

REGISTERED CHARITY NUMBER: 1183942 (England and Wales)

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
BOOKS BEYOND WORDS**

Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

BOOKS BEYOND WORDS

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BOOKS BEYOND WORDS

REPORT OF THE TRUSTEES for the year ended 31 March 2023

The trustees present their report with the financial statements of the charitable incorporated organisation for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) (effective 1 January 2019).

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation as defined by the Charities Act 2011.

Registered Charity number

1183942 (England and Wales)

Registered office

Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

Trustees

Prof Sheila the Baroness Hollins
K Beg
Prof I Tuffrey-Wijne PhD, RN
L Bartoszek
N Tetruyeva
T Steed
P M Felix
J G Kelly
Mrs J S Leppard
Prof K A Runswick-Cole
K Seligman

- appointed 01 August 2022

Independent Examiner

Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

BOOKS BEYOND WORDS

REPORT OF THE TRUSTEES for the year ended 31 March 2023

BACKGROUND

Books Beyond Words, working name "Beyond Words", is the UK's charity for visual literacy and emotional wellbeing. Being able to 'read' the images we see is how we know a green light means go, a smile means someone is happy to see us, or that a piece of art is telling a story. This is the core of visual literacy- the ability to make meaning from the pictures in front of us.

Our picture storytelling began over 30 years ago when our Founder and Chair, Professor the Baroness Hollins began working with people with learning disabilities at St George's Hospital medical school in London to co-create picture stories and resources that would help them understand and navigate the world around them.

We realised that it is not just people with learning disabilities who can benefit from the power of pictures. Nurturing visual literacy- our ability to read meaning in images- can unlock everyone's ability to connect with their feelings and improve their mental health and wellbeing. When we build our mental wealth and resilience, we all thrive.

OBJECTIVES AND ACTIVITIES

The objects of the CIO are as follows:

1. For the public benefit to advance the education and social inclusion of people of any age with intellectual/communication disabilities and autism in the UK and elsewhere by providing and assisting in the provision of skills and pictorial resources, and the development of their individual capabilities, competencies, skills and understanding in subjects of educational, and/or recreational or occupational value.
2. To advance the education of the public in general (and particularly amongst health, care, faith and education professionals) about intellectual and communication disability, mental health and autism and to promote research for the public benefit in all aspects of these subjects and to publish the useful results.
3. To assist in such ways as the charity trustees think fit, any charity in the UK and elsewhere whose aims include advancing education, health and wellbeing, and/or reducing poverty or social exclusion of persons of any age with intellectual/communication disabilities and autism by developing their mental, physical and moral capabilities through health, occupational, and leisure time activities.

The activities encompass the following:

1. Book Publishing

Beyond Words develops, publishes and distributes word free story books for people with learning disabilities and autism, people who prefer pictures to words or people who cannot read. These book resources give people the opportunity to better understand the complexities of modern life, to express their feelings and emotions, to share their experiences, to build friendships and inclusiveness, to raise their hopes and aspirations and to give them a voice in society.

All our books are co-developed, extensively trialled and promoted by people with learning disabilities, to ensure that the communication objectives are met and that the books genuinely engage and interest the readers.

Our story books are also made available in digital formats, including eBooks and in an App (BWStoryApp) featuring many short stories from each book.

2. Book Clubs

We run and support the development of Book Clubs, both face-to-face and virtually, as a way of helping people to learn about the various issues our books cover, make friends and have fun. We run the Book Clubs in partnership with host organisations and through volunteers, traditionally in a library or community centre setting.

3. Supporting Education and learning

We work in schools to train and mentor teachers and other staff to use our stories and images to support learning and communication.

BOOKS BEYOND WORDS

REPORT OF THE TRUSTEES for the year ended 31 March 2023

4. Mental health and emotional literacy

We publish books about mental health and difficult as well as ordinary everyday life experiences. We train mental health professionals, teachers and others to use our stories to encourage conversations about feelings and experiences. Our books are used in mainstream and specialist schools as well as in community venues, supporting both children and adults.

5. Training

We provide face to face training and e-learning for health, education and social care professionals who use our books with people with learning disabilities and others who benefit from visual methods of communication. We also provide training to libraries and community groups to set up book clubs.

ACHIEVEMENTS AND PERFORMANCE

1. Book Publishing

We launched five books in the year; Having a Baby, A Refugee's Story, Lucy Goes Riding, When the War Came and Max Goes for a Check-Up.

Having a Baby is a book about pregnancy that won the British Medical Association Award for Patient Information.

A Refugee's Story was our first book aimed at the refugee community and was about the war in Afghanistan. When the War Came is a short story to support Ukrainian refugees and was created without grant income, we produced versions with support resources in both Polish and Ukrainian

Max Goes for a Check-Up is to help children understand what might happen when they visit their doctor.

Lucy Goes Riding is about a young person who tries out horse riding for the first time.

During this financial year we also worked on a book about looking after a baby, a home safety book, and a new edition of Having a Vaccine.

Book and licence sales for this financial year were £58,417 compared with £71,933 in the preceding year. In line with our strategy, an increasing number of books are being provided to organisations free having been funded through grant income raised for that initiative.

2. Working in education.

Our Open Book project has focussed on supporting 40 schools to use our books and help children learn and develop emotional literacy. Work has taken place working alongside the education charity ImpactEd to develop an evaluation that we can use to understand the impact of our work in schools.

3. Fundraising

Fundraising was focussed on our strategic priorities: working in schools, community Book Clubs and creating new books. In this financial year we have had moderate success in fundraising to achieve our priorities and Beyond Words has been chosen as a BBC Lifeline charity which will take place in the next financial year. We are grateful to the following charities, organisations and individuals that have made grants to Beyond Words to support our work:

Porticus
Cadent Foundation
Dr Valerie Sinason
Winston Churchill Memorial Trust
Rotary Club
Hertfordshire Partnership University NHS Foundation Trust
Eveson Trust
L&Q Foundation
City Bridge Trust
King Henry VIII Trust
The Big Paddle- organised by Gary Coulton.
Three individual donors who have each given more than £100.

Grants totalled £184,610, Donations and legacies totalled £9,142.

BOOKS BEYOND WORDS

REPORT OF THE TRUSTEES for the year ended 31 March 2023

4. Book Clubs

Through five grants focussed on developing Book Clubs we have been able to significantly increase the number of Book Clubs, provide free books to groups and provide training and support. The areas we are developing Book Clubs in currently are Birmingham, Kent, London, Surrey and Warwickshire with 20 new Book Clubs starting in this financial year.

5. Training and events

We have run open days and training sessions in our Book Club areas to support the development of Book Clubs. This year we also developed a Book Club training partnership with City Lit and will be running ongoing training sessions for those wanting to start Book Clubs.

Training has been provided to schools as part of the Open Book project. We have provided additional training to therapists working in schools as part of Place2Be's work.

We have delivered training to NHS mental health units to use the books therapeutically with patients with learning disabilities.

We continue to be a partner in The Mental Wealth Festival with City Lit, National Gallery, Royal Opera House and others. We ran three successful events as part of the festival.

We held launch events for our books at City Lit and the House of Lords.

IMPACT

People with learning disabilities experience significant health inequalities in the UK. The 2021 LeDeR annual report said that 49 percent of the deaths of people with a learning disability were avoidable which compares to 22% for the general population.

During the Covid 19 pandemic the death rate for people aged 18 to 34 with learning disabilities was 30 times higher than the rate in the same age group without disabilities. 6 out of 10 people with learning disabilities die before age 65, compared to 1 out of 10 for people from the general population.

Beyond Words books help develop health and emotional literacy in people with learning disabilities, their families and health and social care workers. Our books cover a significant number of physical and mental health conditions that people with learning disabilities experience.

Research has found that health literacy is reflected in the Beyond Words approach which is based on a strong relationship between supporter and reader, the picture book as a shared means of communicating about a focused topic, and the ability of the reader to develop understanding over time through repeated use/exposure to the book/s. Research into the use of Beyond Words books in clinical consultations found that minimising the cognitive load by using wordless pictorial narrative reduces anxiety, and empowers the patient. Clinicians using the resources describe positive clinical outcomes.

In the last 2 years Beyond Words has won the BMA patient information award for Having a Baby, our book on supporting expectant parents with learning disabilities and a National Learning Disability Award for the books and resources we developed for Covid 19.

Other key achievements have been:

a) Supporting the Local Authority in Cornwall and the NHS Trust in Hertfordshire to supply all their staff with our story and picture app so that they can be used in a range of health and social care interventions.

b) Working with Hertfordshire University, Hertfordshire Partnership NHS Trust to evaluate the impact of a co-designed, visually accessible booklet about the Coronavirus vaccine for people with learning disabilities. The research sought to establish whether enhanced understanding and communication had an impact on vaccine uptake. The outcome overwhelmingly pointed to the positive value and impact of the booklet. In Hertfordshire, the number of people with learning disabilities getting vaccinated exceeded national average uptake.

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REPORT OF THE TRUSTEES for the year ended 31 March 2023

We have worked directly with approximately 2,100 people; this includes children in schools and people who attend our Book Clubs and take part in developing our books.

The number of people we have reached has been estimated at 13,000 including people who buy and use our books, events, training and our newsletter. Our social media reach over 12 months on Twitter was 171,600 and on Facebook 19,169. All of our social media channels have continued to grow.

FINANCIAL REVIEW

a) Going Concern

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

b) Reserve Policy

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately three to six months of unrestricted charitable expenditure. The trustees consider that this level will provide sufficient funds to allow for response times for grant applications and to ensure that support and governance costs are covered.

The balance held at 31st March as free reserves, excluding fixed assets, stands at £29,167 which represents approximately 3 months of unrestricted charitable expenditure. Although within our stated reserves policy this continues to be at the low end of our desired reserves as the recovery and growth anticipated in the current financial year was not realised in full. Fundraising efforts continue with vigour with good outcomes and the trustees consider an improvement in reserves will be achieved in the current financial year.

c) Principal funding

The principal funding source is grants for book publishing and projects, followed by book sales and donations.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a) Constitution

Books Beyond Words is a Charitable Incorporated Organisation (CIO) charity registration no. 1183942. Prior to the CIO's commencement on 18th June 2019 the organisation operated for a number of years as a Community Interest Company.

b) Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Constitution.

c) Organisational structure and decision-making policies

The business of the Charity is conducted by the Board of Trustees which has a legal responsibility for the organisation. Decisions are made collectively by the Board of Trustees which meets four times per annum.

The day-to-day management of the Charity is delegated to the Chief Executive Officer and through them, to the members of the staff team. The team works to deliver the agreed strategic plans, which are aligned to its core aims and objectives ensuring its current activities have maximum relevance, impact and are of benefit to the public.

d) Policies adopted for the induction and training of Trustees

The Board of Trustees constantly reviews the number of Trustees and the balance of necessary skills and experience, and recruits when required. Any new Trustees will have their responsibilities explained by the existing Trustees and other professional advisors as appropriate.

e) Trustees' Duties

The trustees have given due regard to the Charity Commission guidance on public benefit and the duties of the Trustees are outlined in the Constitution, as follows:

1) to exercise his or her powers and to perform his or her functions in his or her capacity as a trustee of the Charity he or she decides in good faith would be most likely to further the purposes of the Charity

BOOKS BEYOND WORDS

REPORT OF THE TRUSTEES for the year ended 31 March 2023

2) to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to: (i) any special knowledge or experience that he or she has or purports to have; and (ii) if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

f) Financial risk management

The Trustees are satisfied that there are adequate control systems in place to provide reasonable assurance against misstatement or loss. These include a strategic business plan reviewed by the Trustees quarterly and a review of a detailed Risk Register, covering Strategic, Financial, Organisational and Governance risks. On a monthly basis the Chief Executive Officer reviews performance against budget and financial reconciliations. Authority to spend is delegated within defined limits and segregation of duties where appropriate. Other external risks to which the Charity may be exposed are identified and discussed at Trustee meetings and additional Project Steering meetings and any appropriate actions implemented.

g) Safeguarding

The Charity's aim is to advance the education and social inclusion of people with learning disabilities of all ages. Through publishing, training and dissemination activities, staff members and occasionally Trustees may work face-to-face with people with learning disabilities. As such, the Charity has established safeguarding policies for working with both Adults and Children and these policies, which are reviewed and updated every two years, are included in the Handbooks for both Staff and Trustees. In addition, the Charity has obtained DBS certification for any individual who may need to work directly with people with learning disabilities.

FUTURE PLANS

1. More than Words- our strategy

Most important to us as a charity is that our stories have a positive impact on the people we serve. We know that for people to benefit from our books, they and/or the people supporting them need to know how to use them and understand how visual literacy connects with emotional literacy and wellbeing.

Our 5-year strategy sets out how we will achieve this by working in communities to set up Book Clubs in libraries, with community groups and in schools to enable people to learn, communicate, make connections and have fun. Our priorities have been to use our stories to improve mental health in children and adults and overcome loneliness and isolation.

The strategy will have a 2-year review in November 2023.

2. Sustaining the Charity

The strategy has meant that we have needed to work in different ways as an organisation and our work be more connected to communities. This has meant our small staff team has been stretched and had to adapt to changing needs and workloads. Our focus moving forward will be on creating and funding a stronger core to the charity. Seeking an office space, recruiting a permanent CEO and recruiting an office manager.

We are developing a membership offer to connect more closely with our communities and enable people, families and organisations to have direct access to our books and understand how they can benefit people with learning disabilities and others. We expect that this will bring an income that will enable us to facilitate regular training and events.

3. Book Club boxes

A National Lottery grant will enable us to support the development of book clubs all over England. This will become central to how we operate as a charity and we are currently creating the infrastructure we need to achieve this.

4. Communications

We will be reviewing our website and hope to update our branding and website over the coming 12 months to better suit the changing needs of the charity.

TRUSTEES' RESPONSIBILITIES STATEMENT

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

BOOKS BEYOND WORDS

REPORT OF THE TRUSTEES for the year ended 31 March 2023

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 of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- o select suitable accounting policies and then apply them consistently;
- o observe the methods and principles in the Charities SORP;
- o make judgements and estimates that are reasonable and prudent;
- o state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- o 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 6 November 2023 and signed on its behalf by:

Professor Sheila the Baroness Hollins
Chair

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BOOKS BEYOND WORDS

Independent examiner's report to the trustees of Books Beyond Words ('the Charity')

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 March 2023.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's 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.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of the 2011 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.

Gregg Olnier MPhil BA Hons ACA
Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

6 November 2023

BOOKS BEYOND WORDS

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 March 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		9,142	-	9,142	8,562
Charitable activities					
Grants received		-	184,610	184,610	159,488
Books and training		58,417	-	58,417	71,933
Investment income	2	<u>442</u>	<u>-</u>	<u>442</u>	<u>7</u>
Total		<u>68,001</u>	<u>184,610</u>	<u>252,611</u>	<u>239,990</u>
EXPENDITURE ON					
Charitable activities					
Books and training	3	13,106	19,810	32,916	139,451
Charitable projects		-	84,369	84,369	57,785
Office and admin costs		55,295	82,943	138,238	109,075
Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>3,751</u>
Total		<u>68,401</u>	<u>187,122</u>	<u>255,523</u>	<u>310,062</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	14	<u>(2,512)</u>	<u>2,512</u>	<u>-</u>	<u>-</u>
Net movement in funds		(2,912)	-	(2,912)	(70,072)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>32,687</u>	<u>-</u>	<u>32,687</u>	<u>102,759</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>29,775</u></u>	<u><u>-</u></u>	<u><u>29,775</u></u>	<u><u>32,687</u></u>

CONTINUING OPERATIONS

The statement of financial activities includes all gains and losses recognised during the year.

BOOKS BEYOND WORDS

STATEMENT OF FINANCIAL POSITION
31 March 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	8	608	-	608	1,771
CURRENT ASSETS					
Stocks	9	30,619	-	30,619	24,949
Debtors	10	11,525	-	11,525	14,550
Cash at bank and in hand		<u>3,059</u>	<u>139,954</u>	<u>143,013</u>	<u>197,636</u>
		45,202	139,954	185,157	237,135
CREDITORS					
Amounts falling due within one year	11	<u>(16,035)</u>	<u>(139,954)</u>	<u>(155,990)</u>	<u>(205,276)</u>
NET CURRENT ASSETS		<u>29,167</u>	<u>-</u>	<u>29,167</u>	<u>31,859</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		29,775	-	29,775	33,630
CREDITORS					
Amounts falling due after more than one year	12	<u>-</u>	<u>-</u>	<u>-</u>	<u>(943)</u>
NET ASSETS		<u><u>29,775</u></u>	<u><u>-</u></u>	<u><u>29,775</u></u>	<u><u>32,687</u></u>
FUNDS	14				
Unrestricted funds				<u>29,775</u>	<u>32,687</u>
TOTAL FUNDS				<u><u>29,775</u></u>	<u><u>32,687</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on 6 November 2023 and were signed on its behalf by:

Professor Sheila the Baroness Hollins

The notes form part of these financial statements

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BOOKS BEYOND WORDS

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on cost
Computer equipment	- 25% on cost

Stocks

Stock is recorded at the lower of its cost and net realisable value. Stock impairment is considered on an annual basis.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Restricted funds received consist of grants and donations provided to the charity for specific projects.

Pensions

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

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NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2023

1. ACCOUNTING POLICIES - continued

Financial instruments

Loans and borrowings are initially recognised at the transaction price including transaction costs. subsequently, they are measured at amortised cost using the effective interest rate method, less impairment. Debtors and creditors with no stated interest rate and receivable or payable on demand are recorded at transaction price. Any losses arising from impairment are recognised in the SoFA.

2. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>442</u>	<u>7</u>

3. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 4) £	Totals £
Books and training	32,916	-	32,916
Charitable projects	84,369	-	84,369
Office and admin costs	<u>26,298</u>	<u>111,940</u>	<u>138,238</u>
	<u>143,583</u>	<u>111,940</u>	<u>255,523</u>

4. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Office and admin costs	<u>103,665</u>	<u>2,274</u>	<u>6,001</u>	<u>111,940</u>

Support costs, included in the above, are as follows:

Governance costs

	2023 Office and admin costs £	2022 Total activities £
Independent examiners fees	1,900	1,750
Accountancy and bookkeeping	4,214	4,020
Legal fees	<u>(113)</u>	<u>236</u>
	<u>6,001</u>	<u>6,006</u>

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BOOKS BEYOND WORDS

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2023

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Independent examiners fees	1,900	1,750
Depreciation - owned assets	<u>1,163</u>	<u>1,279</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

Trustees' expenses paid for the year ended 31 March 2023 totalled £nil (2022 - £21,265) relating to zero trustees (2022 - three).

7. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	74,836	83,404
Social security costs	4,552	3,828
Other pension costs	<u>2,056</u>	<u>1,777</u>
	<u>81,444</u>	<u>89,009</u>

The average monthly number of employees during the year was as follows:

	2023	2022
Office and administration	<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

8. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2022 and 31 March 2023	<u>8,727</u>	<u>4,013</u>	<u>12,740</u>
DEPRECIATION			
At 1 April 2022	8,612	2,357	10,969
Charge for year	<u>58</u>	<u>1,105</u>	<u>1,163</u>
At 31 March 2023	<u>8,670</u>	<u>3,462</u>	<u>12,132</u>
NET BOOK VALUE			
At 31 March 2023	<u>57</u>	<u>551</u>	<u>608</u>
At 31 March 2022	<u>115</u>	<u>1,656</u>	<u>1,771</u>

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NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2023

9. STOCKS

	2023	2022
	£	£
Stocks	<u>30,619</u>	<u>24,949</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	6,352	4,237
Other debtors	2,710	-
VAT	-	220
Prepayments and accrued income	<u>2,463</u>	<u>10,093</u>
	<u>11,525</u>	<u>14,550</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Other loans (see note 13)	-	20,228
Trade creditors	2,952	11,079
Social security and other taxes	1,743	2,940
Pensions payable	289	411
VAT	754	-
Other creditors	-	57,930
Accruals and deferred income	<u>150,252</u>	<u>112,688</u>
	<u>155,990</u>	<u>205,276</u>

Deferred income comprises grants and donations received in the current year for outstanding projects at the year end.

	2023	2022
	£	£
Balance brought forward	108,490	110,253
Amounts released to income	(108,490)	(110,253)
Amounts received and deferred	<u>139,954</u>	<u>108,490</u>
Balance carried forward	<u>139,954</u>	<u>108,490</u>

continued...

BOOKS BEYOND WORDS

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2023

12. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2023 £	2022 £
Other loans (see note 13)	<u>-</u>	<u>943</u>

13. LOANS

An analysis of the maturity of loans is given below:

	2023 £	2022 £
Amounts falling due within one year on demand:		
Other loans	<u>-</u>	<u>20,228</u>
Amounts falling between one and two years:		
Other loans - 1-2 years	<u>-</u>	<u>943</u>

14. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	32,687	(400)	(2,512)	29,775
Restricted funds				
Grants and donations	-	(2,512)	2,512	-
TOTAL FUNDS	<u>32,687</u>	<u>(2,912)</u>	<u>-</u>	<u>29,775</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	68,001	(68,401)	(400)
Restricted funds			
Grants and donations	184,610	(187,122)	(2,512)
TOTAL FUNDS	<u>252,611</u>	<u>(255,523)</u>	<u>(2,912)</u>

continued...

BOOKS BEYOND WORDS

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2023

14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	88,624	(50,348)	(5,589)	32,687
Restricted funds				
Grants and donations	14,135	(19,724)	5,589	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>102,759</u>	<u>(70,072)</u>	<u>-</u>	<u>32,687</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	80,502	(130,850)	(50,348)
Restricted funds			
Grants and donations	159,488	(179,212)	(19,724)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>239,990</u>	<u>(310,062)</u>	<u>(70,072)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	88,624	(50,747)	(8,102)	29,775
Restricted funds				
Grants and donations	14,135	(22,237)	8,102	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>102,759</u>	<u>(72,984)</u>	<u>-</u>	<u>29,775</u>

continued...

BOOKS BEYOND WORDS

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2023

14. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	148,503	(199,250)	(50,747)
Restricted funds			
Grants and donations	344,098	(366,335)	(22,237)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>492,601</u>	<u>(565,585)</u>	<u>(72,984)</u>

15. RELATED PARTY DISCLOSURES

Two trustees received payments in the prior year relating to their work on forming charity strategy. L Bartoszek was paid £nil (2022 - £13,666) relating to the marketing strategy and Professor Sheila the Baroness Hollins received £nil (2022 - £1,767) relating to travel expenses for the same reason.