

Charity no. 1178384

Vision West of England
Report and Unaudited Financial
Statements
31 March 2019

Vision West of England

Reference and administrative details

For the period ended 31 March 2019

Charity number	1178384
Registered office	St. Lucy's Sight Centre The Beeches Browfort Bath Road Devices Wiltshire SN10 2AT
Operational address	Vassall Centre Gill Avenue Fishponds Bristol BS16 2QQ
Trustees	The trustees are who served during the year and up to the date of this report were as follows: Sharon Billingham resigned 15 October 2018 Peter Corbett resigned 25 January 2019 Nick Grinham Chairman Carl Hall Fiona Sandford appointed 18 January 2019 Amar Shah appointed 22 February 2019
Key management personnel	Mike Silvey Chief Executive (from 3 September 2018) Leanne Hubbard Acting Chief Executive (to 30 June 2018)
Bankers	CAF Bank 25 Kings Hill Avenue West Malling Kent ME19 4JQ
Independent Examiners	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

Vision West of England

Report of the trustees

For the period ended 31 March 2019

The trustees present their report and the financial statements for the year ended 31 March 2019 and also wish to express their sincere thanks to all staff and volunteers for their hard work over the past year.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2015).

About Vision West of England

Vision West of England exists to reduce the impact of sight loss, supporting blind and partially sighted people to lead independent lives and to secure equal access to services. We deliver local sight loss services across Bristol, Bath and South Gloucestershire, and in Wiltshire under the banner of Wiltshire Sight.

Our vision

A world in which people living with sight loss are able to lead independent and fulfilling lives.

Our mission

To support people living with, and at risk of, sight loss across the West of England, to improve quality of life and increase individual independence.

Our strategy

Latest figures estimate a total of 51,000 people are living with sight loss across the West of England. Although many are managing their eye conditions, there are a huge number who struggle with daily living, access to services, emotional issues or loneliness who need local advice and support. Vision West of England can provide face-to-face support and local guidance in a way that national charities cannot, and we aim to ensure everyone who is newly diagnosed with sight loss, or is living with sight loss, across the West of England has access to support, advice and guidance when and if they need it.

Our strategy encompasses four key areas and aims:

Information, advice and guidance

- Work with eye health professionals, specialist charities and others to ensure people are supported to better understand their eye condition and manage their eye health;
- People are supported to consider their needs, capabilities and goals by someone who has the appropriate skills, knowledge and expertise;
- People are given opportunities to explore or access to support services to make the most of their remaining sight, as appropriate;
- People are supported to gain confidence and develop their independence; and
- People are supported to gain the basic skills and confidence to use technology, access services online, and participate as full members of society.

Support and social engagement

- People are given opportunities to talk through their sight loss experience with someone outside of their family and friends;
- People are supported to engage in their communities and to participate in social and sporting activities; and
- People are supported to make connections with others living with little or no sight to seek inspiration and encouragement and to give the same in return.

Vision West of England

Report of the trustees

For the period ended 31 March 2019

Training and awareness

- To help communities, service organisations and the general public to better understand sight loss prevention, and remove barriers and address inequalities for people living with sight loss.

Partnerships, networks and advocacy

- To ensure people living with sight loss in the West of England have voice and influence over services which affect them, and play an active role in the development of key services;
- To support the implementation of EVS priorities at a local level across the West of England;
- To work with partners to develop a wider area of consistency, good practice and reduced sector duplication across the West of England; and
- To work alongside partners to ensure local Authorities, CCGs and service providers provide effective statutory services across the West of England.

Achievements and performance

Key objectives set for 18-19 were:

- *Set up the new charity, ensuring we are compliant, have appropriate and robust governance policies and procedures in place, are managing risks effectively and are following best practice in the sector*

The new charity is now fully operational and compliant. Charity registration was achieved in May 2018, and an office established in Bristol at the same time. Our new CEO was recruited in June and started work in early September. We have a diverse and active group of Trustees, although more work will be done in 2019-20 to expand the Board further and bring in more expertise in different areas.

We now have a full set of policies and procedures and a practice of ensuring that new policies are signed off by the Board of Trustees. Our Risk Map is also reviewed on a regular basis at Board level. Financial procedures and processes have been put in place, with management accounts produced monthly for review by the Board.

On the communications side, we introduced a new logo and supporting materials in December 2018, alongside a new website to help ensure that our key audiences know who we are and what support we can provide. With this publication of our first annual report and accounts, we are confident that the charity infrastructure is well established and fit for the future.

- *Develop a strong staff and volunteer team, empowered to deliver to a high standard*

In April 2018, Wiltshire Sight, a local sight loss charity with a hundred years of history, transferred all of its staff team over to the new charity, and Vision West of England was contracted to deliver sight loss advice and support services across Wiltshire on behalf of Wiltshire Sight. At the same time, a new team of Sight Loss Advisors was recruited in Bristol to provide support across Bristol, Bath and South Gloucestershire where there was a recognised gap in local services.

Much of the past year has been spent on building the teams in both locations, to ensure that we are able to offer a consistently high level of services to clients across the West of England. We are now confident that we have the right people in the right places to be able to offer local access to people wherever they live in the region, with trained staff now based from Devizes, Swindon, Salisbury and Bristol going out into communities to provide local support.

Vision West of England

Report of the trustees

For the period ended 31 March 2019

- *Provide appropriate and high-quality local services to Blind and Partially Sighted People across the West of England*

In the autumn of 2018, we conducted a comprehensive review of our service model in Wiltshire, including consultation with other local sight loss charities around the country to compare the success of different delivery models. As a result of this review, we have re-shaped our service delivery model, with a team of regionally-based Community Sight Loss Advisors spread across the county, and the introduction of a new Sight Loss Assessment Framework which enables us to conduct a holistic assessment of clients' needs and provide more comprehensive and coherent support.

In Bristol, Bath and South Gloucestershire, in addition to introducing the Sight Loss Assessment Framework, we have established a range of services providing information, advice and guidance for both those living with sight loss and those who are newly diagnosed. In addition to our new resource centre in Fishponds, we have established regular drop-in hubs in central Bristol, Kingswood, Yate, Thornbury, Westbury and Bath. New social support groups have been started in Bristol, Yate, Bath and Thornbury, and new sporting opportunities for visually impaired people have been established including cricket, football, archery and tennis, with swimming sessions due to start soon. We have also established a new Visually Impaired Physical Activity Forum for the West of England, to promote accessible sport for people living with sight loss in the region.

In Wiltshire we have revamped our children's service following a consultation process with parents and children with a visual impairment, and this service is now much more aligned with what parents are telling us they need. Over the next year we hope to roll this service out across all geographic areas the charity covers.

One key area of focus this year has been the need to monitor the quality and impact of our services, and the lack of data the organisation has on the work we do with our clients. Within the new Sight Loss Assessment Framework we have introduced a new monitoring and evaluation framework which we hope will enable us to collect valuable data about the outcomes and impact of the work that we do.

- *Develop strong partnerships with other agencies which can add value to our work and help us to maximise impact for our service users*

Key to the success of the new charity will be our ability to work alongside other key partners in the sight loss and social services sectors, and this has been a key focus for us over the past year. A strong relationship has been formed in Bristol with the RNIB, looking at how we can work together to maximise the support we can provide to the visually-impaired community, and similar discussions have also taken place with Guide Dogs, the Macular Society, and other charities working with our client groups across the region.

Our links with statutory services have been significantly strengthened over the past year in Wiltshire and Swindon, and new links developed with local authorities and NHS services in Bristol, South Gloucestershire and Bath & N-E Somerset, including Sensory Impairment teams, Rehabilitation teams, Children's services and the Eye Clinic Liaison teams in the major hospitals. We have also started to work on our links with independent Eye Clinics and Opticians/Ophthalmology, to ensure that our work is joined up across the sight loss pathway.

Vision West of England

Report of the trustees

For the period ended 31 March 2019

Overall, the past year has been an exciting journey – building new services and re-vamping existing ones, whilst establishing a charity which is fit for the future. All of this is down to the hard work of our small team of dedicated staff who are committed to ensuring that our clients feel fully supported and are able to access the services they need.

Plans for the future

Looking ahead, in 2019-20, we will continue to build appropriate and high-quality local services across the West of England, ensuring that we are driven by the need and demand from people living with sight loss, and ensuring that we are complementing the services offered by others in the region. We will seek to strengthen our referral routes, and to embed the new Sight Loss Assessment tool into our working practice, to ensure that we are offering a holistic service that truly supports people with sight loss to access the support they need and to increase their individual independence.

Within this ambition, specific development priorities for the charity over the next year will be to:

- Explore opportunities for growth of services through new partnerships, innovative working, provision of training services, and the development of volunteer-led services;
- Embed Vision West of England's services within the sight loss referral pathway, ensuring people diagnosed with sight loss are referred in and able to access our full range of services;
- Strengthen our evidence base demonstrating the outcomes and impact of our work for people living with sight loss;
- Develop a fundraising strategy to enable us to build a strong and diverse funding base for the charity; and
- Develop our communications, ensuring that people with sight loss across the West of England know about us and the support they can access through us, and ensuring that all communications support our fundraising activity.

Financial review

Income for the year was in line with budget, and expenditure for the year was slightly below budget. The charity finished the year with a planned surplus of around £70,000, which will be used as charitable reserves for the new organisation.

Charitable funders and supporters

Vision West of England wishes to thank our two principal funders, the Thomas Pocklington Trust and Wiltshire Sight for their support over the last year which has enabled us to expand our services for people living with sight loss across Wiltshire and Swindon, and develop new services across Bristol, Bath and South Gloucestershire where there was previously a gap in provision.

Vision West of England

Report of the trustees

For the period ended 31 March 2019

Reserves policy

Total funds held at 31 March 2019 were £71,165, all of which is held as free reserves. The board of trustees has agreed that the minimum level for free reserves should be the equivalent of three months operating cost. Our current level of reserves is slightly lower than this, but we expect to reach the target amount by the end of the current year, 2019-20.

The financial reserves will enable the charity to meet future commitments and unforeseen expenses without a negative impact on their ability to deliver core services or develop the business in the manner planned. The trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- to fund working capital;
- to fund unexpected but necessary expenditure; and
- to fund shortfalls in income, when income does not reach expected levels.

The board of trustees also commit to holding sufficient restricted reserves to cover the cost of our contractual commitments, as agreed with each contracting agency.

Structure, governance and management

The charity was registered as a Charitable Incorporated Organisation with the Charities Commission in England & Wales and Companies House on the 15 May 2018. The original name of the charity was Vision South West, and it is governed by its Constitution.

The charity passed a special resolution on 29 March 2019 changing its name from Vision South West to Vision West of England.

Vision West of England's Board of Trustees is currently made up of 4 people, with a range of backgrounds, skills and professions, and we are actively seeking to expand and strengthen the Board this year.

The charity is staffed by a small team of dedicated staff, headed up by the Chief Executive, supported by the Head of Services. Staff are based at either our Bristol or Devizes offices, or work remotely providing services across our geographic area of remit. From 2019, staff pay and benefits will be reviewed annually by the Trustees at their September meeting.

Risk management and delegation

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error. During the year the trustees have considered the major risks and systems have been put in place to mitigate their impact.

The charity has a Schedule of Delegation in place which defines which decisions are taken by the Board of Trustees and which are delegated to staff. The Schedule looks specifically at areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves.

Public benefit

The board of trustees have given due consideration to Charity Commission published guidance on the operation of the public benefit requirement and confirm that these requirements are met by the charity.

Vision West of England

Report of the trustees

For the period ended 31 March 2019

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with 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).

The law applicable to charities in England and Wales requires the trustees are to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those 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 judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice 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 charity 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 charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity have no liability to contribute to the assets and no personal responsibility for settling its debts and liabilities in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were appointed as independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 12 July 2019 and signed on their behalf by

Nick Grinham - Chair of Trustees

Independent examiner's report

To the trustees of

Vision West of England

I report to the trustees on my examination of the accounts of Vision West of England (the CIO) for the period ended 31 March 2019, which are set out on pages 9 to 20.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

Godfrey Wilson Limited also provides bookkeeping/payroll services to the CIO. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2016, which I have applied with respect to this engagement.

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

- (1) accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Date: 12 July 2019

Rob Wilson FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Vision West of England

Statement of financial activities

For the period ended 31 March 2019

		Restricted	Unrestricted	15 May 2018 to 31 March 2019 Total
	Note	£	£	£
Income (and endowments) from:				
Donations and legacies	2	929	13,947	14,876
Charitable activities	3	147,948	208,010	355,958
Other trading activities	4	-	4,719	4,719
Total income (and endowments)		148,877	226,676	375,553
Expenditure on:				
Raising funds		-	34,217	34,217
Charitable activities		148,877	121,294	270,171
Total expenditure	5	148,877	155,511	304,388
Net gains / (losses) on investments		-	-	-
Net income / (expenditure)		-	71,165	71,165
Transfers between funds		-	-	-
Net movement in funds	6	-	71,165	71,165
Reconciliation of funds:				
Total funds brought forward		-	-	-
Total funds carried forward		-	71,165	71,165

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 16 to the accounts.

Vision West of England

Balance sheet

As at 31 March 2019

	Note	£	2019 £
Current assets			
Debtors	9	5,864	
Cash at bank and in hand		<u>84,145</u>	
		90,009	
Liabilities			
Creditors: amounts falling due within 1 year	10	<u>18,844</u>	
Net current assets			<u>71,165</u>
Net assets	11		<u><u>71,165</u></u>
Funds	12		
Restricted funds			-
Unrestricted funds			
General funds			<u>71,165</u>
Total charity funds			<u><u>71,165</u></u>

Approved by the trustees on 12 July 2019 and signed on their behalf by

Nick Grinham - Chair of Trustees

Vision West of England

Statement of cash flows

For the period ended 31 March 2019

	2019
	£
Net movement in funds	71,165
Adjustments for:	
Decrease / (increase) in debtors	(5,864)
Increase / (decrease) in creditors	<u>18,844</u>
Net cash provided by / (used in) operating activities	<u>84,145</u>
Increase / (decrease) in cash and cash equivalents in the year	84,145
Cash and cash equivalents at the beginning of the year	<u>-</u>
Cash and cash equivalents at the end of the year	<u><u>84,145</u></u>

Vision West of England

Notes to the financial statements

For the period ended 31 March 2019

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in 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).

Vision West of England meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors 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 probably when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of provision of a specified service is deferred until criteria for income recognition are met.

Vision West of England

Notes to the financial statements

For the period ended 31 March 2019

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of 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 amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

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

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

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

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis:

Raising funds	11.7%
Charitable activities	88.3%

i) 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.

j) Cash at bank and in hand

Cash at bank and cash 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.

Vision West of England

Notes to the financial statements

For the period ended 31 March 2019

k) Creditors

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.

l) Financial instruments

The trust 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 recognised at amortised cost using the effective interest method.

m) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

o) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements.

2. Income from donations and legacies

	Restricted	Unrestricted	2019 Total
	£	£	£
Donations	929	4,604	5,533
Gifts in kind	-	9,343	9,343
Total income from donations and legacies	<u>929</u>	<u>13,947</u>	<u>14,876</u>

Vision West of England

Notes to the financial statements

For the period ended 31 March 2019

3. Income from charitable activities

	Restricted £	Unrestricted £	2019 Total £
Events and community	-	1,975	1,975
Resource sales	-	1,225	1,225
Grants	145,392	204,810	350,202
Statutory	<u>2,556</u>	<u>-</u>	<u>2,556</u>
Total income from charitable activities	<u><u>147,948</u></u>	<u><u>208,010</u></u>	<u><u>355,958</u></u>

4. Income from other trading activities

	Restricted £	Unrestricted £	2019 Total £
Total income from other trading activities	<u><u>-</u></u>	<u><u>4,719</u></u>	<u><u>4,719</u></u>

Vision West of England

Notes to the financial statements

For the period ended 31 March 2019

5. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2019 Total £
Staff costs (note 7)	23,689	178,550	34,020	236,259
Other staff costs	-	-	1,800	1,800
Direct project costs	-	24,722	-	24,722
Fundraising	1,652	-	-	1,652
Bank charges	-	-	25	25
Printing, postage and stationery	-	-	2,135	2,135
Insurance	-	-	58	58
Premises costs	-	-	25,154	25,154
Communications	-	-	1,231	1,231
Meeting and travel costs	-	-	112	112
Accountancy	-	-	2,179	2,179
IT and support costs	-	-	8,119	8,119
Subscriptions	-	-	274	274
Miscellaneous costs	-	-	668	668
Sub-total	25,341	203,272	75,775	304,388
Allocation of support costs	8,876	66,899	(75,775)	-
Total expenditure	34,217	270,171	-	304,388

Total governance costs were £1,800

Vision West of England

Notes to the financial statements

For the period ended 31 March 2019

6. Net movement in funds

This is stated after charging:

	2019 £
Trustees' remuneration	-
Trustees' reimbursed expenses	-
Independent examiners' remuneration:	
▪ Independent examination (including VAT)	1,800
▪ Other services	379
	<u>2,179</u>

7. Staff costs and numbers

Staff costs were as follows:

	2019 £
Salaries and wages	219,674
Social security costs	12,994
Pension costs	3,591
	<u>236,259</u>

No employee earned more than £60,000 during the year.

The key management personnel of the charity comprise the Trustees, Chief Executive Officer, and Acting Chief Executive Officer. The total employee benefits of the key management personnel were £49,286.

	2019 No.
Average head count	<u>10.50</u>

8. Taxation

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

Vision West of England

Notes to the financial statements

For the period ended 31 March 2019

9. Debtors

	2019 £
Trade debtors	72
Other debtors	<u>5,792</u>
	<u><u>5,864</u></u>

10. Creditors : amounts due within 1 year

	2019 £
Trade creditors	5,517
Accruals	8,324
Other taxation and social security	4,507
Other creditors	<u>496</u>
	<u><u>18,844</u></u>

11. Analysis of net assets between funds

	Restricted funds £	Unrestricted funds £	Total funds £
Current assets	-	90,009	90,009
Current liabilities	<u>-</u>	<u>(18,844)</u>	<u>(18,844)</u>
Net assets at 31 March 2019	<u><u>-</u></u>	<u><u>71,165</u></u>	<u><u>71,165</u></u>

Vision West of England

Notes to the financial statements

For the period ended 31 March 2019

12. Movements in funds

	At 15 May 2018 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2019 £
Restricted funds					
Wiltshire Sight	-	148,877	(148,877)	-	-
Total restricted funds	-	148,877	(148,877)	-	-
Unrestricted funds					
General funds		226,676	(155,511)	-	71,165
Total unrestricted funds	-	226,676	(155,511)	-	71,165
Total funds	-	375,553	(304,388)	-	71,165

Purposes of restricted funds

Wiltshire Sight

To provide information, advice and support to blind and partially sighted people in Wiltshire and Swindon.

13. Financial instruments

	2019 £
Financial assets measured at amortised cost	90,189
Financial liabilities measured at amortised cost	(18,844)

Financial assets measured at amortised cost comprise cash and cash equivalents, trade debtors, accrued income and other debtors.

Financial liabilities measured at amortised cost comprise trade creditors, accruals, grants payable and other creditors.

14. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2019 £
Amount falling due:	
Within 1 year	1,664
Within 1 - 5 years	1,664
	3,328

Vision West of England

Notes to the financial statements

For the period ended 31 March 2019

15. Related party transactions

Nick Grinham and Carl Hall, trustees of Vision West of England, are also trustees of Wiltshire Sight. During the period ended 31 March 2019, Wiltshire Sight transferred its activities to Vision West of England as described in the achievements and performance section of the trustees report. During this transition, Wiltshire Sight collected monies on behalf of Vision West of England and granted £120,000 for the purposes described in note 12.