

Registered Charity Number: 204279

**Report of the Trustees and
Unaudited Financial Statements for the
Year Ended 31 March 2023
for
Insight Gloucestershire**

Louise Newman & Co Ltd
2 Bath Mews
Bath Parade
Cheltenham
Gloucestershire
GL53 7HL

Insight Gloucestershire
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For the year ended 31 March 2023

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Insight Gloucestershire

Reference and Administrative Details

For the year ended 31 March 2023

Charity number 204279 (England and Wales)

Registered office 18 Albion Street
Cheltenham
GL52 2RZ

Board of trustees: Trustees who served during the year and up to the date of this report were as follows:

Ann Lightfoot (Chair)

Tim Rice

Michael Johnson

Elizabeth Bristow

Louise Simmonds (Secretary)

Sammy Rosser (Treasurer)

Hazel Holland

General Manager Steve Martin (Retired June 2023)

Independent examiners Louise Newman & Co Ltd
2 Bath Mews
Bath Parade
Cheltenham
GL53 7HL

Insight Gloucestershire

Report of the Trustees

For the year ended 31 March 2023

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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 2019).

About Insight Gloucestershire

The charitable object of Insight Gloucestershire is to promote the relief of sight impaired people within Gloucestershire. The charity was formerly known as the Gloucestershire County Association for the Blind and changed its name in 2013.

Insight Gloucestershire provides timely and appropriate support services for all people affected by sight loss in Gloucestershire, along with their families and friends. **Our aim** is to ensure people with sight loss in the county are able to lead active, independent and fulfilled lives.

We work with people affected by sight loss to help them navigate the often-complex provision of services, joining up health, social care and community services.

Our agreed organisational objectives are:

- To ensure all people with sight loss in Gloucestershire (and their family and friends) know where they can find support relevant to their personal situation.
- To provide a range of good quality, high impact services driven by the voice and needs of our clients.
- To build a strong and sustainable organisation which adds real value, can demonstrate its impact and has the confidence of the people and organisations we work with.

Review of the year

Over the past year, our team in Cheltenham have worked hard to meet the needs of our clients, supporting them with information, advice and guidance on all aspects of living with sight loss. Our helpline continues to receive in excess of 300 calls per month, and the Resource Centre remains busy.

Although we are now past the pandemic, we are aware that many of our clients remain isolated, having have lost their confidence going out, and we have increased our focus in the last year on social events, supporting some of the most isolated to attend peer support groups on a regular basis.

Our fundraiser has had some good successes over the past year, bringing in grant funding to support our core operations, and over the coming year we will be looking at how to increase our unrestricted income through individual giving and community events.

Plans for the Future

Our key development priorities for the 2023-24 year include:

- Increase the reach of our services through the development of hubs across the county where people with sight loss can access local information, advice and guidance;
- Expand our provision of social opportunities for people with sight loss to help reduce the risk of isolation;
- Develop our monitoring and evaluation systems to enable us to better measure the outcomes and impact of our work on the lives of our clients;
- Explore opportunities for closer working with other local sight loss charities, to help improve our fundraising capacity, reduce our central costs and increase the exchange of key learning and good practice.

Financial Review

Income and expenditure for 2022/23 were broadly in line with the budget set for the year by the Board.

However, we were helped during the year by a significant legacy, and the Board remain concerned about the ability of our fundraising to cover the ongoing costs of the charity.

As a result, the Board have been exploring a new partnership with a

neighbouring sight loss charity, Sight Support West of England, which they believe could put the charity back on a sustainable footing, through shared management, fundraising and overhead costs. It is expected that this partnership will be in place by July 2023.

After careful consideration and recent agreement to proceed with this new partnership, the Board of Trustees now has a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements.

Charitable Funders and Supporters

Insight Gloucestershire wishes to thank all its charitable funders and supporters, listed below for the year April 2022 – March 2023. As an independent charity we rely on the generosity of our supporters and the local community. Without their support we would not be able to deliver any of our valuable work providing local support for blind and partially sighted people in communities across Gloucestershire:

- A.N. McKechnie Foundation
- The Ammco Trust
- Arnold Clark
- The Barnwood Trust
- Cirencester Band
- Condon Family Trust
- D.G. Albright Charitable Trust
- Dent Brocklehurst Charitable Trust
- Douglas Arter Foundation
- Evans Adlard Charitable Trust
- Florence Shute Millennium Trust
- The Gilbert Lane Trust
- Gloucestershire County Council
- Gloucestershire Disability Fund
- Groundwork - One Stop
- H D H Wills 1965 Charitable Trust
- Jack Lane Charitable Trust
- Langtree Trust
- Lansdown Insurance
- Lennox Hannay Charitable Trust
- The National Lottery Community Fund
- NISA Making Locally
- Summerfield Charitable Trust

Reserves policy

Total funds held at 31 March 2023 were £329,699, of which £41,175 to be were restricted in accordance with the donors' wishes. A further £88,892 of unrestricted reserves are tied up in the capital assets of the charity,

namely the building in Cheltenham.

Our current level of unrestricted free reserves is therefore £199,632.

The Trustees are particularly aware of the need to take certain factors into account to cover fluctuations in income (principally legacies), current liabilities and unplanned expenditure. The target amount for contingency set by the charity is therefore six months' operating costs, plus an amount of £50,000 to cover building repairs, and £25,000 for redundancy liability for longstanding employees. The level of free reserves is currently at the right level to meet these three potential liabilities.

The level of reserves has been set by the Board of Insight Gloucestershire taking into account the following:

- The smooth running of the charity, and the provision of core services to sight impaired clients, needs to be maintained. Funds should be available to continue to subsidise the provision of core services until alternative sources of funding can be found.
- If the charity were to close it would take a minimum of six months to find alternative and equivalent sources of support for our sight impaired clients across Gloucestershire.
- Funding should be available to deal with the contingencies which might arise in the day to day running of the organisation, including significant repairs to our building in Cheltenham which is showing signs of age.
- A number of costs would be associated with dissolution of the charity.

Structure, Governance and Management

Insight Gloucestershire is a registered charity, controlled by its governing document, a constitution, last amended in September 2013.

The organisation is governed by a Board of Trustees. The Trustees do not receive any remuneration for their services to the charity.

In the event of the charity being wound up, the trustees have no liability to contribute to its assets.

Material decisions and policies and the approval of the Trustee's report and annual accounts are made by all of the Trustees. Day-to-day management of the charity is delegated to the General Manager who reports directly to

the Board of Trustees.

Related Parties

There were no material related party transactions with trustees or senior management.

Public Benefit

The board of trustees confirm that they have complied with their duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit "Charities and Public Benefit".

Insight Gloucestershire's charitable objectives are enshrined within its articles and, as such, the Trustees ensure that this charter is carried out for the public benefit. This is done through the delivery of services which, whilst primarily aimed at those who are sight impaired are, where appropriate, open to all who might benefit.

Approved by the trustees on [date] and signed on their behalf by

Ann Lightfoot

Chair of Trustees

[Date]

Insight Gloucestershire

Independent Examiner's Report to the Trustees

For the year ended 31 March 2023

I report to the charity trustees on my examination of the accounts of Insight Gloucestershire for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the Act and in carrying out my Examination, I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust 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.

Louise Newman ACCA
Louise Newman & Co Ltd

2 Bath Mews
Bath Parade
Cheltenham
Gloucestershire
GL53 7HL

Date:

Insight Gloucestershire
Statement of Financial Activities
For the year ended 31 March 2023

		Unrestricted fund	Restricted fund	31.3.23 Total funds	31.3.22 Total funds
	Notes			£	£
Incoming Resources					
Donations And Legacies		133,104	84,852	217,956	127,014
Other Trading Activities	2	25,311		25,311	19,432
Investment Income	3	<u>6,265</u>	<u>-</u>	<u>6,265</u>	<u>5,966</u>
Total Incoming Resources		<u>164,680</u>	<u>84,852</u>	<u>249,532</u>	<u>152,412</u>
Resources Expended					
Raising Funds		22,353		22,353	21,924
Charitable Activities					
Support Costs		157,578	43,677	201,255	181,653
Other		<u>22,968</u>	<u>-</u>	<u>22,968</u>	<u>22,348</u>
Total Resources Expended		<u>202,899</u>	<u>43,677</u>	<u>246,576</u>	<u>229,925</u>
Net Incoming/(Outgoing) Resources		(38,219)	41,175	2,956	(73,513)
Gain/ (Losses) On Investment Assets		<u>(20,376)</u>	<u>-</u>	<u>(20,376)</u>	<u>25,976</u>
Net Movement In Funds		<u>(58,595)</u>	<u>41,175</u>	<u>(17,420)</u>	<u>(47,537)</u>
Total Funds Brought Forward		<u>347,119</u>	<u>-</u>	<u>347,119</u>	<u>394,656</u>
Total Funds Carried Forward		<u>288,524</u>	<u>41,175</u>	<u>329,699</u>	<u>347,119</u>

The notes form part of these financial statements

Insight Gloucestershire

Balance Sheet

For the year ended 31 March 2023

	Notes	Unrestricted funds	Restricted funds	31.3.23 Total funds £	31.3.22 Total funds £
Fixed Assets					
Tangible Assets		-	88,892	88,892	88,892
Investments	5	<u>150,256</u>	<u>-</u>	<u>150,256</u>	<u>170,632</u>
		150,256	88,892	239,148	259,524
Current Assets					
Stock		2,334	-	2,334	2,334
Prepayment And Accrued Income		3,685	-	3,685	<u>4,277</u>
Cash At Bank		<u>47,039</u>	<u>41,175</u>	<u>88,214</u>	<u>83,574</u>
		53,058	41,175	94,233	90,185
Creditors					
Amounts Falling Due Within One Year	6	(3,682)	-	(3,682)	(1,000)
Net Assets		<u>49,376</u>	<u>41,175</u>	<u>90,551</u>	<u>87,595</u>
Total Assets Less Current Liabilities		199,632	130,067	329,699	347,119
Net Assets		<u>199,632</u>	<u>130,067</u>	<u>329,699</u>	<u>347,119</u>
Funds					
Unrestricted Funds	7	<u>199,632</u>	<u>130,067</u>	<u>329,699</u>	<u>347,119</u>
Total Funds				<u>329,699</u>	<u>347,119</u>

The financial statements were approved by the Board of Trustees on **date** and were signed on its behalf by:

A Lightfoot
(Chair)

1. Accounting Policies

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. Other Trading Activities

	31.3.23	31.3.22
	£	£
Equipment Sales	23,605	17,312
200 Club	<u>1,706</u>	<u>2,120</u>
	<u>25,311</u>	<u>19,432</u>

3. Investment Income

	31.3.23	31.3.22
	£	£
Investment Income	<u>6,265</u>	<u>5,966</u>

4. Trustees' Remuneration And Benefits

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

5. Fixed Asset Investments

	Listed investments
	£
Market Value	
At 1 April 2022	170,632
Provisions	
Increase /(Reduction) in Market Value	<u>(20,376)</u>
Net Book Value	
At 31 March 2023	<u>150,256</u>
At 31 March 2022	<u>170,632</u>

There were no investment assets outside the UK.

6. Creditors: Amounts Falling Due Within One Year

	31.3.23	31.3.22
	£	£
Trade Creditors		(20)
Social Security and other Taxes	2,829	1,543
Pension	<u>853</u>	<u>1,067</u>

7. Movement In Funds

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	<u>347,119</u>	<u>(17,420)</u>	<u>329,699</u>
Total Funds	<u>347,119</u>	<u>(17,420)</u>	<u>329,699</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	<u>249,532</u>	<u>(246,576)</u>	<u>(20,376)</u>	<u>(17,420)</u>
Total Funds	<u>249,532</u>	<u>(246,576)</u>	<u>(20,376)</u>	<u>(17,420)</u>

Insight Gloucestershire

Notes to the Financial Statements - continued

For the year ended 31 March 2023

	31.3.23	31.3.22
	£	£
Income And Endowments		
Donations and Legacies		
Donations	20,208	13,748
Gift aid	1,351	1,880
Legacies	80,000	
Grants	<u>116,397</u>	<u>111,385</u>
	217,956	127,014
Other Trading activities		
Equipment Sales	23,605	17,312
200 Club	<u>1,706</u>	<u>2,120</u>
	25,311	19,432
Investment Income	<u>6,265</u>	<u>5,966</u>
Total incoming resources	249,532	152,412
Resources Expended		
Raising Funds		
Administration	<u>22,353</u>	<u>21,924</u>
Charitable Activities		
Payroll Costs	47,377	60,246
Social Security	8,115	3,037
Insurance	2,244	2,281
Rates	494	2,656
Light and Heat	3,274	2,088
Cleaning	5,136	2,694
Bank Charges	683	623
Newsletter	2,084	6,941
Support Salaries	100,189	75,295
Subscriptions	40	182
Property Maintenance	11,001	1,782
Sundries	1,684	3,056

This page does not form part of the statutory financial statements

Depreciation		1,436
Computer Costs	<u>18,934</u>	<u>19,336</u>
	201,255	181,653
Other Trading Activities		
Equipment for Sale	16,855	17,086
200 Club	390	420
Accountancy and legal fees	1,138	1,089
Pensions	<u>4,585</u>	<u>3,753</u>
Total	22,968	22,348
Net income before gains and losses	2,956	(73,513)
Unrealised recognised gains and losses		
Unrealised (losses) on fixed asset investments	<u>(20,376)</u>	<u>25,976</u>
Net expenditure	<u>(17,420)</u>	<u>47,537</u>