

Braillists Foundation CIO

Annual Report for the Period 01/04/2023 to 31/03/2024

Trustees

The following people served as Trustees during the financial period:

- Dave Williams (Chair)
- Megan Hastings (Secretary)
- Elaine Cheong (Treasurer to 05/05/2023)
- Matthew Horspool (Treasurer from 10/11/2023)
- Ed Rogers
- Ilka Staeglin
- Stuart Lawler

Staff and Contractors

The role of General Manager was the only designated paid role during the financial period, and came to an end in June 2023. This was filled on a self-employment basis, with the General Manager responsible for his own tax, national insurance, holiday and sick pay.

In addition, the Foundation procured the services of a freelance text transcriber and two freelance braille transcribers for which remuneration was arranged in line with industry best practice.

Income and Expenditure

The Foundation's income was obtained through:

- Grant funding: 84%
- Sponsorship: 15%
- Interest and Donations: 1%

All expenditure was made against grant funding.

Decision-Making and Supervision

The Trustees met 8 times during the financial period, 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.

Staff and volunteers met on a weekly basis, except where holiday or conflicts with significant events prevented this, and there was usually at least one Trustee present at all such meetings.

Management of contractors was delegated to the General Manager, with Trustee supervision as appropriate, until the role came to an end. The General Manager subsequently continued on a voluntary basis until November 2023, at which point he was appointed Treasurer, and he has continued to manage contractors as part of these roles.

Activities and Achievements

The following activities and achievements occurred during the financial period:

- Partnering with VIEW (Vision Impairment Education Workforce) to present *Multi-Line Braille in the Classroom* in November 2023, reaching over 200 Qualified Teachers of the Visually Impaired and featuring six industry stakeholders

- Presenting about our work at *Braille Matters*, a celebration of World Braille Day 2024 by the Braille Revival League, a special interest affiliate of the American Council of the Blind
- Building relationships with similar organisations in other countries, most notably the Tactile and Technology Literacy Centre in New Zealand
- Attending key conferences and exhibitions, in particularly Sight Village Central and South East, in our own right for the first time
- Expanding the braille Book Club into five breakout rooms to allow braillists to practice their reading based on their ability
- Developing and expanding our presence on social media, increasing two-way interaction
- Continuing to deliver free Masterclasses to improve competency amongst braille users, with recordings, handouts and text and braille transcripts available afterwards
- Continuing to deliver a free “Braille Bar” drop-in service
- Continuing to deliver a free “Braille for Beginners On-Demand” course
- Continuing to support the Braillists email forum for braille users to exchange advice and support, alongside dedicated groups for beneficiaries of “Braille for Beginners On-Demand” and Book Club
- Continuing to publish the Braillecast podcast and make text and braille transcripts of all episodes available
- Continuing to produce SD cards containing all of our audio and text content for distribution at exhibitions, and periodically updating the master copy of that card with new content
- Continuing to provide personalised and personable email support
- Continuing to offer face-to-face “Braille and Beer” social gatherings

Audience and Reach

The reach of the Braillists Foundation is comprised predominantly of blind and partially sighted people, but also includes teachers and other professionals supporting braille users. It can be summarised at the end of this financial period as follows:

Medium	Reach This Year	Reach Last Year
Newsletter	1858 subscribers	1585 subscribers
Braillecast	12 episodes, average 373 weekly downloads	27 episodes, average 929 weekly downloads
Masterclasses and Special Events	20 events, average 69 attendees	14 events, average 58 attendees
Braille for Beginners	126 new registrants	109 new registrants
Braille Bar	17 occurrences, average 36 attendees	15 occurrences, average 22 attendees
Book Club	43 occurrences, average 27 attendees	43 occurrences, average 21 attendees
Facebook	406 likes/467 followers	376 likes/420 followers
Twitter	917 followers	862 followers

N.B. we have improved how we record and interrogate our statistics during this financial period. Where figures for last year in this report differ from the figures reported in 2022-23, the figures in this report are more accurate.

Future Plans

In 2024-25, the Braillists plans to build on the work undertaken in 2023-24. In particular, we hope to:

- Celebrate World Braille Day in-person

- Improve the functionality of the Braillists' website and IT systems
- Improve the discoverability of Braillists content on smart speakers
- Be present at key conferences and events
- Expand opportunities for braille groups to meet in person



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Braillists Founda

Receipt

For the period
from

Section A Receipts and payments

Unrestricted
funds

to the nearest £

A1 Receipts

Grants	-
Donations	1
Sponsorship	1,639
Awards	-
Interest	17
Recruitment	56
	-
	-

Sub total (Gross income for
AR)

1,713

A2 Asset and investment sales, (see table).

	-
	-
Sub total	-

Total receipts

1,713

A3 Payments

Staff	-
Contractors	-
Donated expenditure (SS) 1	24/01/2025 -

Equipment/resources for future donation	-
Postage	-
Infrastructure	-
Memberships	-
Presenters	-
Transport	-
Recruitment	-
Exhibitions	-
Sub total	-

A4 Asset and investment purchases, (see table)	
	-
	-
Sub total	-

Total payments -

Net of receipts/(payments)	1,713
A5 Transfers between funds	-
A6 Cash funds last year end	764
Cash funds this year end	2,477

Section B Statement of assets and

Categories

Details

B1 Cash funds

Great Western Credit U

Tc

(agree balances with

B2 Other monetary assets

Details

Stock items for future d

B3 Investment assets

Details

B4 Assets retained for the charity’s own use

Details

B5 Liabilities

Details

Signed by one or two trustees on behalf of all the trustees

Signature

ation CIO	1187244
-----------	---------

ots and payments accounts

Period start date 01/04/2023	To	Period end date 31/03/2024
---------------------------------	----	-------------------------------



Restricted funds	Endowment funds	Total funds
to the nearest £	to the nearest £	to the nearest £
9,000	-	9,000
-	-	1
-	-	1,639
-	-	-
-	-	17
-	-	56
-	-	-
-	-	-
9,000	-	10,713

-	-	-
-	-	-
-	-	-
9,000	-	10,713

3,160	-	3,160
1,435	-	1,435
CCXX R accounts (SS)5	-	24/01/2025808

-	-	-
-	-	-
545	-	545
82	-	82
900	-	900
263	-	263
56	-	56
402	-	402
7,651	-	7,651

-	-	-
-	-	-
-	-	-

7,651	-	7,651
-------	---	-------

1,349	-	3,062
-	-	-
7,218	-	7,982
8,567	-	11,044



	Unrestricted funds to nearest £	Restricted funds to nearest £
Union	2,477	8,567
	-	-
	-	-
total cash funds	2,477	8,567
receipts and payments account(s))	OK	OK

	Unrestricted funds to nearest £	Restricted funds to nearest £
onation	-	-
	-	-
	-	-
	-	-
	-	-
	-	-

	Fund to which asset belongs	Cost (optional)
		-
		-
		-
		-
		-

	Fund to which asset belongs	Cost (optional)
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-

	Fund to which liability relates	Amount due (optional)
		-
		-
		-
		-
		-

ture

Print Name

	Matthew Horspool

CC16a

Last year

to the nearest £

9,100
-
-
-
-
-
-
-
9,100

-
-

9,100

7,780
2,026
498

CCXX R9 accounts (SS)9

24/01/2025

-
-
570
75
350
188
-
-
11,487

-

11,487

-	2,387
	-
	10,369
	7,982



**Endowment
funds**

to nearest £

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

**Date of
approval**

10-Jan-25