laptops.
Digital inclusion	To provide technology support for older people with sight loss in Bristol, Bath and South Gloucestershire.
The National Lottery Community Fund	To provide comprehensive sight loss services to people across the West of England.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

19. Movements in funds (continued)

Purposes of restricted funds

Virtual hubs For the establishment of Virtual Peer Support Hubs.

Wiltshire community sight loss service Funding provided for the costs of a Community Sight Loss Advisor in Wiltshire.

Purposes of designated funds

TUPE redundancy liability To cover the TUPE redundancy liability for staff delivering the South Gloucestershire Rehabilitation Service.

Development fund Funding set aside by Wiltshire Blind Association to fund SSWE to provide sight loss advice and guidance services across Wiltshire and Swindon.

Building maintenance fund To provide for significant building repairs which may be required to maintain the St. Lucy's Sight Centre in Devizes.

Collaboration fund To ensure Wiltshire Sight can fulfil its commitments under our new collaboration agreement venture with Sight Support West of England and Insight Gloucestershire.

Fixed asset fund This fund represents the carrying value of tangible fixed assets held by the subsidiary charity.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

19. Movements in funds (continued)

Prior year comparative	At 1 April 2023 £	Income £	Expenditure £	Gains and losses £	Transfers between funds £	At 31 March 2024 £
Restricted funds						
Get set progress internship	2,354	8,242	(10,596)	-	-	-
Digital inclusion	30,000	-	(30,000)	-	-	-
Gloucestershire	-	10,000	(10,000)	-	-	-
Thornbury services hub	-	6,500	(6,500)	-	-	-
The National Lottery Community Fund	-	104,928	(64,488)	-	-	40,440
Wiltshire community sight loss service	-	2,500	(2,500)	-	-	-
Screwfix	-	2,400	-	-	(2,400)	-
Trowbridge Services Hub	-	6,658	(6,658)	-	-	-
Total restricted funds	32,354	141,228	(130,742)	-	(2,400)	40,440
Unrestricted funds						
<i>Designated funds:</i>						
TUPE redundancy liability	28,000	-	-	-	-	28,000
Development fund	300,000	-	-	-	-	300,000
Fixed asset fund	138,482	-	(4,752)	-	-	133,730
<i>Total designated funds</i>	<i>466,482</i>	<i>-</i>	<i>(4,752)</i>	<i>-</i>	<i>-</i>	<i>461,730</i>
General funds	416,462	732,088	(796,548)	32,656	2,400	387,058
Total unrestricted funds	882,944	732,088	(801,300)	32,656	2,400	848,788
Total funds	915,298	873,316	(932,042)	32,656	-	889,228

20. Financial instruments at fair value

	The group		The charity	
	2025 £	2024 £	2025 £	2024 £
Financial assets measured at fair value	497,435	508,018	169,018	-

Financial assets measured at fair value comprise listed investments.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2025

21. Related party transactions

Wiltshire Blind Association (WBA), a CIO (number. 1119462) is a wholly controlled subsidiary of Sight Support West of England (SSWE).

Nick Grinham and Carl Hall (to 24 July 2024) are trustees of Sight Support West of England (SSWE), and also trustees of Wiltshire Blind Association (WBA). During the year ended 31 March 2025, WBA granted SSWE £166,282 (2024: £135,955). SSWE recharged staff costs of £78,887 (2024: £83,996) to WBA. At 31 March 2024, WBA owed SSWE £61,701 (2024: £168,283).

22. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	The group and the charity	
	2025	2024
	£	£
Amount falling due:		
Within 1 year	57,000	57,000
Within 1 - 5 years	36,083	93,083
	<u>93,083</u>	<u>150,083</u>

Sight Support West of England

England & Wales - Charity number 1178384

Accounts

Charity no. 1178384

**Sight Support West of England
Report and Unaudited Financial
Statements**

31 March 2024

Sight Support West of England

Reference and administrative details

For the year ended 31 March 2024

Charity number 1178384

Registered office and operational address St Lucy's Sight Centre
Browfort
Bath Road
Devizes
Wiltshire
SN10 2AT

Trustees Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:
Nicholas Grinham Chair
Heather Armstrong
Roger Bonner
Carl Hall
Ioan McAvoy appointed 2 February 2024
Kayvan Ghotbi-Ravandi resigned 24 November 2023
Simon Russell
Amar Shah
Lauren Williams

Chief executive officer Mike Silvey

Bankers CAF Bank Ltd The Co-operative Bank
Kings Hill - Business
West Malling PO Box 250
Kent Skelmersdale
ME19 4TA WN8 6WT

Sight Support West of England

Reference and administrative details

For the year ended 31 March 2024

**Independent
examiners**

Godfrey Wilson Limited
Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

The trustees present their report and the financial statements for the year ended 31 March 2024 and also wish to express their sincere thanks to all staff and volunteers for their hard work over the past year.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

About Sight Support West of England

Every 6 minutes someone in the UK is told they are losing their sight, and over 2 million people in the UK are currently estimated to be living with sight loss.

Sight loss has huge practical and emotional consequences. It can restrict social and personal interaction, and lead to isolation. It can remove a person's independence as they have to rely on others for simple day-to-day tasks, which can lead to low self-esteem, lack of confidence and depression.

A diagnosis of sight loss can be devastating. Sight Support West of England exists to provide support at all stages of the sight loss journey, to help make sure people don't just survive, but thrive after sight loss.

We provide services for people living with sight loss across Bristol, Bath and North-East Somerset, and in Gloucestershire, Swindon and Wiltshire through our partner charities Insight Gloucestershire and Wiltshire Sight.

There are just under 11,000 people registered as sight impaired or severely sight impaired across our region, including just over 350 children. Around 850 new registrations are made each year.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

These numbers are just a small part of the picture, as they only show those that are officially registered. There are many more people in the area that are not yet diagnosed, undergoing treatment, don't meet the criteria for registration but have low vision, or have chosen not to be registered.

Current figures suggest that across the region, over 79,000 people are currently living with sight loss - one in every 30 people¹. With an aging population, and the increasing incidence of conditions like diabetes (with strong links to sight loss), it is forecast that the number of people affected will increase by 25% by 2030.

Our services at Sight Support West of England are driven by the outcomes that people with sight loss have said are most important to them². These are:

- I understand my eye condition and the registration process
- I have someone to talk to
- I can look after myself, my health, my home and my family
- I receive statutory benefits and information and support that I need
- I can make the best use of the sight I have
- I can access information making the most of the advantages that technology brings
- I can get out and about
- I have the tools, skills and confidence to communicate
- I have equal access to education and lifelong learning
- I can work and volunteer

1 <https://www.rnib.org.uk/professionals/knowledge-and-research-hub/key-information-and-statistics/sight-loss-data-tool>

2 UK Vision Strategy 'Seeing it My Way' survey

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

The West of England region is diverse covering remote rural areas, coastal towns, deprived inner city areas and everything in between. The needs of people living in our region are affected greatly by this challenging geography. Before Sight Support was founded, services in Bristol, Bath and South Gloucestershire were inconsistent and disjointed.

Our challenge is to ensure that all people living with sight loss in the region have access to high quality, joined-up services that deliver the identified outcomes (above) and enable people with sight loss to lead independent and fulfilling lives.

Our strategy

Our aim is to ensure that everyone newly diagnosed or living with sight loss in the West of England, including children and young people, have equal and timely access to the support and services they need.

We will work with people affected by sight loss to help them navigate the often complex provision of services, joining up health, social care and community services.

We will work with others to provide the best possible support. These partners include professionals in the health, social care and education sectors. They include other charities and, critically, they include people living with sight loss.

Our strategy is defined by the views and needs of people with sight loss, and our services will reflect this.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

Our key **strategic objectives** are:

1. To ensure everyone living with sight loss in our region knows where they can find relevant support.
2. To improve the sight loss pathway so that everyone has equal, timely access to the services and support they need.
3. To provide a range of good quality, high impact services guided by the views and needs of people living with sight loss.
4. To increase awareness of the importance of eye health and the prevention of sight loss.
5. To build a strong and sustainable organisation which adds real value, can demonstrate impact and has the confidence of the people and organisations we work with. An organisation resilient to external challenges, agile enough to exploit opportunities and able to adapt to the changing needs of our service users.

Achievements and performance

The last year has seen a significant change for Sight Support West of England and our partner charity Wiltshire Sight, as we joined forces with a third sight loss charity, Insight Gloucestershire. Following an unsolicited approach from the Board of Insight prompted by their struggle to raise funding to cover the core costs of the charity, we reached an agreement to take over the management of Insight in July 2023. This means that our three charities now share all of our back-office functions, including management team, fundraising, finance, IT, HR, admin and communications. This model allows the three charities all to continue to run as independent, separate charities, but to benefit from shared costs and efficiencies, and to ensure good practice is replicated across the region.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

The joining of Insight has been a significant amount of work, as we try to knit together two very different organisational cultures, but we have made significant progress. The first priority was updating policies and procedures, staff training, updating the finance system and introducing a new client management system and monitoring tools. In January we opened six new community hubs and social groups in Gloucestershire, enabling much greater local access where previously clients would have needed to travel to Cheltenham or Gloucester. We now have a motivated and engaged team in Cheltenham, excited by the positive changes and the potential wider impact across the county.

Whilst a lot of management time and effort has gone into the work with Insight, the Sight Support and Wiltshire Sight services have continued to deliver to a high standard. Demand for services continues to increase, with the number of new clients registering with us surpassing 600 for the first time. Without Gloucestershire we now have 2,730 clients (an increase of 11% on last year), and counting clients brought over from Insight, our combined work now reaches 4,300 people across the West of England.

Outside of Gloucestershire, our Community Sight Loss Advisor team held 3,818 one-to-one sessions with clients over the year. We also saw a 57% increase in the number of people attending social activities (a total of 403 individuals), with new volunteer-led groups opening alongside our community hubs in Wroughton, Calne, Marlborough, Pewsey, Bath, Amesbury and Tisbury.

We continued to roll-out our programme of Eye Can exhibitions, this year the events took place in Bath and Swindon. In the coming year we will incorporate Cheltenham and also return to Bristol in the Autumn.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

Over the year, 244 evaluations were done by our team of volunteers: 98% of clients rated our services good, with 85% rating it as excellent. 93% of clients told us that they feel more able to cope with day-to-day life as a result of our support, and 91% said they were feeling less isolated.

In Spring 2024 we launched a new campaign, entitled 'Here from Day One'. The focus of the campaign is the aim to ensure that everyone who is diagnosed with sight loss has access to information and support from the point of diagnosis and throughout their sight loss journey. With the launch this year of the new Eye Care Support Pathway, we will be working hard over the next year to ensure the pathway is understood by local health and social care providers and that actions are identified to improve referrals and integration of the clinical and community support available.

Our grants funding portfolio has continued to develop, including new multi-year agreements secured during the year with The National Lottery and St Monica Trust, as well as renewal of our support from the Thomas Pocklington Trust.

Our annual staff and volunteer survey results were again very positive, showing an engaged and happy team. We are proud that 30% of the staff team and 29% of our volunteer team have lived experience of sight loss.

The volunteer team has increased again this year, to an incredible 154 active volunteers, managed by our Volunteer Coordinator. Over the year volunteers contributed over 6,100 hours of their time. As always, we are incredibly grateful to all those who have given up their time and provided invaluable support over the year.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

Our Client Advisory Group, launched in early 2023 is now fully functioning and self-managing. The group, consisting of service users from across the area has proved to be invaluable, providing user feedback on service developments, fundraising messages and communications.

Specific progress against the key objectives we set ourselves for 23/24 is summarised below:

- **Map the demographics of the region to identify key geographic areas where services are less accessible;**

At the end of 2023 we undertook a mapping exercise to look at the coverage of our services. With 34 hubs now running across Wiltshire, Bristol, BaNES and South Glos, we are now confident that 98.5% of our clients are living within a 5-mile radius of a community hub where they can access support from a Community Sight Loss Advisor and join a peer support social group. This is a fantastic achievement.

We also conducted mapping of population areas against our map of clients and identified key target areas of focus for the coming year, predominantly within more deprived areas of Bristol and Swindon.

- **Ensure all community hubs fully established and supported by local volunteers. Increase CSLA capacity to deliver hubs by making those with low attendance ‘on-demand’;**

With the introduction of a new ‘Hub Maturity Model’, we now have a blueprint for the development of new community hubs through to mature hubs which are supported by volunteers, allowing our CSLAs to provide more 1-1 support to clients. We have been successful over the year in recruiting community volunteers, and the strategy is working well, with 18 hubs now considered ‘mature’ with regular volunteer support. This continues to be an area of focus for the coming year.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

- **Build relationships with key community organisations to support engagement with harder-to-reach communities;**

Our outreach work to reach new communities has had to take a back seat this year, with the unexpected approach by the Board of Insight Gloucestershire requesting us to take over management of the organisation. This work has taken a significant amount of time and effort, and the outreach work had to be postponed as a result. This remains a priority for the coming year.

- **Increase provision of digital support across the region;**

In April we began a new Digital Inclusion Project, partly funded by St Monica Trust. We recruited a new Digital Inclusion Officer based in Bristol, who kick-started a range of initiatives designed to help people with sight loss of all abilities to increase their use of technology.

A series of Tech Discovery Events was launched in September, where clients could explore and experience a range of everyday technologies in a friendly and supportive environment. The events gave people the opportunity to have a go on tablets, smart speakers, and electronic magnifiers, try a selection of apps designed to make the use of technology more accessible to blind people, and access guidance on how to make sure their existing devices are optimised for them. 52 people attended these events, with 93% saying they would be more likely to use technology after attending a session.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

We also developed four new technology courses to further expand people's knowledge and confidence with technology, which have been running since October:

- Get Online, Stay Connected! - This course offers a starting point for those who are unsure where to begin with getting online, and covers essential online skills to connect with family and friends and access vital services that are online.
- Be Safe, Not Scammed – Helping people to navigate the digital landscape securely and protect themselves from online threats.
- Video Chat and Messaging – Covering how to communicate through video chat and messaging applications, so people can stay in touch with the people who are important to them.
- Tablets Are Not Just for Swallowing - The basics of getting started using a tablet computer, including how to use the touch screen, and key skills such as email, searching for information, shopping, and making video calls.

In total our digital inclusion work has supported 133 individuals over the year across Bristol, BaNES and South Glos. We are now looking at how this project can be rolled out across Wiltshire and Gloucestershire.

- **Open a new hub in Thornbury, including charity shop, consultation space and resource centre. Identify and open at least one other hub in a strategic location;**

Our Thornbury hub was opened by the Mayor of the town at the end of July. The hub includes a charity shop on the ground floor, and resource centre and consultation room on the first floor.

In November we opened our fourth shop in Trowbridge, with a huge space for services at the rear. Our Community Sight Loss Advisor for West Wiltshire has been operating from there since December, with a constant stream of clients.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

Both shops have increased public awareness of our services and the availability of support for people with sight loss.

Plans for the future

Our operational Plan for 24/25 was signed off by the Board at their March meeting and contains key objectives, actions and indicators for the year. Our key development priorities for the year include:

- Review geographic reach of our hubs in Gloucestershire and develop a plan to cover underserved areas. Ensure all community hubs run effectively and are supported by local volunteers;
- Continue work to integrate the team at Insight Gloucestershire within our staff structure and culture to maximise our effectiveness in the county;
- Map and build relationships with key community organisations to support engagement with under-represented communities;
- Grow awareness of our charity as the local charity of choice within our community through increased attendance at community events and an increased focus on PR through traditional media channels;
- Further develop our fundraising income streams, including active promotion of legacy giving, and development of sponsored fundraising events;
- Secure a new contract for delivery of the South Gloucestershire rehabilitation service; and
- Open at least two more charity shops in strategic locations and build an online sales operation alongside our physical shops.

Financial review

Fundraising income for the year came in on budget. As always, we are very grateful for all the support we receive from our valued donors and supporters. We will continue to review and refine our approach for community and corporate fundraising, to ensure these grow in-line with our strategic objectives.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

Retail income is growing, with our first two shops in Devizes and Salisbury both turning a substantial profit, and two new shops opened during the year, in Thornbury and Trowbridge. Our aim is that the retail operation will grow to replace the tapering core grant we receive from the Thomas Pocklington Trust.

Overall, year-end accounts show a small surplus for the year of £36,290, mainly due to a payment from South Glos Council for the visual impairment service for 24-25 which was received in late March 24. Other than this, the accounts for the year are more or less in line with the budget approved at the start of the year by the Board.

Charitable funders and supporters

Sight Support West of England wishes again to thank our two principal funders, the Thomas Pocklington Trust and Wiltshire Sight for their continued support over the last year.

We would also like to thank the following funders and supporters for their generous support during the year:

Avonmouth Masonic Hall	Irwin Mitchell
Associated Optical	Keynsham Town Council
Basil Brown Trust	National Lottery
Boshier-Hinton Foundation	Newmedia Eye Health Clinics
Bristol Masons	Optelec
The Co-Op Local	Radstock Town Council
Community Fund	St. Monica Trust
Denman Charitable Trust	Thornbury Town Council
Inman Charity	Walter Guinness Charitable Trust
Inspecs	

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

Reserves policy

Sight Support West of England aims to maintain a level of free financial reserves that will enable the charity to meet future commitments and unforeseen expenses without a negative impact on our ability to deliver core services or develop the business in the manner planned.

As a relatively new organisation, still receiving approximately 23% of our income from time-limited start-up grants, Sight Support is vulnerable to sudden drops in funding. Whilst we continue to work to reduce our reliance on current core funding contracts, the Board acknowledges that fundraising takes time to build, and has therefore set a reserves policy that helps to mitigate our risk exposure.

In consideration of the above, the Board of Trustees has concluded that the Charity should keep available as free reserves an amount that would cover the equivalent of four months operating cost, which amounts to £280,000. In setting this level of target free reserves, the Board aims to ensure that the Charity is able to continue to provide our core services regardless of funding uncertainty.

The agreed target level of free reserves has therefore been set at £280,000, which the Board believes would provide them with the safeguards needed to be able to guarantee continuity of services for a period of at least twelve months regardless of funding uncertainty.

The trustees have also set aside the amount of £28,000 as a Designated Fund to cover the TUPE redundancy liability for staff delivering the South Gloucestershire Rehabilitation Service.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

The trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- to fund working capital
- to fund unexpected but necessary expenditure
- to fund shortfalls in income, when income does not reach expected levels

As at 31 March 2024 our free reserves are £220,504, which is slightly below the target level set by the trustees as outlined above

The Board also commit to holding sufficient restricted reserves to cover the cost of our contractual commitments, as agreed with each contracting agency.

Structure, governance and management

The charity was registered as a Charitable Incorporated Organisation with the Charities Commission in England & Wales and Companies House on 15 May 2018. The original name of the charity was Vision South West, and it is governed by its Constitution.

The charity passed a special resolution on 29 March 2019 changing its name to Vision West of England. A further resolution was passed on 25 September 2020 to change the name to Sight Support West of England.

Sight Support West of England's board of trustees is currently made up of 8 people, with a range of backgrounds, skills and professions. Currently we have three members of the board who are registered severely sight impaired.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

The charity is staffed by a small team of dedicated staff, headed up by the Chief Executive and a small management team. Staff are based either at one of our offices in Bristol and Devizes, at one of our charity shop premises, or work remotely providing services across our geographic area of remit.

In July 2023, the Board conducted a review of its effectiveness to identify areas for strengthening. We also work through the Charity Commission and NCVO finance and governance checklists on an annual basis to identify areas of concern and to ensure our policies, procedures and systems were fit for purpose and of a high standard.

Risk management and delegation

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error. During the year the trustees have considered the major risks and systems have been put in place to mitigate their impact. The risk analysis is discussed at every other Board meeting, and a full review takes place annually.

The charity has a Schedule of Delegation in place which defines which decisions are taken by the board of trustees and which are delegated to staff. The Schedule is reviewed annually and covers areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves.

Public benefit

The board of trustees have given due consideration to Charity Commission published guidance on the operation of the public benefit requirement and confirm that these requirements are met by the charity.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and accounting estimates that are reasonable and prudent
- 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
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees 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.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2024

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

Members of the charity have no liability to contribute to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the group and parent charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 14 June 2024 and signed on their behalf

Nick Grinham

Nick Grinham - Chair

Independent examiner's report

To the trustees of

Sight Support West of England

I report to the charity trustees on my examination of the consolidated accounts of the Group comprising Sight Support West of England ('the Charity') and its subsidiary undertakings for the year ended 31 March 2024, which are set out on pages 22 to 49.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the consolidated accounts of the Group in accordance with the requirements of the Charities Act 2011 ('the Act') and you have chosen to prepare consolidated accounts for the Group. You are satisfied that the accounts of both the Charity and the Group are not required by Charity law to be audited and have chosen instead to have an independent examination.

I report in respect of my examination of the consolidated accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the consolidated accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member 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 member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

Independent examiner's report

To the trustees of

Sight Support West of England

Godfrey Wilson Limited also provides bookkeeping services to the Charity. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2016, which I have applied with respect to this engagement.

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 and the Group as required by section 130 of the 2011 Act and, with respect to the subsidiaries, as required by section 386 of the Companies Act 2006; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Independent examiner's report

To the trustees of

Sight Support West of England

Rob Wilson

Date: 14 June 2024

Robert Wilson FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Sight Support West of England

Consolidated statement of financial activities

For the year ended 31 March 2024

	Note	Restricted £	Unrestricted £	The group 2024 Total £	The group 2023 Total £
Income from:					
Donations and legacies	3	-	220,848	220,848	278,147
Charitable activities	4	141,228	239,400	380,628	277,967
Other trading activities	5	-	260,948	260,948	134,819
Investments		-	10,892	10,892	8,772
Total income		<u>141,228</u>	<u>732,088</u>	<u>873,316</u>	<u>699,705</u>
Expenditure on:					
Raising funds Charitable activities		-	117,556	117,556	73,153
		<u>130,742</u>	<u>683,744</u>	<u>814,486</u>	<u>620,837</u>
Total expenditure	7	<u>130,742</u>	<u>801,300</u>	<u>932,042</u>	<u>693,990</u>
Net gains / (losses) on investments	12	-	32,656	32,656	(32,616)
Net income / (expenditure)	8	<u>10,486</u>	<u>(36,556)</u>	<u>(26,070)</u>	<u>(26,901)</u>

Sight Support West of England

Consolidated statement of financial activities

For the year ended 31 March 2024

Net income / (expenditure) (continued)	10,486	(36,556)	(26,070)	(26,901)
Transfers between funds	<u>(2,400)</u>	<u>2,400</u>	<u>-</u>	<u>-</u>
Net movement in funds	8,086	(34,156)	(26,070)	(26,901)
Reconciliation of funds:				
Total funds brought forward	<u>32,354</u>	<u>882,944</u>	<u>915,298</u>	<u>942,199</u>
Total funds carried forward	<u><u>40,440</u></u>	<u><u>848,788</u></u>	<u><u>889,228</u></u>	<u><u>915,298</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 19 to the accounts.

Sight Support West of England

Charity only statement of financial activities

For the year ended 31 March 2024

	Note	Restricted £	Unrestricted £	The charity 2024 Total £	The charity 2023 Total £
Income from:					
Donations and legacies	3	-	139,533	139,533	171,722
Charitable activities	4	265,625	208,804	474,429	354,278
Other trading activities	5	-	260,948	260,948	134,360
Investments		-	876	876	328
Total income		<u>265,625</u>	<u>610,161</u>	<u>875,786</u>	<u>660,688</u>
Expenditure on:					
Raising funds		-	109,530	109,530	73,153
Charitable activities		<u>257,539</u>	<u>472,427</u>	<u>729,966</u>	<u>539,732</u>
Total expenditure	7	<u>257,539</u>	<u>581,957</u>	<u>839,496</u>	<u>612,885</u>
Net income and net movement in funds	8	8,086	28,204	36,290	47,803
Reconciliation of funds:					
Total funds brought forward		<u>32,354</u>	<u>220,300</u>	<u>252,654</u>	<u>204,851</u>
Total funds carried forward		<u><u>40,440</u></u>	<u><u>248,504</u></u>	<u><u>288,944</u></u>	<u><u>252,654</u></u>

Sight Support West of England

Consolidated balance sheets

As at 31 March 2024

	Note	The group 2024 £	The group 2023 £	The charity 2024 £	The charity 2023 £
Fixed assets					
Tangible assets	11	135,068	140,233	1,339	1,752
Investments	12	515,917	474,320	-	-
		650,985	614,553	1,339	1,752
Current assets					
Stocks	15	7,654	3,559	7,654	3,559
Debtors	16	122,244	69,396	201,972	134,687
Cash at bank and in hand		132,600	252,948	99,894	135,068
		262,498	325,903	309,520	273,314
Liabilities					
Creditors: amounts falling due within 1 year	17	(24,255)	(25,158)	(21,915)	(22,412)
Net current assets		238,243	300,745	287,605	250,902
Net assets	18	889,228	915,298	288,944	252,654

Sight Support West of England

Consolidated balance sheets

As at 31 March 2024

Funds	19				
Restricted funds		40,440	32,354	40,440	32,354
Unrestricted funds					
Designated funds		461,730	466,482	28,000	28,000
General funds		387,058	416,462	220,504	192,300
Total charity funds		889,228	915,298	288,944	252,654

Approved by the trustees on 14 June 2024 and signed on their behalf
by

Nick Grinham

Nick Grinham - Chair

Sight Support West of England

Consolidated statement of cash flows

For the year ended 31 March 2024

	The group 2024 £	The group 2023 £
Cash used in operating activities:		
Net movement in funds	(26,070)	(26,901)
Adjustments for:		
Depreciation charges	5,785	6,366
(Gains) / losses on investments	(32,656)	32,616
Income from investments	(10,892)	(8,772)
(Increase) / decrease in stock	(4,095)	258
(Increase) / decrease in debtors	(52,848)	(36,860)
Decrease / (increase) in creditors	(903)	6,070
Net cash provided by / (used in) operating activities	<u>(121,679)</u>	<u>(27,223)</u>
Cash flows from investing activities:		
Purchase of tangible fixed assets	(620)	(1,867)
Proceeds from the sale of investments	59,876	19,192
Purchase of investments	(86,053)	(32,500)
Movement in investment cash	17,236	5,645
Income from investments	10,892	8,772
Net cash provided by / (used in) investing activities	<u>1,331</u>	<u>(758)</u>
Decrease in cash and cash equivalents in the year	<u>(120,348)</u>	<u>(27,981)</u>

Sight Support West of England

Consolidated statement of cash flows

For the year ended 31 March 2024

Decrease in cash and cash equivalents in the year (continued)	(120,348)	(27,981)
Cash and cash equivalents at the beginning of the year	<u>252,948</u>	<u>280,929</u>
Cash and cash equivalents at the end of the year	<u>132,600</u>	<u>252,948</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Sight Support West of England meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Group accounts

These financial statements consolidate the results of the charity and its wholly-owned (controlled) subsidiary on a line by line basis. Transactions and balances between the charity and its subsidiary have been eliminated from the consolidated financial statements. Balances between the two charities are disclosed in the notes of the charity's balance sheet. A separate statement of financial activities, or income and expenditure account, for the charity itself is presented in addition to that of the group by choice.

c) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. The group holds unrestricted, general reserves of £387,058 (charity only: £220,504). For this reason the trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies (continued)

e) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

g) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particularly areas of the charity's work or for specific projects being undertaken by the charity.

h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff time as follows:

	The group		The charity	
	2024	2023	2024	2023
Raising funds	7.9%	9.7%	8.2%	10.4%
Charitable activities	92.1%	90.3%	91.8%	89.6%

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies (continued)

j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

For the parent:

Computer equipment	3 years straight line
--------------------	-----------------------

For the subsidiary:

Long leasehold	50 years straight line
Computer equipment	25% reducing balance
Fixtures and fittings	15% reducing balance

Items of equipment are capitalised where the purchase price exceeds £500.

k) Investments

Investments held at the year end are valued at the current market value at that date. Investment income from dividends is included in incoming resources while realised and unrealised losses and gains on investments are shown separately on the statement of financial activities (SOFA). Realised gains and losses are calculated on investment disposals during the year as the difference between the opening market value and the proceeds received on sale. Unrealised gains and losses are calculated on investment holdings at the year end as the difference between the closing market value and the opening market value or purchase value during the year.

l) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

o) Creditors

Creditors and provisions are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies (continued)

p) Financial instruments

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 recognised at amortised cost using the effective interest method.

q) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SoFA.

r) Foreign currency transactions

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

s) Accounting estimates and key judgements

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are depreciation as described in note 1j above.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	The group 2023 Total £
Income from:			
Donations and legacies	-	278,147	278,147
Charitable activities	60,945	217,022	277,967
Other trading activities	-	134,819	134,819
Investments	-	8,772	8,772
Total income	60,945	638,760	699,705
Expenditure on:			
Raising funds	-	73,153	73,153
Charitable activities	34,591	586,246	620,837
Total expenditure	34,591	659,399	693,990
Net gains / (losses) on investments	-	(32,616)	(32,616)
Net income / (expenditure) and net movement in funds	26,354	(53,255)	(26,901)

3. Income from donations and legacies

The group

	2024 Total £	2023 Total £
Donations	151,973	163,720
Legacies	59,425	104,977
Gifts in kind	9,450	9,450
Total income from donations and legacies	220,848	278,147

The charity

	2024 Total £	2023 Total £
Donations	130,083	142,272
Legacies	-	20,000
Gifts in kind	9,450	9,450
Total income from donations and legacies	139,533	171,722

Gifts in kind comprise the provision of office space. All income from donations and legacies in the current and prior period was unrestricted.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

4. Income from charitable activities

The group

	Restricted £	Unrestricted £	The group 2024 Total £
Grants	141,228	79,955	221,183
Statutory	-	142,970	142,970
Resource sales	-	16,475	16,475
Total income from charitable activities	141,228	239,400	380,628

The charity

	Restricted £	Unrestricted £	The charity 2024 Total £
Grants	265,625	60,150	325,775
Statutory	-	142,970	142,970
Resource sales	-	5,684	5,684
Total income from charitable activities	265,625	208,804	474,429

Prior period comparative:

The group

	Restricted £	Unrestricted £	The group 2023 Total £
Grants	60,945	99,168	160,113
Statutory	-	109,900	109,900
Resource sales	-	7,954	7,954
Total income from charitable activities	60,945	217,022	277,967

The charity

	Restricted £	Unrestricted £	The charity 2023 Total £
Grants	205,044	31,557	236,601
Statutory	-	109,900	109,900
Resource sales	-	7,777	7,777
Total income from charitable activities	205,044	149,234	354,278

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

5. Income from other trading activities

The group

	2024	2023
	Total	Total
	£	£
Shop sales	253,764	126,156
Sponsorship and other trading	7,184	8,327
Corporate fundraising	-	336
	<u>260,948</u>	<u>134,819</u>

All income from other trading activities in the current and prior period was unrestricted.

The charity

	2024	2023
	Total	Total
	£	£
Shop sales	253,764	126,033
Sponsorship and other trading	7,184	8,327
	<u>260,948</u>	<u>134,360</u>

6. Government grants

The group receives government funding of £142,970 (2023: £109,900) from South Gloucestershire Council to cover the contracted Visual Impairment Rehabilitation Service. These funds are not available to be used for the charity's core activities of providing sight loss information, advice and guidance which are funded by fundraising, donations, legacies and grants. Other income recorded as government grants are discretionary awards made by local councils and administrations totaling £2,650 (2023: £9,028), and grants amounting to £104,928 (2023: £20,000) from the National Lottery Community Fund. There are no unfulfilled conditions or contingencies attached to any of these grants.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

7. Total expenditure

The group

	Raising funds £	Charitable activities £	Support and governance costs £	2024 Total £
Staff costs (note 9)	49,523	539,982	64,154	653,659
Other staff costs	-	-	4,589	4,589
Direct project costs	-	63,088	-	63,088
Fundraising	50,901	-	-	50,901
Bank charges	-	-	3,781	3,781
Printing, postage and stationery	-	11,406	-	11,406
Insurance	-	-	4,888	4,888
Premises costs	-	-	94,653	94,653
Communications	-	-	5,040	5,040
Accountancy	-	-	9,694	9,694
Legal fees	-	-	3,592	3,592
Depreciation	-	-	5,785	5,785
IT and computer costs	-	-	15,807	15,807
Subscriptions	-	-	3,295	3,295
Miscellaneous costs	-	-	1,864	1,864
Sub-total	100,424	614,476	217,142	932,042
Allocation of support and governance costs	<u>17,132</u>	<u>200,010</u>	<u>(217,142)</u>	<u>-</u>
Total expenditure	<u>117,556</u>	<u>814,486</u>	<u>-</u>	<u>932,042</u>

Total governance costs were £4,050 (2023: £3,850).

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

7. Total expenditure (continued)

The group

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2023 Total £
Staff costs (note 9)	39,760	408,355	60,290	508,405
Other staff costs	-	-	4,737	4,737
Direct project costs	-	32,264	-	32,264
Fundraising	15,188	-	-	15,188
Bank charges	-	-	2,143	2,143
Printing, postage and stationery	-	10,690	-	10,690
Insurance	-	-	2,885	2,885
Premises costs	-	-	76,634	76,634
Communications	-	-	2,004	2,004
Accountancy	-	-	14,679	14,679
Legal fees	-	-	1,671	1,671
Depreciation	-	-	6,366	6,366
IT and computer costs	-	-	13,225	13,225
Subscriptions	-	-	2,224	2,224
Miscellaneous costs	-	-	875	875
Sub-total	54,948	451,309	187,733	693,990
Allocation of support and governance costs	18,205	169,528	(187,733)	-
Total expenditure	73,153	620,837	-	693,990

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

7. Total expenditure (continued)

The charity

	Raising funds £	Charitable activities £	Support and governance costs £	2024 Total £
Staff costs	41,497	463,972	64,194	569,663
Other staff costs	-	-	4,589	4,589
Direct project costs	-	63,045	-	63,045
Fundraising	50,901	-	-	50,901
Bank charges	-	-	3,375	3,375
Printing, postage and stationery	-	11,406	-	11,406
Insurance	-	-	4,516	4,516
Premises costs	-	-	94,638	94,638
Communications	-	-	5,040	5,040
Accountancy	-	-	7,066	7,066
Legal fees	-	-	3,292	3,292
Depreciation	-	-	1,034	1,034
IT and support costs	-	-	15,807	15,807
Subscriptions	-	-	3,260	3,260
Miscellaneous costs	-	-	1,864	1,864
Sub-total	92,398	538,423	208,675	839,496
Allocation of support and governance costs	17,132	191,543	(208,675)	-
Total expenditure	109,530	729,966	-	839,496

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

7. Total expenditure (continued)

The charity

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2023 Total £
Staff costs	39,760	340,760	60,290	440,810
Other staff costs	-	-	4,737	4,737
Direct project costs	-	32,264	-	32,264
Fundraising	15,188	-	-	15,188
Bank charges	-	-	1,927	1,927
Printing, postage and stationery	-	10,690	-	10,690
Insurance	-	-	2,525	2,525
Premises costs	-	-	71,845	71,845
Communications	-	-	2,004	2,004
Accountancy	-	-	12,142	12,142
Legal fees	-	-	1,371	1,371
Depreciation	-	-	1,108	1,108
IT and support costs	-	-	13,210	13,210
Subscriptions	-	-	2,189	2,189
Miscellaneous costs	-	-	875	875
Sub-total	54,948	383,714	174,223	612,885
Allocation of support and governance costs	18,205	156,018	(174,223)	-
Total expenditure	73,153	539,732	-	612,885

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

8. Net movement in funds

This is stated after charging:

	2024	2023
	£	£
Depreciation	5,785	6,366
Operating lease payments	29,167	18,000
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	Nil
Independent examiner's remuneration (excluding VAT):		
▪ Independent examination	2,100	2,000
▪ Other services	5,354	8,013
	<u>5,354</u>	<u>8,013</u>

9. Staff costs and numbers

Staff costs were as follows:

	2024	2023
	£	£
Salaries and wages	583,616	454,333
Social security costs	42,654	32,462
Pension costs	27,389	21,610
	<u>653,659</u>	<u>508,405</u>

1 employee earned between £60,000 and £70,000 in the year, excluding employer's pension contributions (2023: 1 employee).

The key management personnel of the charity comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £72,934 (2023: £68,759).

	The group	The group
	2024	2023
	No.	No.
Average number of employees	<u>20.00</u>	<u>18.00</u>

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

11. Tangible fixed assets

Group

	Long leasehold £	Computer equipment £	Fixtures and fittings £	Total £
Cost				
At 1 April 2023	161,424	40,271	34,070	235,765
Additions in year	-	620	-	620
At 31 March 2024	161,424	40,891	34,070	236,385
Depreciation				
At 1 April 2023	29,052	35,142	31,338	95,532
Charge for the year	3,228	1,879	678	5,785
At 31 March 2024	32,280	37,021	32,016	101,317
Net book value				
At 31 March 2024	129,144	3,870	2,054	135,068
At 31 March 2023	132,372	5,129	2,732	140,233

Charity

	Computer equipment £	Total £
Cost		
At 1 April 2023	5,709	5,709
Additions in year	620	620
At 31 March 2024	6,329	6,329
Depreciation		
At 1 April 2023	3,957	3,957
Charge for the year	1,033	1,033
At 31 March 2024	4,990	4,990
Net book value		
At 31 March 2024	1,339	1,339
At 31 March 2023	1,752	1,752

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

12. Investments

	The group		The charity	
	2024	2023	2024	2023
	£	£	£	£
Market value at 1 April 2023	474,320	499,273	-	-
Additions	86,053	32,500	-	-
Disposals proceeds	(59,876)	(19,192)	-	-
Equalisations	-	146	-	-
Realised gains / (losses)	(1,205)	(206)	-	-
Unrealised gains / (losses)	33,861	(32,556)	-	-
Movement in cash balances	(17,236)	(5,645)	-	-
Market value at 31 March 2024	515,917	474,320	-	-
Represented by:				
Listed equities	508,018	449,185	-	-
Cash	7,899	25,135	-	-
Total	515,917	474,320	-	-

Investments comprise listed investments held by Wiltshire Blind Association via Rathbones.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

13. Subsidiary undertakings

Wiltshire Blind Association

Wiltshire Blind Association, CIO (number: 1119462), is a wholly controlled subsidiary of Sight Support West of England. It promotes the welfare of blind and partially sighted persons living in Wiltshire and Swindon.

	Restricted £	Unrestricted £	2024 Total £	2023 Total £
Income from:				
Donations and legacies	-	79,681	79,681	106,426
Charitable activities	11,558	30,596	42,154	73,121
Other trading activities	-	1,633	1,633	459
Investments	-	10,014	10,014	8,445
Total income	<u>11,558</u>	<u>121,924</u>	<u>133,482</u>	<u>188,451</u>
Expenditure on:				
Charitable activities	<u>9,158</u>	<u>219,342</u>	<u>228,500</u>	<u>230,539</u>
Total expenditure	<u>9,158</u>	<u>219,342</u>	<u>228,500</u>	<u>230,539</u>
Net income / (expenditure) before gains	2,400	(97,418)	(95,018)	(42,088)
Net gains / (losses) on investments	-	32,655	32,655	(32,616)
Net income / (expenditure)	2,400	(64,763)	(62,363)	(74,704)
Transfers between funds	<u>(2,400)</u>	<u>2,400</u>	<u>-</u>	<u>-</u>
Net movement in funds	<u>-</u>	<u>(62,363)</u>	<u>(62,363)</u>	<u>(74,704)</u>

The aggregate of the assets, liabilities and funds was:

	2024 £	2023 £
Assets	770,905	785,149
Liabilities	<u>(170,623)</u>	<u>(122,504)</u>
Funds	<u>600,282</u>	<u>662,645</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

14. Parent charity

The parent charity's gross income and results for the year are disclosed in the charity only Statement of Financial Activities.

15. Stock

	The group		The charity	
	2024	2023	2024	2023
	£	£	£	£
Finished goods	<u>7,654</u>	<u>3,559</u>	<u>7,654</u>	<u>3,559</u>

16. Debtors

	The group		The charity	
	2024	2023	2024	2023
	£	£	£	£
Trade debtors	1,714	5,701	1,159	5,309
Prepayments and accrued income	110,193	61,775	22,193	7,700
Intercharity loan (Wiltshire Blind Association)	-	-	168,283	119,758
Other debtors	5,035	11	5,035	11
VAT	<u>5,302</u>	<u>1,909</u>	<u>5,302</u>	<u>1,909</u>
	<u>122,244</u>	<u>69,396</u>	<u>201,972</u>	<u>134,687</u>

17. Creditors : amounts due within 1 year

	The group		The charity	
	2024	2023	2024	2023
	£	£	£	£
Trade creditors	5,733	7,892	5,733	7,366
Accruals	5,440	5,820	3,100	3,600
Other taxation and social security	13,032	9,657	13,032	9,657
Other creditors	<u>50</u>	<u>1,789</u>	<u>50</u>	<u>1,789</u>
	<u>24,255</u>	<u>25,158</u>	<u>21,915</u>	<u>22,412</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

18. Analysis of group net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total Funds £
Tangible fixed assets	-	133,730	1,338	135,068
Investments	-	300,000	215,917	515,917
Current assets	40,440	28,000	194,058	262,498
Current liabilities	-	-	(24,255)	(24,255)
Net assets at 31 March 2024	<u>40,440</u>	<u>461,730</u>	<u>387,058</u>	<u>889,228</u>
Prior year comparative				
	Restricted funds £	Designated funds £	General funds £	Total Funds £
Tangible fixed assets	-	138,482	1,751	140,233
Investments	-	-	474,320	474,320
Current assets	32,354	328,000	(34,451)	325,903
Current liabilities	-	-	(25,158)	(25,158)
Net assets at 31 March 2023	<u>32,354</u>	<u>466,482</u>	<u>416,462</u>	<u>915,298</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

19. Movements in funds

	At 1 April 2023 £	Income £	Expenditure £	Gains and losses £	Transfers between funds £	At 31 March 2024 £
Restricted funds						
Get set progress internship	2,354	8,242	(10,596)	-	-	-
Digital inclusion	30,000	-	(30,000)	-	-	-
Gloucestershire	-	10,000	(10,000)	-	-	-
Thornbury services hub	-	6,500	(6,500)	-	-	-
The National Lottery Community Fund	-	104,928	(64,488)	-	-	40,440
Wiltshire community sight loss service	-	2,500	(2,500)	-	-	-
Screwfix	-	2,400	-	-	(2,400)	-
Trowbridge Services Hub	-	6,658	(6,658)	-	-	-
Total restricted funds	32,354	141,228	(130,742)	-	(2,400)	40,440
Unrestricted funds						
<i>Designated funds:</i>						
TUPE redundancy liability	28,000	-	-	-	-	28,000
Development fund	300,000	-	-	-	-	300,000
Fixed asset fund	138,482	-	(4,752)	-	-	133,730
<i>Total designated funds</i>	<i>466,482</i>	<i>-</i>	<i>(4,752)</i>	<i>-</i>	<i>-</i>	461,730
General funds	416,462	732,088	(796,548)	32,656	2,400	387,058
Total unrestricted funds	882,944	732,088	(801,300)	32,656	2,400	848,788
Total funds	915,298	873,316	(932,042)	32,656	-	889,228

Purposes of restricted funds

Get set progress internship	To fund an intern post specifically for someone with sight loss who is struggling to access work.
Digital inclusion	To provide technology support for older people with sight loss in Bristol, Bath and South Gloucestershire.
Gloucestershire	To fund costs associated with taking over management of Insight Gloucestershire.
Thornbury services hub	To fund the fitting out and equipment costs of a new resource centre in Thornbury.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

19. Movements in funds (continued)

Purposes of restricted funds

Wiltshire community sight loss service Funding provided for the costs of a Community Sight Loss Advisor in Wiltshire.

Screwfix Funding the replacement of a boiler at St Lucy's Sight Centre.

Trowbridge services hub To fund the fitting out and equipment costs of a new resource centre in Trowbridge.

The National Lottery Community Fund To provide comprehensive sight loss services to people across the West of England.

Purposes of designated funds

TUPE redundancy liability To cover the TUPE redundancy liability for staff delivering the South Gloucestershire Rehabilitation Service.

Development fund Funding set aside by Wiltshire Blind Association to fund SSWE to provide sight loss advice and guidance services across Wiltshire and Swindon.

Fixed asset fund This fund represents the carrying value of tangible fixed assets held by the subsidiary charity.

Transfers

A transfer from restricted funds represents the release of funds received in the year to fund the replacement of a boiler paid for out of unrestricted expenditure in the prior year.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

19. Movements in funds (continued)

Prior year comparative	At 1 April 2022 £	Income £	Expenditure £	Gains and losses £	Transfers between funds £	At 31 March 2023 £
Restricted funds						
Society of merchant ventures	-	4,900	(4,900)	-	-	-
Get set progress internship	-	11,117	(8,763)	-	-	2,354
Ralph & Irma Sperring trust	-	1,500	(1,500)	-	-	-
Sight loss advice services	-	3,094	(3,094)	-	-	-
Digital inclusion	-	30,000	-	-	-	30,000
Quartet	-	5,000	(5,000)	-	-	-
Age UK	6,000	-	(6,000)	-	-	-
Wiltshire community sight loss service	-	5,334	(5,334)	-	-	-
Total restricted funds	6,000	60,945	(34,591)	-	-	32,354
Unrestricted funds						
<i>Designated funds:</i>						
TUPE redundancy liability	28,000	-	-	-	-	28,000
Development fund	300,000	-	-	-	-	300,000
Fixed asset fund	143,740	-	(5,258)	-	-	138,482
<i>Total designated funds</i>	<i>471,740</i>	<i>-</i>	<i>(5,258)</i>	<i>-</i>	<i>-</i>	<i>466,482</i>
General funds	464,459	638,760	(654,141)	(32,616)	-	416,462
Total unrestricted funds	936,199	638,760	(659,399)	(32,616)	-	882,944
Total funds	942,199	699,705	(693,990)	(32,616)	-	915,298

20. Financial instruments at fair value

	The group		The charity	
	2024 £	2023 £	2024 £	2023 £
Financial assets measured at fair value	515,917	474,320	-	-

Financial assets measured at fair value comprise listed investments.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2024

21. Related party transactions

Wiltshire Blind Association (WBA), a CIO (number. 1119462) is a wholly controlled subsidiary of Sight Support West of England (SSWE).

Nick Grinham, Carl Hall and Kayvan Ghotbi-Ravandi (to 24 November 2023), trustees of Sight Support West of England (SSWE), and also trustees of Wiltshire Blind Association (WBA). During the year ended 31 March 2024, WBA collected monies on behalf of SSWE and granted it £135,955 (2023: £149,434). SSWE recharged staff costs of £83,996 (2023: £67,594) to WBA. At 31 March 2024, WBA owed SSWE £168,283 (2023: £119,758).

22. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	The group		The charity	
	2024	2023	2024	2023
	£	£	£	£
Amount falling due:				
Within 1 year	57,000	18,000	57,000	18,000
Within 1 - 5 years	93,083	54,000	93,083	54,000
	150,083	72,000	150,083	72,000

Sight Support West of England

England & Wales - Charity number 1178384

Accounts

Charity no. 1178384

**Sight Support West of England
Report and Unaudited Financial
Statements**

31 March 2023

Sight Support West of England

Reference and administrative details

For the year ended 31 March 2023

Charity number 1178384

Registered office and operational address St Lucy's Sight Centre
Browfort
Bath Road
Devizes
Wiltshire
SN10 2AT

Trustees Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Nicholas Grinham	Chair
Heather Armstrong	
Roger Bonner	appointed 6 June 2022
Rachel Farr	resigned 1 November 2022
Carl Hall	
Kayvan Ghotbi-Ravandi	appointed 6 June 2022
Simon Russell	
Amar Shah	
Lauren Williams	
Simon Williams	resigned 1 June 2022

Chief executive officer Mike Silvey

Bankers	CAF Bank Ltd Kings Hill West Malling Kent ME19 4TA	The Co-operative Bank - Business PO Box 250 Skelmersdale WN8 6WT
----------------	--	--

Sight Support West of England

Reference and administrative details

For the year ended 31 March 2023

Independent examiners	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD
----------------------------------	---

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

The trustees present their report and the financial statements for the year ended 31 March 2023 and also wish to express their sincere thanks to all staff and volunteers for their hard work over the past year.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

About Sight Support West of England

Every 6 minutes someone in the UK is told they are losing their sight, and over 2 million people in the UK are currently estimated to be living with sight loss.

Sight Support West of England was established in 2018 to provide services for people living with sight loss across Bristol, Bath and North-East Somerset, South Gloucestershire, and in Wiltshire and Swindon through our partner charity Wiltshire Sight.

There are now more than 8,000 people registered as sight impaired or severely sight impaired across our region, including more than 250 children. Each year, around 600 more people are registered as sight impaired.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

There are many more people in the area that are not yet diagnosed, undergoing treatment, don't meet the criteria for registration but have low vision, or have chosen not to be registered. If these people are included, current estimates are that across the region, over 53,000 people are currently living with sight loss - one in every 30 people¹ With an aging population, and the increasing incidence of conditions like diabetes (with strong links to sight loss), it is forecast that the number of people affected will increase by 25% by 2030.

There are many practical and emotional challenges experienced by visually impaired people, such as safety in the kitchen, a loss of independence, financial or employment worries, loss of confidence, and losing social activities and friendships.

Our services at Sight Support West of England are driven by the outcomes that people with sight loss have said are most important to them². These are:

- I understand my eye condition and the registration process
- I have someone to talk to
- I can look after myself, my health, my home and my family
- I receive statutory benefits and information and support that I need
- I can make the best use of the sight I have
- I can access information making the most of the advantages that technology brings
- I can get out and about
- I have the tools, skills and confidence to communicate
- I have equal access to education and lifelong learning
- I can work and volunteer

1 <https://www.rnib.org.uk/professionals/knowledge-and-research-hub/key-information-and-statistics/sight-loss-data-tool>

2 UK Vision Strategy 'Seeing it My Way' survey

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

The West of England region is diverse covering remote rural areas, coastal towns, deprived inner city areas and everything in between. The needs of people living in our region are affected greatly by this challenging geography. Before Sight Support was founded, services in Bristol, Bath and South Gloucestershire were inconsistent and disjointed. There are currently no Local Eye Health Networks across the South West. This means the gap between health and social care is wider than in other areas and good practice here is not routinely shared or developed systematically.

Our challenge is to ensure that all people living with sight loss in the region have access to high quality, joined-up services that deliver the identified outcomes (above) and enable people with sight loss to lead independent and fulfilling lives.

Our strategy

Our aim is to ensure that everyone newly diagnosed or living with sight loss in the West of England, including children and young people, have equal and timely access to the support and services they need.

We will work with people affected by sight loss to help them navigate the often complex provision of services, joining up health, social care and community services.

We will work with others to provide the best possible support. These partners include professionals in the health, social care and education sectors. They include other charities and, critically, they include people living with sight loss.

Our strategy is defined by the views and needs of people with sight loss, and our services will reflect this.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

Our key **strategic objectives** are:

1. To ensure everyone living with sight loss in our region know where they can find relevant support
2. To improve the sight loss pathway so that everyone has equal, timely access to the services and support they need
3. To provide a range of good quality, high impact services guided by the views and needs of people living with sight loss
4. To increase awareness of the importance of eye health and the prevention of sight loss
5. To build a strong and sustainable organisation which adds real value, can demonstrate impact and has the confidence of the people and organisations we work with. An organisation resilient to external challenges, agile enough to exploit opportunities and able to adapt to the changing needs of our service users

Achievements and performance

“Sight Support West of England is one of the most progressive organisations of visual impairment working at a local level in the country. What they do is brilliant.”

Alun Davies, Chair of the Bristol Mayoral Disability Equality Commission.

The 22/23 year has been a very positive one for Sight Support West of England. Although we continue to see increasing demand for services, we have been expanding the team and the support that we are able to offer. We now have 31 hubs across the region where we offer services on a regular basis, and this year we increased our Community Sight Loss Advisor team, recruiting a new post to cover the Bath and North-East Somerset area.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

Our client reach has increased by 17% over the year, to 2,450. The Community Sight Loss Advisor team held 3,919 one-to-one sessions with clients, a 9% increase on 21/22. We also saw a 125% increase in the number of people attending social activities, with new volunteer-led groups opening alongside our community hubs.

Data collected through our Sight Loss Assessment process over the year shows that 88% of the clients we have been working with in 22/23 have already recorded significant improvement during the year in at least one outcome area as a result of our support. Many of these have made significant progress in several or all of the areas in which they were seeking support.

In our evaluation calls with clients, 100% of clients have rated our services good, with 89% rating it as excellent. 96% of clients have told us that they feel more able to cope with day-to-day life as a result of our support, and 88% say they are feeling less isolated.

In South Gloucestershire, we agreed a two-year contract extension with the council to run the visual impairment rehabilitation service, which will now run to October 2024.

In December we launched our first public awareness campaign, entitled 'See It My Way'. The online campaign included videos, quotes and articles about living with sight loss, and was received very well by our client group, and shared widely.

Our fundraising team expanded this year too, with the recruitment of a new Community & Corporate Fundraiser to develop local events and partnership with local businesses. We have also trained our first cohort of volunteer speakers to go out into the community to deliver awareness talks on our behalf - several talks have been booked for early 23/24. In individual giving we now have 504 current active supporters, an increase of 36% over the year.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

Our annual staff and volunteer survey results were again very positive, showing an engaged and happy team. We have been successful at filling new and vacant posts, with 5 of our last 6 recruits coming from our service user community – we now have 25% of the staff team with lived experience of sight loss. The volunteer team has also increased this year, to an incredible 93 active volunteers, adding hugely to our capacity to deliver services. Over the year our volunteers contributed over 4,400 hours of their time. 28% of our volunteers are themselves living with sight loss. As always, we are incredibly grateful to all those who have given up their time and provided invaluable support over the year.

Some quotes from our recent volunteer survey include:

“SSW staff go the extra mile to ensure that I'm comfortable and confident whilst carrying out my duties.”

“You are a lovely charity to volunteer for and I feel supported but not pressured.”

“The friendly staff and management group makes the whole aspect of being a volunteer special. Whilst carrying out my roles I feel that I'm very much a part of a team and a very valued part.”

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

Specific progress against the key objectives we set ourselves for 22/23 is summarised below:

- **Professionalisation of phone lines to ensure Community Sight Loss team freed up to provide more direct client support**

With funding from the Thomas Pocklington Trust's Get Set Progress internship programme, we recruited a new customer service intern in June to act as the first point of contact for phone calls from clients and the general public. The post was ring-fenced to someone living with sight loss who was either looking for their first employment opportunity, or was long-term unemployed.

The post has had a big impact, both for the organisation and the individual recruited. Not being tied to the phones has enabled our Community Sight Loss advisors to be out in the community more and provide more support to clients. Our intern, Jordon, has settled into the team well and is really proving his worth. Funding allowing, we will aim to continue this post for the foreseeable future.

- **Two Eye Can exhibitions to be run in Bath and Salisbury**

The Salisbury Eye Can exhibition was held in October. The event was hugely successful, with exhibitors from a wide range of commercial, public and voluntary organisations coming together to showcase opportunities and technology for people with sight loss. The exhibition attracted more than 150 people over the course of the day, including 55 new clients who had previously not accessed our services. 100% of those interviewed rated event very good or excellent.

Bath Eye Can has been slightly delayed and will be held in May 2023.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

- **Develop a plan for engagement with harder-to-reach communities and increase awareness within these communities of sight loss and available support**

Our outreach work to reach new communities is ongoing. Over the year we have developed new relationships with Afro-Caribbean 'Bristol Elders' groups, Dhek Bhal (South Asian community), the Chinese Welfare Society, and Nilhaari, a BAME community support group. As this work is progressing relatively slowly, we are currently in the process of seeking funding for an outreach post who can move this forward over the next year.

- **Raise awareness in communities through local campaigns**

We have had an increased focus on raising awareness within communities over the past year, with regular local news articles, a big increase in social media sharing and posting, and posters put in local GPs, opticians and community settings, advising people where to go if they are struggling with sight loss.

During our training week in March, we held a teambuilding 'Paper the Region' event, resulting in more than 60 posters being put up and leaflets left in nearly 50 different healthcare settings.

In February we conducted a mailing to care homes in the region, offering support for residents with sight loss and gauging interest in training for care home staff.

- **Open at least two more local hubs in strategic locations, including charity shop and services space**

In October we opened our second charity shop, linked to our resource centre in Devizes. Situated in a prominent position in the Marketplace, the shop has significantly increased our visibility in the town, and we receive regular enquiries from shoppers about support for family, friends or neighbours with sight loss.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

At the time of writing, we are negotiating the lease on a new hub location in Thornbury, South Gloucestershire, where we will be installing a resource centre and our third charity shop. We expect the hub to be open before the end of June 2023.

As with our first shop in Salisbury, the design of the Devizes shop and plans for Thornbury have accessibility at the core, particularly for people with sight loss – bright and airy, with wide pathways and spacing on the shop floor, high contrast colours for the till area and doorframes, and an accessible till system designed for use by visually-impaired volunteers. Over the next year we will be installing information points in the shops to provide the general public with more information about eye health, sight loss, and the support the charity can provide.

We are very grateful to our supporters for the huge number of high-quality donations received to stock the shops – over the past 12 months we have received over 5,000 bags of donations from across the region.

- **Increase lived experience on the Board of Trustees, and recruit a Client Advisory Board to inform strategy and planning of new services**

Two new trustees were recruited in mid-2022, both of whom are registered blind. One of these is a retired actuary and has taken on role of Treasurer. We now have three of our eight trustees who are living with sight loss.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

Our Client Advisory Group was formed in June and is now meeting regularly. A diverse group of 8 people with differing eye conditions, the CAG acts as a sounding-board for Sight Support staff to discuss service development and new initiatives, helps to identify gaps in provision, and advises our staff on other areas such as accessibility of communication; fundraising messaging; outreach to harder-to-reach groups and general awareness raising.

Plans for the future

Our operational Plan for 23/24 was signed off by the board at their March meeting and contains key objectives, actions and indicators for the year. Our key development priorities for the year include:

- Map the demographics of the region to identify key geographic areas where services are less accessible
- Ensure all community hubs fully established and supported by local volunteers. Increase CSLA capacity to deliver hubs by making those with low attendance 'on-demand'
- Build relationships with key community organisations to support engagement with harder-to-reach communities
- Increase provision of digital support across the region
- Open a new hub in Thornbury, including charity shop, consultation space and resource centre. Identify and open at least one other hub in a strategic location
- Grow awareness of our charity as the local charity of choice within our community through increased attendance at community events by staff or volunteers

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

Financial review

With a big effort from the fundraising team, fundraising income for the year came in on budget. We are very grateful for all the support we receive from our valued donors and supporters. Retail income was below budget, due to the delay in opening our third shop which we had hoped would happen during the year. However, the corresponding savings in the retail expenditure budget meant that we finished the year with a small surplus of £47,803. The surplus will be carried forward and used to fund the opening of the Thornbury hub in June 2023.

Charitable funders and supporters

Sight Support West of England wishes again to thank our two principal funders, the Thomas Pocklington Trust and Wiltshire Sight for their continued support over the last year.

We would also like to thank the following funders and supporters for their generous support during the year:

Associated Optical	The Co-op Local Community Fund
Arnold Clarke	Radstock Town Council
Irwin Mitchell	The Society of Merchant
Jack Lane Charitable Trust	Venturers
Keynsham Town Council	St. Monica Trust
National Lottery	The Sperring Charity
Newmedica Eye Health Clinics	Thornbury Town Council
Optelec	Will Charitable Trust
Quartet Community Foundation	Yate Town Council
Bristol Masons	

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

Reserves policy

Sight Support West of England aims to maintain a level of free financial reserves that will enable the charity to meet future commitments and unforeseen expenses without a negative impact on our ability to deliver core services or develop the business in the manner planned.

As a relatively new organisation, receiving approximately 55% of our income from time-limited start-up grants, Sight Support is particularly vulnerable to sudden drops in funding. Whilst we are working to reduce our reliance on current core start-up funding contracts, the Board acknowledges that fundraising takes time to build, and has therefore set a reserves policy that helps to mitigate our risk exposure.

In consideration of the above, the board of trustees has concluded that the Charity should keep available as free reserves an amount that would cover the equivalent of three months operating cost, plus an additional amount to cover our potential fundraising deficit for the next year. In doing so, the board aims to ensure that the Charity is able to continue to provide our core services.

The agreed target level of free reserves has therefore been set at £130,000, which the board believes would provide them with the safeguards needed to be able to guarantee continuity of services for a period of at least twelve months regardless of funding uncertainty.

The trustees have also set aside the amount of £28,000 as a Designated Fund to cover the TUPE redundancy liability for staff delivering the South Gloucestershire Rehabilitation Service.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

The trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- to fund working capital
- to fund unexpected but necessary expenditure
- to fund shortfalls in income, when income does not reach expected levels

As at 31 March 2023 our free reserves for the charity are £192,300, which is around the desired level set by the trustees as outlined above.

The board also commit to holding sufficient restricted reserves to cover the cost of our contractual commitments, as agreed with each contracting agency.

Structure, governance and management

The charity was registered as a Charitable Incorporated Organisation with the Charities Commission in England & Wales and Companies House on 15 May 2018. The original name of the charity was Vision South West, and it is governed by its Constitution.

The charity passed a special resolution on 29 March 2019 changing its name to Vision West of England. A further resolution was passed on 25 September 2020 to change the name to Sight Support West of England.

Sight Support West of England's board of trustees is currently made up of 8 people, with a range of backgrounds, skills and professions. Currently we have three members of the board who are registered severely sight impaired.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

The charity is staffed by a small team of dedicated staff, headed up by the Chief Executive and a small management team. Staff are based at either our Bristol, Devizes or Salisbury premises, or work remotely providing services across our geographic area of remit. Staff pay and benefits are reviewed annually by the trustees at their September meeting.

In the summer of 2021, the board conducted a review of its effectiveness to identify areas for strengthening. We also work through the Charity Commission and NCVO finance and governance checklists on an annual basis to identify areas of concern and to ensure our policies, procedures and systems were fit for purpose and of a high standard.

Risk management and delegation

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error. During the year the trustees have considered the major risks and systems have been put in place to mitigate their impact. The risk analysis is discussed at every other Board meeting, and a full review takes place annually.

The charity has a Schedule of Delegation in place which defines which decisions are taken by the board of trustees and which are delegated to staff. The Schedule is reviewed annually and covers areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

Public benefit

The board of trustees have given due consideration to Charity Commission published guidance on the operation of the public benefit requirement and confirm that these requirements are met by the charity.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and accounting estimates that are reasonable and prudent
- 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
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

Sight Support West of England

Report of the trustees

For the year ended 31 March 2023

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees 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 corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity have no liability to contribute to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the group and parent charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 19 June 2023 and signed on their behalf

Nick Grinham - Chair

Independent examiner's report

To the trustees of

Sight Support West of England

I report to the charity trustees on my examination of the consolidated accounts of the Group comprising Sight Support West of England ('the Charity') and its subsidiary undertakings for the year ended 31 March 2023, which are set out on pages 22 to 50.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the consolidated accounts of the Group in accordance with the requirements of the Charities Act 2011 ('the Act') and you have chosen to prepare consolidated accounts for the Group. You are satisfied that the accounts of both the Charity and the Group are not required by Charity law to be audited and have chosen instead to have an independent examination.

I report in respect of my examination of the consolidated accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the consolidated accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member 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 member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

Independent examiner's report

To the trustees of

Sight Support West of England

Godfrey Wilson Limited also provides bookkeeping services to the Charity. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2016, which I have applied with respect to this engagement.

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 and the Group as required by section 130 of the 2011 Act and, with respect to the subsidiaries, as required by section 386 of the Companies Act 2006; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Independent examiner's report

To the trustees of

Sight Support West of England

Date: 21 June 2023

Rob Wilson FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Sight Support West of England

Consolidated statement of financial activities

For the year ended 31 March 2023

		Restricted	Unrestricted	The group 2023 Total	The group 2022 Total
	Note	£	£	£	£
Income from:					
Donations and legacies	3	-	278,147	278,147	505,715
Charitable activities	4	60,945	217,022	277,967	251,409
Other trading activities	5	-	134,819	134,819	40,508
Investments		-	8,772	8,772	6,927
Other income	22	-	-	-	557,420
Total income		<u>60,945</u>	<u>638,760</u>	<u>699,705</u>	<u>1,361,979</u>
Expenditure on:					
Raising funds		-	73,153	73,153	112,501
Charitable activities		<u>34,591</u>	<u>586,246</u>	<u>620,837</u>	<u>473,202</u>
Total expenditure	7	<u>34,591</u>	<u>659,399</u>	<u>693,990</u>	<u>585,703</u>
Net gains / (losses) on investments	12	<u>-</u>	<u>(32,616)</u>	<u>(32,616)</u>	<u>9,999</u>
Net income / (expenditure) and net movement in funds	8	<u>26,354</u>	<u>(53,255)</u>	<u>(26,901)</u>	<u>786,275</u>

Sight Support West of England

Consolidated statement of financial activities

For the year ended 31 March 2023

Net income / (expenditure) and net movement in funds (continued)	26,354	(53,255)	(26,901)	786,275
Reconciliation of funds:				
Total funds brought forward	<u>6,000</u>	<u>936,199</u>	<u>942,199</u>	<u>155,924</u>
Total funds carried forward	<u><u>32,354</u></u>	<u><u>882,944</u></u>	<u><u>915,298</u></u>	<u><u>942,199</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 19 to the accounts.

Prior period income has been reclassified to reflect the requirements of the Charities SORP (FRS 102) and to be comparable with the current year. The restatements are purely reclassifications of income and expenditure and do not affect net income.

Sight Support West of England

Charity only statement of financial activities

For the year ended 31 March 2023

		Restricted	Unrestricted	The charity 2023 Total	The charity 2022 Total
	Note	£	£	£	£
Income from:					
Donations and legacies	3	-	171,722	171,722	186,847
Charitable activities	4	205,044	149,234	354,278	396,427
Other trading activities	5	-	134,360	134,360	40,258
Investments		-	328	328	-
Total income		<u>205,044</u>	<u>455,644</u>	<u>660,688</u>	<u>623,532</u>
Expenditure on:					
Raising funds		-	73,153	73,153	112,501
Charitable activities		<u>178,690</u>	<u>361,042</u>	<u>539,732</u>	<u>462,104</u>
Total expenditure	7	<u>178,690</u>	<u>434,195</u>	<u>612,885</u>	<u>574,605</u>
Net income and net movement in funds	8	26,354	21,449	47,803	48,927
Reconciliation of funds:					
Total funds brought forward		<u>6,000</u>	<u>198,851</u>	<u>204,851</u>	<u>155,924</u>
Total funds carried forward		<u>32,354</u>	<u>220,300</u>	<u>252,654</u>	<u>204,851</u>

Sight Support West of England

Charity only statement of financial activities

For the year ended 31 March 2023

Prior period income has been reclassified to reflect the requirements of the Charities SORP (FRS 102) and to be comparable with the current year. The restatements are purely reclassifications of income and expenditure and do not affect net income.

Sight Support West of England

Consolidated balance sheets

As at 31 March 2023

	Note	The group 2023 £	The group 2022 £	The charity 2023 £	The charity 2022 £
Fixed assets					
Tangible assets	11	140,233	144,732	1,752	993
Investments	12	474,320	499,273	-	-
		614,553	644,005	1,752	993
Current assets					
Stocks	15	3,559	3,817	3,559	3,817
Debtors	16	69,396	32,536	134,687	105,615
Cash at bank and in hand		252,948	280,929	135,068	110,514
		325,903	317,282	273,314	219,946
Liabilities					
Creditors: amounts falling due within 1 year	17	25,158	19,088	22,412	16,088
Net current assets		300,745	298,194	250,902	203,858
Net assets	18	915,298	942,199	252,654	204,851

Sight Support West of England

Consolidated balance sheets

As at 31 March 2023

Funds	19				
Restricted funds		32,354	6,000	32,354	6,000
Unrestricted funds					
Designated funds		466,482	471,740	28,000	28,000
General funds		416,462	464,459	192,300	170,851
Total charity funds		915,298	942,199	252,654	204,851

Approved by the trustees on 19 June 2023 and signed on their behalf
by

Nick Grinham - Chair

Sight Support West of England

Consolidated statement of cash flows

For the year ended 31 March 2023

	Note	The group 2023 £	The group 2022 £
Cash used in operating activities:			
Net movement in funds		(26,901)	786,275
Adjustments for:			
Depreciation charges		6,366	7,038
(Gains) / losses on investments		32,616	(9,999)
Income from investments		(8,772)	(6,927)
Decrease / (increase) in stock		258	(1,499)
Decrease / (increase) in debtors		(36,860)	83,711
Increase / (decrease) in creditors		6,070	(118,947)
Acquisition of subsidiary	22	-	(557,420)
Net cash provided by / (used in) operating activities		<u>(27,223)</u>	<u>182,232</u>
Cash flows from investing activities:			
Net cash acquired on acquisition of subsidiary		-	140,582
Purchase of tangible fixed assets		(1,867)	(614)
Proceeds from the sale of investments		19,192	15,243
Purchase of investments		(32,500)	(107,201)
Movement in investment cash		5,645	(14,335)
Income from investments		8,772	6,927
Net cash provided by / (used in) investing activities		<u>(758)</u>	<u>40,602</u>
Increase / (decrease) in cash and cash equivalents in the year		<u>(27,981)</u>	<u>222,834</u>

Sight Support West of England

Consolidated statement of cash flows

For the year ended 31 March 2023

Increase / (decrease) in cash and cash equivalents in the year (continued)	(27,981)	222,834
Cash and cash equivalents at the beginning of the year	<u>280,929</u>	<u>58,095</u>
Cash and cash equivalents at the end of the year	<u>252,948</u>	<u>280,929</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Sight Support West of England meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Group accounts

These financial statements consolidate the results of the charity and its wholly-owned (controlled) subsidiary on a line by line basis. Transactions and balances between the charity and its subsidiary have been eliminated from the consolidated financial statements. Balances between the two charities are disclosed in the notes of the charity's balance sheet. A separate statement of financial activities, or income and expenditure account, for the charity itself is presented in addition to that of the group by choice.

c) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. The group holds unrestricted, general reserves of £416,462 (charity only: £192,300). For this reason the trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

e) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

g) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particularly areas of the charity's work or for specific projects being undertaken by the charity.

h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff time as follows:

	The group		The charity	
	2023	2022	2023	2022
Raising funds	9.7%	15.5%	10.4%	16.7%
Charitable activities	90.3%	84.5%	89.6%	83.3%

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

For the parent:

Computer equipment	3 years straight line
--------------------	-----------------------

For the subsidiary:

Long leasehold	50 years straight line
Computer equipment	25% reducing balance
Fixtures and fittings	15% reducing balance

Items of equipment are capitalised where the purchase price exceeds £500.

k) Investments

Investments held at the year end are valued at the current market value at that date. Investment income from dividends is included in incoming resources while realised and unrealised losses and gains on investments are shown separately on the statement of financial activities (SOFA). Realised gains and losses are calculated on investment disposals during the year as the difference between the opening market value and the proceeds received on sale. Unrealised gains and losses are calculated on investment holdings at the year end as the difference between the closing market value and the opening market value or purchase value during the year.

l) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

o) Creditors

Creditors and provisions are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

p) Financial instruments

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 recognised at amortised cost using the effective interest method.

q) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

r) Foreign currency transactions

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

s) Accounting estimates and key judgements

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are depreciation as described in note 1j above.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	The group 2022 Total £
Income from:			
Donations and legacies	-	505,715	505,715
Charitable activities	63,222	188,187	251,409
Other trading activities	-	40,508	40,508
Investments	-	6,927	6,927
Other income	-	557,420	557,420
Total income	63,222	1,298,757	1,361,979
Expenditure on:			
Raising funds	-	112,501	112,501
Charitable activities	64,222	408,980	473,202
Total expenditure	64,222	521,481	585,703
Net gains on investments	-	9,999	9,999
Net income and net movement in funds	(1,000)	787,275	786,275

3. Income from donations and legacies

The group

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Donations	-	163,720	163,720	172,846
Legacies	-	104,977	104,977	316,147
Gifts in kind	-	9,450	9,450	9,450
Coronavirus Job Retention Scheme	-	-	-	7,272
Total income from donations and legacies	-	278,147	278,147	505,715

Gifts in kind comprise the provision of office space. All income from donations and legacies in the current and prior period was unrestricted.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

3. Income from donations and legacies (continued)

The charity

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Donations	-	142,272	142,272	150,125
Legacies	-	20,000	20,000	20,000
Gifts in kind	-	9,450	9,450	9,450
Coronavirus Job Retention Scheme	-	-	-	7,272
Total income from donations and legacies	-	171,722	171,722	186,847

4. Income from charitable activities

The group

	Restricted £	Unrestricted £	The group 2023 Total £
Grants	60,945	99,168	160,113
Statutory	-	109,900	109,900
Resource sales	-	7,954	7,954
Total income from charitable activities	60,945	217,022	277,967

The charity

	Restricted £	Unrestricted £	The charity 2023 Total £
Grants	205,044	31,557	236,601
Statutory	-	109,900	109,900
Resource sales	-	7,777	7,777
Total income from charitable activities	205,044	149,234	354,278

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

4. Income from charitable activities (continued)

Prior period comparative:

The group

	Restricted £	Unrestricted £	The group 2022 Total £
Grants	63,222	69,889	133,111
Statutory	-	109,900	109,900
Resource sales	-	8,398	8,398
Total income from charitable activities	63,222	188,187	251,409

The charity

	Restricted £	Unrestricted £	The charity 2022 Total £
Grants	148,774	129,408	278,182
Statutory	-	109,900	109,900
Resource sales	-	8,345	8,345
Total income from charitable activities	148,774	247,653	396,427

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

5. Income from other trading activities

The group

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Shop sales	-	126,156	126,156	34,021
Sponsorship and other trading	-	8,327	8,327	6,237
Corporate fundraising	-	336	336	250
	-	134,819	134,819	40,508

All income from other trading activities in the prior year was unrestricted.

The charity

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Shop sales	-	126,033	126,033	34,021
Sponsorship and other trading	-	8,327	8,327	6,237
	-	134,360	134,360	40,258

6. Government grants

The group receives government funding of £109,900 (2022: £109,900) from South Gloucestershire Council to cover the contracted Visual Impairment Rehabilitation Service. These funds are not available to be used for the charity's core activities of providing sight loss information, advice and guidance which are funded by fundraising, donations, legacies and grants. Other income recorded as government grants are discretionary awards made by local councils and administrations totaling £9,028 (2022: £14,791), and grants amounting to £20,000 (2022: £20,000) from the National Lottery Community Fund. There are no unfulfilled conditions or contingencies attached to any of these grants.

Income recorded as government grants are discretionary awards made by local councils and administrations.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

7. Total expenditure

The group

	Raising funds £	Charitable activities £	Support and governance costs £	2023 Total £
Staff costs (note 9)	39,760	408,355	60,290	508,405
Other staff costs	-	-	4,737	4,737
Direct project costs	-	32,264	-	32,264
Fundraising	15,188	-	-	15,188
Bank charges	-	-	2,143	2,143
Printing, postage and stationery	-	10,690	-	10,690
Insurance	-	-	2,885	2,885
Premises costs	-	-	76,634	76,634
Communications	-	-	2,004	2,004
Accountancy	-	-	14,679	14,679
Legal fees	-	-	1,671	1,671
Depreciation	-	-	6,366	6,366
IT and computer costs	-	-	13,225	13,225
Subscriptions	-	-	2,224	2,224
Miscellaneous costs	-	-	875	875
Sub-total	54,948	451,309	187,733	693,990
Allocation of support and governance costs	<u>18,205</u>	<u>169,528</u>	<u>(187,733)</u>	<u>-</u>
Total expenditure	<u>73,153</u>	<u>620,837</u>	<u>-</u>	<u>693,990</u>

Total governance costs were £4,620 (2022: £6,000).

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

7. Total expenditure (continued)

The group

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 9)	61,281	306,287	49,395	416,963
Other staff costs	-	-	4,595	4,595
Direct project costs	-	27,250	-	27,250
Fundraising	26,964	-	-	26,964
Bank charges	-	-	1,035	1,035
Printing, postage and stationery	-	7,335	-	7,335
Insurance	-	-	2,816	2,816
Premises costs	-	-	43,297	43,297
Communications	-	-	18,923	18,923
Accountancy	-	-	13,979	13,979
Legal fees	-	-	3,065	3,065
Depreciation	-	-	7,038	7,038
IT and computer costs	-	-	9,834	9,834
Subscriptions	-	-	1,478	1,478
Miscellaneous costs	-	-	1,131	1,131
Sub-total	88,245	340,872	156,586	585,703
Allocation of support and governance costs	24,256	132,330	(156,586)	-
Total expenditure	112,501	473,202	-	585,703

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

7. Total expenditure (continued)

The charity

	Raising funds £	Charitable activities £	Support and governance costs £	2023 Total £
Staff costs	39,760	340,760	60,290	440,810
Other staff costs	-	-	4,737	4,737
Direct project costs	-	32,264	-	32,264
Fundraising	15,188	-	-	15,188
Bank charges	-	-	1,927	1,927
Printing, postage and stationery	-	10,690	-	10,690
Insurance	-	-	2,525	2,525
Premises costs	-	-	71,845	71,845
Communications	-	-	2,004	2,004
Accountancy	-	-	12,142	12,142
Legal fees	-	-	1,371	1,371
Depreciation	-	-	1,108	1,108
IT and support costs	-	-	13,210	13,210
Subscriptions	-	-	2,189	2,189
Miscellaneous costs	-	-	875	875
Sub-total	54,948	383,714	174,223	612,885
Allocation of support and governance costs	18,205	156,018	(174,223)	-
Total expenditure	73,153	539,732	-	612,885

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

7. Total expenditure (continued)

The charity

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Staff costs	61,281	306,287	49,395	416,963
Other staff costs	-	-	4,595	4,595
Direct project costs	-	27,250	-	27,250
Fundraising	26,964	-	-	26,964
Bank charges	-	-	846	846
Printing, postage and stationery	-	7,335	-	7,335
Insurance	-	-	2,529	2,529
Premises costs	-	-	42,766	42,766
Communications	-	-	18,299	18,299
Accountancy	-	-	10,709	10,709
Legal fees	-	-	2,765	2,765
Depreciation	-	-	1,093	1,093
IT and support costs	-	-	9,932	9,932
Subscriptions	-	-	1,428	1,428
Miscellaneous costs	-	-	1,131	1,131
Sub-total	88,245	340,872	145,488	574,605
Allocation of support and governance costs	<u>24,256</u>	<u>121,232</u>	<u>(145,488)</u>	<u>-</u>
Total expenditure	<u>112,501</u>	<u>462,104</u>	<u>-</u>	<u>574,605</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

8. Net movement in funds

This is stated after charging:

	2023	2022
	£	£
Depreciation	6,366	7,038
Operating lease payments	18,000	4,500
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	Nil
Auditor's / independent examiner's remuneration:		
▪ Statutory audit (including VAT)	-	6,600
▪ Independent examination (including VAT)	2,400	-
▪ Other services	9,616	7,841
	<u>9,616</u>	<u>7,841</u>

9. Staff costs and numbers

Staff costs were as follows:

	2023	2022
	£	£
Salaries and wages	454,333	370,142
Social security costs	32,462	26,993
Pension costs	21,610	19,828
	<u>508,405</u>	<u>416,963</u>

One employee earned between £60,000 and £70,000 in the year, excluding employer's pension contributions (2022: 1 employee).

The key management personnel of the charity comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £68,759 (2022: £65,812).

	The group	The group
	2023	and charity
	No.	2022
		No.
Average number of employees	<u>18.00</u>	<u>17.00</u>

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

11. Tangible fixed assets

Group

	Long leasehold £	Computer equipment £	Fixtures and fittings £	Total £
Cost				
At 1 April 2022	161,424	38,404	34,070	233,898
Additions in year	-	1,867	-	1,867
At 31 March 2023	<u>161,424</u>	<u>40,271</u>	<u>34,070</u>	<u>235,765</u>
Depreciation				
At 1 April 2022	25,824	32,907	30,435	89,166
Charge for the year	3,228	2,235	903	6,366
At 31 March 2023	<u>29,052</u>	<u>35,142</u>	<u>31,338</u>	<u>95,532</u>
Net book value				
At 31 March 2023	<u>132,372</u>	<u>5,129</u>	<u>2,732</u>	<u>140,233</u>
At 31 March 2022	<u>135,600</u>	<u>5,497</u>	<u>3,635</u>	<u>144,732</u>

Charity

	Computer equipment £	Total £
Cost		
At 1 April 2022	3,842	3,842
Additions in year	1,867	1,867
At 31 March 2023	<u>5,709</u>	<u>5,709</u>
Depreciation		
At 1 April 2022	2,849	2,849
Charge for the year	1,108	1,108
At 31 March 2023	<u>3,957</u>	<u>3,957</u>
Net book value		
At 31 March 2023	<u>1,752</u>	<u>1,752</u>
At 31 March 2022	<u>993</u>	<u>993</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

12. Investments

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Market value at 1 April 2022	499,273	382,981	-	-
Additions	32,500	107,201	-	-
Disposals proceeds	(19,192)	(15,243)	-	-
Equalisations	146	-	-	-
Realised gains / (losses)	(206)	1,798	-	-
Unrealised gains / (losses)	(32,556)	8,201	-	-
Movement in cash balances	(5,645)	14,335	-	-
	<u>474,320</u>	<u>499,273</u>	<u>-</u>	<u>-</u>
Market value at 31 March 2023	<u>474,320</u>	<u>499,273</u>	<u>-</u>	<u>-</u>
Represented by:				
Listed equities	449,185	468,493	-	-
Cash	<u>25,135</u>	<u>30,780</u>	<u>-</u>	<u>-</u>
Total	<u>474,320</u>	<u>499,273</u>	<u>-</u>	<u>-</u>

Investments comprise listed investments held by the charity via Rathbones.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

13. Subsidiary undertakings

Wiltshire Blind Association

Wiltshire Blind Association, CIO (number: 1119462), is a wholly controlled subsidiary of Sight Support West of England. It promotes the welfare of blind and partially sighted persons living in Wiltshire and Swindon.

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Income from:				
Donations and legacies	-	106,426	106,426	318,868
Charitable activities	5,334	67,787	73,121	63,447
Other trading activities	-	459	459	250
Investments	-	8,445	8,445	6,927
Total income	5,334	183,117	188,451	389,492
Expenditure on:				
Charitable activities	5,334	225,205	230,539	219,562
Total expenditure	5,334	225,205	230,539	219,562
Net income before gains	-	(42,088)	(42,088)	169,930
Net gains / (losses) on investments	-	(32,616)	(32,616)	9,999
Net income and net movement in funds	-	(74,704)	(74,704)	179,929

The aggregate of the assets, liabilities and funds was:

	2023 £	2022 £
Assets	785,149	814,621
Liabilities	(122,504)	(77,272)
Funds	662,645	737,349

14. Parent charity

The parent charity's gross income and results for the year are disclosed in the charity only Statement of Financial Activities.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

15. Stock

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Finished goods	<u>3,559</u>	<u>3,817</u>	<u>3,559</u>	<u>3,817</u>

16. Debtors

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Trade debtors	5,701	3,794	5,309	2,601
Prepayments and accrued income	61,775	26,803	7,700	26,803
Intercharity loan (Wiltshire Blind Association)	-	-	119,758	74,272
Other debtors	11	1,005	11	1,005
VAT	<u>1,909</u>	<u>934</u>	<u>1,909</u>	<u>934</u>
	<u>69,396</u>	<u>32,536</u>	<u>134,687</u>	<u>105,615</u>

17. Creditors : amounts due within 1 year

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Trade creditors	7,892	4,899	7,366	4,899
Accruals	5,820	6,000	3,600	3,000
Other taxation and social security	9,657	8,189	9,657	8,189
Other creditors	<u>1,789</u>	<u>-</u>	<u>1,789</u>	<u>-</u>
	<u>25,158</u>	<u>19,088</u>	<u>22,412</u>	<u>16,088</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

18. Analysis of group net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total Funds £
Tangible fixed assets	-	138,482	1,751	140,233
Investments	-	-	474,320	474,320
Current assets	32,354	328,000	(34,451)	325,903
Current liabilities	-	-	(25,158)	(25,158)
Net assets at 31 March 2023	32,354	466,482	416,462	915,298
Prior year comparative				
	Restricted funds £	Designated funds £	General funds £	Total Funds £
Tangible fixed assets	-	143,740	992	144,732
Investments	-	-	499,273	499,273
Current assets	6,000	328,000	(16,718)	317,282
Current liabilities	-	-	(19,088)	(19,088)
Net assets at 31 March 2022	6,000	471,740	464,459	942,199

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

19. Movements in funds

	At 1 April 2022 £	Income £	Expenditure £	Transfers between funds and gains / (losses) £	At 31 March 2023 £
Restricted funds					
Society of Merchant Ventures	-	4,900	(4,900)	-	-
Get Set Progress Internship	-	11,117	(8,763)	-	2,354
Ralph & Irma Sperring Trust	-	1,500	(1,500)	-	-
Sight loss advice services	-	3,094	(3,094)	-	-
Digital inclusion	-	30,000	-	-	30,000
Quartet	-	5,000	(5,000)	-	-
Age UK	6,000	-	(6,000)	-	-
Wiltshire Community Sight Loss Service	-	5,334	(5,334)	-	-
Total restricted funds	6,000	60,945	(34,591)	-	32,354
Unrestricted funds					
<i>Designated funds:</i>					
TUPE redundancy liability	28,000	-	-	-	28,000
Development fund	300,000	-	-	-	300,000
Fixed Asset fund	143,740	-	(5,258)	-	138,482
<i>Total designated funds</i>	<i>471,740</i>	<i>-</i>	<i>(5,258)</i>	<i>-</i>	<i>466,482</i>
General funds	464,459	638,760	(654,141)	(32,616)	416,462
Total unrestricted funds	936,199	638,760	(659,399)	(32,616)	882,944
Total funds	942,199	699,705	(693,990)	(32,616)	915,298

Purposes of restricted funds

Society of Merchant Ventures	To provide community sight loss services in Bath and North-East Somerset.
Get Set Progress Internship	To fund an intern post specifically for someone with sight loss who is struggling to access work.
Ralph & Irma Sperring Trust	To provide community sight loss services in Midsomer Norton.
Sight loss advice services	To provide sight loss advice and support in specific towns and parishes across Wiltshire
Digital inclusion	To provide technology support for older people with sight loss in Bristol, Bath and South Gloucestershire.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

19. Movements in funds (continued)

Purposes of restricted funds (continued)

Quartet To deliver community sight loss advice services in South Gloucestershire.

Age UK To deliver our part of a 6 month collaboration project to provide mental health support to elderly people.

Wiltshire Community Sight Loss Service Funding towards the cost of a Community Sight Loss Advisor in Wiltshire.

Purpose of designated funds

TUPE redundancy liability To cover the TUPE redundancy liability for staff delivering the South Gloucestershire Rehabilitation Service.

Development fund Funding set aside by Wiltshire Blind Association to fund SSWE to provide sight loss advice and guidance services across Wiltshire and Swindon.

Fixed Asset fund The net book value of fixed assets held in Wiltshire Blind Association.

Prior year comparative	At 1 April 2021 £	Income £	Expenditure £	Transfers between funds and gains / (losses) £	At 31 March 2022 £
Restricted funds					
Postcode Local Trust	-	6,874	(6,874)	-	-
Quartet	-	9,400	(9,400)	-	-
Sobell Foundation	7,000	-	(7,000)	-	-
Age UK	-	12,500	(6,500)	-	6,000
Wiltshire Community Salisbury Resource Centre	-	29,448	(29,448)	-	-
	-	5,000	(5,000)	-	-
Total restricted funds	7,000	63,222	(64,222)	-	6,000
Unrestricted funds					
<i>Designated funds:</i>					
TUPE redundancy liability	28,000	-	-	-	28,000
Development fund	-	-	-	300,000	300,000
Fixed Asset fund	-	-	(5,945)	149,685	143,740
<i>Total designated funds</i>	28,000	-	(5,945)	449,685	471,740
General funds	120,924	1,298,757	(515,536)	(439,686)	464,459
Total unrestricted funds	148,924	1,298,757	(521,481)	9,999	936,199
Total funds	155,924	1,361,979	(585,703)	9,999	942,199

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2023

20. Financial instruments at fair value

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Financial assets measured at fair value	<u>474,320</u>	<u>499,273</u>	<u>-</u>	<u>-</u>

Financial assets measured at fair value comprise listed investments.

21. Related party transactions

Wiltshire Blind Association (WBA), a CIO (number. 1119462) is a wholly controlled subsidiary of Sight Support West of England (SSWE). At 31 March 2023, WBA owed SSWE £119,758 (2022: £74,272).

Nick Grinham, Carl Hall and Kayvan Ghotbi-Ravandi, trustees of Sight Support West of England (SSWE), are also trustees of Wiltshire Blind Association (WBA). During the year ended 31 March 2023, WBA collected monies on behalf of SSWE and granted £149,434 (2022: £208,464).

22. Recognition of control of net assets of subsidiary

	2023	2022
	£	£
<i>Net assets acquired on acquisition</i>		
Tangible assets	-	149,685
Investments	-	382,981
Debtors	-	10
Cash at bank and in hand	-	140,582
Creditors: amounts falling due within 1 year	-	(115,838)
	<u>-</u>	<u>557,420</u>

Due to the nature of the acquisition the net assets acquired have been recorded in the statement of financial activities as other income.

22. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Amount falling due:				
Within 1 year	18,000	18,000	18,000	18,000
Within 1 - 5 years	<u>54,000</u>	<u>72,000</u>	<u>54,000</u>	<u>72,000</u>
	<u>72,000</u>	<u>90,000</u>	<u>72,000</u>	<u>90,000</u>

Sight Support West of England

England & Wales - Charity number 1178384

Accounts

Charity no. 1178384

Sight Support West of England
Report and Audited Financial Statements
31 March 2022

Sight Support West of England

Reference and administrative details

For the year ended 31 March 2022

Charity number	1178384
Registered office and operational address	St Lucy's Sight Centre Browfort Bath Road Devizes Wiltshire SN10 2AT
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Nick Grinham Chair Heather Armstrong Roger Bonner appointed 6 June 2022 Rachel Farr Carl Hall Kayvan Ghotbi-Ravandi appointed 6 June 2022 Simon Russell Amar Shah Lauren Williams Simon Williams resigned 1 June 2022
Chief executive officer	Mike Silvey
Bankers	CAF Bank Ltd The Co-operative Bank - Business Kings Hill PO Box 250 West Malling Skelmersdale Kent WN8 6WT ME19 4TA
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

Sight Support West of England

Report of the trustees

For the year ended 31 March 2022

The trustees present their report and the financial statements for the year ended 31 March 2022 and also wish to express their sincere thanks to all staff and volunteers for their hard work over the past year.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

About Sight Support West of England

Every 6 minutes someone in the UK is told they are losing their sight, and over 2 million people in the UK are currently estimated to be living with sight loss.

Sight Support West of England was established in 2018 to provide services for people living with sight loss across Bristol, Bath and North-East Somerset, South Gloucestershire, and in Wiltshire and Swindon through our partner charity Wiltshire Sight.

There are almost 8,000 people registered as sight impaired or severely sight impaired across our region, including more than 250 children. Each year, around 600 more people are registered as sight impaired.

There are many more people in the area that are not yet diagnosed, undergoing treatment, don't meet the criteria for registration but have low vision, or have chosen not to be registered. If these people are included, current estimates are that across the region, over 53,000 people are currently living with sight loss - one in every 30 people. With an aging population, and the increasing incidence of conditions like diabetes (with strong links to sight loss), it is forecast that the number of people affected will increase by 25% by 2030.

There are many practical and emotional challenges experienced by visually impaired people, such as safety in the kitchen, a loss of independence, financial or employment worries, loss of confidence, and losing social activities and friendships.

Our services at Sight Support West of England are driven by the outcomes that people with sight loss have said are most important to them. These are:

- I understand my eye condition and the registration process;
- I have someone to talk to;
- I can look after myself, my health, my home and my family;
- I receive statutory benefits and information and support that I need;
- I can make the best use of the sight I have;
- I can access information making the most of the advantages that technology brings;
- I can get out and about;
- I have the tools, skills and confidence to communicate;
- I have equal access to education and lifelong learning; and
- I can work and volunteer.

The West of England region is diverse covering remote rural areas, coastal towns, deprived inner city areas and everything in between. The needs of people living in our region are affected greatly by this challenging geography. Before Sight Support was founded, services in Bristol, Bath and South Gloucestershire were inconsistent and disjointed. There are currently no Local Eye Health Networks across the South West. This means the gap between health and social care is wider than in other areas and good practice here is not routinely shared or developed systematically.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2022

Our challenge is to ensure that all people living with sight loss in the region have access to high quality, joined-up services that deliver the identified outcomes (above) and enable people with sight loss to lead independent and fulfilling lives.

Our vision

A world in which people living with sight loss are able to lead independent and fulfilling lives.

Our mission

To support people living with, and at risk of, sight loss across the West of England, to improve quality of life and increase individual independence.

Our strategy

Our aim is to ensure that everyone newly diagnosed or living with sight loss in the West of England, including children and young people, have equal and timely access to the support and services they need.

We will work with people affected by sight loss to help them navigate the often complex provision of services, joining up health, social care and community services.

We will work with others to provide the best possible support. These partners include professionals in the health, social care and education sectors. They include other charities and, critically, they include people living with sight loss.

Our strategy is defined by the views and needs of people with sight loss, and our services will reflect this.

Our key **strategic objectives** are:

1. To ensure everyone living with sight loss in our region know where they can find relevant support;
2. To improve the sight loss pathway so that everyone has equal, timely access to the services and support they need;
3. To provide a range of good quality, high impact services guided by the views and needs of people living with sight loss;
4. To increase awareness of the importance of eye health and the prevention of sight loss; and
5. To build a strong and sustainable organisation which adds real value, can demonstrate impact and has the confidence of the people and organisations we work with. An organisation resilient to external challenges, agile enough to exploit opportunities and able to adapt to the changing needs of our service users.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2022

Our outcomes

Those directly affected by sight loss (including children) will:

- Understand their eye condition, and what it means for them;
- Have someone to talk to who will understand and listen;
- Be able to remain as independent as possible, and to look after themselves and their family;
- Be able to access support to improve their health and wellbeing;
- Have access to the right benefits, and be able to maintain control of finances and plan for the future;
- Have access to volunteering opportunities and employment support;
- Be able to be part of their community and play an active role in it;
- Be aware of, and able to use, resources and technology that is relevant to their needs;
- Understand how to make the most of their remaining sight;
- Be able to make connections with others living with sight loss; and
- Be able to influence the services which affect them and others living with sight loss.

Families and carers of people affected by sight loss will have:

- Access to support, advice and guidance in how to support people with sight loss; and
- A greater understanding of the challenges faced by people with sight loss and the resources available to overcome these challenges.

Local authorities, health service and other providers in the region will be supported to:

- Understand and address the needs of people living with sight loss in the provision of effective statutory services; and
- Work together to ensure greater consistency, good practice and reduced duplication of services for people living with sight loss.

Communities, businesses and the general public in the West of England will have a:

- Greater awareness of the importance of eye health, regular eye checks and other action to prevent sight loss; and
- Greater awareness of the challenges faced by people living with sight loss and be supported to remove barriers that inhibit participation and inclusion.

Achievements and performance

The past year has again been a difficult one, with the pandemic restrictions in place until summer 2021 and many vulnerable clients still feeling unable to venture out. Now restrictions have ended, we are seeing different challenges. There are a significant number of people who have delayed appointments at the eye hospital or with their optician during the pandemic. Research carried out by SpecSavers shows there were 4.3 million fewer eye tests delivered in 2020 compared to 2019 (a 23% decline). There were 316,000 fewer referrals to ophthalmology than the previous year – these are people who missed being diagnosed as a result of the pandemic. Sadly, an estimated 2,986 people nationally lost vision due to delayed identification and treatment of eye disease. The backlog of missed appointments at Eye Clinics over the last two years has meant deterioration in many peoples' sight conditions and diagnoses.

At Sight Support West of England we are seeing the impact of this locally. More people than ever are being diagnosed, and then struggling to receive the support they need. There is more demand for our services than ever before.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2022

During the pandemic, we continued to provide face-to-face and virtual services, adapting our delivery methods to suit individuals, with a constant eye on the need to reduce transmission risk. Despite the restrictions, our new client numbers were back up to 419 over the year, a 29% increase on 20/21. Our team of Community Sight Loss Advisors held 3,313 one-to-one sessions with clients, blending support in our offices, community hubs, over the phone, and through video links.

As things have slowly returned to normal over the past year, we have had so many stories of how our support has kept people going. Its been a year of change, and we are proud of the achievements and impact the team have had:

"I have loved the socials, the podcasts, the virtual audio described gallery tours, and the other various initiatives you have helped me discover, all of which I have been able to enjoy online this year. They really have been a lifeline for me, with no car and being stuck in a fairly outlying suburb of Bath."

"Thank you so much for all you have done to keep me going over the past seven or eight months. I have been really inspired by your work, I wonder how I would have got through without it all. It has been an inspiring journey."

"Fantastic! - You're an excellent model of how a support service should work."

Over the year we have also focussed on building the capacity of our staff team, both through further recruitment and staff training. Despite the very competitive climate, we have made good progress and we now have a more experienced, skilled and motivated staff team than we did a couple of years ago.

In early 2021 we refined our Sight Loss Assessment process to make it more practical, and a more useful tool for working with clients. As part of this, we reduced our key outcome areas down to six:

- Understanding sight condition and registration;
- Communication and technology;
- Managing at home;
- Moving around;
- Health and wellbeing; and
- Finances and employment.

Data collected through the year shows that 82% of the clients we have been working with in 21-22 have already recorded significant improvement during the year in at least one outcome area as a result of our support. Many of these have made significant progress in several or all of the areas in which they were seeking support.

In addition, since we introduced our evaluation measures to enable clients to provide feedback on our services, 97% of clients have rated our services good, with 90% rating it as excellent. 91% of clients have told us that they feel more able to cope with day-to-day life as a result of our support.

"The support has given me so much more confidence. It has opened my eyes to what I can do."

"The biggest difference has been to my confidence. I will now do things around the house like washing up and making breakfast which I wouldn't have tried before. I am able to go out to the shop and feel confident crossing the road."

Sight Support West of England

Report of the trustees

For the year ended 31 March 2022

Specific progress against the key objectives we set ourselves for 21-22 is summarised below:

- **Transition of services back to office and community hub working as soon as safe to do so, with full Covid-safe procedures in place;**

With some national Covid restrictions still in place until July 2021, and the need above all to protect our vulnerable clients, the transition back to face-to-face services was a measured process. Whilst we were keen to ensure those who felt able to go out had opportunities to meet face-to-face, it was important to continue to offer services over Zoom and telephone for those who were still exercising caution.

In May 2021 we hosted a sight loss exhibition in Chippenham, one of the first opportunities for people with sight loss to re-engage after the pandemic. The event was surprisingly popular, with many people saying they were so grateful for the opportunity to get face-to-face support and to try out daily living and technology aides in person.

Over the course of the year, we re-opened community hubs in 28 different locations across the West of England – our aim being to ensure that people were able to get information, advice and guidance in an accessible location without the need to travel long distances, which are so often prohibitive for people with sight loss. As the year progressed, we saw a steadily increasing number of people attending the hubs and seeking support.

In March 2022, we held our first ‘Eye Can’ exhibition at Bristol Rovers’ Memorial Stadium. The event was hugely successful, with exhibitors from a wide range of commercial, public and voluntary organisations coming together to showcase opportunities and technology for people with sight loss. The exhibition included a series of talks from leading professionals, and attracted almost 150 people over the course of the day.

- **Develop new opportunities to increase social connections for people living with sight loss, including peer support, volunteering, social groups and befriending;**

“Connecting to people who are going through the same as me has made all the difference. I feel happier about having sight loss. Sight Support has made me feel equal.” – Client, Bristol 2021.

With isolation being such a common symptom of sight loss, we have been working this year to develop our social connection offering. Although we are continuing to offer telephone befriending, several of these relationships have developed into face-to-face ones, and new face-to-face pairings are being offered. Six of our 28 hubs now have a social group attached to them, and we are also helping to connect clients to appropriate groups and activities run by other organisations. We will continue the focus on peer support and social connections over the coming year.

- **Develop an accessible Knowledge Hub of resources for clients, including an increased focus on health advice and fitness;**

Our new Knowledge Hub was launched in November at the same time as our new website. Resources include advice on managing in the kitchen, gardening, travelling, fraud awareness, audio described exercise classes, workouts and yoga, and technology. Importantly, as so many of our older clients are not active online, we have ensured that all resources are also available in large print and pre-recorded USB which can be sent out to clients.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2022

- **Develop a retail offering, including opening at least one charity shop which can also act as a client support hub, enabling more clients to access support within easy travelling distance of their home;**

Our first charity shop opened in Salisbury in early November 2021. The shop also contains a resource centre and a consultation room for clients, so we are able to conduct one-to-one advice and training at a location which is easily accessible in the centre of the city. The design of the shop has accessibility at its core, particularly for people with sight loss – bright and airy, with wide pathways and spacing on the shop floor, high contrast colours for the till area and doorframes, and an accessible till system designed for use by visually-impaired volunteers. In addition to traditional charity retail items and new goods, the store sells many of the most commonly used daily living aids, simple technology and gadgets that are useful to our visually impaired clients, including magnifiers, task lighting, talking clocks and watches, and large print diaries, calendars and games.

We are very grateful to our supporters for the huge number of high-quality donations received to stock the shop, which have helped to make it one of most popular charity shops in the area.

At time of writing, we are currently negotiating on two new premises, and expect to have our second shop open in October 2022.

- **Develop an Advisory Board of visually impaired people to inform strategy and planning of services and increase client engagement;**

Unfortunately progress on this objective has been slower than we had hoped. However, we do now have a Client Advisory group recruited, and the first meeting is planned for July 2022. We will report more on this next year.

- **Further build our team of volunteers and volunteer-led services across the region, with a particular focus on providing volunteering opportunities for people with sight loss.**

Our volunteer team continues to be strong. Although many of the new volunteers we recruited in 20-21 as telephone befrienders had to finish as they returned to work after furlough, our number have remained high as we have recruited for many different roles. Over the course of the year we had 73 active volunteers, 29% of whom are living with sight loss. Over the year our volunteers contributed a total of 2,200 hours of their time. As always, we are incredibly grateful to all those who have given up their time and provided invaluable support over the year.

Plans for the future

Our operational Plan for 22/23 was signed off by the Board at their March meeting and contains key objectives, actions and indicators for the year. Our key development priorities for the year include:

- Professionalisation of phone lines to ensure Community Sight Loss team freed up to provide more direct client support;
- Expand Eye Can exhibitions – two exhibitions to be run in 22/23, in Bath and Salisbury;
- Build relationships with key BAME organisations, develop a plan for engagement with harder-to-reach communities and increase awareness within these communities of sight loss and available services;
- Raise awareness in communities about services available through local campaigns – parish magazines, social media groups, mailings to care homes, and community noticeboards in key locations;

Sight Support West of England

Report of the trustees

For the year ended 31 March 2022

- Open at least two more local hubs in strategic locations, including charity shop and client consultation space, enabling more clients to access support within easy travelling distance of their home; and
- Increase representation of visually impaired people on the Board of Trustees, and empower Client Advisory Board to inform strategy, improvements and planning of new services.

Financial review

Fundraised income for Sight Support was slightly above budget. Although again the pandemic meant our ability to fundraise in the community was severely limited, we have had good success with our appeals, and with grant funding from charitable trusts. Our first charity shop in Salisbury has exceeded its income targets and looks to be a very valuable addition to our fundraising activity. As ever, we are very grateful for all the support we have received from our valued donors and supporters.

Expenditure was slightly below budget mainly due to reduced travel around the region, and as a result Sight Support finished the year with a surplus of £48,927, once the transfer of the subsidiary is removed from the calculation. The surplus will be used to strengthen our reserves, in line with the Board's aim to ensure the new charity has a sustainable platform from which to build.

Charitable funders and supporters

Sight Support West of England wishes to thank our two principal funders, the Thomas Pocklington Trust and Wiltshire Sight for their continued support over the last year.

We would also like to thank the following funders and supporters for their generous support during the year:

Associated Optical	Newmedica Eye Health Clinics
Arnold Clarke	Optelec
Assura Community Fund	People's Postcode Lottery
Chipping Sodbury Town Council	Persimmon Homes
The Co-op Local Community Fund	Probus Club
The Fishponds Tap	Quartet Community Foundation
Honourable Company of Gloucestershire	Radstock Town Council
Irwin Mitchell	Midsomer Norton Town Council
John James Bristol Foundation	South Gloucestershire Council AWG
Masonic Charitable Foundation	St. Monica Trust
National Lottery Community Fund	Thornbury Town Council

Reserves policy

Sight Support West of England aims to maintain a level of free financial reserves that will enable the charity to meet future commitments and unforeseen expenses without a negative impact on our ability to deliver core services or develop the business in the manner planned.

As a relatively new organisation, receiving approximately 55% of our income from time-limited start-up grants, Sight Support is particularly vulnerable to sudden drops in funding. Whilst we are working to reduce our reliance on current core start-up funding contracts, the Board acknowledges that fundraising takes time to build, and has therefore set a reserves policy that helps to mitigate our risk exposure.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2022

In consideration of the above, the Board of Trustees has concluded that the charity should keep available as free reserves an amount that would cover the equivalent of three months operating cost, plus an additional amount to cover our potential fundraising deficit for the next year. In doing so, the Board aims to ensure that the charity is able to continue to provide our core services.

The agreed target level of free reserves has therefore been set at £170,000, which the Board believes would provide them with the safeguards needed to be able to guarantee continuity of services for a period of at least twelve months regardless of funding uncertainty.

The trustees have also set aside the amount of £28,000 as a Designated Fund to cover the TUPE redundancy liability for staff delivering the South Gloucestershire Rehabilitation Service.

The trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- to fund working capital;
- to fund unexpected but necessary expenditure; and
- to fund shortfalls in income, when income does not reach expected levels.

As at 31st March 2022 our free reserves for the charity are £170,851, which is around the desired level set by the trustees as outlined above.

The Board also commit to holding sufficient restricted reserves to cover the cost of our contractual commitments, as agreed with each contracting agency.

Structure, governance and management

The charity was registered as a Charitable Incorporated Organisation with the Charities Commission in England & Wales and Companies House on 15 May 2018. The original name of the charity was Vision South West, and it is governed by its Constitution.

The charity passed a special resolution on 29 March 2019 changing its name to Vision West of England. A further resolution was passed on 25 September 2020 to change the name to Sight Support West of England.

As at 31 March 2022, Sight Support West of England's Board of Trustees is made up of 8 people, with a range of backgrounds, skills and professions, and we aim to expand the Board further with the additional of at least two more visually impaired Board members.

The charity is staffed by a small team of dedicated staff, headed up by the Chief Executive and a small management team. Staff are based at either our Bristol, Devizes or Salisbury premises, or work remotely providing services across our geographic area of remit. Staff pay and benefits are reviewed annually by the Trustees at their September meeting.

On 1 April 2021, Sight Support West of England acquired a controlling interest in Wiltshire Blind Association (number: 1119462). Therefore, Sight Support West of England became the controlling party of Wiltshire Blind Association.

In the summer of 2021, the Board conducted a review of its effectiveness to identify areas for strengthening. We also work through the Charity Commission and NCVO finance and governance checklists on an annual basis to identify areas of concern and to ensure our policies, procedures and systems were fit for purpose and of a high standard.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2022

Risk management and delegation

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error. During the year the trustees have considered the major risks and systems have been put in place to mitigate their impact. The risk analysis is discussed at every other Board meeting, and a full review takes place annually.

The charity has a Schedule of Delegation in place which defines which decisions are taken by the Board of Trustees and which are delegated to staff. The Schedule is reviewed annually and covers areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves.

Public benefit

The Board of Trustees have given due consideration to Charity Commission published guidance on the operation of the public benefit requirement and confirm that these requirements are met by the charity.

Fundraising practice

The trustees are aware of the Charity Commission's fundraising requirements and the code of fundraising practice and ensure that the charity is compliant with the code in all fundraising activities.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees 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 corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2022

Members of the charity have no liability to contribute to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Auditors

Godfrey Wilson Limited were appointed as auditors to the group and parent charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 25 November 2022 and signed on their behalf by



Nick Grinham - Chair

Independent auditors' report

To the members of

Sight Support West of England

Opinion

We have audited the financial statements of Sight Support West of England (the 'parent charity') and its subsidiary (the 'group') for the year ended 31 March 2022 which comprise the consolidated statement of financial activities, consolidated and parent charity balance sheets, consolidated statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and the Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group and parent charity's affairs as at 31 March 2022 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the group and parent charity financial statements and our auditor's report thereon. Our opinion on the group and parent charity financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Independent auditors' report

To the members of

Sight Support West of England

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Independent auditors' report

To the members of

Sight Support West of England

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

Independent auditors' report

To the members of

Sight Support West of England

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Godfrey Wilson Limited

25 November 2022

GODFREY WILSON LIMITED

Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Sight Support West of England

Consolidated statement of financial activities

For the year ended 31 March 2022

	Note	Restricted £	Unrestricted £	The group 2022 Total £	The group and charity 2021 Total £
Income from:					
Donations and legacies	3	-	358,918	358,918	31,650
Charitable activities	4	63,222	326,851	390,073	492,476
Other trading activities	5	-	48,641	48,641	855
Investments		-	6,927	6,927	-
Other income	22	-	557,420	557,420	-
Total income		<u>63,222</u>	<u>1,298,757</u>	<u>1,361,979</u>	<u>524,981</u>
Expenditure on:					
Raising funds		-	112,501	112,501	81,585
Charitable activities		<u>64,222</u>	<u>408,980</u>	<u>473,202</u>	<u>389,332</u>
Total expenditure	7	<u>64,222</u>	<u>521,481</u>	<u>585,703</u>	<u>470,917</u>
Net gains / (losses) on investments	12	<u>-</u>	<u>9,999</u>	<u>9,999</u>	<u>-</u>
Net income / (expenditure) and net movement in funds	8	(1,000)	787,275	786,275	54,064
Reconciliation of funds:					
Total funds brought forward		<u>7,000</u>	<u>148,924</u>	<u>155,924</u>	<u>101,860</u>
Total funds carried forward		<u><u>6,000</u></u>	<u><u>936,199</u></u>	<u><u>942,199</u></u>	<u><u>155,924</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 19 to the accounts.

Sight Support West of England

Charity only statement of financial activities

For the year ended 31 March 2022

	Note	Restricted £	Unrestricted £	The charity 2022 Total £	The charity 2021 Total £
Income from:					
Donations and legacies	3	-	48,183	48,183	31,650
Charitable activities	4	148,774	386,317	535,091	492,476
Other trading activities	5	-	40,258	40,258	855
Total income		<u>148,774</u>	<u>474,758</u>	<u>623,532</u>	<u>524,981</u>
Expenditure on:					
Raising funds		-	112,501	112,501	81,585
Charitable activities		<u>149,774</u>	<u>312,330</u>	<u>462,104</u>	<u>389,332</u>
Total expenditure	7	<u>149,774</u>	<u>424,831</u>	<u>574,605</u>	<u>470,917</u>
Net income / (expenditure) and net movement in funds	8	(1,000)	49,927	48,927	54,064
Reconciliation of funds:					
Total funds brought forward		<u>7,000</u>	<u>148,924</u>	<u>155,924</u>	<u>101,860</u>
Total funds carried forward		<u><u>6,000</u></u>	<u><u>198,851</u></u>	<u><u>204,851</u></u>	<u><u>155,924</u></u>

Sight Support West of England

Consolidated balance sheets

As at 31 March 2022

	Note	The group 2022 £	The group 2021 £	The charity 2022 £	The charity 2021 £
Fixed assets					
Tangible assets	11	144,732	1,472	993	1,472
Investments	12	499,273	-	-	-
		644,005	1,472	993	1,472
Current assets					
Stocks	15	3,817	2,318	3,817	2,318
Debtors	16	32,536	116,237	105,615	116,237
Cash at bank and in hand		280,929	58,095	110,514	58,095
		317,282	176,650	219,946	176,650
Liabilities					
Creditors: amounts falling due within 1 year	17	19,088	22,198	16,088	22,198
Net current assets		298,194	154,452	203,858	154,452
Net assets	18	942,199	155,924	204,851	155,924
Funds					
Restricted funds	19	6,000	7,000	6,000	7,000
Unrestricted funds					
Designated funds		471,740	28,000	28,000	28,000
General funds		464,459	120,924	170,851	120,924
Total charity funds		942,199	155,924	204,851	155,924

Approved by the trustees on 25 November 2022 and signed on their behalf by



Nick Grinham - Chair

Sight Support West of England

Consolidated statement of cash flows

For the year ended 31 March 2022

	Note	The group 2022 £	The group and charity 2021 £
Cash used in operating activities:			
Net movement in funds		786,275	54,064
Adjustments for:			
Depreciation charges		7,038	1,076
(Gains) / losses on investments		(9,999)	-
Income from investments		(6,927)	-
Decrease / (increase) in stock		(1,499)	(2,318)
Decrease / (increase) in debtors		83,711	(89,261)
Increase / (decrease) in creditors		(118,947)	8,657
Acquisition of subsidiary	22	(557,420)	-
Net cash provided by / (used in) operating activities		182,232	(27,782)
Cash flows from investing activities:			
Net cash acquired on acquisition of subsidiary		140,582	-
Purchase of tangible fixed assets		(614)	-
Proceeds from the sale of investments		15,243	-
Purchase of investments		(107,201)	-
Movement in investment cash		(14,335)	-
Income from investments		6,927	-
Net cash provided by / (used in) investing activities		40,602	-
Increase / (decrease) in cash and cash equivalents in the year		222,834	(27,782)
Cash and cash equivalents at the beginning of the year		58,095	85,877
Cash and cash equivalents at the end of the year		280,929	58,095

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Sight Support West of England meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Group accounts

These financial statements consolidate the results of the charity and its wholly-owned (controlled) subsidiary on a line by line basis. Transactions and balances between the charity and its subsidiary have been eliminated from the consolidated financial statements. Balances between the two charities are disclosed in the notes of the charity's balance sheet. A separate statement of financial activities, or income and expenditure account, for the charity itself is presented in addition to that of the group by choice.

c) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. The group holds unrestricted, general reserves of £464,459 (charity only: £170,851). For this reason the trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies (continued)

e) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

g) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particularly areas of the charity's work or for specific projects being undertaken by the charity.

h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of staff time as follows:

	The group		The charity	
	2022	2021	2022	2021
Raising funds	15.5%	14.2%	16.7%	14.2%
Charitable activities	84.5%	85.8%	83.3%	85.8%

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies (continued)

j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Long leasehold	50 years straight line
Computer equipment	3 years straight line
Fixtures and fittings	15% reducing balance

Items of equipment are capitalised where the purchase price exceeds £500.

k) Investments

Investments held at the year end are valued at the current market value at that date. Investment income from dividends is included in incoming resources while realised and unrealised losses and gains on investments are shown separately on the statement of financial activities (SOFA). Realised gains and losses are calculated on investment disposals during the year as the difference between the opening market value and the proceeds received on sale. Unrealised gains and losses are calculated on investment holdings at the year end as the difference between the closing market value and the opening market value or purchase value during the year.

l) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

o) Creditors

Creditors and provisions are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

p) Financial instruments

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 recognised at amortised cost using the effective interest method.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies (continued)

q) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

r) Foreign currency transactions

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

s) Accounting estimates and key judgements

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are depreciation as described in note 1j above.

2. Prior period comparatives: statement of financial activities

	Restricted	Unrestricted	The group and charity 2021 Total
	£	£	£
Income from:			
Donations and legacies	-	31,650	31,650
Charitable activities	166,066	326,410	492,476
Other trading activities	-	855	855
Total income	166,066	358,915	524,981
Expenditure on:			
Raising funds	-	81,585	81,585
Charitable activities	166,066	223,266	389,332
Total expenditure	166,066	304,851	470,917
Net income and net movement in funds	-	54,064	54,064

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

3. Income from donations and legacies

The group

	Restricted £	Unrestricted £	The group 2022 Total £	The group and charity 2021 Total £
Donations	-	26,049	26,049	5,148
Legacies	-	316,147	316,147	-
Gifts in kind	-	9,450	9,450	11,755
Coronavirus Job Retention Scheme	-	7,272	7,272	14,747
Total income from donations and legacies	-	358,918	358,918	31,650

Gifts in kind comprise the provision of office space. All income from donations and legacies in the prior period was unrestricted.

The charity

	Restricted £	Unrestricted £	2022 Total £
Donations	-	11,461	11,461
Legacies	-	20,000	20,000
Gifts in kind	-	9,450	9,450
Coronavirus Job Retention Scheme	-	7,272	7,272
Total income from donations and legacies	-	48,183	48,183

Gifts in kind comprise the provision of office space. Prior period donations and legacies for the charity are disclosed in the group note above.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

4. Income from charitable activities

The group

	Restricted £	Unrestricted £	The group 2022 Total £
Grants	63,222	205,889	269,111
Statutory	-	109,900	109,900
Resource sales	-	8,398	8,398
Events and community	-	2,664	2,664
Total income from charitable activities	63,222	326,851	390,073

The charity

	Restricted £	Unrestricted £	The charity 2022 Total £
Grants	148,774	265,408	414,182
Statutory	-	109,900	109,900
Resource sales	-	8,345	8,345
Events and community	-	2,664	2,664
Total income from charitable activities	148,774	386,317	535,091

Prior period comparative:

	Restricted £	Unrestricted £	The group and charity 2021 Total £
Grants	166,066	212,704	378,770
Statutory	-	109,700	109,700
Resource sales	-	3,674	3,674
Events and community	-	332	332
Total income from charitable activities	166,066	326,410	492,476

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

5. Income from other trading activities

The group

	Restricted £	Unrestricted £	The group 2022 Total £	The group and charity 2021 Total £
Shop sales	-	34,021	34,021	-
Events and community	-	8,133	8,133	-
Sponsorship and other trading	-	6,237	6,237	855
Corporate fundraising	-	250	250	-
	-	48,641	48,641	855

All income from other trading activities in the prior year was unrestricted.

The charity

	Restricted £	Unrestricted £	2022 Total £
Shop sales	-	34,021	34,021
Sponsorship and other trading	-	6,237	6,237
	-	40,258	40,258

6. Government grants

The group receives government grants, defined as funding from the Coronavirus Job Retention Scheme, National Lottery Community Fund, South Gloucestershire Council and various town councils to fund charitable activities. The total value of such grants in the year ending 31 March 2022 was £144,691 (2021: £126,348). There are no unfulfilled conditions or contingencies attaching to these grants.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

7. Total expenditure

The group

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 9)	61,281	306,287	49,395	416,963
Other staff costs	-	-	4,595	4,595
Direct project costs	-	27,250	-	27,250
Fundraising	26,964	-	-	26,964
Bank charges	-	-	1,035	1,035
Printing, postage and stationery	-	7,335	-	7,335
Insurance	-	-	2,816	2,816
Premises costs	-	-	43,297	43,297
Communications	-	-	18,923	18,923
Accountancy	-	-	13,979	13,979
Legal fees	-	-	3,065	3,065
Depreciation	-	-	7,038	7,038
IT and computer costs	-	-	9,834	9,834
Subscriptions	-	-	1,478	1,478
Miscellaneous costs	-	-	1,131	1,131
Sub-total	88,245	340,872	156,586	585,703
Allocation of support and governance costs	<u>24,256</u>	<u>132,330</u>	<u>(156,586)</u>	<u>-</u>
Total expenditure	<u>112,501</u>	<u>473,202</u>	<u>-</u>	<u>585,703</u>

Total governance costs were £6,000 (2021: £5,070).

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

7. Total expenditure (continued)

The charity

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 9)	61,281	306,287	49,395	416,963
Other staff costs	-	-	4,595	4,595
Direct project costs	-	27,250	-	27,250
Fundraising	26,964	-	-	26,964
Bank charges	-	-	846	846
Printing, postage and stationery	-	7,335	-	7,335
Insurance	-	-	2,529	2,529
Premises costs	-	-	42,766	42,766
Communications	-	-	18,299	18,299
Accountancy	-	-	10,709	10,709
Legal fees	-	-	2,765	2,765
Depreciation	-	-	1,093	1,093
IT and support costs	-	-	9,932	9,932
Subscriptions	-	-	1,428	1,428
Miscellaneous costs	-	-	1,131	1,131
Sub-total	88,245	340,872	145,488	574,605
Allocation of support and governance costs	24,256	121,232	(145,488)	-
Total expenditure	112,501	462,104	-	574,605

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

7. Total expenditure (continued)

The group and charity

Prior period comparative	Raising funds £	Charitable activities £	Support and governance costs £	2021 Total £
Staff costs (note 9)	47,519	286,357	37,082	370,958
Other staff costs	-	-	889	889
Direct project costs	-	17,930	-	17,930
Fundraising	20,922	-	-	20,922
Bank charges	-	-	133	133
Printing, postage and stationery	-	5,835	-	5,835
Insurance	-	-	987	987
Premises costs	-	-	29,546	29,546
Communications	-	-	2,751	2,751
Accountancy	-	-	7,059	7,059
Legal fees	-	-	3,150	3,150
Depreciation	-	-	1,076	1,076
IT and support costs	-	-	7,849	7,849
Subscriptions	-	-	1,260	1,260
Miscellaneous costs	-	-	572	572
Sub-total	68,441	310,122	92,354	470,917
Allocation of support and governance costs	13,144	79,210	(92,354)	-
Total expenditure	81,585	389,332	-	470,917

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

8. Net movement in funds

This is stated after charging:	The group 2022 £	The group and charity 2021 £
Depreciation	7,038	1,076
Operating lease payments	4,500	-
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	Nil
Auditors' / Independent examiner's remuneration:		
▪ Statutory audit (including VAT)	6,600	-
▪ Independent examination (including VAT)	-	1,920
▪ Other services	7,841	5,139

9. Staff costs and numbers

Staff costs were as follows:	The group 2022 £	The group and charity 2021 £
Salaries and wages	370,142	328,438
Social security costs	26,993	24,186
Pension costs	19,828	18,334
	416,963	370,958

No employee earned more than £60,000 during the year.

The key management personnel of the charity comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £65,812 (2021: £65,346).

	The group 2022 No.	The group and charity 2021 No.
Average number of employees	17.00	14.25

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

11. Tangible fixed assets

Group

	Long leasehold £	Computer equipment £	Fixtures and fittings £	Total £
Cost				
At 1 April 2021	-	3,228	-	3,228
Additions on acquisition	161,424	34,562	34,070	230,056
Additions in year	-	614	-	614
	<u>161,424</u>	<u>38,404</u>	<u>34,070</u>	<u>233,898</u>
At 31 March 2022				
Depreciation				
At 1 April 2021	-	1,756	-	1,756
Additions on acquisition	22,596	28,541	29,235	80,372
Charge for the year	3,228	2,610	1,200	7,038
	<u>25,824</u>	<u>32,907</u>	<u>30,435</u>	<u>89,166</u>
At 31 March 2022				
Net book value				
At 31 March 2022	<u><u>135,600</u></u>	<u><u>5,497</u></u>	<u><u>3,635</u></u>	<u><u>144,732</u></u>
At 31 March 2021	<u><u>-</u></u>	<u><u>1,472</u></u>	<u><u>-</u></u>	<u><u>1,472</u></u>

Charity

	Total £
Cost	
At 1 April 2021	3,228
Additions in year	614
	<u>3,842</u>
At 31 March 2022	
Depreciation	
At 1 April 2021	1,756
Charge for the year	1,093
	<u>2,849</u>
At 31 March 2022	
Net book value	
At 31 March 2022	<u><u>993</u></u>
At 31 March 2021	<u><u>1,472</u></u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

12. Investments

	The group		The charity	
	2022	2021	2022	2021
	£	£	£	£
Market value at 1 April 2021	-	-	-	-
Additions on acquisition	382,981	-	-	-
Additions	107,201	-	-	-
Disposals proceeds	(15,243)	-	-	-
Realised gains / (losses)	1,798	-	-	-
Unrealised gains / (losses)	8,201	-	-	-
Movement in cash balances	14,335	-	-	-
	<u>499,273</u>	<u>-</u>	<u>-</u>	<u>-</u>
Market value at 31 March 2022	<u>499,273</u>	<u>-</u>	<u>-</u>	<u>-</u>
Represented by:				
Listed equities	468,493	-	-	-
Cash	<u>30,780</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>499,273</u>	<u>-</u>	<u>-</u>	<u>-</u>

Investments comprise listed investments held by the charity via Rathbones.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

13. Subsidiary undertakings

Wiltshire Blind Association

Wiltshire Blind Association, CIO (number: 1119462), is a wholly controlled subsidiary of Sight Support West of England. It promotes the welfare of blind and partially sighted persons living in Wiltshire and Swindon.

	Restricted £	Unrestricted £	2022 Total £	2021 Total £
Income from:				
Donations and legacies	-	310,735	310,735	120,117
Charitable activities	34,448	28,999	63,447	76,260
Other trading activities	-	8,383	8,383	94
Investments	-	6,927	6,927	7,516
Total income	34,448	355,044	389,492	203,987
Expenditure on:				
Raising funds	-	-	-	444
Charitable activities	34,448	185,114	219,562	131,182
Total expenditure	34,448	185,114	219,562	131,626
Net income before gains	-	169,930	169,930	72,361
Net gains on investments	-	9,999	9,999	41,447
Net income and net movement in funds	-	179,929	179,929	113,808

The aggregate of the assets, liabilities and funds was:

	2022 £	2021 £
Assets	814,621	673,258
Liabilities	(77,272)	(115,838)
Funds	737,349	557,420

14. Parent charity

The parent charity's gross income and results for the year are disclosed in the charity only Statement of Financial Activities.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

15. Stock

	The group		The charity	
	2022	2021	2022	2021
	£	£	£	£
Finished goods	<u>3,817</u>	<u>2,318</u>	<u>3,817</u>	<u>2,318</u>

16. Debtors

	The group		The charity	
	2022	2021	2022	2021
	£	£	£	£
Trade debtors	3,794	1,020	2,601	1,020
Prepayments and accrued income	26,803	1,568	26,803	1,568
Intercharity loan (Wiltshire Blind Association)	-	113,649	74,272	113,649
Other debtors	1,005	-	1,005	-
VAT	934	-	934	-
	<u>32,536</u>	<u>116,237</u>	<u>105,615</u>	<u>116,237</u>

17. Creditors : amounts due within 1 year

	The group		The charity	
	2022	2021	2022	2021
	£	£	£	£
Trade creditors	4,899	8,799	4,899	8,799
Accruals	6,000	5,583	3,000	5,583
Other taxation and social security	8,189	7,816	8,189	7,816
	<u>19,088</u>	<u>22,198</u>	<u>16,088</u>	<u>22,198</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

18. Analysis of group net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total Funds £
Tangible fixed assets	-	143,740	992	144,732
Investments	-	-	499,273	499,273
Current assets	6,000	328,000	(16,718)	317,282
Current liabilities	-	-	(19,088)	(19,088)
Net assets at 31 March 2022	6,000	471,740	464,459	942,199
Prior year comparative				
	Restricted funds £	Designated funds £	General funds £	Total Funds £
Tangible fixed assets	-	-	993	993
Current assets	7,000	28,000	141,650	176,650
Current liabilities	-	-	(22,198)	(22,198)
Net assets at 31 March 2021	7,000	28,000	120,445	155,445

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

19. Movements in funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers between funds and gains / (losses) £	At 31 March 2022 £
Restricted funds					
Postcode Local Trust	-	6,874	(6,874)	-	-
Quartet	-	9,400	(9,400)	-	-
Sobell Foundation	7,000	-	(7,000)	-	-
Age UK	-	12,500	(6,500)	-	6,000
Wiltshire Community Sight Loss Service	-	29,448	(29,448)	-	-
Salisbury Resource Centre	-	5,000	(5,000)	-	-
Total restricted funds	7,000	63,222	(64,222)	-	6,000
Unrestricted funds					
<i>Designated funds:</i>					
TUPE redundancy liability	28,000	-	-	-	28,000
Development fund	-	-	-	300,000	300,000
Fixed Asset fund	-	-	(5,945)	149,685	143,740
<i>Total designated funds</i>	28,000	-	(5,945)	449,685	471,740
General funds	120,924	1,298,757	(515,536)	(439,686)	464,459
Total unrestricted funds	148,924	1,298,757	(521,481)	9,999	936,199
Total funds	155,924	1,361,979	(585,703)	9,999	942,199

Purposes of restricted funds

Postcode Local Trust	To provide emotional support to people with sight loss through the provision of peer support services, including befriending, buddying and social support groups.
Quartet	To deliver community sight loss advice services in South Gloucestershire.
Sobell Foundation	To deliver community sight loss advice services in Bristol.
Age UK	To deliver our part of a 6 month collaboration project to provide mental health support to elderly people.
Wiltshire Community Sight Loss Service	Funding provided for the costs of a Community Sight Loss Advisor in Wiltshire.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

19. Movements in funds (continued)

Purposes of restricted funds

Salisbury Resource Centre Funding provided for equipping of new Sight Loss Resource Centre in Salisbury.

Purpose of designated funds

TUPE redundancy liability To cover the TUPE redundancy liability for staff delivering the South Gloucestershire Rehabilitation Service.

Development fund Funding set aside by Wiltshire Blind Association to fund SSWE to provide sight loss advice and guidance services across Wiltshire and Swindon.

Fixed Asset fund Represents the net book value of fixed assets held in Wiltshire Blind Association.

Transfers

The transfers between general funds and designated funds represent the acquired subsidiary's designated funds.

Prior year comparative	At 1 April 2020 £	Income £	Expenditure £	Transfers between funds and gains / (losses) £	At 31 March 2021 £
Restricted funds					
Independent Age	-	11,500	(11,500)	-	-
Quartet Community Foundation	-	4,275	(4,275)	-	-
Sobell Foundation	7,000	7,000	(7,000)	-	7,000
South Gloucestershire Council	-	1,900	(1,900)	-	-
St Monica Trust	-	1,125	(1,125)	-	-
The Grocers' Charity	-	4,562	(4,562)	-	-
The National Lottery Community Fund	-	10,000	(10,000)	-	-
WeSport	-	2,885	(2,885)	-	-
Wiltshire Blind Association	-	120,369	(120,369)	-	-
Smaller grants under £1,000	-	2,450	(2,450)	-	-
Total restricted funds	7,000	166,066	(166,066)	-	7,000
Unrestricted funds					
Designated funds:	28,000	-	-	-	28,000
General funds	66,860	358,915	(304,851)	-	120,924
Total unrestricted funds	94,860	358,915	(304,851)	-	148,924
Total funds	101,860	524,981	(470,917)	-	155,924

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

20. Financial instruments at fair value

	The group		The charity	
	2022	2021	2022	2021
	£	£	£	£
Financial assets measured at fair value	<u>499,273</u>	<u>-</u>	<u>-</u>	<u>-</u>

Financial assets measured at fair value comprise listed investments.

21. Related party transactions

The relationship between the entities has formalised in the year ended 31 March 2022 with Wiltshire Blind Association (WBA), a CIO (number. 1119462) becoming a wholly controlled subsidiary of Sight Support West of England (SSWE). At 31 March 2022, WBA owed SSWE £74,272 (2021: £113,649).

Simon Williams, Nick Grinham, Carl Hall and Rachel Farr, trustees of Sight Support West of England (SSWE), are also trustees of Wiltshire Blind Association (WBA). During the year ended 31 March 2022, WBA collected monies on behalf of SSWE and granted £208,464 (2021: £120,369).

22. Recognition of control of net assets of subsidiary

	2022
	£
<i>Net assets acquired on acquisition</i>	
Tangible assets	149,685
Investments	382,981
Debtors	10
Cash at bank and in hand	140,582
Creditors: amounts falling due within 1 year	<u>(115,838)</u>
	<u>557,420</u>

Due to the nature of the acquisition the net assets acquired have been recorded in the statement of financial activities as other income.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2022

23. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	The group 2022 £	The group and charity 2021 £
Amount falling due:		
Within 1 year	18,000	-
Within 1 - 5 years	72,000	-
More than 5 years	85,500	-
	<u>175,500</u>	<u>-</u>

Sight Support West of England

England & Wales - Charity number 1178384

Accounts

Charity no. 1178384

**Sight Support West of England
Report and Unaudited Financial
Statements
31 March 2021**

Sight Support West of England

Report of the trustees

For the year ended 31 March 2021

The trustees present their report and the financial statements for the year ended 31 March 2021 and also wish to express their sincere thanks to all staff and volunteers for their hard work over the past year.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

About Sight Support West of England

Every 6 minutes someone in the UK is told they are losing their sight, and over 2 million people in the UK are currently estimated to be living with sight loss.

Sight Support West of England was established in April 2018 to provide services for people living with sight loss across Bristol, Bath and North-East Somerset, South Gloucestershire, and in Wiltshire and Swindon through our partner charity Wiltshire Sight.

There are almost 8,000 people registered as sight impaired or severely sight impaired across our region, including more than 250 children. Each year, around 600 more people are registered as sight impaired.

There are many more people in the area that are not yet diagnosed, undergoing treatment, don't meet the criteria for registration but have low vision, or have chosen not to be registered. If these people are included, current estimates are that across the region, over 53,000 people are currently living with sight loss - one in every 30 people. With an aging population, and the increasing incidence of conditions like diabetes (with strong links to sight loss), it is forecast that the number of people affected will increase by 25% by 2030.

There are many practical and emotional challenges experienced by visually impaired people, such as safety in the kitchen, a loss of independence, financial or employment worries, loss of confidence, and losing social activities and friendships.

The UK Vision Strategy 'Seeing it My Way' initiative sets out a range of outcomes that visually impaired people have said are most important to them. These are:

- I understand my eye condition and the registration process;
- I have someone to talk to;
- I can look after myself, my health, my home and my family;
- I receive statutory benefits and information and support that I need;
- I can make the best use of the sight I have;
- I can access information making the most of the advantages that technology brings;
- I can get out and about;
- I have the tools, skills and confidence to communicate;
- I have equal access to education and lifelong learning; and
- I can work and volunteer.

We take these concerns identified by people living with sight loss to be the starting point for our services.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2021

The West of England region is diverse covering remote rural areas, coastal towns, deprived inner city areas and everything in between. The needs of people living in our region are affected greatly by this challenging geography. Before Sight Support was founded, services in Bristol, Bath and South Gloucestershire were inconsistent and disjointed. There are currently no Local Eye Health Networks across the South West. This means the gap between health and social care is wider than in other areas and good practice here is not routinely shared or developed systematically.

Our challenge is to ensure that all people living with sight loss in the region have access to high quality, joined-up services that deliver the identified outcomes (above) and enable people with sight loss to lead independent and fulfilling lives.

Our vision

A world in which people living with sight loss are able to lead independent and fulfilling lives.

Our mission

To support people living with, and at risk of, sight loss across the West of England, to improve quality of life and increase individual independence.

Our strategy

Our aim is to ensure that everyone newly diagnosed or living with sight loss in the West of England, including children and young people, have equal and timely access to the support and services they need.

We will work with people affected by sight loss to help them navigate the often complex provision of services, joining up health, social care and community services.

We will work with others to provide the best possible support. These partners include professionals in the health, social care and education sectors. They include other charities and, critically, they include people living with sight loss.

Our strategy is defined by the views and needs of people with sight loss, and our services will reflect this.

Our key **strategic objectives** are:

1. To ensure everyone living with sight loss in our region know where they can find relevant support.
2. To improve the sight loss pathway so that everyone has equal, timely access to the services and support they need.
3. To provide a range of good quality, high impact services guided by the views and needs of people living with sight loss.
4. To increase awareness of the importance of eye health and the prevention of sight loss; and
5. To build a strong and sustainable organisation which adds real value, can demonstrate impact and has the confidence of the people and organisations we work with. An organisation resilient to external challenges, agile enough to exploit opportunities and able to adapt to the changing needs of our service users.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2021

Our outcomes

Those directly affected by sight loss (including children) will:

- Understand their eye condition, and what it means for them;
- Have someone to talk to who will understand and listen;
- Be able to remain as independent as possible, and to look after themselves and their family;
- Be able to access support to improve their health and wellbeing;
- Have access to the right benefits, and be able to maintain control of finances and plan for the future;
- Have access to volunteering opportunities and employment support;
- Be able to be part of their community and play an active role in it;
- Be aware of, and able to use, resources and technology that is relevant to their needs;
- Understand how to make the most of their remaining sight;
- Be able to make connections with others living with sight loss; and
- Be able to influence the services which affect them and others living with sight loss.

Families and carers of people affected by sight loss will have:

- Access to support, advice and guidance in how to support people with sight loss; and
- A greater understanding of the challenges faced by people with sight loss and the resources available to overcome these challenges.

Local authorities, health service and other providers in the region will be supported to:

- Understand and address the needs of people living with sight loss in the provision of effective statutory services; and
- Work together to ensure greater consistency, good practice and reduced duplication of services for people living with sight loss.

Communities, businesses and the general public in the West of England will have a:

- Greater awareness of the importance of eye health, regular eye checks and other action to prevent sight loss; and
- Greater awareness of the challenges faced by people living with sight loss and be supported to remove barriers that inhibit participation and inclusion.

Achievements and performance

The last year has, without a doubt, been a challenging year for everyone. When Coronavirus restrictions began in April 2020, our team adapted quickly to home working. Within a few weeks, we were equipped with PPE and had adapted our resource centres to make them Covid-safe. Unfortunately, with the closing of most external venues, we had to suspend our hub clinics across the region, but we are proud to have kept our resource centres in Bristol and Devizes open throughout the year for face-to-face appointments where needed, whilst adapting other services to be delivered over the phone or online.

The year has been a particularly tough one for many people with sight loss – particularly those living alone without support. Isolation is a major issue for so many of our clients, and the lockdown and extended need to 'shield' for many people with underlying health conditions inevitably compounded this for so many people. In April we began to check in by phone with all clients, to make sure they had access to local support and to provide information and emotional support for those most isolated.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2021

We have continued to provide phone support throughout the year, both through the Sight Loss Advisor team, and through our new volunteer telephone befriending service which started in late April and is still ongoing. One of the participants in our befriending service told us how important this support had been for her in 2020; "I really look forward to the calls, it's so good to have someone to talk to, and I would feel more isolated without the regular conversations as I don't get out much apart from going to the post box to return my talking books to you."

All our social groups and peer support sessions had to move online or be conducted over the phone during the year to March 2021. We focussed on developing new training resources to help visually impaired people access Zoom and other online platforms, and training volunteers in how to facilitate online conversations. One of our clients, Paul, told us "During lockdown every day is the same so having the social group to look forward to and give the day a bit of shape is very important." And Alan, who has had to shield for a whole twelve months told us "Socials were greatly needed and I was pleased to see the charity understood our needs. It certainly made me feel so much less isolated and I always look forward to seeing my friends on a Friday."

In June and July 2020, we provided a lot of support to help people get out safely, providing information and support around adapted public transport and shopping trips, including sending out free lanyards to help people with social distancing difficulties – a measure which had significant take-up and received very positive feedback from the visually-impaired community.

In late Autumn, concerned about the health impact of such a long period indoors for many clients, we commissioned a local fitness instructor to produce a set of audio-described exercise classes targeted at older people unable to leave their homes. As well as being accessible through our website, we have made these classes available to clients on USB sticks (for people without access to the internet). The sessions have been so successful that they have been distributed to wider groups across the region by other agencies such as Age UK and Extend Fitness, who run sessions for people with a wide range of disabilities.

With many people shielding or delaying seeking help during the pandemic, new client numbers were significantly reduced this year, with 324 new clients approaching us or being referred for support. However, the number of advice or support sessions delivered over the year increased by 75% to just over 4,200. This is a reflection of the popularity of our telephone services, and that our existing clients felt confident in calling us for help. The closure of many other face-to-face groups and organisations increased demand for our services. We were able to meet this increased demand because of the reduced travel for our services team, instead conducting telephone conversations for anyone who didn't require a face-to-face appointment.

As the country moves towards opening up again, our focus in the first quarter of 2021 has been on developing ways for people with sight loss to engage more in the community. In February and March we trained a group of Ramblers' walks leaders to ensure that local walking groups are accessible and welcoming for the visually impaired community. We are also developing new sporting opportunities across the West of England to encourage people to get active again as restrictions ease.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2021

Specific progress against the key objectives we set ourselves for 20-21 is summarised below:

- *Continue to explore opportunities for growth of services through new partnerships and innovative working.*

As outlined above, opportunities for growth of services have been driven mainly by needs identified by clients during lockdown – including the need for more accessible audio exercise sessions, the need for emotional support through befriending, and the need for courses to be delivered online. We conducted a phone and online survey of clients' needs in mid-2020, providing us with an insight into what was working well and what additional services might be needed.

In the Autumn, in response to the concern that many people were being excluded from services and support as more things moved online, we developed a new technology course, 'Tablets aren't Just for Swallowing', designed for people who may have never picked up a tablet or smartphone before, taking them through the basics of using these devices as a visually impaired person.

In late 2020 we launched a new online 'Moving Forward with Sight Loss' course, to help local people who are newly diagnosed with sight loss development, with the aim of both providing people with practical information and support, but also developing peer support groups. The first two of these courses have been very successful and have developed into informal social support groups for the participants after the end of the course. Roger and Jane sent us an email after the course, telling us "Thank you for the Moving Forward course covering so much information and useful tips for sight impaired people. Each week it was a very relaxed meeting over Zoom with all participants encouraged to ask questions. The structure of the course was such that many topics were covered, which whilst not directly relevant now, would prove useful in the future. The overall outcome of the course was very positive."

Our new partnership with the University of West England (UWE) saw the opening of a new Low Vision service in north Bristol in November, where people can see a clinician for a low vision assessment, working alongside one of our Sight Loss Advisors to provide wrap-around support. This is an exciting new service, particularly given the significant waiting times for NHS Low Vision Assessments in the region.

Our relationship with Bristol Sight Loss Council remains strong, and we continue to meet regularly to monitor external developments and key issues for people with sight loss.

- *Further build our team of volunteers and volunteer-led services across the region, with a particular focus on providing volunteering opportunities for people with sight loss.*

Despite the lockdown, we have made significant progress over the past year in building our volunteer team, mainly due to the success of the telephone befriending service set up to help isolated older people during the pandemic. 68 volunteers have provided regular support over the past year, an increase from 25 in the previous year. 36% of our current volunteers are visually impaired themselves. One of our volunteers shared with us how rewarding they found volunteering; "It makes me feel really valued. If I can help one person, it's worth it." We are incredibly grateful to all those who have joined the team and provided invaluable support over the year.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2021

- *Develop and roll-out new brand for delivery of services and fundraising activities in Bristol, Bath and South Gloucestershire.*

Following a consultation process with a representative group of service users, the Board settled on the new name of Sight Support West of England and a smooth transition to the new operating name took place on in early September. The full legal name change with the Charity Commission followed in mid-October. The change of name has been widely welcomed by the visually impaired community and by our partners, and we are confident that the name will help us to grow brand recognition and fundraising as the charity matures.

- *Formalisation of our merger with Wiltshire Sight, following successful two-year trial delivering services in Wiltshire on behalf of Wiltshire Sight.*

Sight Support continues to run operations in Wiltshire on behalf of Wiltshire Sight. After exploring a range of potential options for a more formal partnership between Sight Support and Wiltshire Sight, the Board decided to move to a group structure, with Sight Support West of England becoming the sole member of Wiltshire Sight, which remains an independent charity with its own Charity Commission registration. This change took place on 1st April 2021. Wiltshire Sight retains its own Board of Trustees, and this Board is also represented on the Sight Support Board by a cross-over of trustees.

- *Build our individual giving fundraising, and explore the potential of opening retail outlets to support our fundraising and services.*

Our fundraising focus remains on building a solid funding base for the future, as our dependence on time-limited start-up grants diminishes.

Our response to the coronavirus pandemic has been supported by many funders who have changed their focus to pandemic-response. Our fundraisers have responded with as much enthusiasm and flexibility as our Services team in searching for new funders and reviewing targets and objectives with existing partners to ensure ongoing support.

There have been impacts on other income streams, seen across the charity sector. Community fundraising and events were cancelled throughout the last year, and while some activity has continued online, virtual events have less opportunity to make fundraising asks, and so raise significantly less. The continuing 'work from home' guidance and social distancing within workplaces has reduced corporate donations. And many individuals have given less due to concern about the future or reduced incomes due to furlough. This fundraising climate has increased competition for trusts and foundations, and we do expect this challenge to continue into the next financial year.

Despite the difficult climate, our fundraising team have done well this year, meeting targets and growing our profile as a local charity and recruiting new supporters. Although there is still much to be done, and the fundraising climate has become more difficult, the Board are comfortable that we are on track with our funding strategy and that our plans remain achievable. We are grateful for the continued support of the Thomas Pocklington Trust whilst we continue to build our supporter base.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2021

Plans for opening a retail outlet to raise income for the charity are moving forward, and we hope to see our first store open towards the end of 2021, alongside an online retail outlet. These plans have been welcomed by volunteers and donors, and we are confident that the store will be well supported when it can open.

- *Demonstrate the outcomes and impact of our work for people living with sight loss.*

We continue to focus on ensuring our monitoring and evaluation procedures are fit-for-purpose and are able to demonstrate the quality and impact of our services. Following the introduction of our Sight Loss Assessment evaluation framework last year, in June 2020 we were able to produce our first Impact Report showing progress of our service users against key outcomes – this will now become an annual process which we hope will give a very clear picture of the impact our services are having and how they progress over the years.

Some highlights from the last 12 months show 83% of people who received support from one of our Sight Loss Advisors reported an increase in confidence, and 90% of people reported that they felt more able to manage day-to-day life. In satisfaction ratings, 100% of clients who completed a review rated the service they had received from us as 'Good' or higher, with 77% rating it 'Excellent'. One client, Hazel wrote "What would we do without Sight Support? Especially through the pandemic. Sight Support has kept the local VI community going!"

Plans for the future

At the time of writing, we are still living with Government restrictions due to the ongoing pandemic, so it is hard to predict detailed plans for the coming year with any degree of certainty. However, we are confident that we will be opening up services in the community once more, and we know that there are a significant number of people who will need significant support and confidence building to leave the house and re-engage in the community. This will be a key priority over the summer of 2021. Other development priorities for the charity identified in our operational plan include:

- Transition of services back to office and community hub working as soon as safe to do so, with full Covid-safe procedures in place;
- Develop new opportunities to increase social connections for people living with sight loss, including peer support, volunteering, social groups and befriending;
- Develop an accessible Knowledge Hub of resources for clients, including an increased focus on health advice and fitness;
- Develop a retail offering, including opening at least one charity shop which can also act as a client support hub, enabling more clients to access support within easy travelling distance of their home;
- Develop an Advisory Board of visually impaired people to inform strategy and planning of services and increase client engagement; and
- Further build our team of volunteers and volunteer-led services across the region, with a particular focus on providing volunteering opportunities for people with sight loss.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2021

Financial review

Income for the year was slightly above budget. We did lose income due to the cancellation of community events, not being able to fundraise with our corporate partners, and individuals giving less. However, the fundraising team were able to replace lost income thanks to grant funders and charitable trusts launching covid-19 relief grants. We are grateful to these funders for responding to the situation so promptly, and recognising the work we were doing throughout the year to continue to support people. Expenditure was slightly below budget mainly due to reduced travel around the region, and as a result we finished the year with a surplus of £54,064. The surplus will be used to strengthen our reserves, in line with the Board's aim to ensure the new charity has a sustainable platform from which to build.

Charitable funders and supporters

Sight Support West of England wishes to thank our two principal funders, the Thomas Pocklington Trust and Wiltshire Sight for their continued support over the last year.

We would also like to thank the following funders and supporters for their generous support during the year:

Associated Optical	Masonic Charitable Foundation
Bradley Stoke Town Council	National Lottery
The Co-op Local Community Fund	Quartet Community Foundation
Dixie Rose Findlay Trust	Radstock Town Council
Douglas Arter Foundation	The Sobell Foundation
Emersons Green Town Council	Sodbury Town Council
The Grace Trust	St. Monica Trust
Honourable Company of Gloucestershire	Thornbury Town Council
Independent Age	WeSport / Sport England
Keynsham Town Council	The Worshipful Company of Grocers
The Lynn Foundation	Yate Town Council
South Gloucestershire Council MAF	

Reserves policy

Sight Support West of England aims to maintain a level of free financial reserves that will enable the charity to meet future commitments and unforeseen expenses without a negative impact on our ability to deliver core services or develop the business in the manner planned.

As a relatively new organisation, receiving approximately 60% of our income from time-limited start-up grants, Sight Support is particularly vulnerable to sudden drops in funding. Whilst we are working to reduce our reliance on current core start-up funding contracts, the Board acknowledges that fundraising takes time to build, and has therefore set a reserves policy that helps to mitigate our risk exposure.

In consideration of the above, the Board of Trustees has concluded that the Charity should keep available as free reserves an amount that would cover the equivalent of three months operating cost, plus an additional amount to cover our potential fundraising deficit for the next year. In doing so, the Board aims to ensure that the Charity is able to continue to provide our core services.

The agreed target level of free reserves has therefore been set at £130,000, which the Board believes would provide them with the safeguards needed to be able to guarantee continuity of services for a period of at least twelve months regardless of funding uncertainty.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2021

The trustees have also set aside the amount of £28,000 as a Designated Fund to cover the TUPE redundancy liability for staff delivering the South Gloucestershire Rehabilitation Service.

The trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- to fund working capital;
- to fund unexpected but necessary expenditure; and
- to fund shortfalls in income, when income does not reach expected levels.

As at 31st March 2021 our free reserves are £120,924, which is getting close to the desired level set by the trustees as outlined above.

The Board also commit to holding sufficient restricted reserves to cover the cost of our contractual commitments, as agreed with each contracting agency.

Structure, governance and management

The charity was registered as a Charitable Incorporated Organisation with the Charities Commission in England & Wales and Companies House on the 15 May 2018. The original name of the charity was Vision South West, and it is governed by its Constitution.

The charity passed a special resolution on 29 March 2019 changing its name to Vision West of England. A further resolution was passed on 25 September 2020 to change the name to Sight Support West of England.

Sight Support West of England's Board of Trustees is currently made up of 8 people, with a range of backgrounds, skills and professions, and we aim to expand and strengthen the Board over the coming year, with a particular focus on increasing the number of visually impaired Board members.

The charity is staffed by a small team of dedicated staff, headed up by the Chief Executive, supported by the Head of Services. Staff are based at either our Bristol or Devizes offices, or work remotely providing services across our geographic area of remit. Staff pay and benefits are reviewed annually by the Trustees at their September meeting.

In February 2021, the Board conducted an annual self-audit exercise, working through the Charity Commission and NCVO finance and governance checklists, to identify areas of concern and to ensure our policies, procedures and systems were fit for purpose and of a high standard.

Risk management and delegation

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error. During the year the trustees have considered the major risks and systems have been put in place to mitigate their impact. The risk analysis is discussed at every Board meeting, and a full review takes place annually.

The charity has a Schedule of Delegation in place which defines which decisions are taken by the Board of Trustees and which are delegated to staff. The Schedule looks specifically at areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves.

Sight Support West of England

Report of the trustees

For the year ended 31 March 2021

Public benefit

The board of trustees have given due consideration to Charity Commission published guidance on the operation of the public benefit requirement and confirm that these requirements are met by the charity.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees 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 corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity have no liability to contribute to the assets and no personal responsibility for settling its debts and liabilities in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 30 July 2021 and signed on their behalf by



Nick Grinham - Chair of Trustees

Independent examiner's report

To the trustees of

Sight Support West of England

I report to the trustees on my examination of the accounts of Sight Support West of England (the CIO) for the year ended 31 March 2021, which are set out on pages 13 to 27.

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 carried out under section 145 of the 2011 Act and 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 member 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 member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

Godfrey Wilson Limited also provides bookkeeping services to the CIO. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2016, which I have applied with respect to this engagement.

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 CIO as required by section 130 of the Act; or
- (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.

Rob Wilson

Date: 3 August 2021

Rob Wilson FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Sight Support West of England

Statement of financial activities

For the year ended 31 March 2021

	Note	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Income from:					
Donations and legacies	3	-	31,650	31,650	13,380
Charitable activities	4	166,066	326,410	492,476	402,225
Other trading activities		-	855	855	5,054
Total income		<u>166,066</u>	<u>358,915</u>	<u>524,981</u>	<u>420,659</u>
Expenditure on:					
Raising funds		-	81,585	81,585	47,427
Charitable activities		<u>166,066</u>	<u>223,266</u>	<u>389,332</u>	<u>342,537</u>
Total expenditure	6	<u>166,066</u>	<u>304,851</u>	<u>470,917</u>	<u>389,964</u>
Net income and net movement in funds	7	-	54,064	54,064	30,695
Reconciliation of funds:					
Total funds brought forward		<u>7,000</u>	<u>94,860</u>	<u>101,860</u>	<u>71,165</u>
Total funds carried forward		<u><u>7,000</u></u>	<u><u>148,924</u></u>	<u><u>155,924</u></u>	<u><u>101,860</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 15 to the accounts.

Sight Support West of England

Balance sheet

As at 31 March 2021

	Note	£	2021 £	2020 £
Fixed assets				
Tangible assets	10		1,472	2,548
Current assets				
Stock	11	2,318		-
Debtors	12	116,237		26,976
Cash at bank and in hand		58,095		85,877
		176,650		112,853
Liabilities				
Creditors: amounts falling due within 1 year	13	(22,198)		(13,541)
Net current assets			154,452	99,312
Net assets	14		155,924	101,860
Funds	15			
Restricted funds			7,000	7,000
Unrestricted funds				
Designated funds			28,000	28,000
General funds			120,924	66,860
Total charity funds			155,924	101,860

Approved by the trustees on 30 July 2021 and signed on their behalf by



Nick Grinham - Chair of Trustees

Sight Support West of England

Statement of cash flows

For the year ended 31 March 2021

	2021 £	2020 £
Net movement in funds	54,064	30,695
Adjustments for:		
Depreciation charges	1,076	680
Decrease / (increase) in stock	(2,318)	-
Decrease / (increase) in debtors	(89,261)	(21,112)
Increase / (decrease) in creditors	8,657	(5,303)
Net cash provided by / (used in) operating activities	<u>(27,782)</u>	<u>4,960</u>
Cash flows from investing activities:		
Purchase of tangible fixed assets	<u>-</u>	<u>(3,228)</u>
Net cash provided by / (used in) investing activities	<u>-</u>	<u>(3,228)</u>
Increase / (decrease) in cash and cash equivalents in the year	(27,782)	1,732
Cash and cash equivalents at the beginning of the year	<u>85,877</u>	<u>84,145</u>
Cash and cash equivalents at the end of the year	<u>58,095</u>	<u>85,877</u>

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

- -

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Sight Support West of England meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. However, the COVID-19 pandemic is likely to have a profound impact on the global economy, and may in turn affect the charity's fundraising efforts in the future. The trustees have considered the impact of this issue on the charity's current and future financial position. The charity holds unrestricted, general reserves of £120,924, and has secure grant agreements in place with our key funders for the next 12 months, with assurances that funding will not be materially affected for the 12 months after that. For this reason the trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of provision of a specified service is deferred until criteria for income recognition are met.

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis:

	2021	2020
Raising funds	14.2%	13.2%
Charitable activities	85.8%	86.8%

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer equipment	3 years straight line
--------------------	-----------------------

Items of equipment are capitalised where the purchase price exceeds £500.

j) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

k) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

l) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

n) Financial instruments

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 recognised at amortised cost using the effective interest method.

o) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

p) Accounting estimates and key judgements

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1i to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2020 Total £
Income from:			
Donations and legacies	-	13,380	13,380
Charitable activities	142,664	259,561	402,225
Other trading activities	-	5,054	5,054
Total income	142,664	277,995	420,659
Expenditure on:			
Raising funds	-	47,427	47,427
Charitable activities	135,664	206,873	342,537
Total expenditure	135,664	254,300	389,964
Net income and net movement in funds	7,000	23,695	30,695

3. Income from donations and legacies

	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Donations	-	5,148	5,148	4,037
Gifts in kind	-	11,755	11,755	9,343
Coronavirus Job Retention Scheme	-	14,747	14,747	-
Total	-	31,650	31,650	13,380

Gifts in kind comprise the provision of office space. All income from donations and legacies in the prior period was unrestricted.

4. Income from charitable activities

	Restricted £	Unrestricted £	2021 Total £
Events and community	-	332	332
Resource sales	-	3,674	3,674
Grants	166,066	212,704	378,770
Statutory	-	109,700	109,700
Total income from charitable activities	166,066	326,410	492,476

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

4. Income from charitable activities - prior period comparative

	Restricted £	Unrestricted £	2020 Total £
Events and community	-	2,513	2,513
Resource sales	-	2,298	2,298
Grants	138,164	200,000	338,164
Statutory	-	54,750	54,750
Corporate	4,500	-	4,500
Total income from charitable activities	142,664	259,561	402,225

5. Government grants

The charitable company receives government grants, defined as funding from South Gloucestershire Council and from the Coronavirus Job Retention Scheme to fund charitable activities. The total value of such grants in the period ending 31 March 2021 was £126,348 (2020: £54,750). There are no unfulfilled conditions or contingencies attaching to these grants in 2020-21.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

6. Total expenditure	2021				2020			
	Raising funds £	Charitable activities £	Support and governance costs £	2021 Total £	Raising funds £	Charitable activities £	Support and governance costs £	2020 Total £
Staff costs (note 8)	47,519	286,357	37,082	370,958	34,210	225,927	36,889	297,026
Other staff costs	-	-	889	889	-	-	4,047	4,047
Direct project costs	-	17,930	-	17,930	-	34,686	-	34,686
Fundraising	20,922	-	-	20,922	812	-	-	812
Bank charges	-	-	133	133	-	-	118	118
Printing, postage and stationery	-	5,835	-	5,835	-	-	2,120	2,120
Insurance	-	-	987	987	-	-	1,748	1,748
Premises costs	-	-	29,546	29,546	-	-	26,145	26,145
Communications	-	-	2,751	2,751	-	-	3,651	3,651
Meeting and travel costs	-	-	-	-	-	-	358	358
Accountancy	-	-	7,059	7,059	-	-	7,577	7,577
Legal fees	-	-	3,150	3,150	-	-	850	850
Depreciation	-	-	1,076	1,076	-	-	680	680
IT and support costs	-	-	7,849	7,849	-	-	9,046	9,046
Subscriptions	-	-	1,260	1,260	-	-	714	714
Miscellaneous costs	-	-	572	572	-	-	386	386
Sub-total	68,441	310,122	92,354	470,917	35,022	260,613	94,329	389,964
Allocation of support costs	13,144	79,210	(92,354)	-	12,405	81,924	(94,329)	-
Total expenditure	81,585	389,332	-	470,917	47,427	342,537	-	389,964

Total governance costs were £5,070 (2020 - £2,710)

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

7. Net movement in funds

This is stated after charging:

	2021	2020
	£	£
Depreciation	1,076	680
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	Nil
Independent examiners' remuneration:		
▪ Independent examination (including VAT)	1,920	1,860
▪ Other services	5,139	5,016
	<u>5,139</u>	<u>5,016</u>

8. Staff costs and numbers

Staff costs were as follows:

	2021	2020
	£	£
Salaries and wages	328,438	262,826
Social security costs	24,186	19,997
Pension costs	18,334	14,203
	<u>370,958</u>	<u>297,026</u>

No employee earned more than £60,000 during the year.

The key management personnel of the charity comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £65,346 (2020 - £60,934).

	2021	2020
	No.	No.
Average head count	<u>14.25</u>	<u>12.00</u>

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

10. Tangible fixed assets

	Total £
Cost	
At 1 April 2020	3,228
Additions in year	<u>-</u>
At 31 March 2021	<u>3,228</u>
Depreciation	
At 1 April 2020	680
Charge for the year	<u>1,076</u>
At 31 March 2021	<u>1,756</u>
Net book value At 31 March 2021	<u><u>1,472</u></u>
At 31 March 2020	<u><u>2,548</u></u>

11. Stock

	2021 £	2020 £
Finished goods	<u>2,318</u>	<u>-</u>
	<u><u>2,318</u></u>	<u><u>-</u></u>

12. Debtors

	2021 £	2020 £
Trade debtors	1,020	1,900
Prepayments and accrued income	1,568	-
Intercharity loan (Wiltshire Blind Association)	<u>113,649</u>	<u>25,076</u>
	<u><u>116,237</u></u>	<u><u>26,976</u></u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

13. Creditors : amounts due within 1 year

	2021 £	2020 £
Trade creditors	8,799	2,484
Accruals	5,583	1,860
Other taxation and social security	7,816	7,147
Other creditors	-	2,050
	<u>22,198</u>	<u>13,541</u>

14. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	1,472	1,472
Current assets	7,000	28,000	141,650	176,650
Current liabilities	-	-	(22,198)	(22,198)
Net assets at 31 March 2021	<u>7,000</u>	<u>28,000</u>	<u>120,924</u>	<u>155,924</u>
Prior year comparative				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	2,548	2,548
Current assets	7,000	28,000	77,853	112,853
Current liabilities	-	-	(13,541)	(13,541)
Net assets at 31 March 2020	<u>7,000</u>	<u>28,000</u>	<u>66,860</u>	<u>101,860</u>

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

15. Movements in funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2021 £
Restricted funds					
Independent Age	-	11,500	(11,500)	-	-
Quartet Community Foundation	-	4,275	(4,275)	-	-
Sobell Foundation	7,000	7,000	(7,000)	-	7,000
South Gloucestershire Council	-	1,900	(1,900)	-	-
St Monica Trust	-	1,125	(1,125)	-	-
The Grocers' Charity	-	4,562	(4,562)	-	-
The National Lottery	-	10,000	(10,000)	-	-
WeSport	-	2,885	(2,885)	-	-
Wiltshire Blind Association	-	120,369	(120,369)	-	-
Smaller grants under £1,000	-	2,450	(2,450)	-	-
Total restricted funds	<u>7,000</u>	<u>166,066</u>	<u>(166,066)</u>	<u>-</u>	<u>7,000</u>
Unrestricted funds					
Designated funds	28,000	-	-	-	28,000
General funds	<u>66,860</u>	<u>358,915</u>	<u>(304,851)</u>	<u>-</u>	<u>120,924</u>
Total unrestricted funds	<u>94,860</u>	<u>358,915</u>	<u>(304,851)</u>	<u>-</u>	<u>148,924</u>
Total funds	<u>101,860</u>	<u>524,981</u>	<u>(470,917)</u>	<u>-</u>	<u>155,924</u>

Purposes of restricted funds

Independent Age

To deliver community sight loss services and help to reduce isolation in older people.

Quartet Community Foundation

To deliver community sight loss advice services in South Gloucestershire.

Sobell Foundation

To deliver community sight loss advice services in Bristol.

South Gloucestershire Council

To deliver community sight loss services in South Gloucestershire.

St Monica Trust

To develop and distribute audio-described exercise classes for older people in Bristol and South Gloucestershire.

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

15. Movements in funds (continued)

Purposes of restricted funds (continued)

The Grocers' Charity

To cover the costs of a Community Sight Loss Advisor.

The National Lottery

To deliver community sight loss services in Bristol

WeSport

To develop audio-described exercise classes and walking groups for people with sight loss in Bristol, Bath and South Glos

Wiltshire Blind Association

To provide information, advice and support to blind and partially sighted people in Wiltshire and Swindon.

Purposes of designated funds

To cover the TUPE redundancy liability for staff delivering the South Gloucestershire Rehabilitation Service.

Prior year comparative

	At 1 April 2019 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2020 £
Restricted funds					
Quartet Community Foundation	-	2,000	(2,000)	-	-
Sobell Foundation	-	7,000	-	-	7,000
The Boshier Hinton Foundation	-	2,000	(2,000)	-	-
Wiltshire Blind Association	-	131,664	(131,664)	-	-
Total restricted funds	-	142,664	(135,664)	-	7,000
Unrestricted funds					
Designated funds	-	-	-	28,000	28,000
General funds	71,165	277,995	(254,300)	(28,000)	66,860
Total unrestricted funds	71,165	277,995	(254,300)	-	94,860
Total funds	71,165	420,659	(389,964)	-	101,860

Sight Support West of England

Notes to the financial statements

For the year ended 31 March 2021

16. Related party transactions and post balance sheet events

Nick Grinham and Carl Hall, trustees of Sight Support West of England (SSWE), are also trustees of Wiltshire Blind Association (WBA). During the year ended 31 March 2021, WBA collected monies on behalf of SSWE and granted £120,369 (2020 - £131,664) for the purposes described in note 15. At 31 March 2021, SSWE was owed £113,649 by WBA (2020: £25,076).

From 1 April 2021 the relationship between the entities will be formalised with SSWE becoming the sole member of WBA and therefore SSWE will be producing consolidated accounts for the year ending 31 March 2022. However, WBA will remain an independent charity with its own Board of Trustees and its own set of accounts.

Rob Wilson FCA
Godfrey Wilson Limited
Chartered Accountants & Statutory Auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

30 July 2021

Dear Rob

Letter of Representations on the Financial Statements for the Year Ended 31 March 2021

We confirm that the following representations are made on the basis of enquiries of the trustees, management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the following representations to you:

1. We have fulfilled our responsibilities as trustees, as set out in the terms of your engagement letter dated 21 July 2021, under the Charities Act 2011 for preparing financial statements, in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

We confirm that in our opinion the financial statements give a true and fair view and in particular that where any additional information must be disclosed in order to give a true and fair view that information has in fact been disclosed. We confirm that the selection and application of the accounting policies used in the preparation of the financial statements are appropriate, and we approve these accounts for the year ended 31 March 2021.

2. We confirm that all accounting records have been made available to you for the purpose of your examination, in accordance with your terms of engagement, and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management, trustees' and members' meetings, have been made available to you. We have given you unrestricted access to persons within the charity in order to obtain evidence and have provided any additional information that you have requested for the purposes of your examination.
3. We confirm the charity has satisfactory title to all assets and there are no liens or encumbrances on the assets, except for those disclosed in the financial statements.
4. We confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We confirm that we have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.
5. We confirm that the charity has no liabilities or contingent liabilities other than those disclosed in the financial statements.

6. We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the applicable financial reporting framework.
7. We confirm that there have been no events since the balance sheet date which require disclosing or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
8. We confirm that we are aware that a related party of the charity is a person or organisation which either (directly or indirectly) controls, has joint control of, or significantly influences the charity or vice versa and as a result will include: trustees, other key management, close family and other business interests of the previous. We confirm that all related party relationships and transactions have been accounted for and disclosed in accordance with the applicable financial reporting framework.
9. We confirm that the charity neither had, at any time during the year, any arrangement, transaction or agreement to provide credit facilities (including advances and credits granted by the charity) for trustees, nor provided guarantees of any kind on behalf of the trustees except as disclosed in the financial statements.
10. We confirm that the charity has not contracted for any capital expenditure other than as disclosed in the financial statements.
11. We confirm that the charity has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
12. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the charity conducts its activities and which are central to the charity's ability to conduct its activities, except as explained to you and as disclosed in the financial statements.
13. We acknowledge our responsibility for the design, implementation and maintenance of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our risk assessment of the risk of fraud in the organisation.
14. We confirm that there have been no actual or suspected instances of fraud involving trustees, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by trustees, former trustees, employees, former employees, regulators or others.
15. We confirm that, in our opinion, the charity's financial statements should be prepared on the going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. In reaching this conclusion, we have taken into account all relevant matters of which we are aware, and have considered a period of at least one year from the date on which the financial statements will be approved.
16. We confirm that in our opinion the effects of uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole.
17. We confirm that we are not aware of any matters of material significance that should be reported to regulators. We confirm that all correspondence with the Charity Commission has been made available to you.

18. We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purposes, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Nick Grinham'.

Nick Grinham – Chair

For and on behalf of the trustees of Sight Support West of England