

## Braillists Foundation CIO

### Annual Report for the Period 07/01/2020 to 31/03/2021

#### Trustees

The following people served as Trustees during the financial period:

- Dave Williams (Chair)
- Matthew Horspool (Secretary, and Treasurer from 22/01/2021)
- Ed Rogers (Treasurer to 22/01/2021)
- Ilka Staeglin (appointed 14/01/2020)
- Ben Mustill-Rose (appointed 06/05/2020)

#### Staff and Contractors

There were three designated paid roles during the financial period: Community Campaigner, Course Manager and Equipment Manager. All three roles were filled on a self-employment basis, with staff responsible for their own tax, national insurance, holiday and sick pay.

The role of Community Campaigner was held by two people during its lifetime, but the first person resigned within the first four weeks of employment and no remuneration was provided.

In addition, the Foundation procured the services of a freelance transcriber for which remuneration was arranged in line with industry practices.

#### Income and Expenditure

The vast majority of the Foundation's income was obtained through grant funding and all expenditure was made against these grants.

Less than 3% of the Foundation's income was obtained through individual donations and less than 1% through Credit Union interest.

No trustees received any remuneration from the Foundation during the financial period.

#### Decision-Making and Supervision

The Trustees met 17 times during the financial period, settling into a pattern of one meeting per month, with meetings lasting an hour on average. No meetings were declared inquorate and all business was ratified in meetings, although discussions took place by email outside meetings from time to time.

At least two trustees met with staff and volunteers on a weekly basis, except where sickness absence or holiday prevented this.

#### Activities and Achievements

The following activities and achievements occurred during the financial period:

- Launch of free Masterclasses to improve competency amongst braille users
- Delivery of two free "Braille for Beginners" courses
- Provision of opportunities for braille users to talk with producers and experts in the field
- Formation of a braille Book Club to allow braillists to practice their reading
- Continued upkeep of the Braillists email forum for braille users to exchange advice and support

The Braillists Foundation is a registered charity in England and Wales, no. 1187244

- Creation of additional email groups for beneficiaries of "Braille for Beginners" and Book Club
- Distribution of low cost braille equipment
- Increased frequency in publication of the Braillecast podcast
- Provision of personalised and personable email support
- Increased use of social media to promote Braillists activities and engage with braille users, especially Facebook and Twitter
- Training, technical support and signposting to enable the Tactile Times newspaper to begin hard copy production
- Weekly community support Zoom calls in response to the Coronavirus pandemic
- Weekly mindfulness Zoom calls in response to the Coronavirus pandemic

The estimated reach of the Braillists Foundation is currently 1500, comprised predominantly of blind and partially sighted people, but also including teachers and other professionals supporting braille users.

### Future Plans

In 2021-22, the Braillists plans to build on the work undertaken in 2020-21. In particular, we hope to:

- Continue with Masterclasses, the Book Club, the email forum and the Braillecast podcast
- Introduce a "Braille Bar" drop-in service
- Extend our support services to encompass social media
- Complete text transcripts for all recorded media to facilitate access for people who are deafblind
- Offer our content to people who cannot access the internet
- Improve the discoverability of our content for people who can access the internet
- Improve "Braille for Beginners"
- Be present at key face-to-face conferences and events as they arise



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Braillists Foundation CIO

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## Receipts and payments accounts

For the period from	Period start date 07/01/2020	To	Period end date 31/03/2021
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grants	-	10,000	-	10,000	-
Donations	353	-	-	353	-
Interest	6	-	-	6	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	359	10,000	-	10,359	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	359	10,000	-	10,359	-
<b>A3 Payments</b>					
Staff	-	4,960	-	4,960	-
Contractors	-	116	-	116	-
Donated Equipment	-	1,646	-	1,646	-
Stock items for future donation	-	500	-	500	-
Postage	-	35	-	35	-
Infrastructure	-	144	-	144	-
Memberships	-	50	-	50	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	7,451	-	7,451	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	7,451	-	7,451	-
<b>Net of receipts/(payments)</b>	359	2,549	-	2,907	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	359	2,549	-	2,907	-

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bristol Credit Union	359	2,549	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>359</b>	<b>2,549</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details			
	Stock items for future donation	-	500	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	