



*Providing Support and Social Activities for People Living with Sight Loss*

# **Trustee Report & Financial Statements**

## **For the year ended 30<sup>th</sup> April 2021**

RAB (Reading Association for the Blind)

Company No: 3354127

Charity No: 1062433

Registered address: Walford Hall, Carey Street, Reading RG1 7JS

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## Introduction from the Chair of Trustees

This year has been uniquely challenging for everyone associated with RAB. I am extremely grateful for the hard work and commitment of our staff, volunteers, and my fellow Trustees during these testing times.

The pandemic hit our service users especially hard: simple tasks like shopping or picking up a prescription suddenly involved new rules, routes and queuing systems, often without accessible signage. Our beneficiaries who were already confident with a computer or smartphone were able to use the internet to socialise and access services but the many without internet access were at risk of being left behind as businesses and services became online only.

Our staff, used to delivering specialist advice and organising in-person activities, became experts on food parcels, medication deliveries, and shielding entitlements. They devised and ran online activities that work just as well for those joining via a landline as those with a computer. Volunteers old and new stepped up to the challenge of retraining as telephone befrienders and made over six hundred hours of calls to isolated and lonely people.

We are very grateful not only to our volunteers for their time, but also for the Covid-support funding we received, and for the financial and in-kind support given by our corporate partners and supporting organisations. The income figure in this report is not a typo: our ability to generate income to help pay for our core costs vanished when the first lockdown was announced.

This financial year ended as it began, in lockdown, but with our 'new normal' services implemented and serving our beneficiaries well we are now looking to the future. In 2021 - 22 we will undertake building work at Walford Hall, including the first major refurbishment of the main hall since the building was opened in 1969. We will also resume face-to-face services in a Covid-secure way, using the lessons we have learnt in these unprecedented times to improve our offer to people living with sight loss in Reading.

RAB has always had a strong sense of community, and we always knew that our service users valued the advice, support, and enjoyment we provide, but the pandemic has shown us just how important RAB is in helping people with sight loss live life to the full. One word we have heard again and again from people expressing what we have been to them during the pandemic is 'lifeline'. However difficult lockdown life got, and however low people felt, they knew they could reach out to us and we would help them.

Bob Bristow, Chair of Trustees

## Objectives and Activities

RAB has been providing support and social activities for people living with sight loss in Reading Borough since 1883. The objectives of the charity, are:

- The relief of blind and partially sighted people living in Reading and the Greater Reading area in any way deemed by law to be charitable;

And

- To provide or assist in the provision of facilities for recreation and other leisure time occupation for the benefit of such people with the object of improving their conditions of life.

In setting our objectives and planning our activities the Trustees are mindful of the Charity Commission's guidance on public benefit.

## Sight Loss in Reading

(Source: RNIB Sight Loss Data Tool 2021)



2.4%

of Reading's population are living with sight loss



895

people living in Reading are registered blind or partially sighted



£36.2m

estimated negative impact of sight loss on Reading's economy

## Sight loss and Inequality

People with disabilities experience on average lower education levels, lower employment rates, fewer household resources and poorer health than people without disabilities. Although sight loss can and does affect people from all backgrounds and walks of life, the risk is higher in some sections of the population. Many of these higher risk groups are already at a societal disadvantage. Sight loss compounds these inequalities.

### Sight loss disproportionately affects...



#### Older People

20% of people aged 75 and over are living with sight loss.

#### People living in deprived areas

Seven of Reading's 16 council wards are classed as having high or very high levels of deprivation, with five of those having very high deprivation.



#### People from ethnic minority backgrounds

Black people's risk of developing glaucoma is four to eight times higher than White people's

Asian and Black people are at higher risk of diabetic eye disease than White people - prevalence is as much as three times higher in people of South Asian heritage.

Risk factors for sight loss include being from a Black, Asian, or minority ethnic background (BAME). 35% of Reading's population is BAME, compared to the national average of 15%



## Realities of Sight Loss (RNIB National figures)

**83%**

of people experiencing sight loss have not been offered emotional support in response to their deteriorating vision.

**35%** of blind and partially

sighted people say they experience negative attitudes from the public in relation to their sight loss.

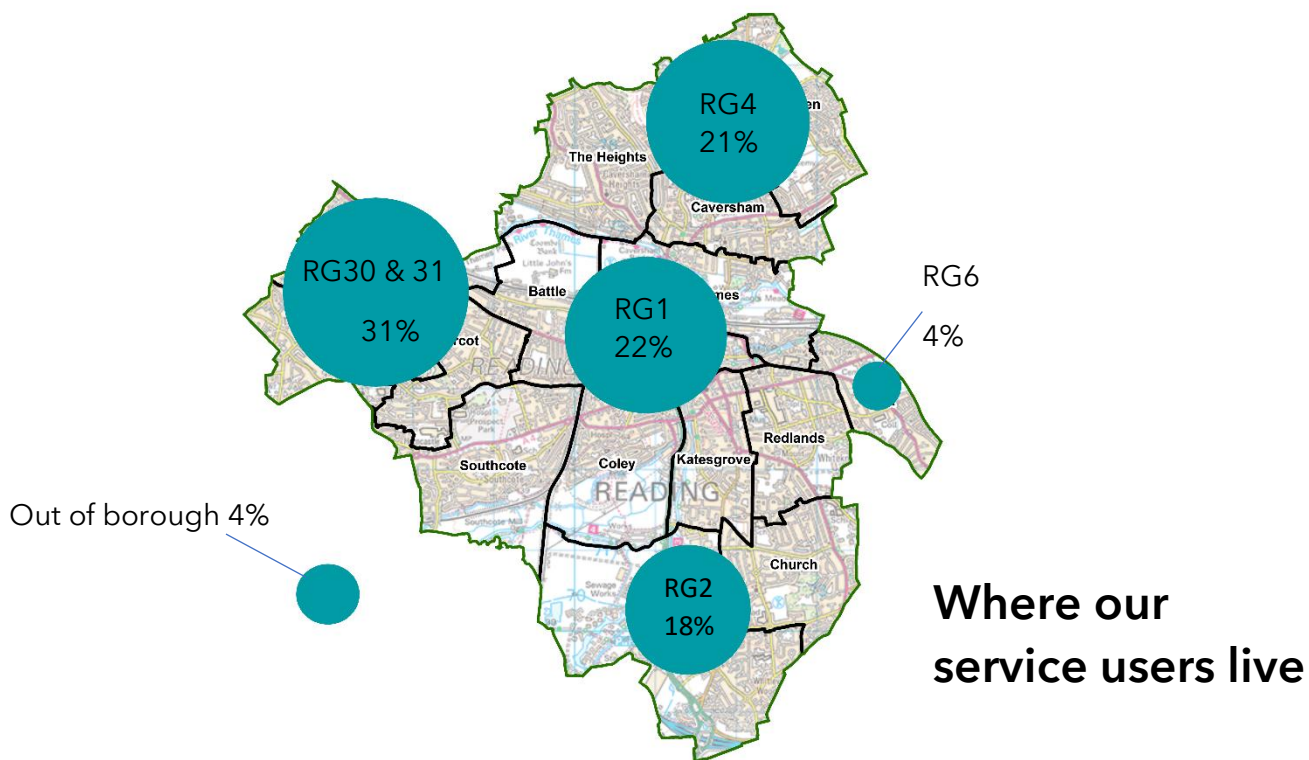
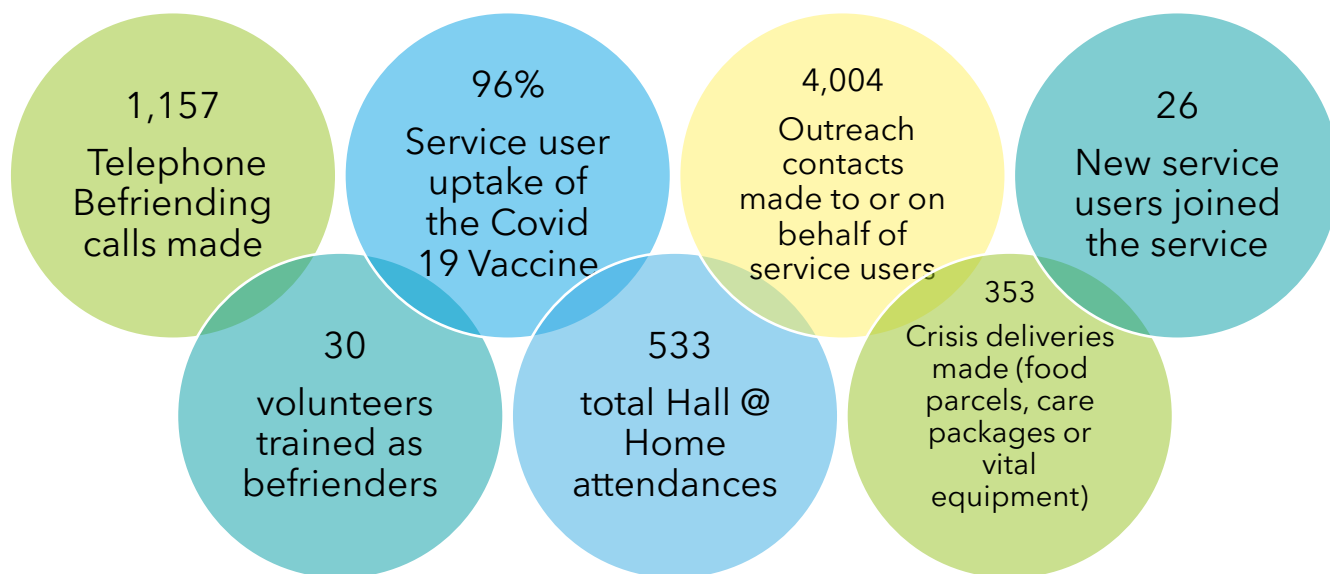
**39%** of blind and

partially sighted people of working age say they have difficulty making ends meet.

**73%** of blind and partially sighted people of working age are unemployed.

**31%** of people with sight loss are rarely or never optimistic about the future.

## Our impact in numbers



## Our impact in quotes from service users

"I appreciate all the help you have given me. I cannot say that enough."

*Outreach service user*

"The telephone with big buttons you gave me is wonderful, and the machine for reading. I couldn't manage without it. It is damn good of you."

*Outreach service user*

"Telephone befriending helped me through lockdown. The calls made me feel wanted"

*Telephone Befriendee*

"[Befriending] has made me feel that I am making a difference during covid."

*Telephone Befriender*

"I didn't think I would get on with virtual activities, but I'm glad I gave it a go. I have them all in my diary now!"

*Hall @ Home service user*

"Thank you so much for sorting out my food and medicine deliveries during lockdown. I didn't know how to begin to do it for myself."

*Outreach service user*

"It has really helped me a lot. I enjoy getting [Befriender]'s calls. They give me something to look forward to. She doesn't talk doom and gloom. I feel I would know her if I bumped into her."

*Telephone Befriendee*

"I enjoy hearing about Reading back in the day and everyone's memories."

*Hall @ Home service user*



# 2020-21: Keeping Our Community Connected

This year began in lockdown. The focus of March and early April 2020 had been on ensuring our service users were safe and had supplies, but we quickly realised that, difficult as it was for some of our beneficiaries to get the supplies they needed, combating isolation was going to be an important strand of our work through the pandemic.

We immediately recruited and trained volunteers as telephone befrienders: our first befriending calls were made a fortnight after the first lockdown was announced. As the 19-20 financial year ended we also launched Hall @ Home, a virtual activities programme designed for people with sight loss and accessible using a landline phone.

This was a long and lonely year for people living with sight loss in Reading. Many of our service users were shielding, so unable to take advantage of the easing of restrictions in the summer of 2020: all found it challenging to navigate a changed world of one-way systems and Covid signage. Digital exclusion is high in this cohort, but even those with the equipment and ability to get online found that online activities they would have liked to engage in had not been devised with accessibility for visually impaired people in mind.

When contacting every person using our service to ensure that they had everything they needed to stay safe and well we discovered just how important our activities wing is in enriching people's lives. Our Walford Hall Club members often tell us how much they look forward to the sessions, and that they are a highlight of their week: when the world locked down we discovered that for some it had been the only social activity they took part in each week. Even service users with strong networks of family and friends told us that joining us for rambles, bowls, day trips, or the social club gave them independence, exercise, peer support, or new experiences that they could not have accessed without us.

**Outreach** This service is completely free and available to anyone living with sight loss in Reading borough (not limited to members of the association).

Outreach originated as a Home-visiting service and advice and support delivery was based around home visits as the model of engagement. This involved considerable travel time and costs. In 19-20 we asked our service users how they wanted to be able to access the Outreach service. Many told us that they would prefer to be able to access advice and support in a wider variety of ways. Some wanted to be able to drop in or make appointments to see an Outreach worker at Walford Hall, and many service users told us that they wanted the option of simply phoning a member of the Outreach Team.

In response to this feedback, in 19-20 we began to transition the Outreach service to a 'phone-hall-home' service, with the presumption that if a query could be dealt with on the phone it would be, that an Outreach worker would be available on site during activities sessions, and that home visits would be only undertaken if there was a need for the Outreach team member to see the home environment (to advise on adaptation, for example) or where the service user needed to be seen face-to-face and could not travel to Walford Hall. We also gave clarity to the Outreach team that where home visits were being undertaken to combat isolation rather than advise on sight-loss related matters, the service user should be referred to a befriending organisation.

We initiated 'phone-hall-home' immediately for new referrals but had intended a more gradual transition for long-term service users, many of whom are elderly and who looked forward to being visited by their Outreach worker. The need for social distancing from March 2020 onwards removed the option of continued slow transition but also reassured our long-term service users that 'phone-hall-home' would not only give them the same high standard for advice and support but would deliver it in a more convenient way, without having to wait for an appointment.

The Outreach Team worked from home throughout the lockdowns. Without the constraints of the opening hours of Walford Hall and the need to have a colleague on duty to report to for safety during home visits, the team was able to institute flexi-working. As a result we now offer a five-day-a-week Outreach service, up from three days previously. This has proved so beneficial to both service users and staff that this working arrangement has been formalised and will continue post-pandemic.



**A staff member preparing a food parcel**

Even during the lockdowns there were occasions when it was essential to attend service users' homes. Our Outreach workers delivered food parcels and essential equipment to housebound and isolated service users, and the entire staff team supported them in delivering COVID care packages donated by Secure Clouds +

Support available from our outreach service includes but is not limited to: advice on adaptations; help to choose and order equipment; applying for grants for people on low incomes; signposting and referrals to other organisations; support to understand and come to terms with the service user's sight loss; reading post and helping service users obtain screen readers to do this independently; ensuring service users are

accessing the benefits and statutory support they are entitled to, assistance with paperwork; and advocating on service users' behalf with other services.

RAB participated in a local voluntary sector project to encourage and support uptake of both doses of the COVID-19 vaccine, ensuring that our service users knew how to book the vaccine and could access vaccine clinics.

**Activities** RAB Activities are usually only available to members of the Association, but as part of our pandemic response we waived this requirement and also suspended membership payments: we did not want people without access to online or telephone banking to be excluded from our activities programme. Volunteers, some longstanding, some inspired to start volunteering with us to 'do their bit' during the pandemic, trained as telephone befrienders and to run virtual activities specifically designed to be accessible via a landline and without needing visuals. Hall @ Home sessions included quizzes, reminiscence, music appreciation, guided craft, outreach advice, and 'coffee mornings'. The Hall @ Home sessions were most popular with service users who had been members of our in-person clubs so we will not run them concurrently when we are able to resume in-person activities, but we will offer some Hall @ Home sessions in the Easter and summer breaks in Walford Hall Club.



**One of our volunteer telephone befrienders**

**Core** Pre-pandemic, our staff were using ageing IT and some had weak IT skills. This made the sudden, enforced switch to home-working extremely challenging. We invested in online learning courses to build skills and are extremely grateful to Secure Clouds + for replacing our laptops and printer. The entire staff (other than the drivers) are now using Office 365 tools to improve remote communication, and cloud storage for improved data security.

Workday donated staff time to build us a new website [www.rabsightloss.org](http://www.rabsightloss.org). We also moved from our existing, extremely limited, database to Charity Log. The Charity Log Platform allows us to keep all our records in one cloud-based system, and to communicate with colleagues within the system, thus affording greater protection for service users' data.

The switch to online and remote services meant we did not have pandemic roles for our two minibus drivers. We used the furlough scheme to retain them, but as the level of Government funding for the scheme fell we made the difficult decision to remove one driver post and reduce the hours of the second post. The remaining driver was tasked with minibus and building maintenance once Government rules allowed work outside the home. We expect to increase driver hours and numbers once face-to-face activities resume.

As heritage contracts come up for renewal, we are continuing to make savings on our overheads by negotiating better deals. With the Outreach Team now predominantly working from home we require less office space in Walford Hall. In 2021-22 we intend to refurbish the main hall, replace the Reading Room with a studio for Reading's Talking Newspaper, convert the Outreach office into a breakout space for service users, repurpose the archive room into a Resource Room for service users, combine the Core office with the old craft store to create a main office and meeting room, and find a tenant for our first-floor offices. This will improve the facilities available to our service users, and increase the attractiveness of the building to potential hirers.

**Ethos** Our aim is a simple one: to enable our service users to live life to the full, regardless of their sight loss. This incorporates practical support, but also emotional support, understanding, and the opportunity to build confidence and self-esteem by taking part in our social activities. RAB's activities are designed to give attendees the opportunity to have new experiences and build confidence in their abilities whilst also spending time with and developing friendships with other people living with sight loss.

One of RAB's greatest strengths has always been its sense of community. There are staff, service users, and volunteers who have been with the association for many years. We seek to empower our service users and are proud that people living with sight loss are involved throughout the organisation: not only as service users but also as volunteers, as activity leaders, and as staff, as well as serving on the board of Trustees. Through this extremely challenging year, we continue to maintain this sense of community but have also sought to open RAB up to the wider community by increasing the proportion of service users of working age, and of Black, Asian and ethnic minority heritage, and also by increasing our connections to the wider Reading voluntary sector.

# Our Supporters

**Our People** The people are what make RAB's services so valued by our service users: the expertise, compassion, friendliness and commitment of our staff and volunteers are what create our sense of community. The trustees are grateful to each and every one of them.

**Our Corporate Supporters** This year we are delighted to have established relationships with local companies who share our values and are generously supporting our work.

**Secure Clouds+** Generously replaced much of our IT kit and provided care packages for our service users.

**Workday** Designed and built our new website [www.rabsightloss.org](http://www.rabsightloss.org).

**Our Funders** We could not continue our work without the support of grants, donations and bequests. We are so very grateful to those who fundraise for us, donate, choose to remember us in their will, and to families who choose us as the recipient of memorial giving.

We continue to have a contract with Reading Borough Council to provide services through their Narrowing the Gap II funding.

We also thank the following organisations for their financial support this year:

Berkshire Community Foundation

Reading Christadelphians

United Way UK

Reading St Laurence Church Lands

Maiden Erleigh Inner Wheel

Lord Hanson Foundation

The Earley Charity

The Headley Trust

Reading Voluntary Action

The trustees would like to thank every organisation and individual who has supported us this year. Everyone at RAB is thankful for the time, money, and practical support we receive: your support enables us to help our service users live life to the full.

## Financial Review

The attached Statement of Financial Activities summarises the charity's income and expenditure for the year. The move to remote activities significantly reduced the charity's expenditure, and the amount of grant funding secured for services was up compared to previous years. However, the loss of nearly £20,000 in income from charitable activities including hall hire, and a sizeable drop in donations and legacies, resulted in an operational deficit for the year.

The value of the charity's expendable endowment was hit by the stock market crash at the beginning of the pandemic but had recovered by the end of the year. Once the value had recovered, the Trustees reviewed the investment strategy in the light of the charity's reduced income and instructed the broker to shift from managing the investment for growth and income to prioritising income. This resulted in a small increase in investment income, despite the dip in the value of the fund.

This was the third year of the charity's four-year Narrowing The Gap II contract with Reading Borough Council. This brings in £15,000 a year across all services and RBC permitted this to be used towards the costs of the pandemic-response remote services. The charity intends to bid for funding through the third wave of Narrowing The Gap: this process will take place towards the end of the next financial year.

In the next financial year the Trustees will be investing in an extensive refurbishment of Walford Hall. This will improve facilities for service users, and will also place the Charity in a strong position to increase hiring income from the building once lockdown restrictions relax enough for such activities to resume.

The charity is entitled to exemption from taxation on income and capital gains to the extent that its funds are applied for charitable purposes.

# Structure, Governance & Management

**Governing Documents** The organization is a charitable company limited by guarantee, incorporated on 17<sup>th</sup> April 1997. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed by its Articles of Association. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding £1.

**Recruitment and Appointment of the Management Committee** The Association has a membership which is open to anyone with a genuine wish to assist in enhancing the wellbeing of the blind and partially sighted people of the Greater Reading area. A majority of members are either volunteer workers or those with sensory needs.

The constitution states that Trustees are appointed from within the membership. However, if an eligible person is recommended, proposed and seconded by members they can be put forward for election as a Trustee provided that they become a member of the Association.

A Trustee may serve for a maximum period of three years, after which she/he must stand down and, if willing, seek re-election after having been duly proposed and seconded by members. Trustees are appointed at the Annual General Meeting. This is done by a show of hands or a ballot if the number of nominations exceeds the vacancies. All nominated Trustees must be approved by the existing Board of Trustees prior to the Annual General Meeting.

**Trustee Induction and Training** Prospective trustees are given full details of the aims of the Association and his/her duties and responsibilities, interviewed by the Chair of Trustees and invited to attend a Trustee meeting. All Trustees are issued with copies of the Articles of Association, the Memorandum of Association, the Directors and Secretaries Guide from Companies House and the Responsibilities of Charity Trustees from the Charity Commission and encouraged to take up Trustee training opportunities offered by Reading Voluntary Action.

**Organisational structure** The Mayor of Reading is the Association's President and the Board of Trustees is responsible for policy decisions. The Articles of Association state that there shall normally be not less than three and not more than twelve Trustees, including a minimum of two visually impaired members where feasible. The CEO takes the role of Company Secretary and attends Trustee meetings but does not have voting rights.

Implementation of policy, human resource issues, financial administration and the day to day operation of the Association are the responsibility of the CEO, assisted by staff and volunteer helpers.

**Risk Management** With the welfare of vulnerable people being the Association's prime objective, the anticipation and elimination of risk is fundamental to our day to day activities. The particular difficulties presented by supporting people with visual impairments require our working systems and our dedication to the avoidance of unlooked for happenings to be kept under constant review. By law the Association is covered by Public Liability, Employers' Liability and Property Insurance. The building has a security alarm system linked to the local police station.

**Financial** RAB has an investment portfolio managed by a local broker from a national company. All dealings have to be approved by the broker who liaises with the Board of Trustees. The portfolio is spread over a range of stocks to minimise risk.

A Service Level Agreement with Reading Borough Council funds provision of services to 40 individuals across all the charity's services.

The income of RAB is spread among a number of sources (see Financial Review). This enables the Association to remain viable should circumstances change.

**Related parties** The only related party is Reading Borough Council with whom RAB has a contract to provide services under the Care in the Community Act. RAB must submit to the Council the Aims and Objectives of the Association which include its duties to the sight impaired and severely sight impaired people of Greater Reading.

This year RAB has built on its working relationship with Berkshire Vision (formerly Berkshire County Blind Society), co-operating to bring the Sight Loss MOT assessment tool to Berkshire. RAB is a member of Reading Voluntary Action and has also joined the Reading Advice Network and the Visionary national network of sight loss charities.

**Trustees' responsibilities in respect of the preparation of financial statements** Company law requires the Trustees to prepare financial statements which give a true and fair view of the state of affairs of the charitable company at the end of its financial year and of the surplus or deficiency of the charitable company for the year then ended. In preparing these financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis, unless it is inappropriate to assume that the charitable company will continue in business;

The Trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and for taking reasonable steps for the prevention of fraud and other irregularities.

This report was approved by the Trustees on the 22<sup>nd</sup> October 2021 and signed on their behalf



B BRISTOW - TRUSTEE

DATE: 22<sup>nd</sup> October 2021

# Reference & Administrative Details

## Trustees

Bob Bristow                      Chair  
Ron Cutting  
Karen Rowland  
Lisa Susanne Hendy  
Steven Bosworth

## CEO

Adele Barnett-Ward                      (Company Secretary)

## Bankers

HSBC Bank  
Broad Street  
Reading , Berkshire  
RG1 2BU

## Solicitors

Field Seymour Parkes  
1 London Street  
Reading  
Berkshire  
RG1 4PN



# Independent Examiner's Report to the Trustees of the Reading Association for the Blind



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## Independent examiner's report on the accounts

### Section A Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name

Reading Association for the Blind

**On accounts for the year  
ended**

20<sup>th</sup> April 2021

**Charity no  
(if any)**

1062433

**Set out on pages**

20-27

(remember to include the page numbers of additional sheets)

**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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [ ] if not applicable.*

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 Commission (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 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 the 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 statement below.

**Independent  
examiner's statement**

In connection with 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 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 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.

<b>Signed:</b>		<b>Date:</b>	08/11/2021
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<b>Name:</b>	Sabina Reed
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<b>Relevant professional qualification(s) or body (if any):</b>	AAT
---	-----

<b>Address:</b>	c/o Holybrook Associations
	Curious Lounge, 1 <sup>st</sup> Floor Pinnacle Building, Tudor Road, Reading
	RG1 1NH

**Section B Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here details of any items that the examiner wishes to disclose.**

A large, empty rectangular box with a thin black border, occupying the right two-thirds of the page. It is intended for the user to provide details of any items that the examiner wishes to disclose.

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2021

	Note	Unrestricted Funds	Restricted funds	Total	Total
		2021	2021	2021	2020
		£	£	£	£
<b>Income and endowments from:</b>					
Donations, legacies, grants and contracts	2	46,112	38,075	84,186	120,641
Charitable activities	3	23		23	19,751
Investments		11,106		11,106	8,830
<b>Total</b>		<b>57,240</b>	<b>38,075</b>	<b>95,315</b>	<b>149,222</b>
<b>Expenditure on:</b>					
Raising funds		10,741	-	10,741	6,759
Charitable activities	4	78,198	32,539	110,737	141,986
Governance	5	840		840	613
<b>Total</b>		<b>89,779</b>	<b>32,539</b>	<b>122,318</b>	<b>149,338</b>
<b>Income less expenditure</b>		<b>(32,569)</b>	<b>5,536</b>	<b>(27,004)</b>	<b>(118)</b>
Net gains/(losses) on investments		36,010	-	36,010	(49,377)
Net income/(expenditure)	6	3,471	5,536	9,006	(48,882)
Other recognised gains and losses		-	-	-	(7,723)
Net movement in funds		3,471	5,536	9,006	(56,605)
<b>Funds brought forward</b>		641,456	966	642,422	<b>699,023</b>
Transfers between funds	15,16				-
<b>Funds carried forward</b>		<b>644,927</b>	<b>6,502</b>	<b>651,428</b>	<b>642,422</b>

Notes 1 to 16 form part of these financial statements.

Some donations received were subject to conditions relating to the use of such funds, all of which have been fulfilled

None of the charitable company's activities were commenced or discontinued during the above financial years.

Some small prior year adjustments were made meaning that the 2020 comparator figures here are different to those in the previous year's accounts, however it was agreed that these were not material.

## BALANCE SHEET AS AT 30TH APRIL 2021

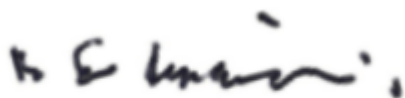
	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	10	185,977	191,129
Investments	11	416,399	382,110
		<b>602,337</b>	<b>573,239</b>
<b>Current assets</b>			
Stocks	12	-	-
Debtors	13	3,081	7,459
Cash at bank and in hand		45,996	63,350
		<b>49,078</b>	<b>69,148</b>
Creditors: amounts falling due within one year	14	(1,387)	(1,260)
<b>Net current assets</b>		<b>47,690</b>	<b>109,549</b>
<b>Total assets less current liabilities</b>		<b>650,066</b>	<b>682,788</b>
<b>Net assets</b>		<b>650,066</b>	<b>682,788</b>
<b>The Charity's funds</b>			
Unrestricted funds	15	227,185	299,712
Restricted funds		6,504	966
Endowments	16	416,399	382,110
<b>Total funds</b>		<b>650,066</b>	<b>699,024</b>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to smaller companies. The trustees confirm that the company's accounts are exempt from audit under section 477 of the Companies Act 2006 and that an audit has not been requested under section 476 of the Act. The Trustees acknowledge their responsibility for:

- (i) Ensuring the company keeps accounting records which comply with section 386; and
- (ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year, and of its profit and loss for the financial year in accordance with section 393, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Trustees on 22<sup>nd</sup> October 2021 and signed on their behalf.



**B Bristow - Chairman**

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2021

### 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Companies Act 2006, the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2015), Financial Reporting Standard FRS 102, and in accordance with charity law in the jurisdiction of England. The Charity is a public benefit entity.

A summary of the more important accounting policies, which have been consistently applied, is set out below.

- Donations, legacies and bequests, and grants are included in income in the year they are receivable.
- Investment income is recognized when it is receivable.
- Investments are included at market value
- Stocks are stated at the lower of cost and net realisable value
- Depreciation is provided in equal annual instalments over the estimated useful economic lives of the assets. Rates of depreciation per annum (on straight line basis) are as follows:

Freehold property	2%
Minibus	25%
Equipment	25%
Furniture and fittings	25%

The company has taken advantage of the exception in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it is a small company.

These accounts have been prepared on the going concern basis since the company has sufficient in unrestricted reserves to cover a deficit in the two-year period running to 30<sup>th</sup> April 2020, should fund-raising efforts fall short of expectations. The grant funding from Reading Borough Council has been guaranteed over this period.

### 2. DONATIONS, LEGACIES, GRANTS, AND CONTRACTS

	Year ended 30 April 2021			2020
	Unrestricted £	Restricted £	Total £	Total £
Donations from individuals & organisations	9,952	-	9,952	53,624
Legacies and bequests	10,068	-	10,068	75,846
	<b>20,020</b>	<b>-</b>	<b>20,020</b>	<b>129,470</b>

Further details on donations received are provided in the Trustees' annual report.

### 3. CHARITABLE ACTIVITIES INCOME

Income from Operating Activities - Hall Bookings	2.20
Income from Operating Activities - Membership Fees	20.00
Miscellaneous Income	0.65

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2021**  
(continued)

**4. COST OF CHARITABLE ACTIVITIES**

Handicrafts	213.41
Miscellaneous Expenses	224.51
Purchases for beneficiaries funded by grant giver	807.46
Resources	43.68
Bad and doubtful debt expense	(867.91)
Bank Charges	70.47
Cleaning	870.13
Computers & Software	1,663.95
Costs associated with donations	170.97
Depreciation -	6,873
Electricity	159.40
Employers N.I. (Non-Directors)	1,227.53
Employers NI	2,586.94
Employers Pensions	871.53
Gas	913.05
Gross Wages - Core	22,840.73
Gross wages - Drivers	3,777.84
Gross Wages - Activities	18,374.51
Gross Wages - Outreach	28,862.51
Insurance	2,529.24
Internet Charges	629.65
Miscellaneous Motor Expenses	332.90
Office & general expenses (including postage & stationery)	1,527.35
Outreach	1,726.41
Postage and Carriage	141.10
Premises Expenses	910.42
Printing	169.98
Professional Fees	5,978.20
Recruitment Expenses	208.73
Sanitation	91.53
Telephone and Fax	4,589.72
Training Costs	179.83
Vehicle Fuel	101.93
Vehicle Insurance	1,108.85
Vehicle Repairs and Servicing	386.62
Outreach Mileage Claims	171.53
Water Rates	281.30

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2021(continued)

### 5. GOVERNANCE COST

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Independent examination fee and accounts production	840	613
Trustees' indemnity insurance included in general insurance cost		-
	<b>780</b>	<b>613</b>

### 6. NET OUTGOING RESOURCES FOR THE YEAR

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Stated after charging depreciation of:	<b>6,874</b>	<b>16,363</b>

### 7. TRUSTEES REMUNERATION AND EXPENSES

The Trustees received no remuneration during the year for their services (2020: £nil); and no expenses were paid to the Trustees in the year (2020: £nil).

### 8. EMPLOYEE REMUNERATION

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Employee costs were as follows:		
Gross wages, salaries and benefits in kind	88,153	81,674
Employer Social Security contributions	3,814	2,445
Employer superannuation contributions	872	523
	<b>92,839</b>	<b>84,642</b>

The average number of persons employed was 9 (2020:13), which is equivalent to 4 full-time staff (2020: 4)

No employee earned more than £60,000 (2020: none); and, in the Trustees' opinion, no employee was able to exert significant influence over the running of the Charity.

### 9. TRANSACTIONS WITH RELATED PARTIES

The Company's transactions were all with unconnected individuals and organisations, and there were no amounts owed to or by such related parties either at 30<sup>th</sup> April 2020 or 2021.



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2021 (continued)

10. FIXED ASSETS - TANGIBLE ASSETS

	Freehold Property £	Furniture & fittings £	Equipment £	Minibus £	Total £
<b>Cost or valuation</b>					
At 1st May 2020	246,440	8,821	10,462	88,439	354,162
Additions	-	-	-	-	-
Disposals	-	(844)	(4,929)	-	(5,773)
<b>At 30th April 2021</b>	<b>246,440</b>	<b>7,977</b>	<b>5,533</b>	<b>88,439</b>	<b>348,389</b>
<b>Depreciation</b>					
At 1st May 2020	96,078	7,939	8,508	(48,788)	106,861
Disposals	-	(844)	(4,929)	-	(5,773)
Charge for the year	4,929	-	-	1,943	6872
<b>At 30th April 2021</b>	<b>101,007</b>	<b>7,095</b>	<b>3,579</b>	<b>54,452</b>	<b>162,412</b>
<b>Net book value</b>					
<b>At 30th April 2021</b>	<b>145,433</b>	<b>882</b>	<b>1,954</b>	<b>37,708</b>	<b>185,977</b>
At 30 <sup>th</sup> April 2020	150,362	882	1954	50,979	204,177

Note a full review of fixed assets was undertaken to ensure that only and all extant fixed assets are shown.

11. INVESTMENTS - Endowment

	Listed investments
	Total £
<b>At market valuation</b>	
At 1st May 2020	380,389
Additions	-
Cash returned to general funds	-
Disposals	-
Gain/(Loss) on revaluation	36,010
<b>At 30th April 2021</b>	<b>416,399</b>
<b>At cost</b>	
<b>At 30th April 2021</b>	416,399
At 30 <sup>th</sup> April 2020	405,850

This money is not available for operations, but represents an expendable endowment.

## 12.STOCKS

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Consumables and goods for resale	-	-

## 13.DEBTORS

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Debtors for fees and charges	121	5,473
VAT recoverable	1,707	955
Prepayments	1,253	1,031
	<b>3,081</b>	<b>7,459</b>

## 14.CREDITORS: AMOUNT FALLING DUE WITHIN ONE YEAR

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Supplies and services	-	90
Credit card account	251	65
Pension and PAYE	356	-
Income received in advance	-	-
Accruals	780	1,106
	<b>1,387</b>	<b>1,261</b>

## 15.UNRESTRICTED FUNDS

	Fixed assets	Endowment	Strategic reserve	<b>TOTAL</b>
Opening figure	<b>192,850</b>	380,389	68,217	<b>641,456</b>
Change in fixed assets	(6,872)			<b>(6,872)</b>
Revaluation of investments		36,010		<b>36,010</b>
Deficit in year			(25,667)	<b>(25,667)</b>
Closing figure	<b>185,978</b>	<b>416,399</b>	<b>49,051</b>	<b>651,428</b>

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>TH</sup> APRIL 2021 (continued)

### 16.RESTRICTED RESERVES

	<b>Opening</b>	<b>Receipts</b>	<b>Payments</b>	<b>Closing</b>
2021 Grant - Berks Community foundation	-	15,833	15,833	-
2021 Lord Hanson Foundation	-	2,000	2,000	-
2021 United Way	-	7,843	7,308	536
2021 Reading Dispensary Trust	-	1,119	1,119	-
2021 Tesco	-	500	500	-
2021 Secure clouds	-	359	359	-
2021 The Screwfix Foundation	-	5,000	-	5,000
2021 The Earley Charity	-	1,800	1,800	-
2021 John Sykes Foundation	-	-	-	-
2021 RVA	-	1,500	1,500	-
2021 Headley Trust	-	750	750	-
2021 Befriending	-	500	500	-
2021 Independence at Home	-	870	870	-
Office improvements	965	-	-	965
<b>TOTAL</b>	<b>965</b>	<b>38,075</b>	<b>32,539</b>	<b>6,501</b>

Members prepay £1 as a payment of their obligation to contribute a maximum of £1 in the event of the company being unable to meet its financial obligations.