

PhotoVoice

ANNUAL REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31<sup>st</sup> MARCH 2021

COMPANY NO: 3938488

CHARITY NO:  
England and Wales 1096598, Scotland SC041918

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Report of the Board of Trustees for the year ended 31<sup>st</sup> March 2021

## Objectives and Activities

### Organisational Information

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PhotoVoice is an award-winning international charity which works to bring about positive social change through participatory photography projects. We build skills in underrepresented and at-risk communities to use photography as a tool for communication, self-expression and advocacy.

PhotoVoice's pioneering projects have amplified the voices of refugees, people who are blind and partially sighted, street children, landless indigenous tribes, people living with HIV/AIDS, young people who have been the subject of sexual exploitation, former prisoners and those with differing requirements for inclusion.

PhotoVoice always works in partnership with local community organisations and other international or UK based organisations.

### Charitable Objects

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The Charity's objects are to advance education and community development in the UK and internationally, using participatory photography methods and training in photography, communication and advocacy skills. This enables the participating individuals and communities to express themselves, raise public awareness of the issues and experiences they encounter, and help them to improve their quality of life. The Charity runs training courses and advises other charities, groups and institutions carrying out development projects in the use of photography to advance their own programmes and activities.

### Vision

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PhotoVoice's vision is for a world in which no one is denied the opportunity to speak out and be heard.

### Mission

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PhotoVoice's mission is to build skills within disadvantaged and marginalised communities. To achieve this, we utilise innovative participatory photography and digital storytelling methods. These skills enable individuals to represent themselves and create tools for advocacy and communication. Through this, and through developing partnerships, we deliver positive social change.

### Public Benefit Statement

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The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, 'charities and public benefit'.

PhotoVoice's charitable purpose is enshrined in its objects - the education and training of disadvantaged people throughout the world in the field of photography. The Trustees ensure that this is carried out for the public benefit by delivering programmes and services that are of value to the participants of the projects. The participants are members of the public known to and/or identified by Partner organisations (including NGO's, Local Authorities, Aid Agencies) with whom and for whom PhotoVoice develops the projects. The partners have the specialised working knowledge of the target groups (for example, refugees, vulnerable youth, people with disabilities) and these partnerships ensure that PhotoVoice's activities reach the right recipients and thus fulfil the charity's core objectives.

## Achievements and Performance

### Key Aims

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- Work with underrepresented groups using participatory photographic methods which enable self-expression and development, raise awareness, and provide tools for advocacy
- Champion the appropriate use of participatory photography by international development and local grassroots organisations by promoting knowledge sharing, setting standards, providing best practices, training and related consultancy services
- Promote the images and words produced in participatory photography projects through targeted newsletters, publications, events, and exhibitions, as well as traditional mass media and new media to raise awareness on the perspectives of communities and individuals

### Performance against plan

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PhotoVoice focused on three key goals in 2020-21:

- Continue to promote and champion longer term engagement programmes for communities, encouraging social change
- Expand and improve its education and engagement programmes, working with different partners and delivering high quality training courses
- Use its new office space to develop a timetable of external engagement events, including exhibitions, courses, and talks, where possible given the emergence of the coronavirus pandemic.

### Key achievements during the year

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1. The impact of Covid-19 on PhotoVoice's operations had significant consequences on its planned activities, with opportunities for workshop delivery and travel severely hindered. The team was able to design and deliver a new bespoke training and projects platform, called PhotoVoice Connect. This enabled PhotoVoice to deliver new engagement activities throughout the year, and offered consistency for its existing programmes.
2. In 2021, PhotoVoice relocated offices to a new sole-occupancy premises in Shoreditch, having relocated from its office in Whitechapel. This provides a multi-use gallery and training space, which will be the cornerstone of PhotoVoice's future external engagement activities.
3. Care Leavers in Focus – one of PhotoVoice's largest programmes, was able to continue despite the challenges presented by the impact of Covid-19. Participants and partners all remained engaged throughout, and while the project experienced significant delays, amendments were made to ensure it was able to work towards the development of a new resource, due for launch in 2021.

### Future plans

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PhotoVoice will focus on three key goals in 2021-22:

- Develop and implement a new strategic plan to cover a three year period, to establish a future focus which strengthens PhotoVoice's role as expert contributor to discussions and projects utilising ethical photography for social change.
- Continue to strengthen the ways in which we engage with supporters, participants, and training attendees through a combination of online opportunity and in person activity
- Develop a programme of projects and opportunities which continue to develop PhotoVoice's methodology, addressing the opportunities and challenges which have emerged as a result of Covid-19

## Projects During the Year

### UK Projects in 2020-21

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- Care Leavers in Focus
  - o A multi year project funded by the Esmée Fairburn Foundation, working with young people in the care system across England and Wales. The project will culminate in a new resource to provide information for young people, and advocate for greater service user involvement in designing local services.

## Financial Review

### Funders

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PhotoVoice extends its thanks to all our funders as well as partner organisations, project volunteers and support staff, donors and PhotoVoice members, including:

- The Esmée Fairbairn Foundation
- Jocarno Fund
- The King Baudouin Foundation
- Reed Smith

### Financial Review

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In 2019-20, PhotoVoice's income decreased from £228,080 in 2019-20 to £219,821 in 2020-21 – a decrease of 1%. Its outgoings decreased from £216,645 in 2019-20 to £186,587 in 2020-21 – a decrease of 14%.

This results in a carried forward balance of £104,498 of which £36,380 is restricted, and £61,117 is unrestricted. This is a stronger financial position than expected given the context of the global pandemic.

However, the Trustees expect the financial climate for PhotoVoice – like many organisations - to continue to be challenging throughout 2021/22, particularly as a result of some of the financial support mechanisms available to charities and small organisations due to close. PhotoVoice's emphasis will be on establishing long term projects and funding streams, building up its reserves, and operating on the basis of expenditure remaining below income. The impact of the coronavirus pandemic remains likely to have significant repercussions for PhotoVoice's ability to deliver projects, particularly international programmes.

## Structure, Governance and Management

### PhotoVoice Staff

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Chief Executive	Tom Elkins
Senior Projects Manager	Kate Watson
Projects Manager	Natasha Mulder (from July 2020)
Projects Officer	Lauren Parr
Education and Projects Manager	Kallina Brailsford

### PhotoVoice Trustees

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Russell Watkins (Chair)  
Sarah Washington  
Natalie Waugh  
Rosie Cornick  
Anna Morser (joined December 2021)  
Grace O'Donovan (joined December 2021)

#### Former Trustees:

Steven Marshall (resigned March 2021)  
Tom Wipperman (resigned March 2021)

### Governing Document

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The organisation is a charitable company limited by guarantee, incorporated on March 2<sup>nd</sup> 2000 with Companies House and registered as a charity in England and Wales on March 19<sup>th</sup> 2003, and in Scotland on November 24, 2010. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

### Recruitment and Appointment of Trustees

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A skills audit of the Trustee board, reviewed on an annual basis has highlighted key areas of expertise that PhotoVoice wishes to have represented on its board in order to maximise its impact as a charity. These areas of expertise include the following:

- International development and programme management
- Law
- UK Policy
- Charitable Sector and Fundraising
- Business skills
- Strategy and Marketing

New Trustees are recruited through the existing Trustees, supporters of PhotoVoice, professional resources and targeted advertising.

One third of the Trustees, in rotation, put themselves up for reappointment each year at the AGM. Directors of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at March 31<sup>st</sup> 2021 was 6 (2020 - 6).



## Trustee Induction and Training

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When a Trustee first joins the PhotoVoice board an induction programme is designed according to their specific needs. Induction will include child protection training and individual sessions with staff, as required, to familiarise themselves with the charity and the context in which it operates. These are organised jointly by the Chair of the Trustees and the Chief Executive. If deemed appropriate, new Trustees are encouraged to take external training.

## Risk Statement

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The board has examined the major strategic, business and operational risks that the organisation faces and confirms that systems have been established to enable risks to be assessed as they arise.

## Reserves Policy

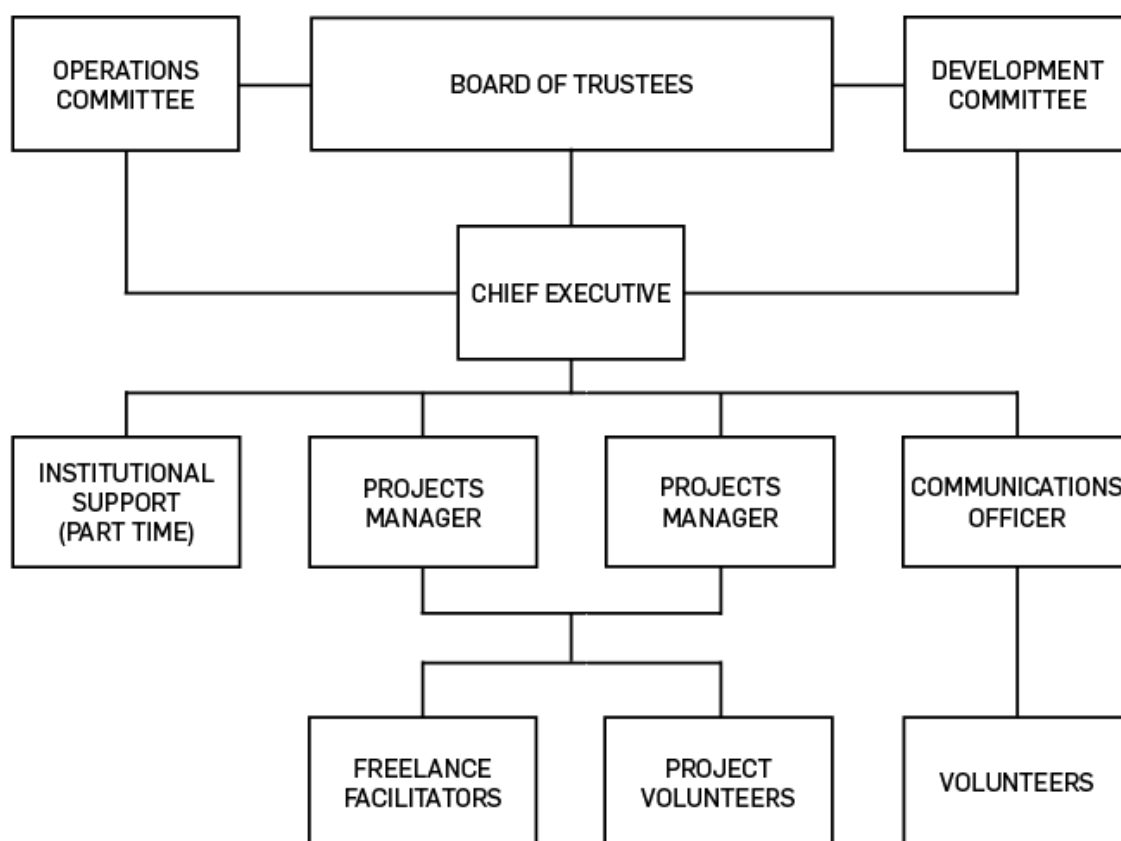
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The Trustees wish to maintain the reserve of unrestricted funds to a level sufficient to fund three months' normal expenditure on staff salaries and basic services.

The Trustee Board holds scheduled quarterly meetings and emergency ones as required, to make major decisions affecting strategy and longer-term direction of PhotoVoice, and to set tasks and responsibilities for further activities and goals. The Chief Executive attends the meetings to provide reports and recommendations for the trustees and is joined by his staff as required.

Sub-committees of the board are created from time to time to deal with particular issues. These committees may contain members of staff as well as other external experts.

Operational decisions are made on a day-to-day basis by the Chief Executive, and other key staff in line with the strategy and direction set by the Trustees.



## Reference and Administrative Information

### Status

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PhotoVoice is a charitable company limited by guarantee, incorporated on March 2<sup>nd</sup> 2000 and registered as a charity on March 19<sup>th</sup> 2003.

### Governing document

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The Company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

### Company number

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3938488

### Charity numbers

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- England and Wales - 1096598
- Scotland - SC041918

### Company Secretary

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Reed Smith Corporate Services Ltd.

### Registered and Principal Office

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PhotoVoice. 26 Phipp Street, London, EC2A 4NR

### Bankers

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- CAF Bank, 25 Kings Hill Avenue, Kings Hill West Mallong, Kent, ME19 4JQ
- Natwest Bank, 504 Brixton Road, London SW9 8EW

### Accountant

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Ma'Leon Accountancy Services Limited, 85 Great Portland Street, London, United Kingdom, W1W 7LT

### Independent Examiner

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Aamer Shehzad, Accountability Europe Limited, Omnibus Workspace, 39-41 North Road, London. N7 9DP

## Statement of Responsibilities of the Trustees

The Trustees, who are also directors of PhotoVoice for the purposes of company law, are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UKGAAP). Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are 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, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Audit Exemption

The Directors have decided to take advantage of the audit exemption provisions of the Companies Act 2006. However, under the provisions of section 145 of the Charities Act 2011, Aamer Shehzad, Accountability Europe Limited, Omnibus Workspace, 39-41 North Road, London. N7 9DP. His report is shown on page 13.

Signed on behalf of Board of Trustees



Russell Watkins - Chair  
Date: 14<sup>th</sup> December 2021



Anna Morser - Treasurer  
Date: 14<sup>th</sup> December 2021

# Independent Examiners' Report to The Trustees of PhotoVoice for the Year Ended 31 March 2021

I report to the trustees on my examination of the financial statements of PhotoVoice for the year ended 31 March 2021 which are set out on pages 14 to 28

## RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

## INDEPENDENT EXAMINER'S STATEMENT

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.



.....  
Mr Aamer Shehzad FCCA ACA

17 December 2021  
.....

Date

**Accountability Europe Limited**  
Omnibus Workspace  
39-41 North Road  
London  
N7 9DP

## STATEMENT OF FINANCIAL ACTIVITIES

## Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2021

Notes	<b>Incoming Resources</b> <i>Income and Endowments From</i>	Unrestrict ed Funds £	Restricted Funds £	Restated	
				2021 total £	2020 total £
2a	Donations and legacies	81,109	-	81,109	30,527
2b	Other	8,256	-	8,256	4,898
3	Charitable activities	-	130,448	130,448	192,638
	Investments	8	-	8	18
<b>Total Incoming Resources</b>		89,373	130,448	219,821	228,079
<b>Resources Expended</b>					
4	<i>Raising funds</i>	(4,216)	-	(4,216)	(4,835)
	<i>Charitable activities</i>	(21,814)	(160,557)	(182,371)	(211,810)
<b>Total Resources Expended</b>		(26,030)	(160,557)	(186,587)	(216,645)
5	<b>Net income/(expenditure) for the year</b>	63,342	(30,109)	33,233	11,434
<b>Reconciliation of funds:</b>					
	Total funds brought forward as previously stated	6,054	61,485	67,539	56,214
14	Prior year adjustment	3,279	(5,004)	(1,725)	1,618
	Balances brought forward 1 April 2020 as restated	2,775	66,489	69,265	57,831
<b>Total funds carried forward</b>		66,117	36,380	102,498	69,265

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 13 to the financial statements.

**PHOTOVOICE**  
**Balance Sheet**  
**For the year ended 31 March 2021**

Notes		2021	Restated 2020
	£	£	£
	<b>Fixed Assets</b>		
8	Tangible fixed assets	-	-
9	Investment	1	1
	<b>Current assets</b>		
10	Debtors	2,724	19,841
	Cash at bank and in hand	110,985	36,406
		<u>113,709</u>	<u>56,247</u>
11	<b>Creditors: amounts due within one year</b>	<u>(11,212)</u>	<u>13,018</u>
	<b>Net current assets</b>	<u>102,497</u>	<u>69,265</u>
	<b>Net assets</b>	<u>102,498</u>	<u>69,265</u>
12	<b>Funds</b>		
	Restricted funds		
	Income funds	36,380	66,490
	Unrestricted funds		
	General funds	<u>66,117</u>	<u>2,775</u>
	<b>Total funds</b>	<u><u>102,498</u></u>	<u><u>69,265</u></u>

**DIRECTORS' RESPONSIBILITIES IN THE PREPARATION OF THE FINANCIAL STATEMENTS  
FOR THE YEAR MARCH 2021**

The trustees (who are also the directors of the company for the purposes of company law) confirm that for the year ended 31 March 2021.

- the company was entitled to exemption from audit under section 477 of the Companies Act 2006, and

- members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 44 of the Charities and Trustee Investment (Scotland) Act 2005, the accounts have been examined by an independent examiner whose report appears on page 14.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.



Comparative figures for the previous year by fund type are shown in Note 13.

The Notes on pages 18 to 28 form an integral part of these accounts.

These accounts, which have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies, were approved by the trustees on 14th December 2021 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'RMWatkins', written in a cursive style.

Russell Watkins, Chair of Trustees

Company registration number:  
3938488

**1. Accounting  
Policies**

- a) The financial statements have been prepared under the historical cost convention and in accordance with 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 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**b) Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS102 and the Charities SORP FRS 102 the restatement of comparative items was required.

**c) Preparation of the accounts on a going concern basis**

The trustees have prepared and considered trading forecasts and cash flow requirements for a period of 12 months from the date of approval of these financial statements and have concluded that it is appropriate to prepare these financial statements on the going concern basis.

Governance costs include the corporate management, strategic planning, restructuring and one-off consultancy to develop the organisation, as well as independent examination and legal costs.

**d) Income**

All income is included in the Statement of Financial Activities when the charitable company is legally entitled to the income, it is probable that the income will be received and the amounts can be measured reliably.

Voluntary income is received by way of donations and gifts and is included in full in the statement of financial activities when receivable. Donated services and facilities are recognized as an incoming resource at the estimated value to the charity of the service or facility received.

On receipt, donated professional services and facilities (Gifts in kind) are recognised based on the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding item is then recognised in expenditure in the period of receipt. Volunteer time is not included in the financial statements.

Investment income is recognised on a receivable basis.

Income from commercial trading activities is recognised as earned (as the related goods and services are provided).

Grants received in advance are deferred at the year end to when the grant entitlement becomes unconditional

**e) Expenditure and irrecoverable VAT**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered. Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned by an estimate of the amount attributable to each activity, based on the number of staff members as per note 6.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer equipment and software 3yrs (straight line)

Items of equipment are capitalised where the purchase price exceeds £2,000. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Rentals payable under operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged to the statement of financial activities in the year in which they fall due

**f) Funds structure**

The charitable company has a number of restricted funds to account for situations where a donor requires that a donation must be spent on a particular purpose or where funds have been raised for a specific purpose. Expenditure which meets these criteria is charged to the fund together with a fair allocation of management and support costs.

**g) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charities activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. These costs are broken down into more detail in Note 4.

Where expenditure on a project or programme area exceeds the restricted funds available for that project or area, then the 'overspend' is met by transfers from unrestricted funds during the year. Should sufficient appropriate restricted funds subsequently become available these transfers will be reclaimed.

All other funds are unrestricted funds, which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have earmarked a fund for a specific purpose.

The costs of generating funds relate to the costs incurred by the charitable company in raising funds for the charitable work.

**h) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**i) Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**j) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**k) Analysis of staff costs, trustee remuneration and expenses**

***l) Staff costs comprise:***

- Wages and salaries
- Social Security costs
- Pension contributions
- Redundancy

**Costs**

The average number of employees (including casual and part time staff) during the year was as follows: 3.6

There are no employees whose emoluments as defined for taxation purposes amounted to over £60,000

During the year there were no payments made to the trustees for remuneration or expenses.

**m) Pension**

All staff are enrolled in a pension scheme with Nest.

**n) Foreign Currency Translation**

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the accounting date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to the statement of financial activities.

**Incoming resources from generated funds**

Notes		Restated			
		Unrestricted Funds	Restricted Funds	2021 total	2020 total
2a.	<b>Voluntary Income</b>				
	Esmee Fairbairn Foundation	32,572	-	-	-
	Jocarno Fund	8,576	-	8,576	8,868
	Oliver S' Jacob	-	-	-	6,800
	Tom Godber	-	-	-	7,500
	LB Tower Hamlets	21,485	-	21,485	-
	The King Baudouin Foundation	8,808	-	8,808	-
	Government JRS Grant	4,580	-	4,580	-
	Other Grants and Donations	-	-	-	13
	Other grant and donations	4,589	-	4,589	6,346
	Gifts in Kind	-	-	-	-
	Reed Smith Venue Hire (Gifts in Kind)	500	-	500	1,000
	Total	81,109	-	48,537	30,527
2b.	<b>Activities for generating funds income</b>				
		Unrestricted Funds £	Restricted Funds £	2021 total £	2020 total £
	Corporate Donation	850	-	850	-
	Supporter Scheme	3,222	-	3,222	4,075
	Fundraising events (Includes Gift Aid)	4,184	-	4,184	5
	Other	-	-	-	818
	Total	8,256	-	8,256	4,898

Incoming resources from charitable activities					
Notes					
3	Projects	Unrestricted Funds	Restricted Funds	2021 total	Restated 2020 total
	ACU	-	3,750	3,750	-
	BLESMA	-	-	-	25,537
	EOLAS	-	-	-	4,637
	Esmee Fairbairn Foundation	-	46,726	46,726	65,144
	Frontline AIDS	-	-	-	16,148
	Government JRS Grant	-	40,735	40,735	-
	IIED		-	-	26,563
	Mosaic Art Sound Ltd	-	-	-	1,150
	Parents and Children Together	-	-	-	1,478
	Training (Consultancy)	-	5,374	5,374	24,691
	Training (Standard)	-	33,346	33,346	27,290
	Other	-	517	517	-
	<b>TOTAL</b>	-	<b>130,448</b>	<b>130,448</b>	<b>192,638</b>

Notes

4 Resources Expended

	Costs of generating funds	Projects - Restricted	Projects - Unrestricted	Communications	Support costs	Governance costs	2021 total	Restated 2020 total
	£	£	£	£	£	£	£	£
Staff costs	(4,216)	(118,053)	-	(4,216)	(4,216)	(4,216)	(134,918)	(121,912)
Other Training project expenses	-	-	-	-	-	-	-	-
Rent, insurance and services	-	-	-	-	(30,481)	-	(30,481)	(36,531)
Depreciation	-	-	-	-	-	-	-	-
Communications and IT	-	-	-	(598)	(12,636)	-	(13,235)	(9,964)
Office Costs	-	-	-	-	(860)	-	(860)	(7,911)
Fundraising and events costs	-	-	-	-	-	-	-	(1,448)
Sundry administration costs	-	-	-	-	(864)	-	(864)	(46)
Independent examiners fees	-	-	-	-	(660)	-	(660)	(490)
Other professional fees	-	-	-	-	(953)	(35)	(988)	(3,840)
Banking and financial costs	-	-	-	-	(1,085)	-	(1,085)	(1,767)
Marketing and publicity	-	-	-	-	-	-	-	(929)
Other project costs	-	(2,915)	-	-	-	-	(2,915)	(16,765)
Project facilitator costs	-	-	-	-	-	-	-	(5,149)
Travel and room hire	-	(84)	-	-	0	(500)	(583)	(9,894)
Volunteer costs	-	-	-	-	-	-	-	-
	<b>(4,216)</b>	<b>(121,051)</b>	<b>-</b>	<b>(4,815)</b>	<b>(51,754)</b>	<b>(4,751)</b>	<b>(186,587)</b>	<b>(216,646)</b>
Add: Allocation of support costs	-	(39,506)	-	(12,248)	51,754	-	-	-
Total Resources Expended	<b>(4,216)</b>	<b>(160,557)</b>	<b>-</b>	<b>(17,063)</b>	<b>-</b>	<b>(4,751)</b>	<b>(186,587)</b>	<b>(216,646)</b>

PHOTOVOICE  
Notes to the financial statements  
For the year ended 31 March 2021

Notes

5	<b>Net surplus/(deficit) for the year</b>		Restated
a.	This is stated after charging/crediting:	<b>2021</b>	2020
		<b>£</b>	£
	Independent examiner's fees	660	490
	Operating lease rentals: property (see note 14)	27,302	27,302

Director's received neither remuneration nor reimbursed expenses during the year.

b.	Valuation of donated resources	<b>2021</b>	Restated 2020
	Governance	<b>500</b>	1,000

The value of Gifts in Kind is based on the price that the Charity estimates it would have to pay for services from Reed Smith Corporate Services Ltd on the open market.

6	<b>Staff costs and numbers</b>	<b>2021</b>	Restated 2020
	Staff costs were as follows:	<b>total</b>	total
		<b>£</b>	£
	Salaries and wages	(117,603)	(101,094)
	Pension contributions	(9,408)	(8,675)
	Social security costs	(7,646)	(7,953)
	Safeguarding and ID	0	(104)
	Staff Training and Recruitment	(210)	0
	Staff Welfare	(50)	(1,057)
	Redundancy costs	0	(3,029)
		<b>(134,917)</b>	<b>(121,912)</b>

No employee earned more than £60,000 during the 2020/21 Financial Year (2019/20 - 0). The number of employees participating in the pension scheme during the year was 5 (2019/20 - 5).

The average weekly number of staff (expressed as full-time equivalents) during the year was as follows:

	<b>2021</b>	2020	<b>2021</b>	2020
	<b>No.</b>	No.	<b>%</b>	%
Costs of generating funds	0.1	0.1	3%	3%
Charitable activities and projects	2.8	3	88%	83%
Communications	0.1	0.2	3%	6%
Support costs	0.1	0.2	3%	6%
Governance	0.1	0.1	3%	3%
	<b>3.2</b>	3.6	<b>100%</b>	100%



Notes

**7 Taxation**

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**8 Tangible fixed assets**

	2021	Restated 2020
	Office and other equipment £	Office and other equipment £
Cost		
At the start of the year	6,858	6,858
At the end of the year	6,858	6,858
Depreciation		
At the start of the year	(6,858)	(6,858)
At the end of the year	(6,858)	(6,858)
Net book value		
At the end of the year	0	0

All tangible fixed assets are used for direct charitable purposes.

**9 Investment**

The charitable company acquired no investment income during the year.

**10 Debtors**

	2021 total	Restated 2020 total
	£	£
Operating debtors	2,724	19,841
	2,724	19,841

**11 Creditors: amounts due within one year**

	2021 total	Restated 2020 total
	£	£
Operating creditors	5,961	3,146
Accrual and provisions	660	940
Other creditors	4,591	21,561
	11,212	25,647

Notes

12 **Analysis of net assets between fund**

	Unrestricted £	Restricted £	Total funds £
Tangible fixed assets	-	-	-
Net current assets	66,117	36,380	102,498
<b>Net assets at the end of the year</b>	<b>66,117</b>	<b>36,380</b>	<b>102,498</b>

13 **Movement in funds**

	2020-21				
	At the start of the year £	Incoming resources £	Outgoing resources £	Transfers £	At the end of the year £
<b>Unrestricted funds:</b>					
General funds	2,775	89,373	(26,030)	-	66,117
<b>Total unrestricted funds</b>	<b>2,775</b>	<b>89,373</b>	<b>(26,030)</b>	<b>-</b>	<b>66,117</b>
<b>Restricted funds</b>					
Restricted income funds:					At the end of the year
Projects	66,490	130,448	(160,557)	-	36,380
<b>Total restricted funds</b>	<b>66,490</b>	<b>130,448</b>	<b>(160,557)</b>	<b>-</b>	<b>36,380</b>
<b>Total funds</b>	<b>69,265</b>	<b>219,821</b>	<b>(186,587)</b>	<b>-</b>	<b>102,498</b>

14 **Prior year adjustment**

	2019-20	Restated	Restated		Restated
	At the start of the year £	Incoming resources £	Outgoing resources £	Transfers £	At the end of the year £
<b>Unrestricted funds:</b>					
General funds	4,822	35,441	(37,487)	-	2,775
<b>Total unrestricted funds</b>	<b>4,822</b>	<b>35,441</b>	<b>(37,487)</b>	<b>-</b>	<b>2,775</b>
<b>Restricted funds</b>					
Restricted income funds:					At the end of the year
Projects	53,010	192,639	(179,158)	-	66,491

Total restricted funds	53,010	192,639	(179,158)	-	66,491
Total funds	57,832	228,080	(216,645)	-	69,265

There is a restatement of travel and room hire costs in 2019-20 due to a finance system glitch in not clearing transactions in the banking / credit card.

## Purposes of funds

General funds: these are the free reserves of the charity which can be used for any purpose within its charitable objects.

Restricted income funds: These funds represent monies which have been given for particular purposes and projects as described below:

### 2020-2021

#### ACU

*A project providing photographic communications skills to a variety of university fellows across the Commonwealth*

#### Esmee Fairburn Foundation

*A multi-year programme looking at the experiences of young people in the care system to help improve how services are delivered*

#### Government JRS Grant

*A multi-year programme looking at the experiences of young people in the care system to help improve how services are delivered*

#### Training (Consultancy)

#### Training (Standard)

### 2019-2020

#### BLESMA

*Photographic training and storytelling workshops with British ex-military service personnel who have been injured or been affected by limb loss.*

#### EOLAS

*Participatory photography to capture the benefits, challenges, and successes of people with experience of psychosis who've used services in Ireland*

#### Esmee Fairburn Foundation

*A multi-year programme looking at the experiences of young people in the care system to help improve how services are delivered*

#### Frontline AIDS

*A multi-year programme in Myanmar, Uganda and Nigeria to create new tools of advocacy for HIV affected communities*

#### IIED

*Using participatory photography to gain insights into how key communities in Zanzibar are affected by climate change*

#### Mosaic Art Sound Ltd

*A programme to explore how participatory photography can be used to help migrant communities share their experiences*

Parents and Children Together  
*A project through Alana House to support women  
affected by chaotic circumstances*

Training (Consultancy)  
Training (Standard)

15     **Operating Lease  
commitments**

Rent and service charge payments totalled £27,667 (2020 - £27,302) for the year under its Lease Agreement for offices at 45 Turner Street. A new lease has been entered during 2021 with a term of three years - £67,245

16     **Related parties**

The company is limited by guarantee and has no share capital; thus no single party controls the company.