

REGISTERED CHARITY NO. 221220

THE SWANSEA CENTRE FOR DEAF PEOPLE

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

THE SWANSEA CENTRE FOR DEAF PEOPLE

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THE SWANSEA CENTRE FOR DEAF PEOPLE

OFFICERS AND PROFESSIONAL ADVISERS

CHARITY NUMBER	221220
PRINCIPAL OFFICE	Cardigan House Castle Court Llansamlet Swansea SA7 9LA
TRUSTEES	Timothy N Douglas-Jones Paul J Hodges Talina Jones John D S Jeremy June Talbot Paul Lewis Rosemary Hedges <i>appointed 5th March 2020</i>
INDEPENDENT EXAMINER	Bevan Buckland LLP Chartered Accountants Cardigan House Castle Court Swansea Enterprise Park Swansea SA7 9LA

APPOINTMENT OF TRUSTEES

The Swansea Centre for Deaf People is constituted by Trust Deed.

New trustees are appointed by the Board of Management and ratified at Annual General Meeting.

THE SWANSEA CENTRE FOR DEAF PEOPLE

REPORT OF THE BOARD OF TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees have pleasure in presenting their annual report together with financial statements for the year ended 31 December 2020.

The financial statements have been prepared on a receipts and payments basis and in accordance with the charity's governing document, applicable law and the requirements 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 and Republic of Ireland (FRS 102) (effective 1st January 2019).

REGISTERED NAME

The name of the charity registered at the Charities Commission is The Swansea Centre for Deaf People.

PRINCIPAL ACTIVITY

The aim of the charity is to provide a welfare, social and religious centre for deaf people.

ORGANISATIONAL STRUCTURE

The charity is managed by a management committee that meets on an approximately six weekly basis and the day to day management has been carried out by a part time Building Development and Project Manager. The social structure is managed by the deaf members.

REVIEW OF ACTIVITIES

SCFDP has been in existence in one guise or another for well over a hundred years.

The principal objects are to provide facilities which will benefit the deaf community.

The trustees are delighted to report the continuing success of the Centre.

During the period of inactivity forced upon our organisation as on many others by the Covid 19 epidemic the remarkable improvement and extension to our main centre at 57a Neath Rd has been completed, all bar very minor snaggings. The Extension has transformed the once ruinous outbuilding which stood behind the main stone structure of the former chapel.

Where there was an unsafe floor and roof, there now stands a bright and shiny new extension which consists of two new classrooms, WC facilities on two floors, showers to cater for all abilities, a magnificent new industrial standard kitchen and a cafeteria area with both inside and outside facilities.

THE SWANSEA CENTRE FOR DEAF PEOPLE

REPORT OF THE BOARD OF TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2020 – CONTINUED

In order to preserve the safety of our users, an ingenious fire escape ramp has been devised and constructed allowing level entry and exit from Philadelphia Lane into both the new study area at the rear of the building and to the gymnasium/theatre hall in the pre-existing building. The work commenced in May 2019, and with a few delays outside the builders' control it had progressed, even through the Covid 19 Lockdowns imposed by HM Government which commenced 23-03-2020. Throughout this time Helen Robins-Talbot and Jamie Hussein have worked tirelessly to keep the wheels turning smoothly, as well as staying on top of the continuing development of the campsite at Mary Twill and the maintenance involved there.

I stated in 2019 that the funding for this major extension has been sourced 50% from our reserves and 50% from the Community Fund (which many will identify by the previous description of Big Lotto funding). During the building, Peter Bryan in close consultation with Helen Robins-Talbot applied for and obtained a grant of more funding from the Wooden Spoon to enable us to create an up to the minute superb commercial kitchen. It is intended that this kitchen will serve a dual function, namely not only will it enable the cafeteria area to be open to allcomers for meals, drinks and snacks, but also it will be used to teach youth groups about food and cooking for their personal development. [consideration should be given to naming it the Wooden Spoon Café as the kitchen has been fully equipped and mostly funded by the Wooden Spoon Grant]

Our reserves were reduced very considerably, not only because of the contribution to the project, but also because of the savage downturn in world stock markets following the global pandemic. Fortunately, the stock market seems to have made a full and remarkable recovery.

Income has been generated from a variety of sources by using the existing facilities for educational purposes, and the latest accounts figures seem to suggest that we shall remain economically viable, mostly because of the wide variety of BSL courses which are provided and are taught to exactly high standards.

Last year at this time, there was a list of outstanding works preventing the resumption of use of the Neath Rd Centre:

- a) The new adapted Outside fire escape/ramp etc leading to Philadelphia Lane.
- b) The electrics and kitchen fittings.
- c) Some decorating.
- d) Furnishing and equipment for the proposed new facilities.
- e) Reconnection of heating system.
- F) Reconnection of the solar roof panels which had to be temporarily disconnected.

As at August 2021 all these issues have been resolved and we look forward to welcoming back ALL our user groups.

Our next financial target will be for us to re-apply to the Lotto/Community Fund to cover the salaries of our permanent members of staff, Helen Robins-Talbot and Jamie Hussein.

THE SWANSEA CENTRE FOR DEAF PEOPLE

REPORT OF THE BOARD OF TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2020 – CONTINUED

The umbrella charity SCFDP has facilitated an increasing number of projects, which have materialised as a result of the provision of the facilities themselves, combined with huge enthusiasm, vision and hard work emanating from our dedicated staff and those running the satellite organisations which flourish under our banner.

Indeed, during the past two years, despite all the disruptions, the trend of the number of people visiting the centre and benefiting from its facilities has continued to show signs of increase. This is mainly attributable to the stepping up of British Sign Language classes. We have three teachers who teach three different levels on different days in different rooms. British Sign Language courses have proved very popular and have been a great success. They have generated interest and income, and are entirely self-funding.

Sadly Pentrehafod School left us at the beginning of the 2019 school year and returned to their school, this brings with it a substantial loss of income. Jamie Hussein has made clever alterations to the bingo/assembly/bar room to compensate for their departure. We are holding out some hope for their return as they occupied a convertible room during office hours thus doubling the productivity of that room.

Improvements to the Centres in Hafod and in Mary Twill continue year on year thanks to our two very dedicated staff and the assistance of a good core of volunteers. We continue to hope that the number of volunteers will increase please!

Young at Hearts' mostly deaf /HOH people will of course continue to use the café for a regular get together, for social gatherings: they play cards, bingo have guest speakers, and it is a great help to all that we provide free wi-fi so that every user may easily access information.

Camp Site in Mary Twill Lane, the bequest of Admiral Glyn Vivian.

- a) This continues to be improved. Less income has been generated by letting storage/parking. The new shelter has been used for educational and nursery garden purposes. An area of remembrance has been completed together with a number of other improvements.
- b) We are hoping that camping will be better subscribed in the summer, on the recently constructed terraces, and the facilities have all been upgraded.
- c) The field centre/ classroom generously donated by Redrow continues to enhance the versatility of the site.

The Board of Management remains concerned that we must preserve our limited assets in perpetuity for future generations. We continue to husband our limited capital with great care and endeavour to make ends meet from year to year.

Our organisation costs in the region of £30,000 pa. This is usually funded in part by charitable donations and (limited) rental income. But, however hard we try, there is usually a small deficit at year end, particularly when we are not being funded by the Big Lotto or its successor organisation. None of the Board of Management either receives or seeks any form of remuneration, not even expenses. I thank them for their hours of work behind the scenes, especially our treasurer John Jeremy who has been an essential asset to the charity and has been for many years.

THE SWANSEA CENTRE FOR DEAF PEOPLE

REPORT OF THE BOARD OF TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2020 – CONTINUED

At present we provide pre-school guidelines and support, dance, sign language courses, social networking, social activities, as well as trips and we are a meeting place for young mums who find themselves in a similar predicament, namely with a deaf child or children. We bring adolescent deaf people together and there they are taught many life skills which the Hearing Community tend to take for granted. Additionally, we provide facilities to the adult sports and social club so that they can meet up and socialise generally.

I stress the need for potential benefactors to remember our charity SPECIFICALLY in order to ensure that funds remain local! NB Swansea Centre for Deaf People is registered charity no 221220

We are very much hoping that those reading this report will be ever conscious of the need to work together to perpetuate the Centre. This can be done in many ways, including charitable donations, pro-active fund raising and being prepared to give of your time freely to make ends meet.

I continue to hope that Adult Deaf People will actively volunteer their different life skills in order to help deaf children and adolescents in their transition from childhood into adulthood and help them to be prepared for this journey.

Our resources are finite, but unfortunately deafness can visit successive generations and I hope that we will all strive to preserve the great asset which, is the Swansea Centre for Deaf People, from generation to generation.

I proffer on behalf of SCFDP my huge thanks to all volunteers and staff. It may be invidious to select anyone in particular, but I particularly wish to acknowledge and thank Helen Robins-Talbot, John Jeremy, Jamie Hussein and Peter Bryan. Peter has been the fantastic behind the scenes facilitator of several of our 'Lotto' grants and he has done so in a period following a very sad personal bereavement as his wife died very suddenly not that long ago.

Last word

Our friend and colleague John Jeremy is retiring from his role as treasurer.

John started his association as one of the honorary accountants at our auditors, Bevan and Buckland. In 1993, John became a trustee, taking on the role of treasurer. He has ever after continued to contribute his fiscal skills, sound advice and financial management. I have it in mind that his involvement in one role or another was somewhere in the region of 54 years. Certainly, he was already an old stager when I was inducted onto the board as assistant hon. solicitor in 1987. John is essentially a very private person and his departure, at his request, has been without fanfare. His co-trustees unanimously decided to name one of the new lecture rooms after John as a lasting acknowledgement of all his contributions and hard work.

We caused enquiries to be made to find a replacement honorary treasurer, and to our delight we have had two volunteers, both suitably qualified as accountants: John Hopkin Thomas Aylward and Colin Grey.

It is proposed that they should both be appointed as trustees at the imminent AGM, at which date we will formally accept John Jeremy's resignation and then we will be in a position to appoint John Aylward as our new honorary treasurer. Then with two accountants on the board of trustees, we should have a clear line of succession for the post of treasurer.

THE SWANSEA CENTRE FOR DEAF PEOPLE

REPORT OF THE BOARD OF TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2020 – CONTINUED

RISK MANAGEMENT

The trustees consider risk management on a regular basis and consider the need for:

- The establishment of systems and procedures to mitigate those risks identified; and
- The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

FINANCIAL REVIEW

The total receipts of £138,544 (2019 £134,458), were spent on direct charitable expenditure totalling £37,698 (2019 £50,646), fund raising expenses £3,337 (2019 £3,375), publicity expenses £3,337 (2019 £3,375), support and administration £4,645 (2019 £4,805) and the purchase of fixed assets of £228,628 (2019 £187,673).

This resulted in a net excess of payments over receipts of £139,101 (2019 £115,416).

The general fund covers the receipts and payments of the charity in carrying out its role in respect of its objects.

Restricted funds represent grants received from The Big Lottery for the purpose of the construction of an extension to the charity's property at Neath Road, Swansea and payments relating thereto. At the end of the year no part of the grant remained unspent.

All assets are held to achieve the objects of the charity.

RESERVES POLICY

The trustees consider it prudent to maintain the reserves of the charity at a minimum of three months normal expenditure to ensure that unforeseen events will not prevent the charity continuing its activities. At the end of 2020 the charity's reserves represented by its monetary assets were substantially in excess of this objective.

PUBLIC BENEFIT

The charity provides a religious, welfare and social centre for deaf people.

THE SWANSEA CENTRE FOR DEAF PEOPLE

REPORT OF THE BOARD OF TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2020 – CONTINUED

TRUSTEES

The Trustees who held office during the year were as follows:

Timothy N Douglas Jones (Chair)	Paul Lewis
Paul J Hodges	June Talbot
John D S Jeremy	Talina Jones
Rosemary Hedges	

No trustee has any financial interest in the charity.

The charity is governed by its charitable rules and is restricted to carrying out activities within its charitable objectives.

By order of the Board:

DATE

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF

THE SWANSEA CENTRE FOR DEAF PEOPLE

I report on the accounts for the year ended 31 December 2020 set out on pages nine to twelve.

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 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 consideration 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 no opinion is given as to whether the accounts present a 'true and fair view ' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Alison Vickers
Institute of Chartered Accountants in England and Wales
Bevan Buckland LLP
Cardigan House
Castle Court
Swansea Enterprise Park
Swansea
SA7 9LA

THE SWANSEA CENTRE FOR DEAF PEOPLE

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

	£	£	2020 £	2019 £
	Unrestricted	Restricted	Total	Total
GRANTS AND DONATIONS RECEIVED				
Donations	2,050	-	2,050	2,815
Membership fees	80	-	80	135
Covid Grant	14,000	-	14,000	-
Big Lottery Grant	-	106,461	106,461	91,627
Total grants and donations	16,130	106,461	122,591	94,577
OTHER INCOME RECEIPTS				
Investment Income	3,397	-	3,397	5,437
Deposit Account Interest	288	-	288	1,567
FIT receipts	892	-	892	162
Cafe Takings	523	-	523	2,536
Sign Language Courses	9,911	-	9,911	21,362
Miscellaneous	212	-	212	5
Rent Received	730	-	730	8,812
Total other income	15,953	-	15,953	39,881
TOTAL RECEIPTS	32,083	106,461	138,544	134,458
LESS: PAYMENTS				
Fundraising Expenses	3,337	-	3,337	3,375
Publicity Expenses	3,337	-	3,337	3,375
Support and Administration Expenses	4,645	-	4,645	4,805
Charitable Activity Expenses	37,698	-	37,698	50,646
	49,017	-	49,017	62,201
NET SURPLUS FOR THE YEAR	(16,934)	106,461	89,527	72,257
PURCHASE OF FIXED ASSETS				
Development and improvement of property	122,167	106,461	228,628	187,673
	122,167	106,461	228,628	187,673
NET CASH FLOW	(139,101)	-	(139,101)	(115,416)
Cash balances at 1 January 2020				
At bank and in hand	199,058	-	199,058	314,474
Cash balances at 31 December 2020				
At bank and in hand	59,957	-	59,957	199,058
	=====	=====	=====	=====

THE SWANSEA CENTRE FOR DEAF PEOPLE

SCHEDULE TO RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

	2020	2019
	£	£
FUNDRAISING EXPENSES		
Staff Salaries	3,252	3,303
Travel expenses	7	18
Stationery postage and telephone	<u>78</u>	<u>54</u>
	3,337	3,375
	=====	=====
PUBLICITY EXPENSES		
Staff Salaries	3,252	2,303
Travel expenses	7	18
Stationery postage and telephone	<u>78</u>	<u>54</u>
	3,337	3,375
	=====	=====
SUPPORT AND ADMINISTRATION EXPENSES		
Staff Salaries	3,252	3,303
Rates	11	113
Repairs and maintenance	85	265
Computer expenses	-	29
Light, Heat and Water	430	490
Stationery postage and telephone	78	54
Insurances	328	397
Travel expenses	15	35
Cleaning	86	88
Miscellaneous	<u>360</u>	<u>31</u>
	4,645	4,805
	=====	=====
CHARITABLE ACTIVITY EXPENSES		
Staff Salaries	22,764	23,125
Rates	102	1,016
Repairs and maintenance	762	2,384
Cafe Costs	230	1,164
Computer Expenses	-	259
Light, Heat and Water	3,874	4,408
Stationery postage and telephone	543	376
Insurances	2,953	3,575
Signing Interpreter	97	260
Travel expenses	120	281
Sign Language Courses	5,296	12,821
Cleaning	772	796
TV licence	155	151
Subscriptions	<u>30</u>	<u>30</u>
	37,698	50,646
	=====	=====

THE SWANSEA CENTRE FOR DEAF PEOPLE

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 DECEMBER 2020

MONETARY ASSETS

	2020	2019
	£	£
Unrestricted funds		
Bank and Cash Balances		
Bank Current Account – Lloyds Bank	12,102	6,549
Bank Current Account – Virgin Money	-	58,051
Bank Deposit Account – Lloyds Bank	47,454	134,440
Bank Deposit Account – Lloyds Bank 32 Day Notice	-	-
Cash	<u>401</u>	<u>18</u>
	59,957	199,058
	=====	=====
 Debtors and Prepayments	£	£
BSL courses	-	1,240
Insurance prepaid	1,930	1,738
	=====	=====
 Liabilities		
Accruals: Gas and electricity	494	548
Water	-	250
Creditors:		
BSL Course costs	-	2,295
Other creditor - refund	720	-
Deferred income	270	-
 Work on extension at 31 st December 2020 unbilled	56,264	64,000
	=====	=====

Restricted Funds

No part of funds received from the Big Lottery towards the cost of the extension at Neath Road, Swansea were unspent at the year end.

THE SWANSEA CENTRE FOR DEAF PEOPLE

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 DECEMBER 2020

NON-MONETARY ASSETS

		2020	2019
Investments at Cost			
		£	£
Old Mutual Income Fund	2239 units	5,997	5,997
Barclays	4500 25p shares	4,680	4,680
Royal Dutch Shell	1090 Class B Ord	4,203	4,203
Prudential	1250 5p shares	2,588	2,588
M & G Securities	1130 Charifund Income	5,346	5,346
Marks & Spencer	1457 Ord 25p shares	6,709	6,709
Murray International	1300 Ord 25p shares	5,242	5,242
BT Group	595 5p Ord	<u>1,505</u>	<u>1,505</u>
		36,270	36,270
		=====	=====

The market value of these investments at 31 December 2020 was £86,515 (31 December 2019 £109,056).

Fixed Assets

Furniture and equipment

Furniture and Equipment Cost Estimated	11,140	11,140
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Land and buildings used by the charity

The Charity's land and buildings at Hafod, Swansea were purchased in 2007 for £131,184 including associated costs. A substantial extension is being built at the rear of the main building and expenditure incurred on this up to the end of the year was £429,441 of which £198,088 has been contributed by a grant from The Big Lottery.

The charity owns a field at Mary Twill Lane, Caswell, Swansea. It is not practical to value this property.

..... T N DOUGLAS-JONES - Trustee

.....Date