

**BLIND AND SIGHT IMPAIRED SOCIETY
(BASIS)**

Charity number 1188583

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST AUGUST 2024**



BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

CONTENTS FOR THE YEAR ENDED 31 AUGUST 2024

	Page
Legal and Administration Information	1
Trustees Annual Report	2-6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Accounts	10-14

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

LEGAL AND ADMINISTRATION INFORMATION FOR THE YEAR ENDED 31 AUGUST 2024

Registration Number: 1188583

Trustees

J Maylin	Chair
S Leftwich	
A Howell	
S Foggo	
C Eaton (resigned)	
L Pratt (resigned)	
A Rogers	
C Carter (appointed)	

Charity Offices:

Bradbury House
Witchards
Basildon
Essex
SS16 5BP

Bankers:

Lloyds Bank
9 Town Square
Basildon
Essex, SS14 1DU

Independent Examiners:

Community360
Winsley's House
High Street
Colchester
CO1 1UG

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2024

Governance

The charity is governed in accordance with its constitution registered on 17th March 2020.

Summary of the purpose of the charity

To promote the welfare of, and to improve the independence and the quality of life, for all those who have a visual impairment, and their families and carers.

Activities carried out this year

- **Eye Clinic Liaison:** Sarah-Jane Piper, our Eye Clinic Liaison Officer, has continued to support the Low Vision clinic at Orsett hospital. She is currently seeing an average of 15 patients each week there. This means we are delivering the support needed at the earliest possible point in someone's sight loss journey particularly at a time when wait times for rehabilitation services are long. We have faced some challenges due to the NHS Integrated Care Board taking the decision to fund an RNIB ECLO to cover the Mid and South Essex Trust. However we believe that having our ECLO at Orsett is a vital part of our referral pathway and therefore we are working well alongside each other and hoping to continue there.
- **Befriending:** There are currently 146 people benefitting from our befriending scheme. We have 25 volunteers who have been fully trained and are dedicated to offering a multitude of activities including companionship, sighted guiding on everyday tasks, telephone befriending and shopping trips. Telephone befriending has continued on a larger scale this year due to a growing need and increased levels of loneliness and isolation. Over 150 calls are made each week.
- **Home Visits for Information, advice and guidance and emotional support:** We visited 305 people in their homes to provide information on assistive equipment, available benefits, support groups, social activities and low visual aids. We supported over 900 people with information and guidance, covering all aspects of living with sight loss.
- **Awareness raising talks:** Staff and Volunteers of BASIS have delivered talks, to a range of local community groups and attended places such as Basildon Hospital's stroke department to raise awareness of our services as well as representing visually impaired people at Disability and Inclusivity forums and local council meetings to raise awareness of what it is like to live with sight loss.
- **Social groups:** We have continued the running of our social groups this year and added two new ones in Thurrock which we hope has made a difference in reaching more isolated people in the area. These groups have been well attended by 117 people, and special thanks go to our volunteers without whom we would not be able to offer these sessions.
- **Website and Social Media:** Details of BASIS' services can be found on our website www.basissouthessex.org.uk which is fully accessible with the most up to date information. Our Facebook and X channels regularly feature posts with information on upcoming activities and articles of interest to the visually impaired.

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2024

- **Essex Vision:** Essex Vision is the strategic partnership formed of BASIS, Essex Sight, Support 4 Sight and Southend In sight. It was created to champion the implementation of a Vision Strategy in Essex and has evolved to work as a formal partnership from which to collaborate on funding bids and joint working.
- **Children's Services:** Thanks to an element of the National Lottery Community Funding, we have continued working to develop our reach to supporting children and young people in South Essex. We have connected with the teachers of visually impaired children locally and met with the families of visually impaired children through various community outreach events.

Public benefit

The Trustees confirm that they have understood the guidance from the Charities Commission regarding public benefit and that all decisions taken this year relating to who can benefit from the charity's purposes and how, were made in accordance.

Contributions by volunteers

We have largely been very fortunate to have retained our volunteer base with notable contributions from the small team that have made over 3,000 telephone calls to those most isolated visually impaired people. Also, mention must go to Steve Moxley and Stephen Foggo who have continued to run our keep fit group in person and via Zoom, providing a vital lifeline to the members, enabling them to stay active and healthy.

Thanks to Kee Cheung for his ongoing support with promoting our activities, to Joyce Taylor for running our Canvey Group so successfully, to Kayleigh Rogers, Kyla Skingle, Sarah Clark, Jason Reeves, Natasha Lawrence, Terry Murley, Mary Vince and June Maylin for their support with social groups and to all those providing befriending. Special recognition this year goes to Emily Shapland for her ongoing support of the clients she volunteers with through our befriending scheme, not even pausing after the birth of her new baby!

Fundraising

We raised money this year largely through successful bids to trusts and foundations including Essex Community Foundation and The National Lottery Reaching Communities fund. We also received donations through the generosity of our members.

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2024

Chair's Report

It's been a time of progression for BASIS and I am delighted to report on another very successful year.

The board of Trustees has been strengthened by the addition of Cliff Carter who has brought with him knowledge and experience from his professional life in the motor trade and time spent in other Trustee roles.

At last year's AGM I was able to announce that BASIS had been awarded the Essex County Council contract to provide sensory services to the visually impaired across the county. Our staff and volunteers have spent much of this year developing and delivering these services which have so far had an extremely positive impact on the referral pathway for visually impaired people. By commissioning BASIS to provide home visit assessments and to offer information, advice and guidance, we have been able to help reduce the pressure on the rehabilitation teams, shortening wait times for things like long cane training. We are consistently meeting our targets under the new contract and look forward to this relationship continuing in the coming years.

Our application for further funding from the National Lottery to continue the funding of our befriending project, was successful and in April we received the first payment of a £129,667 grant over three years. This means we can continue to support some of the most vulnerable people in our community whilst helping to reduce loneliness and isolation.

I would like to thank our staff, trustees and volunteers for their continued hard work and resilience this year. Also thanks go to all that have donated to the charity which has meant we have been able to continue providing the vital services our clients rely on. Myself and my team pledge to work hard in the coming year to ensure that the visually impaired people of South Essex feel supported.

June Maylin
Chair

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2024

CEO's Report

I am proud to report on some significant achievements this year. We have embarked on our delivery of the sensory contract for Essex County Council in partnership with Essex Sight and Support for Sight with some fantastic outcomes already. It has been a very successful year for funding and a proud achievement for me personally when I was able to secure £129,000 from the National Lottery fund over three years to continue our Befriending and work with young people.

All of this has been largely thanks to the staff team at BASIS who I would like to personally thank in this year's report.

As part of the new contract, Sally Dunster has joined us in the role of Specialist sensory practitioner. Sally has been an enormous asset to the team, delivering over 300 home visits to visually impaired people in her first year and receiving nothing but wonderful feedback on the difference she is making to people in the community.

Our resource centre has continued to be at the heart of our organisation with over 45 people visiting for information and demonstration of assistive equipment. They have been welcomed and supported by our Centre Coordinator, Jo Willis, who has gathered so much knowledge and experience in her first full year with us and continues to ensure the smooth running of the charity.

While this financial year has ended well with at least 3 years of funding secured from the local authority and the National Lottery, the fund raising climate is still very challenging for small charities like BASIS. We are very fortunate to have had the experience and support of our finance administrator Kim Barden throughout to manage the ever growing patchwork of funding streams that we have to piece together to ensure the smooth running and sustainability of BASIS.

Many of you know Sarah-Jane Piper who is our eye clinic liaison officer and volunteer coordinator. Sarah-Jane has supported over 600 people in the eye clinic setting this year as well as overseeing the befriending project which has 146 people engaged currently. Her relationship with the patients and staff at Orsett hospital is a vital link between us and the NHS so special thanks go to her for adapting so well to recent changes at Orsett hospital and finding new ways of working together for the benefit of the patients.

Enormous thanks go to our team of volunteers who support the running of our social groups and our Befriending project. Your contributions are what make our services possible and make such a difference to the people you support.

Our priorities for the coming year will include:

- Delivering a first rate service to visually impaired people via our local authority contract.
- Strengthening our partnership working within Essex Vision
- Campaigning for an improved sight loss pathway and reduced wait times for rehabilitation
- Development of our children and young people's support

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2024

Our services are also made possible by the support from other organisations and special thanks go to: Essex Sight, Support 4 Sight, Southend In Sight, Hearing Help Essex, Essex Cares Ltd, Visionary, BBWCVS, Essex Community Foundation, Basildon, Billericay and Wickford Talking Newspaper, The National Lottery Community Fund, Rayleigh Town Council, Essex County Council, The Reading Rooms, Rayleigh Baptist Church, RAVS, CAVS, Community Agents, Canvey Royal British Legion, Jack Evans Court and to all those individuals that have donated or supported us in other ways.

Thank you.

Michelle Thomson
Chief Executive Officer

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2024

I report on the accounts of Blind and Sight Impaired Society (BASIS) for the year ended 31st August 2024 which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

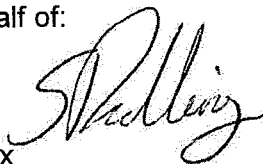
In the course of my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of the 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 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.

Shelley Rudling FMAAT AATQB for and on behalf of:

Community360
Winsley's House, High Street, Colchester, Essex



Date 31/01/2025

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2024

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Incoming resources					
Donations and legacies	2	17,966	-	17,966	17,965
Income from charitable activities	3	10,057	147,183	157,240	109,500
Fundraising income	4	10,529	-	10,529	91
Investment income		1,373	-	1,373	400
Total incoming resources		39,925	147,183	187,108	127,956
Resources expended					
Charitable activities	5	26,516	153,106	179,621	131,208
Cost of generating funds	6	3,629	300	3,929	3,796
Total resources expended		30,144	153,406	183,550	135,004
Net income/(expense)		9,781	(6,223)	3,558	(7,048)
Gain from disposal of assets		-	-	-	-
As at 1 September 2023		105,621	36,704	142,325	149,373
As at 31 August 2024		115,402	30,481	145,883	142,325

The notes on page 10 - 14 form part of these financial statements.

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

BALANCE SHEET AS AT 31 AUGUST 2024

	Note	2024 £	2023 £
Tangible fixed assets	9	10,552	14,242
Current assets			
Cash at bank and in hand		135,802	160,578
Prepayments	7	69	996
		135,871	161,574
Current Liabilities			
Creditors: Due within one year	8	540	33,491
Total current liabilities		540	33,491
Net current assets		135,331	128,083
Net assets		145,883	142,325
Unrestricted funds	13	115,402	105,621
Restricted funds	13	30,481	36,704
Total funds		145,883	142,325

These accounts have been approved by the Trustees on and signed on their behalf:

Signed:

J Maylin
J Maylin, Chair

Date:

21/01/2025

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024

1. Accounting Policies

Basis of the preparation of the accounts

These accounts have been prepared under the historical cost convention with items being recognised at cost or transaction value unless otherwise stated in the relevant note to these accounts.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement on 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Cash Flow

The financial statements do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements".

Value added tax

Value added tax is not recoverable by the charity, and as such is included in the Statement of Financial Activities.

Tangible fixed assets for use by the Association and depreciation

Tangible fixed assets for use by the Association are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

- Office & Kitchen Equipment
- Special Equipment

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

There are no critical accounting estimates or judgements in the financial statements.

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31 AUGUST 2024

2. Donations and legacies	Unrestricted	Restricted	Total	Total
	2024	2024	2024	2023
	£	£	£	£
Donations	16,966	-	16,966	16,465
Coronavirus Retention Scheme	-	-	-	-
Sundry Grants	1,000	-	1,000	1,500
	17,966	-	17,966	17,965
3. Income from charitable activities	Unrestricted	Restricted	Total	Total
	2024	2024	2024	2023
	£	£	£	£
Grants Received:	-	147,183	147,183	103,846
Goods and services	10,057	-	10,057	5,653
	10,057	147,183	157,240	109,500
4. Income from Fundraising Activities	Unrestricted	Restricted	Total	Total
	2024	2024	2024	2023
	£	£	£	£
Fundraising Income	10,529	-	10,529	91
	10,529	-	10,529	91

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31 AUGUST 2024

5. Direct Charitable Expenditure	Unrestricted	Restricted	Total	Total
	2024	2024	2024	2023
	£	£	£	£
Wages and salaries	13,918	108,201	122,119	80,888
Pensions	1,877	7,230	9,107	4,509
Coach hire	-	2,428	2,428	6,408
Training expenses	499	1,515	2,014	600
Travel expenses	182	2,291	2,474	200
Telephone	-	2,033	2,033	1,822
Printing, postage and stationery	3	1,470	1,473	967
Refreshments	226	28	254	192
Miscellaneous	8,802	1,940	10,742	12,186
Vehicle costs	-	2,670	2,670	3,368
Accommodation	-	5,835	5,835	-
Miscellaneous Equipment	194	4,108	4,302	3,637
Rent	-	4,022	4,022	10,451
Insurance	-	1,249	1,249	927
Accountancy	-	540	540	598
Project costs	-	4,671	4,671	350
Depreciation	814	2,875	3,689	4,105
	26,516	153,106	179,621	131,208

6. Cost of generating funds	Unrestricted	Restricted	Total	Total
	2024	2024	2024	2023
	£	£	£	£
Fundraising costs	3,629	300	3,929	3,796
	3,629	300	3,929	3,796

7. Debtors	2024	2023
	£	£
Prepayments	69	996
	69	996

8. Creditors	2024	2023
	£	£
Accruals	540	460
Deferred Income	-	33,031
	540	33,491

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31 AUGUST 2024

9. Tangible fixed assets

	Restricted Vehicles £	Restricted Equipment £	Special Equipment £	Office & Kitchen Equipment £	Total £
Cost					
At 1 September 2023	10,495	10,335	32,325	29,860	83,015
Additions	-	-	-	-	-
Disposal	-	-	-	-	-
At 31 August 2024	10,495	10,335	32,325	29,860	83,015
Depreciation					
At 1 September 2023	4,592	5,750	29,572	28,859	68,774
Charge for the year	1,476	1,399	564	250	3,689
At 31 August 2024	6,068	7,149	30,137	29,109	72,463
Net book values					
At 31 August 2024	<u>4,427</u>	<u>3,186</u>	<u>2,188</u>	<u>751</u>	<u>10,552</u>
At 31 August 2023	<u>5,903</u>	<u>4,585</u>	<u>2,753</u>	<u>1,001</u>	<u>14,242</u>

10. Staff costs

Staff costs were as follows:

	2024 £	2023 £
Wages and national insurance	122,119	80,888
Pensions	9,107	4,509
	<u>131,226</u>	<u>85,397</u>

The average weekly number of employees during the year was:

5 5

Key management personnel

For 2024, one member of staff was paid as key management personnel. They received less than £60,000 per annum.

11. Trustees remuneration

The trustees received remuneration for travel expenses only, incurred while undertaking their role of trustees.

12. Related party transactions

No person connected with the trustees has received or is due to receive any remuneration for the year directly or indirectly from the charity's funds.

BLIND AND SIGHT IMPAIRED SOCIETY (BASIS)

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31 AUGUST 2024

13. Movement in funds	As at 01/09/2023 £	Incoming resources £	Expended resources £	As at 31/08/2024 £
Restricted funds:				
Social Service Fund	1,512	1,111	(2,599)	23
People's Health Trust	656	-	(656)	-
Big Lottery Fund	2,764	33,031	(35,026)	769
Visionary Grant	559	-	(140)	419
AFA	7,700	-	(7,700)	-
Independent Age	126	-	-	126
CAFRF	606	-	(152)	455
Clothworker Foundation	2,862	-	(862)	2,000
Essex Community Foundation	9,292	10,649	(10,059)	9,883
ECL Covid Fund	1,377	-	(268)	1,110
Vinci Foundation UK	8,685	-	(1,476)	7,209
RTCG	399	-	(399)	-
MLG	166	-	(166)	-
CSFCT	-	5,000	(4,883)	117
ECCIAG	-	24,397	(25,705)	1,308
ECCASS	-	49,151	(48,380)	771
TES	-	1,125	(1,054)	71
BLF	-	20,419	(12,774)	7,645
BCOF	-	1,200	(8)	1,192
ROSCA	-	1,100	(1,100)	-
	36,704	147,183	(153,406)	30,482
Unrestricted Funds	105,621	39,925	(30,144)	115,402
Total Funds	142,326	187,108	(183,550)	145,884
14. Analysis of net assets between funds	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Tangible fixed assets	2,939	7,613	10,552	14,242
Current assets	112,463	23,408	135,871	161,574
Current liabilities	-	(540)	(540)	(33,491)
	115,402	30,481	145,883	142,325