

Hartlepool Vision Support
Unaudited Financial Statements
31 March 2021

CENSIS

Chartered accountant
Exchange Building
66 Church Street
Hartlepool
TS24 7DN

Hartlepool Vision Support

Financial Statements

Year ended 31 March 2021

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Hartlepool Vision Support

Trustees' Annual Report

Year ended 31 March 2021

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

Reference and administrative details

Registered charity name	Hartlepool Vision Support
Charity registration number	223584
Principal office	Cafe 177 177 York Road Hartlepool TS26 9EQ

The trustees

K Thomas
M W Alexander
K Braithwaite

Accountants	Censis Chartered accountant Exchange Building 66 Church Street Hartlepool TS24 7DN
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Structure, governance and management

The organisation is an unincorporated charity registered with the Charity Commission of England and Wales on 23rd October 1963. The charity is governed by its Deed of Constitution as amended 4 June 2019.

The charity was formerly known as:

Hartlepool Blind Welfare Association, and
The Hartlepoons Workshops for the Blind.

The Trustee Board is responsible for the overall governance of the organisation and delegates day-to-day management and other responsibilities to the manager who is currently Mrs B Mcleod.

The manager takes the responsibility for the induction of new Trustee Board members and this induction can include:

- provision of background information about the organisation
- question and answer sessions
- meetings with staff members
- seminars.

The Trustee Board undertakes a yearly Risk Assessment and compiles a Risk Register for which any know risks to the organisation are identified and plans formulated to address these risks.

Hartlepool Vision Support

Trustees' Annual Report *(continued)*

Year ended 31 March 2021

Objectives and activities

The objective of the organisation is to provide general benefit to blind people, including:

- Employment in workshops and elsewhere
- Home teaching and visiting
- Social welfare and recreation services
- Financial and other assistance to unemployed blind
- Accommodation in hostels and/or homes

Achievements and performance

Hartlepool Vision Support has been helping local people for over 100 years, allowing them to keep their independence and live their life, their way

Services we offer include:

- Advice & Support
 - Tailored IT Classes
 - Home Visiting Service
 - Various Sporting Activities
 - Arts & Crafts
 - Cookery
 - Outings & Events
- and much, much more...

Financial review

The unrestricted funds of the charity at 31 March 2021 amount to £106,788, of which free reserves (that is those not tied up in fixed assets) amount to £100,494.

The trustees have examined the requirement for free reserves and consider the charity should aim to provide for specific purposes such as redundancy and other contingencies. The trustees also consider that it is prudent to ensure that there sufficient free reserves at a level that equates to one years running costs, this provides sufficient funds to cover support costs, management and administration.

During the year the charity received a legacy donation of £100,000, the legacy is for the use of the beneficiaries of the charity. The trustees will discuss with its members and beneficiaries as to the future purpose the fund.

Hartlepool Vision Support

Trustees' Annual Report *(continued)*

Year ended 31 March 2021

The trustees' annual report was approved on 10 June 2021 and signed on behalf of the board of trustees by:

K Braithwaite
Trustee

Hartlepool Vision Support

Independent Examiner's Report to the Trustees of Hartlepool Vision Support

Year ended 31 March 2021

I report to the trustees on my examination of the financial statements of Hartlepool Vision Support ('the charity') for the year ended 31 March 2021.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of 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 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.

CENSIS
Chartered accountant

Exchange Building
66 Church Street
Hartlepool
TS24 7DN

Hartlepool Vision Support

Statement of Financial Activities

31 March 2021

		Unrestricted funds £	2021 Restricted funds £	Total funds £	2020 Total funds £
	Note				
Income and endowments					
Donations and legacies	4	9,901	100,000	109,901	21,504
Charitable activities	5	21,500	–	21,500	22,388
Investment income	6	–	–	–	154
Total income		<u>31,401</u>	<u>100,000</u>	<u>131,401</u>	<u>44,046</u>
Expenditure					
Expenditure on charitable activities	7	50,701	–	50,701	52,984
Total expenditure		<u>50,701</u>	<u>–</u>	<u>50,701</u>	<u>52,984</u>
Net income/(expenditure) and net movement in funds		<u>(19,300)</u>	<u>100,000</u>	<u>80,700</u>	<u>(8,938)</u>
Reconciliation of funds					
Total funds brought forward		126,088	–	126,088	135,026
Total funds carried forward		<u>106,788</u>	<u>100,000</u>	<u>206,788</u>	<u>126,088</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 7 to 13 form part of these financial statements.

Hartlepool Vision Support

Statement of Financial Position

31 March 2021

		2021 £	2020 £
Fixed assets			
Tangible fixed assets	12	6,294	7,193
Current assets			
Cash at bank and in hand		201,538	119,939
Creditors: amounts falling due within one year	13	1,044	1,044
Net current assets		200,494	118,895
Total assets less current liabilities		206,788	126,088
Net assets		<u>206,788</u>	<u>126,088</u>
Funds of the charity			
Restricted funds		100,000	—
Unrestricted funds		106,788	126,088
Total charity funds	15	<u>206,788</u>	<u>126,088</u>

These financial statements were approved by the board of trustees and authorised for issue on 10 June 2021, and are signed on behalf of the board by:

K Braithwaite
Trustee

The notes on pages 7 to 13 form part of these financial statements.

Hartlepool Vision Support

Notes to the Financial Statements

Year ended 31 March 2021

1. General information

The charity is registered charity in England and Wales and is unincorporated. The address of the principal office is Cafe 177, 177 York Road, Hartlepool, TS26 9EQ.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Hartlepool Vision Support

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Hartlepool Vision Support

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings - 12% reducing balance

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

Hartlepool Vision Support

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Subscriptions & donations	4,535	100,000	104,535
Royal Victoria Trust	1,976	–	1,976
Grants			
Middlesbrough Access Team	3,390	–	3,390
	<u>9,901</u>	<u>100,000</u>	<u>109,901</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Subscriptions & donations	8,849	–	8,849
Grants			
Thomas Pocklington Trust	6,972	–	6,972
Tesco - Groundworks	683	–	683
Tudor Trust	5,000	–	5,000
	<u>21,504</u>	<u>–</u>	<u>21,504</u>

5. Charitable activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Service contract income	21,500	21,500	21,569	21,569
Sale of low level equipment	–	–	819	819
	<u>21,500</u>	<u>21,500</u>	<u>22,388</u>	<u>22,388</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Bank interest received	–	–	154	154

Hartlepool Vision Support

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
General Fund	<u>50,701</u>	<u>50,701</u>	<u>52,984</u>	<u>52,984</u>

8. Net income/(expenditure)

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

	2021 £	2020 £
Depreciation of tangible fixed assets	<u>899</u>	<u>1,028</u>

9. Independent examination fees

	2021 £	2020 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>400</u>	<u>1,068</u>

10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021 £	2020 £
Wages and salaries	39,808	38,265
Employer contributions to pension plans	<u>1,200</u>	<u>1,200</u>
	<u>41,008</u>	<u>39,465</u>

The average head count of employees during the year was 3 (2020: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2021 No.	2020 No.
Charitable activities	<u>3</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

11. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

Hartlepool Vision Support

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

12. Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 April 2020 and 31 March 2021	<u>33,677</u>
Depreciation	
At 1 April 2020	26,484
Charge for the year	899
At 31 March 2021	<u>27,383</u>
Carrying amount	
At 31 March 2021	<u>6,294</u>
At 31 March 2020	<u>7,193</u>

13. Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	<u>1,044</u>	<u>1,044</u>

14. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,200 (2020: £1,200).

15. Analysis of charitable funds

Unrestricted funds

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 2021 £
General fund	<u>126,088</u>	<u>31,401</u>	<u>(50,701)</u>	<u>106,788</u>

Restricted funds

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 2021 £
Beneficiaries Fund	<u>—</u>	<u>100,000</u>	<u>—</u>	<u>100,000</u>

Hartlepool Vision Support

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

16. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Tangible fixed assets	6,294	–	6,294	7,193
Current assets	101,538	100,000	201,538	119,939
Creditors less than 1 year	(1,044)	–	(1,044)	(1,044)
Net assets	<u>106,788</u>	<u>100,000</u>	<u>206,788</u>	<u>126,088</u>

Hartlepool Vision Support

Management Information

Year ended 31 March 2021

The following pages do not form part of the financial statements.

Hartlepool Vision Support

Detailed Statement of Financial Activities

31 March 2021

	2021 £	2020 £
Income and endowments		
Donations and legacies		
Subscriptions & donations	104,535	8,849
Royal Victoria Trust	1,976	–
Thomas Pocklington Trust	–	6,972
Middlesbrough Access Team	3,390	–
Tesco - Groundworks	–	683
Tudor Trust	–	5,000
	<u>109,901</u>	<u>21,504</u>
Charitable activities		
Service contract income	21,500	21,569
Sale of low level equipment	–	819
	<u>21,500</u>	<u>22,388</u>
Investment income		
Bank interest received	–	154
	<u>–</u>	<u>154</u>
Total income	<u>131,401</u>	<u>44,046</u>
Expenditure		
Expenditure on charitable activities		
Wages and salaries	39,808	38,265
Pension costs	1,200	1,200
Training	–	543
Utilities	4,000	5,325
Repairs and renewals	4,025	2,075
Expenses	–	125
Motor expenses	–	550
Accountancy	400	1,068
Printing, postage & stationery	34	1,714
Depreciation	899	1,028
Advertising	250	57
Donation	–	155
Equipment	85	879
	<u>50,701</u>	<u>52,984</u>
Total expenditure	<u>50,701</u>	<u>52,984</u>
Net income/(expenditure)	<u>80,700</u>	<u>(8,938)</u>