

Registered number: 00482010
Charity number: 201640

**THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY
SIGHTED (KNOWN AS CAM SIGHT)**

(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
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FOR THE YEAR ENDED 31 MARCH 2018

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THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2018

The trustees are pleased to present their annual trustees' report together with the audited financial statements of the charity for the year ending 31 March 2018 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and 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) as amended by Update Bulletin 1 (effective 1 January 2016).

OBJECTIVES AND ACTIVITIES

Overview of low vision and blindness

Low vision and blindness affect an increasingly large proportion of the population. According to the RNIB, one in five people will experience sight loss in their lifetime and over two million people in the UK are currently living with sight loss that has significant impact on their daily lives. By 2050, the RNIB estimate the number of people living with sight loss in the UK will double to nearly four million. This is due to an aging population and the growing incidence in key underlying causes of sight loss, such as obesity and diabetes.

In Cambridgeshire, the RNIB estimate there are 20,540 people living with some degree of sight loss. By 2030, it is expected this will increase to 29,990. Of this total, 13,250 live with mild sight loss, 4,570 are living with moderate sight loss, and 2,700 are living with severe sight loss. It is the latter two of these categories that we define as low vision and blindness, which equate to 7,270 across Cambridgeshire.

Our vision, mission, aims, and values

Our vision is a world of equality, in which people of all ages whom are blind or have low vision achieve the possibilities they choose in life.

Our mission is to support local people of all ages living with blindness and low vision in Cambridgeshire to live the lives they choose.

We aim to enhance independence, improve wellbeing, and increase inclusion in the local community.

In fulfilling these aims, we aim to uphold the following values in all that we do: person-centred; empowering; friendly; collaborative; and accountable.

Overview of activities

Cam Sight is a Cambridgeshire charity and we operate in: Cambridge City; South Cambridgeshire; East Cambridgeshire, and Fenland. Our main activities are listed below, categorised into the aims which they seek to achieve:

Independence

To enhance independence, we have two Low Vision Equipment Centres (LVECs) in Cambridge and in Wisbech to demonstrate equipment and technology designed for people with low vision and blindness. We also run a magnification service to support people to make the most of what sight they still have left.

We organise home visits where we help individuals make their lives as accessible as possible and offer support with financial aid applications. We run a technology training service to help individuals take advantage of increasingly accessible devices, in either one-to-one or group sessions. We offer sessions on daily living skills to improve independence in self-care and cooking. We also offer lessons in Braille.

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Wellbeing

To improve wellbeing, we run an emotional support service with two qualified counsellors, who deliver support one-on-one or in a group to deal with the emotional distress that can arise from sight loss.

We also offer a range of sporting activities, including tenpin bowling, swimming, guided running, and tandem cycling.

Inclusion

To increase inclusion, we run peer support groups for all ages. For children, we have fortnightly groups for pre-school ages and monthly groups for those in primary school and in secondary school. For adults, we have 18 groups that run throughout the county on a monthly basis.

We have a team of volunteers who provide support in the community, through befriending, reading, and accompanying isolated individuals on trips out of their homes.

We produce a quarterly newsletter which contains updates on Cam Sight's activities and services, as well as local and national news.

ACHIEVEMENTS AND PERFORMANCE

Client consultations

This year we carried out three consultations to collect the thoughts and recommendations of local people living with low vision and blindness.

The first was a client services review: a telephone survey was conducted with a randomised stratified sample of existing clients across the different regions in which Cam Sight operates. In total, 128 responses were collected. On average, Cam Sight's services received a 9.3 score out of 10, from the 116 respondents who provided a score. 31 respondents responded to the question about additional services, of which 58% were satisfied with existing levels of services; 16% stated the need for more awareness about the services already offered; 3% recommended CV training; 3% asked for an LVEC local to Ely, 3% asked for follow up emotional support groups; 3% asked for gardening and needlework groups; 3% asked for more outings; 3% asked for tapes and books on loan; 3% asked for a support group near Willingham; and 3% asked for LVECs to open during the weekends. Of these responses, it is important to note that emotional support groups and a support group near Willingham already exist, which adds further evidence to the need to raise more awareness of existing services.

To complement this, Cam Sight commissioned the University of Cambridge Student Hub to carry out an evaluation of non-users to improve engagement. The team conducted in-depth interviews with ten people and researched best practice by other vision charities. Their research recommended, firstly, that Cam Sight needed to improve awareness of its services through improved communication on the website, newsletter, and an automated telephone system. Secondly, Cam Sight needed to expand its team of volunteer drivers and map where clients live to identify areas which could benefit from localised services. Thirdly, more services needed to be introduced targeting the working age range with social groups, employment groups, or skills session. Fourthly, the charity needed to introduce opportunities for participant-led activities which would make use of the many skills of the community.

The final consultation looked at use of digital devices. With digital devices becoming increasingly accessible for people with low vision and blindness, Cam Sight would like to offer more services online to enable clients to be more independent and not rely on opening hours to access advice and guidance. However, there was a perception that this would risk leaving behind Cam Sight's predominantly older clients who may not be technically savvy. As a result, focus groups were held at nine of Cam Sight's rural peer support groups between September 2017 and January 2018, which are attended almost exclusively by people over the age of 65. In total, 82 people participated in the discussions.

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In total, 39% of clients were using digital technology, 9% were not using but interested in using it, and 52% were not using digital technology nor were interested in using it. Key barriers to use were identified as: deteriorating sight meant skills kept having to be relearned which is frustrating; continual updates on digital devices resulting in a lack of consistency and difficulty in use; lack of knowledge about availability of digital devices and accessible software/apps; inconsistent support from external organisations around use and management; and health complications alongside low vision and blindness preventing use, such as limited manual dexterity or dementia.

The feedback from these consultations have been incorporated our plans for the next financial year (detailed in the section 'Future plans').

Enhancing independence

Low Vision Equipment Centres (LVECs): Over the course of the year, 985 visited the Cambridge LVEC (2017 – 1,037), of which 84.7% were over the age of 65. The Chatteris LVEC was moved to Wisbech, the capital of the Fens, in December 2017. This was so the LVEC could be more centrally located in the Fenland District and in a densely populated area. The number of visitors to the LVEC increased to 238 (2017 – 199). For these visitors, 64.7% were clients, 25.6% were carers, and 9.7% were professionals.

In the satisfaction survey, the LVECs received a score of 9.2 out of 10. One client commented the LVEC helped them "find equipment that supported my needs", another commented "the people there are marvellous".

Magnification clinic: The Cambridge magnification clinic was extended from one day a week to two days a week in December 2017. The number of appointments increased to 80 (2017 – 77). Our Low Vision Lead also trained 60 third year Optometry students and 60 distance learning third year Dispensing Optician students from Anglia Ruskin.

The magnification clinic received an 8.9 out of 10 scoring. A daughter of a client commented: "From the moment we walked in my Mum was looked after and made to feel at ease. We have had advice on various gadgets and some are on order. Thank you too for being aware enough not to overwhelm her with information all in one go. The sudden drop in her vision recently has knocked her confidence. This reassuring session was a big help."

Community support: We supported 177 people (2017 – 175) with low vision and blindness in their homes countywide. Of these, 131 acquired low vision equipment; 22 joined rural groups and 20 were introduced to befriending volunteers. There were 67 requests for help with entitlement applications of which 40 claims were successful. People needing home support appeared older and particularly vulnerable; 39 were between 71 and 80 years; 86 between 81 and 90 years; and 44 over 90 years, whilst 134 people supported at home lived alone.

Community support received a 9.6 out of 10 scoring. One client commented: "excellent service, so kind and provided useful aids."

Technology training: 38 people received 90 training sessions at Cam Sight or at their home. To raise awareness of technology and sessions, our Technology Lead demonstrated devices at three rural groups, which had 51 attendees. In addition, three technology exhibitions were held at the Cambridge building, with 53 attendees in total. There was a new trend of clients calling the Technology Lead for telephone support. Number of calls will start to be recorded for 2018-19.

Technology support received a score of 9.3 out of 10. One client commented they had been accessing the service for "10 years, always approachable."

Life skills training: This year we piloted life skill training sessions for both children and for adults. For children, we ran a six week cookery project where six children learned skills such as mixing, measuring, and baking. They all reported increase in confidence and understanding of healthy foods, as well as developing a peer support network.

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For adults, we are half-way through a pilot project funded by Santander to provide evening and weekend sessions in self-care, technology, and cooking. Three sessions have been held by 31 March 2018, with an additional 11 planned in 2018. In total, 15 attended the two self-care and one technology sessions. Attendees reported increased confidence, benefit of meeting other people with low vision and blindness, and improved knowledge.

Braille: Our Braille volunteer teacher supported six people (2017- seven) to learn Braille in weekly sessions.

Improving wellbeing

Emotional support: 81 people (2017 – 65) received one-to-one emotional support from our two counsellors, either at Cam Sight or in their home. In addition, ten people received emotional support in group sessions either in Cambridge or in March (2017 – 12). We continued to run our two follow-on emotional support groups in Cambridge and in March, which are attended by a core group of nine and six respectively.

Emotional support received a score of 9.3 out of 10. Clients commented that the service is an “excellent service and very supportive”, another commented they had been “treated well with respect”, and one client stated they were “grateful to Cam Sight for all the support when I first become blind.”

Sports: We have continued to deliver swimming, tenpin bowling, and tandem cycling in Cambridge. A key development for the year was receiving a grant from Sports England and Groundworks UK, which allowed us to extend our sports across the Fens. In December 2017, we introduced guided walking, guided running, and tandem cycling in the Fens. In total, 48 people regularly engaged in sporting activities throughout the year.

Our sports received a score of 10 out of 10. One of our tandem cyclists commented: “It’s great for my fitness, doing 17 miles per week. It’s great socially meeting new people all the time and being out in the fresh air makes you feel great, gives you a sense of freedom and ability to be able to cycle once again.”

Increasing inclusion

Children and young people groups: Over the year, ten children (2017 – 11) attended the pre-school group; 22 (2017 – 19) attended the primary school group; and 17 (2017 – nine) attended the secondary school group. Parents, older children, and young people commented the groups improved their confidence, peer networks, and provided a safe space for the children.

We also organised three outings: a driving experience for eight teenagers, a trip to Thorpe Park with ten participating families, a trip to the Pantomime with 17 participating families, and a trip to the circus for six participating families. 100% of outing attendees wanted to attend another outing with Cam Sight, and 92% of children and young people felt they had made new friends or improved existing friendships. In partnership with a massage therapist, we provided baby and story massage training for six families. 100% commented their skills in massage improved, their children were more calm and relaxed, and that they had developed a stronger bond with their children through the massage.

Peer support groups: We continued to run 18 monthly groups in villages throughout Cambridgeshire. On a monthly basis, an average of 166 people visit the groups, with a total of 1,831 visits (2017 – 1670) across the year. The groups are supported by an average of 45 volunteers per month.

The peer support groups received a score of 8.8 out of 10. Clients commented the groups are a “vital link to Cam Sight and its services for rural villages” and that they “enjoy going to groups, gets [them] out of the house, interesting talks. Organisers are very helpful.”

Volunteer befriending: In total, 168 volunteers provided befriending to 136 clients across the county. Our ring-around services supported an additional 30 people (2017 – 24) who were vulnerable and isolated in their homes.

Cam Sight is fortunate to have had a total of 413 volunteers (2017 – 372) supporting the charity with activities including befriending, running sports activities, office administration, and fundraising. In 2017-18, they contributed a total of 14,957 hours, which saved the charity £130,873.75 if they were paid the real living wage.

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Newsletter: The newsletter was sent to an average of 2,121 people (2017 – 1,450) on a quarterly basis in large print, CD, cassette tape, Braille, email, and audio USB format. We have started the process of modernising the newsletter format to get all CD and cassette subscribers to audio USB. Due to a significant legacy grant, we will be able to loan subscribers USB boom boxes to help with the transition. This will allow for a more enjoyable experience and reduce the disappointment of failing, aging technology.

Operations

The Cam Sight team grew this year, welcoming four new members of staff and sadly losing one. Our Promotions Officer moved on to an excellent role at the RNIB, and we used the opportunity to update the position into a Fundraising and Promotions Officer role. We created three new roles: Fenland Volunteer Support; Family Worker; and Information and Administration Officer. These three will respectively help expand our volunteer network across the Fens; extend community support to children and families; and build an information resource to help guide clients in Cambridgeshire.

Throughout the year, we also made several improvements to our technical and physical infrastructure. Several failing computers were upgraded, thanks to a volunteer who custom built new systems. We improved our Cambridge-based headquarters by replacing the leaning fence around the property; soundproofing rooms for confidential emotional support sessions; and installing a dog spend pen at the back of the carpark for guide dogs. We also renovated the new Wisbech office prior to the team moving in. All of these activities were to ensure the team could work more efficiently and clients could enjoy more suitable and aesthetically pleasing environments in their visits.

Fundraising

This year, Cam Sight voluntarily registered with the new Fundraising Regulator, as part of our commitment to achieve best practice in fundraising.

We were very grateful to receive several grants throughout the year. We would like to thank the Batterson Chivers Foundation, Blakemore Foundation, Blyth Watson Charitable Trust, Cambridge City Council, Carmen Butlet-Charteris Charitable Trust, Childwick Trust, Dixie Rosé Findlay Charitable Foundation, Enabling Activities Charitable Foundation, Girton Town Trust, Happy Days, Hedley Foundation, Hobson Charity, John Huntingdon's Charity, John Stewart Memorial Fund, Lynn Foundation, Marsh Christian Trust, Marshalls, Robert Kiln Charitable Trust, RS Brownless Charitable Trust, Santander, Sports England and Groundworks UK, Strangward Trust, The Lord Barnby Foundation, The Minto Charitable Trust, the Transform Foundation, and other funders who chose to remain anonymous. We would also like to thank the many individuals and community groups who gave donations to Cam Sight throughout the year.

In addition, we were fortunate to be recipients of the following funding:

Friends of Cam Sight: The Friends are a supportive group of individuals, run by non-Cam Sight staff, who organise fundraising events throughout the year. In 2017-18, the Friends organised tours of Kings College Chapel roof; wine, cheese and olive oil tasting; dinners; musical performances; and talks from esteemed professors. This year, they raised £8,955.62.

London to Cambridge cycle: We organised a team of tandem cyclists to participate in the annual London to Cambridge ride, which raised £3,695.14.

House-to-house: Volunteers organise a 'house to house' collection for Cam Sight on an annual basis. This year, they raised £3,395.64.

Masonic Charitable Foundation: Cam Sight was fortunate to receive £25,000 as part of the Mason's tercentenary celebration, following a public vote.

CTM charity of the year: The Cambridge-based IT support company selected Cam Sight as their charity of the year for 2018, with fundraising activities planned throughout the year.

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Legacy: Cam Sight received a significant legacy of just under £220,000 from the late Mr Charles Sell. This is a restricted legacy to be spent on building an information resource, delivering volunteer support, and expanding our children's services.

Art exhibition: We were very grateful to From the Studio Floor and MLM Group who chose to support Cam Sight with an art exhibition for a second year. The exhibition was held in March 2018 at St Barnabas Church in Cambridge, and raised £3,050.50 for Cam Sight. The exhibition displayed several works of art created by people living with low vision and blindness.

Stamp sales: Volunteers collect, sort, and sell stamps at stamp fairs for Cam Sight. This year, they raised £4,678.26.

Promotions

This year, Cam Sight featured in 16 news articles, 15 radio interviews, and 2 television reports. We were grateful to be selected as Cambridge Radio 105 charity of the month in August 2017, which raised the profile of the charity locally.

Our Promotions Officer visited every optician and doctor's surgery in Cambridgeshire to raise awareness of Cam Sight and our services. Our staff delivered 30 talks to local community groups throughout the county and held stalls at five fetes and fairs.

Cam Sight was honoured to receive the 'Successful Volunteer Programme' award at the 2017 Visionary Conference, which recognised our high standard of volunteering.

FUTURE PLANS

As previously mentioned, in 2017-2018 we held several consultations with clients to understand their needs, thoughts on our services, and recommendations for development. In combination with a staff consultation on future strategy, we have set the following objectives for the next financial year:

Client services

- Equal service offering for clients across all age ranges: expand community support and emotional support for children and young people.
- Outings for all age ranges: pilot outings for adults to match regular children and young people outings.
- Life skills training for all age ranges: scheduled sessions segmented on ages to help clients be more independent.
- Digital is central: staff training in accessible devices so they are able to offer basic support to clients around digital devices.
- Participant-led projects: create a structure for clients to develop and run their own interest groups.

Operations

- Database: launch of new database and transfer of all client data to the new system.
- Outcomes measurement: framework developed to capture the outcomes and impact of Cam Sight services on clients.
- Structured volunteering: job descriptions created for all roles and active recruitment to fill gaps.
- Utilising infrastructure: explore use of Cambridge and Wisbech building by other agencies.

Communications

- GDPR compliance in all communication channels.
- Update communications materials: redesign and rewording of Cam Sight website and leaflets to be clear and concise.
- Update newsletter: segment newsletter audiences to ensure regular, interesting communication is sent.

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Communications (Continued)

- Information hub: launch information hub on website and populate it with relevant and useful information covering all of Cambridgeshire.
- Automated telephone line: create an automated line clients can call to receive updates on services and opportunities.

Fundraising

- Trust fundraising: update of fundraising bids sent to trusts and foundations.
- Legacy fundraising: raise awareness of value of legacy donations and set up partnership with local solicitors for free will writing.
- Corporate fundraising: set up a training programme for companies to raise awareness of low vision and blindness, accessibility, and guide while raising funds.
- Income generation target: £450,000.

FINANCIAL REVIEW

Results for the year

The Trustees noted the surplus for the year of £100,296 before net gains on investments (2017 deficit of £92,889 before net gains on investments). Incoming resources totaled £559,831 for the year (2017: £373,994); this included donations and legacies of £308,051 (2017: £165,784). Costs have continued to be monitored in the year, with efforts being made to streamline expenditure. Therefore, while services have been improved and expanded, expenditure has decreased by £7,348 compared to the previous year.

Cam Sight is aligned to a number of strategic partners. A contract is held with Cambridgeshire County Council to provide Community Services across the county and a Low Vision Equipment Centre in Fenland to the value of £87,000 (2017: £87,000). Local fundraising carried out by the Friends of Cam Sight, the fundraising team, and local volunteers raised £89,528 overall (2017: £84,612). Friends' events raised £8,956 (2017: £7,966). Legacy income in 2018 significantly increased as a new strategy was developed to secure a pipeline of legacy income into the future.

We will continue to refine our fundraising strategy to increase our income and the profile of the charity.

Investment power and policy

Investments are managed by NW Brown Investment Management Services.

In accordance with the charity's constitution, the Trustees have the power to invest in such stocks, shares and investments as they see fit. The Trustees have appointed NW Brown Investment Management Services to manage some of the funds not required for the immediate purpose of the charity, amounting to £342,556 (31 March 2017 - £332,256). The investment approach, whilst low risk, is designed to achieve a balance between income and capital growth. Surplus cash resulting from legacy income is being held in short-term investments. The trustees approach to risk will be reviewed in the coming financial year.

Reserves policy

The policy of the board of trustees is that the unrestricted reserves of the charity should be between six and twenty four months of operational costs. At 31 March 2018, Cam Sight had free reserves of £253,131 (31 March 2017 - £375,035). Allowing for the expected mix of unrestricted and restricted projects, this amounts to approximately 7 months (31 March 2017 - 10 months) expenditure which falls within the parameters of the reserves policy laid down by the trustees.

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STRUCTURE, GOVERNANCE AND MANAGEMENT

The governing document

Cam Sight's governing document - the Memorandum and Articles of Association - sets out the objects for the Society. These cover a range of activities aimed at promoting 'the physical, spiritual and general welfare of the blind', and duties to be carried out for the benefit of clients as designated by public authorities. The objects cover, amongst other provisions, the use of Cam Sight's premises, the types of services offered by the charity and its relationship with other organisations.

Within the parameters set by the governing document, Cam Sight provides public benefit by supporting people living with low vision and blindness in maintaining independence and quality of life. In the exercise of its powers to that end, Cam Sight has paid due regard to the published guidance from the Charity Commission on the operation of the Public Benefit requirement under the Charities Act 2011.

Trustee induction, recruitment and training

New Trustees are currently appointed on the basis of recommendation and application. Induction is carried out by the Chairman. A Trustee handbook provides information about Cam Sight and the roles and responsibilities of its Trustees. It is considered appropriate that a proportion of the Trustees should be service users and currently three out of the nine Trustees are visually impaired.

Cam Sight is welcoming applications for two new trustee posts, with a specific interest in those with skills and experience in property and commercial development, human resources and management, and fundraising.

Structure and decision making

Cam Sight's strategic direction is led by its Board of Trustees which meets quarterly. Implementation of the strategy and management of the organisation is the responsibility of the Chief Executive. The Chief Executive is responsible for fundraising and the organisation's supporting infrastructure, assisted by a Finance Assistant, and a management team comprised of Client Services, Income Generation and Communications and Operations Managers. Two members of the management team deliver client services in half their time and the remaining fifteen members of staff are involved directly in the delivery of services to local people with low vision and blindness. Cam Sight is supported in maintaining high quality operations through external contracts with a chartered accountant; a trusts and foundations fundraiser; IT management company; and human resources and employment law company. Once the strategic direction is set out by the Board in a business plan, decisions on implementation are made at a number of levels. Individual staff work plans and targets are agreed at regular performance reviews; departmental objectives are set within the management team and staff meetings address issues that affect the whole team. The Chairman and Chief Executive meet regularly to share information and consider important issues arising between Board meetings.

Related parties and co-operation with other organisations

Cam Sight recognises the value of co-operation, collaboration, and partnership with other organisations to improve the lives of local people living with low vision and blindness. We were pleased to welcome Cambridge Talking News to our Cambridge headquarter this year. Locally, we sit on the Healthwatch Cambridgeshire (formerly directed by the Cambridgeshire Alliance for Independent Living) Partnership Boards for: Older People and; Physical Disability and Sensory Impairment. We are also members of the Cambridgeshire Health and Wellbeing Network; the Cambridge Council for Voluntary Service; and the Greater Cambridge Partnership. This allows us to stay abreast of local developments, contribute to discussions and consultations, and network for relevant companies, agencies, and charities.

Cam Sight is also active in local and national networks focused on low vision and blindness. We are a member of the Cambridgeshire Local Eye Health Network, which works on implementing the England Vision Strategy locally. We are also a member of Visionary, a national membership organisation for local sight charities which represents our views in the national arena.

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The charity works closely with the public sector, particularly Addenbrooke's Hospital, Cambridgeshire County Council, City and District Councils, and with other partners including Anglia Ruskin University and local businesses.

Risk management

On an annual basis, a designated trustee and the Chief Executive analyse the governance and management; operational; financial; facilities; health and safety; and human resources risks facing the charity. These risks are ranked in terms of severity and likelihood, and mitigation and reduction strategies are identified. The risk assessment reviews and actions plans are presented to the whole Board for review and approval. The designated trustee and the Chief Executive then meet half way through the year to review the risks and mitigation strategies, monitor progress on the action plan and their deadlines, and make adjustments in light of review outcomes. If the ranking of any risks is increased, it is reported to the Board at the subsequent Board meeting.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also directors of Cambridgeshire Society for the Blind and Partially Sighted for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they 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 that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the charity's auditors are unaware, and each trustee has taken steps that he or she ought to have taken as trustee in order to make himself or herself aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

AUDITOR

A resolution proposing that Chater Allan LLP be re-appointed as auditors of the company will be put to the Annual General Meeting.

This report was approved by the Trustees on 9th Oct 2018 And signed on their behalf by:


.....
Mr Michael Womack, Chairman


.....
Mr Martin Clapson, Treasurer

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REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2018

Trustees

Mr M Womack, Chairman
Mr M Clapson, Treasurer
Dr P Auton*
Mrs L Fairbrother
Ms S Gregory-Jones
Dr D Mortlock*
Mr S Rock
Mr R Slattery*
Mr J Stewart

* Trustees with a visual impairment

Company registered number

00482010

Charity registered number

201640

Registered office

Butler House, 167 Green End Road, Cambridge, CB4 1RW

Company secretary

Ms F Raffai

Chief executive officer

Ms F Raffai

Independent auditors

Chater Allan LLP, Beech House, 4a Newmarket Road, Cambridge, CB5 8DT

Bankers

Lloyds Bank plc, PO Box 383, Cambridge, CS3 0NZ

National Westminster Bank plc, 66 St Andrews Street, Cambridge, CB2 3AH

Aldermore Bank plc, Western House, Lynch Wood, Peterborough, Cambridgeshire, PE2 6FZ

Patrons

Dame Mary Archer and Nigel Brown OBE

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF
THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
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Opinion

We have audited the financial statements of The Cambridgeshire Society For The Blind And Partially Sighted (the charitable company) for the year ended 31 March 2018 which comprise Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF
THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
FOR THE YEAR ENDED 31 MARCH 2018**

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are to report by exception

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanation we require for our audit; or
- the trustees were not entitled to take advantage of the small companies' exemption from the requirement to prepare a Strategic Report.

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF
THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
FOR THE YEAR ENDED 31 MARCH 2018**

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Stuart Graham Berriman (Senior Statutory Auditor)
For and on behalf of Chater Allan LLP
Chartered Accountants & Statutory Auditors
Beech House
4a Newmarket Road
Cambridge
CB5 8DT

Date: 16 October 2018

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
STATEMENT OF FINANCIAL ACTIVITIES (incorporating Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2018

	Note	Restricted funds 2018 £	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Income from:					
Donations and legacies	2	219,912	88,139	308,051	165,784
Charitable activities	3	197,857	31,621	229,478	180,690
Other trading activities	4	-	4,111	4,111	5,103
Investments	5	-	18,191	18,191	22,417
Total income		417,769	142,062	559,831	373,994
Expenditure on:					
Raising funds	6	-	49,935	49,935	58,234
Charitable activities	7	200,770	208,830	409,600	408,649
Total expenditure		200,770	258,765	459,535	466,883
Net Income/(expenditure) before investment gains/losses		216,999	(116,703)	100,296	(92,889)
Net realised and unrealised gains/(losses) on investments		-	1,383	1,383	40,715
Net income/(expenditure) before transfers		216,999	(115,320)	101,679	(52,174)
Transfers between funds	17	6,584	(6,584)	-	-
Net movement in funds		223,583	(121,904)	101,679	(52,174)
Reconciliation of movement in funds:					
Total funds brought forward		254,215	875,035	1,129,250	1,181,424
Total funds carried forward		477,798	753,131	1,230,929	1,129,250

All activities relate to continuing operations.

The notes on pages 17 to 28 form part of these financial statements.

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
BALANCE SHEET
AS AT 31 MARCH 2018

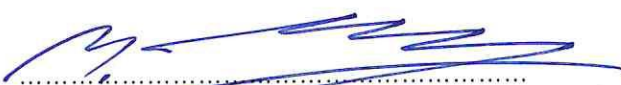
Registered number: 00482010

	Note	Total 2018 £	Total 2017 £
Fixed assets			
Tangible assets	12	190,250	187,586
Investments	13	<u>342,556</u>	<u>332,256</u>
		<u>532,806</u>	<u>519,842</u>
Current assets			
Stocks		3,097	2,323
Debtors	14	13,321	10,971
Investments	15	552,600	473,220
Cash at bank and in hand		<u>152,857</u>	<u>155,126</u>
		<u>721,875</u>	<u>641,640</u>
Liabilities			
Creditors: amounts falling due within one year	16	23,752	32,232
Net current assets		<u>698,123</u>	<u>609,408</u>
Net assets		<u>1,230,929</u>	<u>1,129,250</u>
Charity funds			
Restricted funds	17	477,798	254,215
Unrestricted funds	17	753,131	875,035
		<u>1,230,929</u>	<u>1,129,250</u>

The financial statements were approved by the Trustees on 9th Oct 2019 and signed on their behalf by:



 Mr Michael Womack, Chairman



 Mr Martin Clapson, Treasurer

The notes on pages 17 to 28 form part of these financial statements.

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2018

	Total 2018 £	Total 2017 £
Cash flows from operating activities:		
Net cash provided by operating activities	<u>83,382</u>	<u>(85,903)</u>
Cash flows from investing activities:		
Interest from investments	18,191	22,417
Increase in investments	(10,947)	(8,292)
Purchase of property, plant and equipment	(13,515)	(5,819)
Net cash provided by investing activities	<u>(6,271)</u>	<u>8,306</u>
Change in cash and cash equivalents in the reporting period	<u>77,111</u>	<u>(77,597)</u>
Cash and cash equivalents at the beginning of the reporting period	628,346	705,943
Cash and cash equivalents at the end of the reporting period	<u><u>705,457</u></u>	<u><u>628,346</u></u>
Summary of the cash and cash equivalents at the end of the reporting period		
Cash at bank and in hand	152,857	155,126
Investments	552,600	473,220
	<u><u>705,457</u></u>	<u><u>628,346</u></u>
Reconciliation of net income/(expenditure) to net cash flow from operating activities		
Net income/(expenditure) for the reporting period	101,679	(52,174)
Adjustments for:		
Depreciation charges	10,851	16,217
(Gains)/losses on investments	647	(40,715)
Interest from investments	(18,191)	(22,417)
(Increase)/decrease in stock	(774)	1,066
(Increase)/decrease in debtors	(2,350)	4,013
Increase/(decrease) in creditors	(8,480)	8,107
Net cash provided by operating activities	<u><u>83,382</u></u>	<u><u>(85,903)</u></u>

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared 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) as amended by Update Bulletin 1 (effective 1 January 2016), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Cambridgeshire Society for the Blind and Partially Sighted (known as Cam Sight) meets the definition of a public benefit entity under FRS 102.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 10. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

1.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the company has been notified of the executors intention to make a distribution. Where legacies have been notified to the company, or the company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES (CONTINUED)

1.4 Income (continued)

Contract income included in the financial statements is treated as grant income based on the nature of the underlying agreement between the parties and is therefore recognised in full at the date of entitlement to the income.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounting for on an accruals basis. All expenses including support costs and governance costs are allocated to the applicable expenditure headings.

Support costs are allocated, where possible, to specific activities, where this is not possible costs are spread evenly over all activities. Following a review of the basis of the allocation of costs during 2018 the comparative figures were restated. This had no effect on the result for the year.

All resources expended are inclusive of irrecoverable VAT.

1.6 Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

1.7 Tangible fixed assets and depreciation

All assets costing more than £250 are capitalised.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	2% on cost
Leasehold improvements	Over the remaining term of the lease
Fixtures & fittings	15% on the reducing balance
Office equipment	50% year 1, 25% years 2 and 3

1.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

1.9 Gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised gains and losses are combined in the Statement of Financial Activities.

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES (CONTINUED)

1.10 Short term investments

Short term investments is cash on deposit with a maturity date of less than one year which is being held for investment purposes rather than to meet short term cash commitments as they fall due.

1.11 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities incorporating income and expenditure account on a straight line basis over the lease term.

1.12 Stocks

Purchased equipment stock is valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

1.13 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.14 Debtors

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

1.15 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.

1.16 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.17 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

	Restricted funds 2018 £	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
2. INCOME FROM DONATIONS AND LEGACIES				
Donations	90	67,856	67,946	60,800
Friends of Cam Sight	-	8,956	8,956	7,966
Collections	-	8,515	8,515	10,743
Legacies	219,822	2,812	222,634	86,275
	<u>219,912</u>	<u>88,139</u>	<u>308,051</u>	<u>165,784</u>

Included in the above are donations from trustees totalling £2,322 (2017: £660).

3. INCOME FROM CHARITABLE ACTIVITIES

Low Vision Equipment	14,264	23,658	37,922	22,757
Rehabilitation	4,647	961	5,608	3,500
Children's Services	25,050	1,681	26,731	6,097
Emotional and Community Support	81,985	961	82,946	100,455
Rural Peer Support	48,512	2,445	50,957	46,381
Technology Services	7,932	961	8,893	1,500
Volunteer Services	15,467	954	16,421	-
	<u>197,857</u>	<u>31,621</u>	<u>229,478</u>	<u>180,690</u>

Included in the above is income from the following:

Cambridgeshire County Council	87,000	-	87,000	87,000
The Enabling Trust	42,000	-	42,000	40,000
Masonic Charitable Foundation	25,000	-	25,000	-
The Childwick Trust	9,000	-	9,000	-
Other donations and grants	34,857	-	34,857	26,199
Low vision equipment centre	-	19,113	19,113	21,089
Other service contracts	-	720	720	1,730
Other income	-	11,788	11,788	4,672
	<u>197,857</u>	<u>31,621</u>	<u>229,478</u>	<u>180,690</u>

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

	Restricted funds 2018 £	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
4. FUNDRAISING INCOME				
Events, functions and raffles	-	2,374	2,374	3,452
Sale of other goods and services	-	386	386	421
Centenary Appeal (including Friends of Cam Sight)	-	1,351	1,351	1,230
	-	4,111	4,111	5,103
5. INVESTMENT INCOME				
Rent receivable	-	3,232	3,232	5,764
Investment income	-	13,528	13,528	10,083
Bank and other interest	-	1,431	1,431	6,570
	-	18,191	18,191	22,417
6. EXPENDITURE ON RAISING FUNDS				
Professional costs	-	3,530	3,530	1,969
Sundry costs	-	1,973	1,973	2,155
Investment management fees	-	2,185	2,185	1,916
Staff costs	-	42,247	42,247	52,194
	-	49,935	49,935	58,234
7. COST OF CHARITABLE ACTIVITIES				
Wages and salaries	149,719	39,277	188,996	174,392
National insurance	9,772	2,564	12,336	7,485
Pension cost	2,924	767	3,691	3,319
Equipment purchases	12,158	13,882	26,040	22,585
Recreation group	6,965	1,073	8,038	4,930
Building improvements	10,071	9	10,080	-
Rent and rates	1,648	-	1,648	-
Travel and training	4,860	1,700	6,560	8,048
Support costs (note 8)	2,653	149,558	152,211	187,890
	200,770	208,830	409,600	408,649

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

8. SUPPORT AND GOVERNANCE COSTS

	General Support £	Governance £	Total 2018 £	Total 2017 £
Travel expenses	9,581	-	9,581	8,279
Sundry charitable expenditure	7,583	-	7,583	12,166
Insurance	4,822	-	4,822	5,232
Rent and rates	3,437	-	3,437	3,891
Repairs and maintenance	6,069	-	6,069	8,425
Heat and light	3,954	-	3,954	4,311
Printing, postage, stationery and advertising	8,516	-	8,516	20,049
Telephone	7,521	-	7,521	8,875
Bad debts	-	-	-	11
Accountancy fees	-	6,576	6,576	5,000
Auditors remuneration: audit	-	5,400	5,400	4,356
Auditors remuneration: non-audit	-	1,200	1,200	3,648
Legal and professional fees	-	2,365	2,365	8,276
Wages and salaries	63,270	3,223	66,493	70,648
National insurance	6,040	342	6,382	7,092
Pension cost	1,386	75	1,461	1,414
Depreciation	10,851	-	10,851	16,217
	<u>133,030</u>	<u>19,181</u>	<u>152,211</u>	<u>187,890</u>

9. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2018 £	Support costs and governance costs 2018 £	Total funds 2018 £	Total funds 2017 £
Low Vision Equipment	52,816	24,706	77,522	92,952
Rehabilitation	10,609	21,305	31,914	20,254
Children's Services	26,733	21,305	48,038	30,488
Emotional and Community Support	48,643	21,305	69,948	99,833
Rural Peer Support	54,555	20,980	75,535	49,218
Technology Services	23,346	21,305	44,651	27,427
Volunteer Services	40,687	21,305	61,992	88,477
	<u>257,389</u>	<u>152,211</u>	<u>409,600</u>	<u>408,649</u>

Support costs have been allocated where possible to specific activities, where this is not possible they have been allocated evenly over the seven activities.

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

10. NET INCOME/ EXPENDITURE

2018
£

2017
£

The excess of income over expenditure is stated after charging:

Depreciation of tangible fixed assets: owned by the company	10,851	16,217
Auditors remuneration: audit	5,400	4,356
Auditors remuneration: non-audit	1,200	3,648

11. STAFF COSTS

2018
£

2017
£

Wages and salaries	293,484	291,856
National insurance	22,261	19,024
Pension costs	5,861	5,664

321,606 **316,544**

2018
No.

2017
No.

The average monthly number of employees by headcount during the year was as follows:

Office and management	3	2
Charity workers	11	11
Fundraising	2	2
Volunteer support	3	2
	19	17

The average full time equivalent number of persons employed by the company during the year was as follows:

Office and management	2	2
Charity workers	7	6
Fundraising	2	2
Volunteer support	2	1
	13	11

No employee received remuneration amounting to more than £60,000 in either year.

The key management of the charity comprise the Trustees, the Chief Executive Officer, Client Services Manager, Communication & Development Manager and the Income Generation Manager. The Trustees are not remunerated for their services. The total employment benefits including employer pension contributions of key management personnel were £119,383 (2017: £117,574).

During the year, no Trustees received any reimbursement of expenses (2017: £nil).

THE CAMBRIDGESHIRE SOCIETY FOR THE BLIND AND PARTIALLY SIGHTED (KNOWN AS CAM SIGHT)
(A company limited by guarantee)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

12. TANGIBLE FIXED ASSETS

	Freehold property £	Leasehold improvements £	Furniture fittings and equipment £	Total £
Cost				
As at 1 April 2017	212,056	6,987	113,691	332,734
Additions	5,578	5,150	2,787	13,515
As at 31 March 2018	<u>217,634</u>	<u>12,137</u>	<u>116,478</u>	<u>346,249</u>
Depreciation				
As at 1 April 2017	41,282	5,579	98,287	145,148
Charge for the year	2,653	1,676	6,522	10,851
As at 31 March 2018	<u>43,935</u>	<u>7,255</u>	<u>104,809</u>	<u>155,999</u>
Net book value				
As at 31 March 2018	<u>173,699</u>	<u>4,882</u>	<u>11,669</u>	<u>190,250</u>
As at 31 March 2017	<u>170,774</u>	<u>1,408</u>	<u>15,404</u>	<u>187,586</u>

The freehold property is situated at 167 Green End Road, Cambridge. The property is used as the Company's headquarters and provides improved facilities to assist blind and partially sighted people in the Cambridge area.

13. FIXED ASSET INVESTMENTS

	Portfolio £	Cash £	Total £
Market value			
As at 1 April 2017	322,512	9,744	332,256
Additions	32,823	-	32,823
Disposal proceeds	(30,403)	-	(30,403)
Movement in cash	-	8,527	8,527
Revaluation	(647)	-	(647)
As at 31 March 2018	<u>324,285</u>	<u>18,271</u>	<u>342,556</u>
Historical cost	<u>264,426</u>	<u>18,271</u>	<u>282,697</u>

All investments are carried at their fair value. Investment in equities and fixed interest securities are all traded in quoted public markets, primarily the London Stock Exchange. Holdings in common investment funds, unit trusts and open-ended investment companies are at the bid price. Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

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13. FIXED ASSET INVESTMENTS (CONTINUED)

The significance of financial instruments to the ongoing financial sustainability of the Charity is considered in the financial review and investment policy and performance sections of the Trustees' Annual Report.

The objectives of the funds held by Cam Sight are to provide long term growth by investing in a portfolio of other authorised funds, worldwide equities, fixed interest stocks, cash and money market instruments.

The investment managers will take a fundamental and value driven approach to the portfolio allocation, dependant on the relevant attractions of the world equity, fixed interest and currency markets. The fund will take an aggressive view of the stock market weightings in the portfolio, when compared to a neutral world market capitalisation.

The fund has little exposure to credit or cash flow risk. There are no borrowings or unlisted securities of a material nature and so there is little exposure to liquidity risk. The main risks it faces from its financial instruments are market price, foreign currency and interest rate risk. The policies are reviewed for managing these risks in order to follow and achieve the investment objective.

	2018 £	2017 £
14. DEBTORS		
Trade debtors	495	1,813
Other debtors	1,227	247
Prepayments and accrued income	11,599	8,911
	<u>13,321</u>	<u>10,971</u>
15. CURRENT ASSET INVESTMENTS		
	2018 £	2017 £
Cash deposits	552,600	473,220
	<u>552,600</u>	<u>473,220</u>
16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	2018 £	2017 £
Trade creditors	6,216	13,950
Other taxation and social security	-	5,400
Accruals and deferred income	17,536	12,882
	<u>23,752</u>	<u>32,232</u>
Deferred income:		
As at 1 April 2017	250	-
Deferred income recognised in the year	(250)	-
Resources deferred during the year	1,571	250
As at 31 March 2018	<u>1,571</u>	<u>250</u>

Deferred income represents 100+ Club income received in advance.

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17. STATEMENT OF FUNDS	Brought forward £	Income £	Expenditure £	Transfers in/(out) £	Gains/ (losses) £	Carried forward £
Designated Funds:						
Centenary Appeal	500,000	-	-	-	-	500,000
General Funds:						
General Funds:	375,035	142,062	(258,765)	(6,584)	1,383	253,131
Total Unrestricted Funds	875,035	142,062	(258,765)	(6,584)	1,383	753,131
Restricted Funds:						
Headquarters Fund	170,774	-	(2,653)	5,578	-	173,699
Council Community Support	-	87,000	(87,000)	-	-	-
Rural Support	41,924	48,340	(43,098)	17	-	47,183
Centenary Appeal	22,167	-	(11,196)	-	-	10,971
Masonic Charitable Foundation	-	25,000	(16,918)	-	-	8,082
Sell's Legacy Fund	-	219,822	(20,514)	-	-	199,308
Other Restricted Funds	19,350	37,607	(19,391)	989	-	38,555
	254,215	417,769	(200,770)	6,584	-	477,798
Total Funds	1,129,250	559,831	(459,535)	-	1,383	1,230,929

Designated Funds:

Centenary Appeal:

Cam Sight's Centenary Appeal is intended to raise funds to refurbish its premises as a Technology Centre. An internal fundraising committee is working with the Friends of Cam Sight to carry out a programme of fundraising activities.

Restricted Funds:

Headquarters Fund:

Established to provide for the purchase of new premises for the Charity. A building was purchased in May 1996 and this is primarily used for charitable purposes, providing advice and support to visually impaired people. The building is also the administrative headquarters of the Charity.

Council Community Support:

Projects funded by Cambridgeshire County Council and to provide community and emotional support for visually impaired people to promote independent living.

Rural Support:

Rural Support activities continue to be funded primarily by The Enabling Activities Charitable Trust.

Centenary Appeal:

Funding to refurbish the Cam Sight premises as a Technology Centre.

Sell's Legacy Fund

Funding to develop Cam Sight's volunteer programme, children's services, and information hub.

All other funds were relating to restricted monies received for specific projects.

Further information on the invaluable support provided to Cam Sight by a wide range of Foundations. Trusts and Grant Making Bodies may be found on our website www.camsight.org.uk.

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18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds 2018 £	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Tangible fixed assets	173,699	16,551	190,250	187,586
Fixed asset investments	-	342,556	342,556	332,256
Current assets	304,099	417,776	721,875	641,640
Creditors due within one year	-	(23,752)	(23,752)	(32,232)
	<u>477,798</u>	<u>753,131</u>	<u>1,230,929</u>	<u>1,129,250</u>

19. PENSION COMMITMENTS

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted £5,861 (2017 - £5,664). The balance owing at the year end was £1,393.

20. OPERATING LEASE COMMITMENTS

At 31 March 2018 the total of the charity's future minimum lease payments under non-cancellable operating leases was:

	Total 2018 £	Total 2017 £
Land and buildings		
Less than one year	3,000	1,400
Between one and five years	12,000	-
More than 5 years	1,750	
	<u>16,750</u>	<u>1,400</u>
Other		
Less than one year	1,454	1,315
Between one and five years	1,091	4,987
	<u>2,545</u>	<u>6,302</u>

21. RELATED PARTY TRANSACTIONS

During the year, Cam Sight received accountancy services of £6,576 (2017: £5,000), computer support of £nil (2017: £960) and assistance with auto enrolment of £nil (2017: £3,000) from Price Bailey LLP, a partnership of which Mr M Clapson (Trustee) is a partner. At the year end, a balance of £1,500 (2017: £2,460) was outstanding.

During the year Cam sight purchased goods of £1,920 from Mr C Rosser, the partner of the CEO. Mr Rosser custom built computers for Cam Sight as a volunteer and was only reimbursed for the cost of the computer parts.

22. CONTROLLING PARTY

There is no controlling party. The charitable company is controlled by the trustees, who are listed in the Trustees' Report, as a body.

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23. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Restricted funds 2017 £	Unrestricted funds 2017 £	Total funds 2017 £
Income from:			
Donations and legacies	-	165,784	165,784
Charitable activities	153,199	27,491	180,690
Other trading activities	-	5,103	5,103
Investments	-	22,417	22,417
Total income	153,199	220,795	373,994
Expenditure on:			
Raising funds	-	58,234	58,234
Charitable activities	177,976	230,673	408,649
Total expenditure	177,976	288,907	466,883
Net expenditure before investment gains/losses	(24,777)	(68,112)	(92,889)
Net gains/losses on investments	-	40,715	40,715
Net expenditure before transfers	(24,777)	(27,397)	(52,174)
Transfers between funds	24,865	(24,865)	-
Net movement in funds	88	(52,262)	(52,174)
Reconciliation of movement in funds:			
Total funds brought forward	254,127	927,297	1,181,424
Total funds carried forward	254,215	875,035	1,129,250

All activities relate to continuing operations.