

Hartlepool Vision Support
Unaudited Financial Statements
31 March 2022

CENSIS

Chartered accountants
Exchange Building
66 Church Street
Hartlepool
TS24 7DN

Hartlepool Vision Support

Financial Statements

Year ended 31 March 2022

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Hartlepool Vision Support

Trustees' Annual Report

Year ended 31 March 2022

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

Reference and administrative details

Registered charity name Hartlepool Vision Support

Charity registration number 223584

Principal office Cafe One 77
177 York Road
Hartlepool
TS26 9EQ

The trustees

| | |
|---------------|---------------------------|
| K Braithwaite | |
| A Morrell | (Appointed June 2021) |
| S Wheatley | (Appointed June 2021) |
| J Watkins | (Appointed December 2022) |

Independent examiner Censis
Exchange Building
66 Church Street
Hartlepool
TS24 7DN

Hartlepool Vision Support

Trustees' Annual Report *(continued)*

Year ended 31 March 2022

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 for which any known risks to the organisation are identified and plans formulated to address these risks.

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

Hartlepool Vision Support

Trustees' Annual Report *(continued)*

Year ended 31 March 2022

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:

- Advise & 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 2022 amount to £101,295, of which free reserves (that is those not tied up in fixed assets) amount to £95,788.

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 is prudent to ensure that there sufficient free reserves at a level that equates to on years running cost, this provides sufficient funds to cover support costs, management and administration.

The trustees' annual report was approved on 17 January 2023 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 2022

I report to the trustees on my examination of the financial statements of Hartlepool Vision Support ('the charity') for the year ended 31 March 2022.

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
Independent Examiner

Exchange Building
66 Church Street
Hartlepool
TS24 7DN

Hartlepool Vision Support

Statement of Financial Activities

Year ended 31 March 2022

| | | Unrestricted funds | 2022 Restricted funds | Total funds | 2021 Total funds |
|---|------|-----------------------|-----------------------------|----------------|---------------------|
| | Note | £ | £ | £ | £ |
| Income and endowments | | | | | |
| Donations and legacies | 4 | 31,815 | 15,600 | 47,415 | 109,901 |
| Charitable activities | 5 | 21,535 | – | 21,535 | 21,500 |
| Investment income | 6 | 109 | – | 109 | – |
| Total income | | <u>53,459</u> | <u>15,600</u> | <u>69,059</u> | <u>131,401</u> |
| Expenditure | | | | | |
| Expenditure on charitable activities | 7 | 58,952 | 80 | 59,032 | 50,701 |
| Total expenditure | | <u>58,952</u> | <u>80</u> | <u>59,032</u> | <u>50,701</u> |
| Net income and net movement in funds | | <u>(5,493)</u> | <u>15,520</u> | <u>10,027</u> | <u>80,700</u> |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 106,788 | 100,000 | 206,788 | 126,088 |
| Total funds carried forward | | <u>101,295</u> | <u>115,520</u> | <u>216,815</u> | <u>206,788</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 14 form part of these financial statements.

Hartlepool Vision Support

Statement of Financial Position

31 March 2022

| | Note | 2022 £ | 2021 £ |
|---|------|-----------|-----------|
| Fixed assets | | | |
| Tangible fixed assets | 12 | 5,507 | 6,294 |
| Current assets | | | |
| Cash at bank and in hand | | 212,352 | 201,538 |
| Creditors: amounts falling due within one year | 13 | 1,044 | 1,044 |
| Net current assets | | 211,308 | 200,494 |
| Total assets less current liabilities | | 216,815 | 206,788 |
| Net assets | | 216,815 | 206,788 |
| Funds of the charity | | | |
| Restricted funds | | 115,520 | 100,000 |
| Unrestricted funds | | 101,295 | 106,788 |
| Total charity funds | 16 | 216,815 | 206,788 |

These financial statements were approved by the board of trustees and authorised for issue on 17 January 2023, and are signed on behalf of the board by:

K Braithwaite
Trustee

The notes on pages 7 to 14 form part of these financial statements.

Hartlepool Vision Support

Notes to the Financial Statements

Year ended 31 March 2022

1. General information

The charity is a public benefit entity and a 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 2022

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 2022

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.

Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

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.

Hartlepool Vision Support

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Defined contribution plans *(continued)*

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.

4. Donations and legacies

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2022 £ |
|---|----------------------------|--------------------------|--------------------------|
| Donations | | | |
| Subscriptions & donations | 16,350 | – | 16,350 |
| Grants | | | |
| Santander | 2,500 | – | 2,500 |
| Awards for All | – | 9,600 | 9,600 |
| Hartlepool Borough Council - Rehabilitation | – | 6,000 | 6,000 |
| Government grant income | 12,965 | – | 12,965 |
| | <u>31,815</u> | <u>15,600</u> | <u>47,415</u> |

| | 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> |

5. Charitable activities

| | Unrestricted Funds £ | Total Funds 2022 £ | Unrestricted Funds £ | Total Funds 2021 £ |
|-------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Service contract income | 21,500 | 21,500 | 21,500 | 21,500 |
| Other | 35 | 35 | – | – |
| | <u>21,535</u> | <u>21,535</u> | <u>21,500</u> | <u>21,500</u> |

Hartlepool Vision Support

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

6. Investment income

| | Unrestricted Funds | Total Funds 2022 | Unrestricted Funds | Total Funds 2021 |
|--------------------------|-----------------------|---------------------|-----------------------|---------------------|
| | £ | £ | £ | £ |
| Bank interest receivable | 109 | 109 | — | — |

7. Expenditure on charitable activities by fund type

| | Unrestricted Funds | Restricted Funds | Total Funds 2022 |
|----------------------|-----------------------|---------------------|---------------------|
| | £ | £ | £ |
| General Fund | 58,952 | — | 58,952 |
| Counselling Services | — | 80 | 80 |
| | <u>58,952</u> | <u>80</u> | <u>59,032</u> |

| | Unrestricted Funds | Restricted Funds | Total Funds 2021 |
|--------------|-----------------------|---------------------|---------------------|
| | £ | £ | £ |
| General Fund | 50,701 | — | 50,701 |
| | <u>50,701</u> | <u>—</u> | <u>50,701</u> |

8. Net income

Net income is stated after charging/(crediting):

| | 2022 | 2021 |
|---------------------------------------|------------|------------|
| | £ | £ |
| Depreciation of tangible fixed assets | <u>787</u> | <u>899</u> |

9. Independent examination fees

| | 2022 | 2021 |
|--|------------|------------|
| | £ | £ |
| Fees payable to the independent examiner for: Independent examination of the financial statements | <u>400</u> | <u>400</u> |

10. Staff costs

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

| | 2022 | 2021 |
|---|---------------|---------------|
| | £ | £ |
| Wages and salaries | 48,342 | 39,808 |
| Employer contributions to pension plans | <u>1,200</u> | <u>1,200</u> |
| | <u>49,542</u> | <u>41,008</u> |

Hartlepool Vision Support

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

10. Staff costs *(continued)*

The average head count of employees during the year was 3 (2021: 3). The average number of full-time equivalent employees during the year is analysed as follows:

| | 2022 | 2021 |
|-----------------------|-------------|----------|
| | No. | No. |
| Charitable activities | <u>3</u> | <u>3</u> |

No employee received employee benefits of more than £60,000 during the year (2021: 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.

12. Tangible fixed assets

| | Fixtures and fittings £ |
|-----------------------------------|------------------------------------|
| Cost | |
| At 1 April 2021 and 31 March 2022 | <u>33,677</u> |
| Depreciation | |
| At 1 April 2021 | 27,383 |
| Charge for the year | <u>787</u> |
| At 31 March 2022 | <u>28,170</u> |
| Carrying amount | |
| At 31 March 2022 | <u>5,507</u> |
| At 31 March 2021 | <u>6,294</u> |

13. Creditors: amounts falling due within one year

| | 2022 | 2021 |
|------------------------------|--------------|--------------|
| | £ | £ |
| 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 (2021: £1,200).

Hartlepool Vision Support

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

15. Government grants

The amounts recognised in the financial statements for government grants are as follows:

| | 2022 | 2021 |
|---|---------------|----------|
| | £ | £ |
| Recognised in income from donations and legacies: | | |
| Government grants income | <u>12,965</u> | <u>—</u> |

Included in Government Grants are amounts received in respect of Local Authority Coronavirus Business Support Grants.

16. Analysis of charitable funds

Unrestricted funds

| | At 1 April 2021 | Income £ | Expenditure £ | At 31 March 2022 £ |
|---------------|--------------------|---------------|------------------|---------------------------------|
| General funds | <u>106,788</u> | <u>53,459</u> | <u>(58,952)</u> | <u>101,295</u> |

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

Restricted funds

| | At 1 April 2021 | Income £ | Expenditure £ | At 31 March 2022 £ |
|--|--------------------|---------------|------------------|---------------------------------|
| Beneficiaries Fund | 100,000 | — | — | 100,000 |
| Awards For All - Counselling Services | — | 9,600 | (80) | 9,520 |
| Hartlepool Borough Council - Mobility Training | — | 6,000 | — | 6,000 |
| | <u>100,000</u> | <u>15,600</u> | <u>(80)</u> | <u>115,520</u> |

| | At 1 April 2020 | Income £ | Expenditure £ | At 31 March 2021 £ |
|--------------------|--------------------|----------------|------------------|--------------------------|
| Beneficiaries Fund | — | 100,000 | — | 100,000 |
| | <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 2022

16. Analysis of charitable funds *(continued)*

Beneficiaries Fund

The charity received a legacy donation of £100,000 for the use of the beneficiaries of the charity.

Counselling Services

The charity received a grant from Awards For All for the provision of counselling services.

Mobility Training

The charity received a grant from Hartlepool Borough Council to provide mobility training in support of independent living.

17. Analysis of net assets between funds

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2022 £ |
|----------------------------|----------------------------|--------------------------|--------------------------|
| Tangible fixed assets | 5,507 | – | 5,507 |
| Current assets | 96,832 | 115,520 | 212,352 |
| Creditors less than 1 year | (1,044) | – | (1,044) |
| Net assets | <u>101,295</u> | <u>115,520</u> | <u>216,815</u> |

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2021 £ |
|----------------------------|----------------------------|--------------------------|--------------------------|
| Tangible fixed assets | 6,294 | – | 6,294 |
| Current assets | 101,538 | 100,000 | 201,538 |
| Creditors less than 1 year | (1,044) | – | (1,044) |
| Net assets | <u>106,788</u> | <u>100,000</u> | <u>206,788</u> |

Hartlepool Vision Support

Management Information

Year ended 31 March 2022

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

Hartlepool Vision Support

Detailed Statement of Financial Activities

Year ended 31 March 2022

| | 2022 £ | 2021 £ |
|---|---------------|----------------|
| Income and endowments | | |
| Donations and legacies | | |
| Subscriptions & donations | 16,350 | 104,535 |
| Royal Victoria Trust | — | 1,976 |
| Middlesbrough Access Team | — | 3,390 |
| Santander | 2,500 | — |
| Awards for All | 9,600 | — |
| Hartlepool Borough Council - Rehabilitation | 6,000 | — |
| Government grant income | 12,965 | — |
| | <u>47,415</u> | <u>109,901</u> |
| Charitable activities | | |
| Service contract income | 21,500 | 21,500 |
| Sale of low level equipment | 35 | — |
| | <u>21,535</u> | <u>21,500</u> |
| Investment income | | |
| Bank interest receivable | 109 | — |
| | <u>69,059</u> | <u>131,401</u> |
| Total income | | |
| | <u>69,059</u> | <u>131,401</u> |
| Expenditure | | |
| Expenditure on charitable activities | | |
| Wages and salaries | 48,342 | 39,808 |
| Pension costs | 1,200 | 1,200 |
| Utilities | 4,908 | 4,000 |
| Repairs and renewals | 1,275 | 4,025 |
| Expenses | 145 | — |
| Motor vehicle expenses | 595 | — |
| Accountancy | 400 | 400 |
| Printing, postage & stationery | 582 | 34 |
| Depreciation | 787 | 899 |
| Counselling services | 80 | — |
| Advertising | 285 | 250 |
| Equipment | 433 | 85 |
| | <u>59,032</u> | <u>50,701</u> |
| Total expenditure | | |
| | <u>59,032</u> | <u>50,701</u> |
| Net income | | |
| | <u>10,027</u> | <u>80,700</u> |