

**Registered Charity Number: 508914**

**YORK BLIND AND PARTIALLY  
SIGHTED SOCIETY**

**INDEPENDENTLY EXAMINED  
TRUSTEES REPORT AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31 MARCH 2015**

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

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# **YORK BLIND AND PARTIALLY SIGHTED SOCIETY**

## **CHARITY INFORMATION**

### **Charity Name**

York Blind and Partially Sighted Society

### **Charity Number**

508914

### **Trustees**

The following Trustees have held office since 1 April 2014:-

John Wilson	Chairman
Richard Shaw	Vice Chair
Jean Haywood	Hon Secretary
Jean Weston	Hon Treasurer
Robert Shead	
Evelyn Shead	
Anne Smith	
Susan Cairns	
Ken Cameron	
Danielle Walker Palmour	
Jim Wallace	
Elizabeth Tew	
Mary Fairbrother (resigned 19 <sup>th</sup> January 15)	

### **Chief Officer**

Diane Roworth

# **YORK BLIND AND PARTIALLY SIGHTED SOCIETY**

## **CHARITY INFORMATION**

### **Principal Address and Address for General Enquiries**

Rougier House  
5 Rougier Street  
York YO1 6HZ  
Tel: 01904 636269  
[www.ybpss.org](http://www.ybpss.org)

### **Independent Examiner**

A M Sidebottom FCA  
Garbutt & Elliott LLP  
Arabesque House  
Monks Cross Drive  
York  
YO32 9GW

### **Bankers**

Santander UK plc  
BBAM  
Bridle Road  
Bootle  
Merseyside  
L30 4GB

Unity Bank plc  
9 Brindley Place  
Birmingham  
B1 2HB

HSBC  
13 Parliament Street  
York  
YO1 8XS

# **YORK BLIND AND PARTIALLY SIGHTED SOCIETY**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2015**

The Trustees present their report and the accounts for the year ended 31 March 2015 and confirm that they comply with the Charities Act 2011 and the Statement of Recommended Practice (SORP 2005).

The charity information on pages 1 - 2 forms part of this report.

### **Structure, Governance And Management**

York Blind and Partially Sighted Society was established by a Deed of Trust dated 4<sup>th</sup> September 1978 and registered as a Charity on 5<sup>th</sup> July 1979. The Constitution has been amended at various times, the last amendment being June 2004.

The charity is managed by an Executive Committee (Board of Trustees), of at least 10, but no more than 15 members, all of whom are volunteers. In accordance with the constitution, every effort is made to ensure that a majority of Trustees are visually impaired people.

All trustees are required to retire at the charity's annual general meeting but can offer themselves for re-election. New Trustees are either elected at the Annual General Meeting or co-opted by the board for the period to the next Annual General Meeting. New Trustees participate in induction training and an annual programme of trustee training is organised by the Honorary Secretary and staff.

The Executive Committee meets bi-monthly, and there are three sub committees for Policy and Resources, Fundraising and Social Inclusion

Day to day management of the organisation is delegated to the Chief Officer.

### **Post Balance Sheet Event**

As previously noted the York Blind and Partially Sighted Society commenced operations as a Charitable Incorporated Organisation (CIO) on 1<sup>st</sup> April 2015 and its assets and liabilities were transferred to the York Blind & Partially Sighted Society CIO Charity No 1159188 on that date.

# **YORK BLIND AND PARTIALLY SIGHTED SOCIETY**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2015**

### **Objectives, Activities And Public Benefit**

In planning the activities of the organisation, the Trustees have due regard to their duty to meet the Charity Commission's requirements with regard to public benefit.

The Trustees ensure that the objective and aims of the organisation are carried out through its activities for the public benefit, and details its achievements and activities in this report.

The object of the charity is: -

- To promote the welfare of people who are blind, partially sighted or substantially and permanently disabled by defective vision;

The aims are: -

- To provide a range of services designed to meet the needs of visually impaired people including an Equipment and Information Centre and Outreach facilities
- To promote the needs of visually impaired people to statutory and voluntary organisations
- Maintain an up to date record of visually impaired people
- Any other activities deemed to be desirable to further the welfare of visually impaired people.

The Society's Mission is to "advocate, develop and provide services and facilities which enable people who are blind or partially sighted achieve independence with dignity, in all aspects of life and sectors of Society."

### **Beneficiaries**

Our services are available to any visually impaired person in York, plus their supporters and professional staff. Free membership of YBPSS is available automatically to anyone registered blind/severely sight impaired or partially sighted/sight impaired, and to any visually impaired person in need of services. We have 1,097 people (members) on our database.

Services are provided free of charge, apart from purchases from the Equipment Centre, and a small charge for some activities.

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

### Achievements And Performance

#### 1. Achievements

- 1.1 **Growth.** Services continue to provide valued support, not available elsewhere. The number of people using our Equipment and Information Centre has returned to normal after the move to our new City Centre premises in Rougier House. The Eye Clinic Information and Support Service (ECLO) received a record number of 733 referrals – a 6% increase.
- 1.2 **ECLO Service.** This service was featured in the RNIB campaign report, Being There When it Matters, as a flagship service. The campaign report seeks to achieve an ECLO in every Hospital Eye Department.
- 1.3 **Optimeyes Project.** Following the success of the OPTIC Project, an application by RNIB to the BIG Lottery Fund was agreed. The new project, Optimeyes, will run for 2 years commencing in the 2015 financial year. The project brings together 6 local societies and RNIB and will cover Yorkshire and Lincolnshire. The aim will be to promote eye health, identify people at risk of sight loss, and provide practical and peer support to people with sight loss but not currently in receipt of services. Funding will provide two additional members of staff.
- 1.4 **25 years of operation.** In February 2015 our **Volunteer Home Visiting Service** achieved 25 years of operation and our Chief Officer, Diane Roworth, completed 25 years of service.
- 1.5 **CCG Review of Ophthalmology Services.** A comprehensive review of services was undertaken by NOUS consultancy and the Society's services, including that of our ECLO service at York Hospital, were acknowledged to be an important part of the overall provision of services in this area. YBPSS is part of the Programme Board, tasked with implementing the recommendations resulting from the report.
- 1.6 **Governance** The CIO registration with the Charity Commission was accepted in November 2014. This included a new constitution in line with approved CIO status.
- 1.7 **The Trustees are pleased** that all contracts with the City of York Council York Hospital and the CCG were renewed. A new venture to generate income for the charity, by renting out our meeting room, proved to be successful.

# **YORK BLIND AND PARTIALLY SIGHTED SOCIETY**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Society remains indebted to all members of staff who continue to provide the lifeblood of YBPSS and support all our members throughout all our activities. Once again our thanks to them all for their contribution over the past year.

### **2. Performance**

#### **2.1 Equipment and Information Centre**

1,801 visitors came to the centre, for practical and emotional support, information, equipment and services, with 163 people visiting for the first time. £16,501 of equipment was sold, on a not for profit basis, and the display was regularly updated with the latest in low vision aids. 161 reading assessments were provided and 317 people were supported to use new technology. A customer survey showed that 100% of visitors said their visit was good or excellent, and would recommend the centre to others.

Over 1,200 newsletters were sent out every 3 months, providing accessible information on new products, services and facilities.

We facilitated the start of a new Socialeyes group, for people of working age

#### **2.2 Volunteer Home Visiting Service.**

The service celebrated 25 years of delivering client - centred support to help people achieve their own identified outcomes. 61 active partnerships continue, with 58% of clients being over 80 and 19% being over 90. The service is in the process of renewing its Approved Provider Status.

#### **2.3 Eye Clinic Information and Support Service at York Hospital.**

733 new referrals were received into the service, this being a record number. Patients continued to receive emotional support and onward referral to other appropriate services. This service provides an essential link between health and social care for people with a newly diagnosed sight loss and on-going support for those with deteriorating vision. A feasibility study into extending the service to cover the areas of Scarborough and Bridlington is under way.

#### **2.4 Talking Books.**

A new agreement was reached with the City of York Council to ensure that people continued to benefit from the most appropriate reading service for them, now being able to choose from DAISY player or USB.



# **YORK BLIND AND PARTIALLY SIGHTED SOCIETY**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

### **2.5 Equipment Service.**

This provided specialist equipment to 96 visually impaired people, most of whom were newly registered as blind or partially sighted.

### **2.6 Group activities and computer tuition**

These continue to flourish with a variety of peer support, leisure and learning activities being provided, including a new Microwave Cookery and Healthy Eating course. 114 people participate on a regular basis with many additional people attending open days and special interest groups such as an iPhone user group.

In 7 months, 25 people had 1-1 computer tuition, with tablet devices, shopping and emailing being priority interests. Most users were over 70.

### **2.7 Eccentric Vision and Talking Space Counselling Service.**

These continue to be provided by dedicated and skilled volunteers.

## **3. Fundraising/Publicity**

It has been an encouraging year with over £125,000 raised by the Society from donations, Trusts, community fundraising and legacies. In the current economic climate it is quite challenging to raise significant funds for YBPSS to compensate for the reducing trends in local government funding.

Community Fundraising continues to both promote the Society and contribute to overall funding with a successful Firewalk in the year raising £5,000 and Christmas carol collection over £1,000.

The Trustees continue to be pleased that service users demonstrate their appreciation of YBPSS services by their generous donations and funds. A legacy leaflet has been prepared to further encourage this area of funding.

YBPSS was chosen as Deans Garden Centre's Charity of the Year, and the Trustees are extremely grateful for the £14,000 received from the various events at the Garden Centre.

## **4. Financial Review**

Free reserves of £58,631 were held at 31 March 2015. Free reserves exclude those reserves which are restricted, designated, or which can only be realised by disposing of fixed assets held for charity use. As noted in last year's report £7,000 was incurred in 2014/15 on new computer system for the Society and expensed through our accounts.

# **YORK BLIND AND PARTIALLY SIGHTED SOCIETY**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Building Fund of £55,282 is a designated fund, which is set aside to ensure the organisation has, and will have in future, appropriate premises from which to operate (see note 8).

The policy of the Executive Committee is that the Society should retain free reserves for 3 to 4 months operating expenditure. This policy is reviewed annually. At the end of this year, the Society held around 4 months operating expenditure in free reserves.

### **5. The Future**

After reviewing its range of services against the Seeing it My Way Outcomes defined by blind and partially sighted people, (RNIB) the trustees wish to

- Continue to provide the current range of services and activities.
- Develop a funding proposal for the provision of Technology Support Services
- Successfully carry out the Optimeyes project in conjunction with our partners
- Work with local and national partners such as the RNIB, CCG and City Council to develop new initiatives around Low Vision and related services
- Wind up the existing Charity 508914 and operate as the CIO 1151988 and Finalise a new organisation structure to meet the needs of the society over the next decade
- Consolidate and further develop fundraising activities including a new fundraising strategy.

This report was approved by the Trustees 24<sup>th</sup> August 2015 and signed on its behalf by:

.....  
J Wilson  
Chairman

## **YORK BLIND AND PARTIALLY SIGHTED SOCIETY**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity 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 estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provision of the trust deed. They 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 charity and financial information included on the charity's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

# **YORK BLIND AND PARTIALLY SIGHTED SOCIETY**

## **INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES**

I report on the accounts of the Charity for the year ended 31 December 2014 which are set out on pages 12 to 24.

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My independent examination work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my independent examination work, for this report, or for the opinions I have formed.

### **Respective Responsibilities of the Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("the 2011 Act") and that an independent examination is needed. The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES

### Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
A M Sidebottom FCA  
Garbutt & Elliott LLP

Chartered Accountants

.....  
Arabesque House  
Monks Cross Drive  
York  
YO32 9GW

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2015

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2015 Total £	2014 Total £
<b>Incoming Resources</b>						
Incoming resources from generated funds:						
Voluntary income	2	136,214	-	6,000	142,214	206,702
Activities for generating funds	2	30,000	-	-	30,000	30,508
Investment income	2	1,965	-	-	1,965	1,015
Incoming resources from charitable activities	2	22,229	-	56,145	78,374	82,627
<b>Total Incoming Resources</b>		190,408	-	62,145	252,553	320,852
<b>Resources expended</b>						
Cost of generating funds	3	18,774	-	-	18,774	14,310
Charitable activities	3	171,294	-	72,148	243,442	271,898
Governance costs	3	1,394	-	-	1,394	1,977
<b>Total Resources Expended</b>		191,462	-	72,148	263,610	288,185
Net (outgoing)/incoming resources before transfers		(1,054)	-	(10,003)	(11,057)	32,667
Transfer between funds		(2,394)	(10,000)	12,394	-	-
Balances at 1 April 2014		62,079	65,282	10,645	138,006	105,339
<b>Balances At 31 March 2015</b>		58,631	55,282	13,036	126,949	138,006

The notes on pages 14 – 24 form part of these accounts.

All of the charity's operations are classed as continuing.

The Statement of Financial Activities includes all gains or losses recognised in the year.

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## BALANCE SHEET AS AT YEAR ENDED 31 MARCH 2015

	Note	31 March 2015 £	2014 £
<b>CURRENT ASSETS</b>			
Stock of goods for resale		7,912	8,068
Cash at bank and in hand		119,994	129,471
Debtors	<b>6</b>	5,540	15,891
		133,446	153,430
<b>LIABILITIES: Amount falling due within one year</b>			
Creditors and accruals	<b>7</b>	6,497	15,424
<b>NET CURRENT ASSETS</b>		126,949	138,006
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>10</b>	126,949	138,006
<b>REPRESENTED BY:</b>			
<b>FUNDS</b>			
Unrestricted	<b>8</b>	58,631	62,079
Designated – building	<b>8</b>	55,282	65,282
Restricted	<b>9</b>	13,036	10,645
		126,949	138,006

The financial statements were approved by the Trustees on 24<sup>th</sup> August 2015 and signed on its behalf by:

.....  
J Haywood - Hon Secretary

.....  
J Wilson - Chairman

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

### 1. Accounting Policies

#### **Basis of Accounting**

The accounts are prepared under the historical cost convention in accordance with applicable accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005 and the Charities Act 2011.

#### **Incoming resources**

All incoming resources are recognised in full in the Statement of Financial Activities in the year in which they are receivable. Deferred income represents grants received specifically for future accounting periods.

#### **Resources expended**

Expenditure is included on an accruals basis and has been classified under headings that aggregate all costs related to the category.

#### **Cost of generating funds**

The costs of generating funds relate to expenditure directly attributable to fundraising.

#### **Charitable activities**

Costs of charitable activities include those costs incurred by the charity in the delivery of its activities and services. Costs relating to a particular activity are allocated directly.

#### **Governance costs**

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.



# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

### **Tangible fixed assets and depreciation**

Tangible fixed assets costing more than £2,000 are capitalised at cost.

Depreciation is calculated to write off the cost of fixed assets over their expected useful lives. The rates and methods used are as follows:

Equipment - 33% straight line

Computer - 33% straight line

### **Stock**

Stock is valued at the lower of cost and net realisable value.

### **Operating lease agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against income on a straight line basis over the period of the lease.

### **Pension costs**

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. The annual contributions payable are charged to the statement of financial activities.

### **Fund accounting**

Unrestricted funds are funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Designated funds are funds set aside by the trustees out of unrestricted general funds for specific future purposes.

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

Endowment funds are such that the capital from the fund cannot be spent.

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

### 2. INCOMING RESOURCES

	Unrestricted Funds	Restricted Funds	2015 Total Funds	2014 Total Funds
	£	£	£	£
<b>Voluntary Income</b>				
Grants				
<b>City of York:</b>				
Financial support	19,920	-	19,920	19,920
<b>Vale of York Clinical Commissioning Group:</b>				
Equipment and Information Centre	15,000		15,000	15,000
OPTiC Project	-	6,000	6,000	36,284
Activities and Tuition	-	-	-	5,000
General	-	-	-	2,500
	34,920	6,000	40,920	78,704
Donations	73,605	-	73,605	51,875
Gift aid	7,734	-	7,734	3,324
Legacies	19,955	-	19,955	72,132
Rotary – Dragon Boats	-	-	-	667
	101,294	-	101,294	127,998
Carried forward	136,214	6,000	142,214	206,702

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

	Unrestricted Funds	Restricted Funds	2015 Total Funds	2014 Total Funds
	£	£	£	£
Brought forward	136,214	6,000	142,214	206,702
<b>Activities for generating funds:</b>				
Income from community fundraising	26,618	-	26,618	25,304
Income from work	3,382	-	3,382	5,204
	30,000	-	30,000	30,508
<b>Investment income</b>				
Bank interest	1,965	-	1,965	1,015
<b>Incoming resource from charitable activities:</b>				
<b>City of York</b>				
Volunteer Scheme	-	17,987	17,987	17,937
Talking Books				
- subscriptions	-	6,000	6,000	11,100
- administration	-	3,168	3,168	3,168
Council equipment	-	4,543	4,543	4,543
<b>Hospital Eye Clinic Service</b>				
Vale of York CCG	-	14,000	14,000	14,000
York Hospital	-	9,450	9,450	9,450
Department of Work and Pensions Access to Work	2,757	-	2,757	4,655
Sales of equipment and aids	16,301	-	16,301	14,208
Social and group activities	991	997	1,988	2,524
Room hire	1,655	-	1,655	-
Equipment hire	-	-	-	265
Sundry income	525	-	525	525
Training fees	-	-	-	252
	22,229	56,145	78,374	82,627
<b>Total incoming resources</b>	190,408	62,145	252,553	320,852

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

### 3. RESOURCES EXPENDED

	Unrestricted Funds	Restricted Funds	2015 Total Funds	2014 Total Funds
	£	£	£	£
<b>Cost of generating funds</b>				
Fundraising and publicity	4,011	-	4,011	5,541
Salaries	13,622	-	13,622	8,127
Staff expenses	328	-	328	338
Volunteer expenses	10	-	10	128
Training and conferences	210	-	210	-
Recruitment	333	-	333	-
Subscriptions	220	-	220	115
Tools and equipment	40	-	40	61
	18,774	-	18,774	14,310
<b>Charitable activities</b>				
Talking books	-	5,008	5,008	8,874
Salaries	82,179	50,575	132,754	162,260
Access to work	3,525	-	3,525	4,473
Staff expenses	260	516	776	1,096
Recruitment and advertising	1,054	-	1,054	985
Volunteer expenses	159	970	1,129	2,537
Tutors	-	5,320	5,320	7,060
Cost of equipment and aids sold	16,575	2,377	18,952	15,408
Training and conferences	1,029	888	1,917	1,930
Social and group activities	1,219	-	1,219	1,055
Newsletter and publications	3,078	-	3,078	1,958
Rent and service charges	35,645	1,082	36,727	32,297
Insurance	690	-	690	1,425
Stationery, printing and postage	6,499	110	6,609	8,196
Telephone	1,264	350	1,614	1,775
Equipment and repairs	2,226	243	2,469	5,159
Tools and equipment	8,042	-	8,042	950

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

### Charitable activities (continued)

Subscriptions	510	60	570	446
Sundry expenses	395	13	408	1,184
Professional Fees	5,685	418	6,103	
Consultancy	1,260	-	1,260	8,191
Moving premises	-	-	-	4,639
Optic Project costs	-	4,218	4,218	-

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Charitable activities	171,294	72,148	243,442	271,898
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### Governance costs

Independent examination	1,000	-	1,000	1,800
Annual report and AGM costs	394	-	394	177

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<b>Governance costs</b>	<b>1,394</b>	<b>-</b>	<b>1,394</b>	<b>1,977</b>
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# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

### 4. STAFF COSTS

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Total staff costs comprise:		
Gross salaries	133,397	156,418
Employer's national insurance	9,429	11,060
Pension contributions	3,437	3,633
Salary charges	1,262	1,616
	<hr/>	<hr/>
	147,525	172,727
	<hr/>	<hr/>
Average number of employees (full time equivalents)	6.6	6.8

No employee received remuneration in excess of £40,000.

### 5. TRUSTEES AND RELATED PARTY TRANSACTIONS

No trustee or any person connected with him or her received any remuneration during the year (2014 : £nil).

During the year no amount (2014 : £27) was paid in aggregate to any trustee to reimburse them for travelling expenses incurred on behalf of the charity.

No trustee, or anyone connected with a trustee, has a material interest in any of the Charity's transactions.

The Chief Executive's son has provided services of £156 during the year (2014 : £159).

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

### 6. DEBTORS

	2015 £	2014 £
Other debtors	5,540	15,891
	5,540	15,891

### 7. CREDITORS

	2015 £	2014 £
Other creditors	6,497	13,424
Accruals	-	2,000
	6,497	15,424

### 8. UNRESTRICTED FUNDS

	Balances at Apr 2014 £	Incoming Resources £	Resources Expanded £	Transfer £	Balances at Mar 2015 £
<b>Unrestricted fund</b>					
General	62,079	190,408	(191,462)	(2,394)	58,631
<b>Designated fund</b>					
Building fund	65,282	-	-	(10,000)	55,282
	127,361	190,408	(191,462)	(12,394)	113,913

#### Designated Building Fund

The purpose of the Building Fund is to enable the charity to acquire its own premises at some time in the future. The Trustees are aware of their liability in terms of the current and any future lease, and feel it prudent that the Building Fund remains as a separate entity.

# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

### 9. RESTRICTED FUNDS

	<b>Balances at Apr 2014</b>	<b>Incoming Resources</b>	<b>Resources Expanded</b>	<b>Transfer</b>	<b>Balances at Mar 2015</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Talking Books	4,721	9,168	8,419	-	5,470
Eye Clinic Service	-	23,450	23,450	-	-
Volunteer Scheme	-	17,987	19,295	1,308	-
Council Equipment	5,924	4,543	2,901	-	7,566
Activities and tuition	-	997	12,083	11,086	-
OPTiC Project	-	6,000	6,000	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	10,645	62,145	72,148	12,394	13,036

#### Talking Books

The charity manages membership of the RNIB Talking Book service, on behalf of the local authority, to customers residing within the boundary of the City of York Council. Funding is provided to cover membership fees for individual members of the Talking Book Service equipment on loan and the cost of administering the scheme.

#### York Hospital Eye Clinic Information and Support Service

This service provides practical and emotional support to patients with a diagnosis of permanent sight loss. It operates from within the Eye Clinic Outpatients Department at York Hospital, and is funded by Clinical Commissioning Group and York Hospital Trust. The staff member (Eye Clinic Liaison Officer) also works with Hospital staff on issues of service delivery for blind and partially sighted patients.



# YORK BLIND AND PARTIALLY SIGHTED SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

### Volunteer Scheme

The charity recruits and trains volunteers to provide a regular visiting service for visually impaired people. This service supports customers at home, with the emphasis on meeting individual needs, to enable them to live as independently as possible. Funding for this project is provided by the local authority and YBPSS.

### Council Equipment

City of York Council will provide funds to purchase equipment using the charity's contacts and expertise in sourcing the equipment. Council staff undertake assessment and delivery of the equipment to the service users. Funds from the Council include a contribution to the administration costs incurred by the charity.

### Access to Work

This is a Department of Work and Pension scheme. They provided funds for a support worker to work alongside the Chief Officer throughout the year.

### Activities and Tuition

We received funding from Joseph Rowntree Charitable Foundation for the provision of 1-1 computer training for visually impaired people. Other activities were funded through the society's general fundraising and group members' contributions.

## 10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<b>Restricted Funds £</b>	<b>Designated Funds £</b>	<b>Unrestricted Funds £</b>	<b>2015 Total Funds £</b>	<b>2014 Total Funds £</b>
Current assets	13,036	55,282	65,110	133,428	153,431
Current liabilities	-	-	(6,479)	(6,479)	(15,425)
	<b>13,036</b>	<b>55,282</b>	<b>58,631</b>	<b>126,949</b>	<b>138,006</b>

# **YORK BLIND AND PARTIALLY SIGHTED SOCIETY**

## **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015**

### **11. LEASE COMMITMENTS**

The charity has a commitment under an operating lease for property expiring within five years of £35,000 per annum.

### **12. POST BALANCE SHEET EVENTS**

As previously noted the York Blind and Partially Sighted Society commenced operations as a Charitable Incorporated Organisation (CIO) on 1<sup>st</sup> April 2015 and its assets and liabilities were transferred to the York Blind & Partially Sighted Society CIO Charity No 1159188 on that date.