



Hurstpierpoint & Sayers Common Parish Council
Email: office@hurstpierpoint-pc.gov.uk
Website: www.hurstpierpoint-pc.gov.uk
Telephone: 01273 833264

Village Centre
Trinity Road
Hurstpierpoint
West Sussex BN6 9UY

SMALL GRANT APPLICATION (Please ensure you are using the correct application form)

Please note that this application should be accompanied by a copy of the financial details of the requesting organisation. Where relevant we will need to see account details showing income, expenditure, and the level of balances. If annual accounts are not available, copies of the bank statements or receipts for expenditure should be enclosed.

1.	Name of Organisation	4Sight Vision Support
2.	Name, Address and Status of Contact within the organisation	Mrs Julie Branson [Redacted Address]
3.	Telephone number and Email Address	[Redacted Phone Number] Julie.branson@4sight.org.uk
4.	Is the Organisation a Registered Charity? If yes, then please provide charity number	Yes Charity Number 1075447
5.	Amount of Grant Requested	A grant of £390 would allow us to support the 6 clients that live in the parish of Hurstpierpoint and Sayers Common.
6.	For what purpose or project is the grant requested, what local need does it address and who would benefit? Please be as detailed as possible about how exactly the funds would be spent. If for a specific project, when would you anticipate that to complete/how long would the funds last? (Continue on a separate sheet if necessary).	We are seeking funding so that we can continue supporting people in your Parish of Hurstpierpoint and Sayers Common who are living with sight loss, as well as their family and carers. With our help and support people can continue to lead positive, independent lives and not become socially isolated, after receiving a sight loss diagnosis. Our specialist team provides individually tailored support to anyone who is living with sight loss and needs our help, offering everything from advice on eye health, emotional support, guidance on daily living aids, to assistance with accessible technology. Please see attached letter for more details about the services that we provide.
7.	What will be the total cost of the project?	£1,300 is the total cost for the 20 clients living in your parish of Hurstpierpoint and Sayers Common (an average cost of £65 per person per year).
8.	If the total cost of the project is more than the grant, how will the residue be financed?	We have an active fundraising team that regularly applies to Trusts and Foundations for grants, as well as to Town and Parish councils throughout West Sussex, to ask for funding to support their residents. Our team also organise community fundraising events during the year, and we receive donations from individuals.

9.	Have you applied for a grant for the same project to another organisation? Ifso, which organisation and how much?	We have not requested any other funding for our clients in your specific geographical area.
10.	Approximately how many/what percentage of those who will benefit are parishioners?	There are currently 20 clients living in your parish of Hurstpierpoint and Sayers Green who will benefit directly from any funding that we receive, as well as their family and carers.
11.	Have financial details been enclosed with the grant application?	N/A
12.	Please list any other supporting documents that have been included.	Accounts for the year end 22/23 Letter detailing our services

You may use a separate sheet of paper to submit any other information which you feel will support this application.



Signed.....

.....Date.....22nd October 2024.....

Please return this completed form, together with all relevant accompanying information to:

Office@hurstpierpoint-pc.gov.uk or via post:

Clerk to the Council

Hurstpierpoint & Sayers Common Parish CouncilTrinity

Road, Hurstpierpoint

West Sussex, BN6 9UY

DATA PROTECTION

We take the protection of your personal data seriously. If you contact or communicate with us we may hold your contact and other details. We will only use this information for the purposes of carrying out our Council business with you. We will not pass your details to any other person or organisation without your express permission. We are registered with the ICO (Information Commissioners Office). For details of our full privacy notices please go to our website.

22nd October 2024

Dear Sarah Groom - Clerk to the Council

On behalf of the staff, Board, volunteers and clients of 4Sight Vision Support, I would like to thank Hurstpierpoint and Sayers Common Parish Council for generously supporting our work over the past years, most recently in 2023 with a grant of £275. Your support enabled us to help people in your Parish to continue leading positive independent lives, whilst living with sight loss. I am writing today to ask if Hurstpierpoint and Sayers Common Parish Councillors would consider supporting our work again.

We receive no Government support and rely solely on voluntary donations to deliver our services **free of charge** to our clients. We currently support 20 residents from your parish who are blind or partially sighted. Your support would directly impact them. Our vision is that every person with sight loss is aware of, can access and benefit from 4Sight Vision Support's services, so that everyone can experience a life without limits.



The current challenges

Cost of living crisis

People continue to face increased costs in food, gas, electricity, fuel and housing. People who are blind or partially sighted are, once again, experiencing disproportionate challenges:

- They are more reliant on devices (additional lighting in their homes, Alexa to help them manage their everyday tasks, etc.) which are now costing more to run
- They are more reliant on benefits than the general population; only one in four people who are registered blind or partially sighted of working age are in employment
- The process of claiming Government benefits is complex, forms are often lengthy and paper based

With more and more of our clients being pushed into poverty, having to make impossible decisions about what to cut back on and at increasing risk of a decline in their mental health, access to the correct financial support has never been more important.



01243 828555

enquiries@4sight.org.uk

www.4sight.org.uk



The Queen's Award
for Voluntary Service



Registered with
**FUNDRAISING
REGULATOR**

Registered Company No. 3740647
Registered Charity No. 1075447

Since April 2022, we have experienced a huge increase in requests for support with accessing benefits and completing complex benefits forms/assessments, increasing from 40 clients in 2021/22 to 128 clients in 2023/24. We expect this demand to continue.

The crisis has also affected us as an organisation, our operating costs are going up and income is going down – some have less to give and competition for funding has increased.

Increasing demand

There are an estimated 36,200 people living with sight loss or low vision in West Sussex, and our county has the largest incidence of age-related sight loss in the UK, with over 6,000 people registered as blind or partially sighted (RNIB Sight loss Data). RNIB projections indicate this number will rise a further 22% by 2032.

Since hospital eye clinics began offering more appointments, resulting in increased levels of diagnosis, we have subsequently seen a significant rise in demand for our services, with an average of 63 new referrals each month. In 2022/23 we supported 761 new clients, a staggering 45% increase on 2021/22.

There is now a backlog of appointments at local hospital eye clinics, which, along with the RNIB's predicted 22% increase in demand by 2032, is likely to result in an unprecedented demand for our services over the next few years.

Life after the pandemic

Covid-19 continues to have a profound and lasting impact on the daily lives of people with sight loss – over four years later. Many of our clients experienced a deterioration to their sight, in some cases irreversibly. While others lost confidence and mobility and have still not returned to social and leisure activities, losing the independence they once had. This has had a detrimental impact on clients' mental health and wellbeing.

Please help us to continue to be there for our clients:

We receive no Government support and rely solely on voluntary donations to deliver our services **free of charge** to our growing client base, which currently stands at just over 3,300; 20 of which live in your Parish.

A donation, however great or small, will enable us to:

- Listen, and provide emotional and practical support for our clients after diagnosis, which can be a devastating and life-changing time, helping people to feel less isolated and alone.
- Help people to understand their condition and what it means.

“ Thank you, I felt valuable and listened to, I am so grateful for all the advice and support you have given to me, at the start I felt my life would be over but your support has changed that. **”**



- Carry out our dedicated assessments to identify magnification, techniques and products to help with everyday tasks such as reading, shopping, medication, preparing meals; helping our clients to make best use of their remaining sight, enabling them to carry out tasks more easily and safely and remain independent.
- Support our clients with accessing benefits and concessions, helping them to complete often complex and paper-based forms, such as Personal Independence Payments, Attendance Allowance and Blue Badge, ensuring they and their families are provided for, which improves their financial stability and reduces stress and anxiety.
- Assist with setting up and using accessibility features on a broad range of tech devices, providing clients with a wealth of information through simple voice-activated commands, helping them to access online shopping, banking and feel more connected with loved ones, the outside world and their wider community – reducing isolation.

£325 would enable us to support 5 client for a year

£390 would enable us to support 6 clients for a year

£1,300 would enable us to support 19 clients for a year

Our Chief Executive, Kirstie Thomas, would welcome the opportunity to speak at a forthcoming council meeting, to explain our work in more detail and discuss how we may support more people living with sight loss in your Parish. If this would be of interest to you, please email me: julie.branson@4sight.org.uk or phone: 01243 838 001 to discuss this further.

Thank you very much for taking the time to consider our request.

Yours sincerely,



Julie Branson
Fundraising Manager



Registered number: 03740647
Charity number: 1075447

4Sight Vision Support
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the year ended 31 March 2023

**4Sight Vision Support
(A Company Limited by Guarantee)**

Contents

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1
Trustees' Report	2 - 12
Independent Examiner's Report	13
Statement of Financial Activities	14
Balance Sheet	15
Notes to the Financial Statements	16 - 35

4Sight Vision Support
(A Company Limited by Guarantee)

Reference and Administrative Details of the Charity, its Trustees and Advisers
For the year ended 31 March 2023

Trustees	Dr Norman Boyland DL FRSC, Chairman Arthur Mayson ACIB TEP, Hon. Treasurer Sheilagh Baker DBO (D), Elected Member Robert Hayes, Vice Chairman Jan Penn, Elected Member Heather Bell DBO (D), Elected Member Julia Kirkham, Elected Member Maureen Jenkins RN BSc (Hons) ANP, Elected Member
Company registered number	03740647
Charity registered number	1075447
Registered office	36 Victoria Drive Bognor Regis West Sussex PO21 2TE
Chief Executive Officer and Company Secretary	K Thomas
Accountants	Kreston Reeves LLP Chartered Accountants 9 Donnington Park 85 Birdham Road Chichester West Sussex PO20 7AJ
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Patron	In absentia
Vice Patrons	Major-General Tony Boam CB CBE Simon Brett OBE The Right Hon. the Lord Navnit Dholakia OBE DL The Right Hon. the Lord Egremont DL Harry Goring DL The Right Hon. Sir Peter Hordern PC DL Masoud Teimory MD DO FRCophth Dr Tim Fooks - appointed January 2022

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

The financial statements have been prepared in accordance with the current statutory requirements and comply with the Charity's governing document and the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued (January 2019).

CHARITABLE OBJECTS AND PUBLIC BENEFIT

When planning activities for the year the Trustees have complied with guidance issued by the Charity Commission and with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

In particular the Trustees have considered the specific guidance on charities for the advancement of health, and the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship, or another disadvantage and living in West Sussex.

ABOUT 4SIGHT VISION SUPPORT

For over 100 years, 4Sight Vision Support has been the leading sight loss charity supporting people across West Sussex who are blind or partially sighted along with their family, friends, and carers.

With our ongoing work, forward strategy, and partnership working, we aim to make 4Sight Vision Support the Charity that is there for the people of West Sussex at the time when it matters most.

Our Vision

At the heart of our holistic and person-centred approach is a commitment to ensure everyone can live a **LIFE WITHOUT LIMITS** following a sight loss diagnosis.

Our Mission

Helping people across West Sussex who are blind or partially sighted to live life without limits.

Our Values

- We are **Caring**
- For over 100 years, we are **Trusted**
- We are **Forward-Thinking**

Our Priorities

1. Increase the number of blind and partially sighted people we support
2. Ensure our services are relevant and user-led through continuous engagement
3. Promote the importance of good eye health and sight loss prevention
4. Raise our profile across West Sussex
5. Ensure we are fit for purpose and sustainable

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

Structure, Governance, and Management

4Sight Vision Support has the Charity registration number 1075447 and is a Company Limited by Guarantee, number 03740647. It is constituted under its amended Articles of Association dated 26th October 2018. The Charity was founded in 1921 and incorporated on 24th March 1999. The management of the affairs of the charity is vested in the Trustees. The Trustees are the directors of the company together with not more than nine members elected by the Annual General Meeting or co-opted by the Trustees. 3 out of 8 of our Trustees have lived experience of sight loss.

In 2022-2023 we also started using the Charity Excellence Framework tool to ensure that we are up to date with governance, policy, and procedures and have met the quality mark standard.

Our Staff

The charity's operational affairs, including Chief Executive, service delivery, finance, admin, income generation, and communications were managed and delivered by 16 staff. 25% of our staff team have lived experience of sight loss, including our Chief Executive Officer, Kirstie Thomas.

Our Volunteers

Our dedicated, supported, kind, and incredible volunteers are of the utmost importance to the charity and the people we support. We acknowledge, as always, the importance of volunteering and that our support to our clients would be impossible without the dedication from our extensive volunteer base.

Total active volunteers	207
New volunteers recruited	25
Volunteers with lived experience	30

Volunteers have been supporting us this year in the following roles:

- Social activities and events
- Fundraising
- Communications
- Sighted guiding
- Administration
- Gardening
- Minibus driving

"I know what it's like to lose your sight, so I can help people in a completely different way. We laugh and enjoy ourselves which is important to make life worthwhile. Without my volunteering, my life would be terrible. I can't sit down and read a book or watch TV so this [volunteering] really keeps me going. I would have nothing much to do if I didn't have this. If 4Sight disappeared I'd have to start my own charity to continue our activities."

Queen Elizabeth II

September 2022 was an unusual and upsetting month with the sad news that The Queen had passed away. Some of our fundraising events were postponed and our communications were more mindful, but it gave us a chance to reflect on the great honour we received in 2021 – the Queen's Award for Voluntary Service.

Garden party - Volunteers Penny Dale and Julia Kirkham, accompanied by Naomi Towns (Volunteer Coordinator), were thrilled to attend a Royal Garden Party at Buckingham Palace on 18th May 2022 as representatives of all our amazing volunteers. In June 2021 we were honoured to receive the Queen's Award for Voluntary Service (the highest award a voluntary group can receive in the UK), and recipients of the Award nationwide were invited to attend the Garden Party hosted by The Earl and Countess of Wessex, and then also attended by The Duchess of Cambridge and Princess Alexandra.

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

2022-2023 – THE YEAR AT A GLANCE – OUR IMPACT

With 5 main priorities in our Strategic Plan, here are some of our achievements during the year.

Total new clients	685
Total active service users	2,787

Referral pathways

Our referrals for support are received in a wide variety of ways including, our Sight Care Advisor services at University Hospitals Sussex (UHSX) NHS Trust, WSCC Rehabilitation Officers for the Visually Impaired (ROVI), our Sussex and Surrey Hospital (SASH) NHS and Queen Victoria (QVH) Hospital Trust Low vision clinics, opticians, social prescribers, self-referrals, GP's.

Age Breakdown

<u>Age Band</u>	<u>No. of clients</u>
0 To 4	8
5 To 10	17
11 To 16	25
17 To 18	6
19 To 24	15
25 To 39	40
40 To 64	326
65 To 74	273
75 To 84	697
85+	1,349
Data missing	31

Geographic Breakdown

<u>District</u>	<u>No. of clients</u>
Adur	271
Arun	698
Brighton & Hove	42
Chichester	422
Crawley,	238
East Sussex,	23
Hampshire	20
Horsham	379
Mid Sussex	338
Out of County	16
Surrey	48
Worthing	290
Data missing	2

Our Services and Activity

Information, Advice, and Guidance (IAG)

Our caring and trusted team is here to listen, identify areas of need and work with our clients to live their life without limits. We provide appropriate and up-to-date information, advice, and guidance in formats accessible to our beneficiaries, as well as enabling clients to connect with others, share experiences and support each other.

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

"Mrs H had expressed feelings of isolation and loneliness after many of her friends had died or moved away. The Covid 19 lockdowns only heightened this and how vulnerable she was. I still contact Mrs H on a weekly basis, I have supported her to gain access to a magnifier, which she has received and is really helping her. I have also been able to provide moral support when required. Mrs. H feels confident that she can confide in me."

Total IAG Interactions	382
Total Hours	69hrs

Hospital Based Services

We provide emotional and practical support after diagnosis at the eye clinic, including helping to understand the diagnosis, the certification, and the registration process of having a sight impairment. We are the key link between patient, consultant and provide the knowledge of the support that is available to patients at this devastating time.

We help clients to understand their eye condition, and what support our clients can access and are a vital part of the health and social care pathway, we promote support and information on maintaining and ensuring good eye health.

Total people registered with a Certificate of Visual Impairment (CVI)	327
Total Low Vision Aid HESP form issued for magnifiers	331
General Patient Contacts	1,990

Low Vision Assessments

We provide dedicated assessments to identify magnification, techniques, and products to help with everyday tasks such as reading, shopping, medication, preparing meals.

We deliver an NHS low vision service alongside Sight for Surrey within the Sussex and Surrey NHS Trust (SASH), we are also delighted that we were successful in implementing a new low vision service at Queen Victoria Hospital (QVH) in East Grinstead.

Low Vision Assessments carried out community based	58
Assessments using the Hospital Eye Scheme Prescription (HESP)	33
Assessment via the Sussex and Surrey NHS Trust contract (SASH)	
Crawley	92
Horsham	79
Assessments at Queen Victoria Hospital East Grinstead	42
Total Low Vision Assessments	390
Total hours of support	193hrs

Practical equipment advice and purchase

We offer a large range of specialist low vision equipment and provide advice and demonstration to ensure our beneficiaries are choosing the most appropriate tools and solutions for their needs.

Interactions	747
No. Of Items Sold	638
Total orders (Inc via WSCC ROVI Team)	392

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

Benefits

We offer support to access benefits and concessions and help to complete forms, such as Personal Independence Payments (PIP), Attendance Allowance (AA), and Blue Badges. We also provide advice, including support with appeals, tribunals, and assessments.

"A client whose stroke left him with sight loss had applied for PIP but had been refused. I visited his home and completed the forms again. He was suffering from severe anxiety and completing these forms exacerbated this. He, and his wife said that I included a lot more details that they had not thought about as it was everyday life to them now. I also assisted him with his telephone assessment as he often struggles to talk with his anxiety and had to leave the room to calm down as he felt very overwhelmed by all the questions. He has now been awarded the higher rate of PIP. Both he and his wife said that they could not have done this without my knowledge and support.

Benefits Interventions	118
Direct beneficiaries	52
Total Hours of support delivered	99hrs

Accessible technology Service

With the help of our ever growing and developing specialist accessible technology service, we can support our clients to develop new and existing skills, communicate effectively and remain independent. We provide clients with the support, information, and knowledge to make informed choices and learn to adapt to technology after sight loss.

Number of direct beneficiaries	90
Number of interventions	240
Number of remote interventions	172
Number of in-person interventions delivered	52
Total hours of support delivered	101hrs

Education and Employment Support

For our younger and working age clients, we offer support with education, training, learning, and offering access to and remaining in employment. This service also helps to provide support to educators and employers so that they are better informed of what support is available and how they can support people with sight loss.

Employment Support

Interactions:	3
Direct beneficiaries:	2
Total hours of support:	2hrs

Education Support

Interactions	21
Direct beneficiaries	17
Total hours of support:	3hrs

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

Health and Wellbeing

We provide support, information, and advice to enable our clients to access leisure, social, and community activities within their community, combatting social isolation to improve the health and wellbeing of our clients.

Some examples are low vision days, events, online activities, and walking groups.

Total Client Interactions 2022/2023

Contact Method	Number	Duration
Audio (CD/MP3)	1	5mins
Card	2,167	73hrs 47mins
Email	272	30hrs 30mins
Face To Face	649	432hrs 15mins
Large Print	899	111hrs 57mins
Memory Stick	1	5mins
Online Video Call	6	2hrs 14mins
SMS Text	4	25mins
Special - See Notes	3	16mins
Standard Print	20	3hrs 47mins
Telephone	3,314	954hrs 44mins
Total Interactions	7,336	1,610hrs 5mins

AWARDS & RECOGNITION

We were delighted to receive the incredible honour of an award from the High Sheriff of West Sussex for "Great and Valuable" services to the community. The Sheriff has been of incredible support to 4Sight Vision Support in his year in the post and presented us with a donation of £1,000 to help support the work we do.

We were delighted this year to be selected as one of the Mayor of Bognor Regis's Charities of the Year. The Mayor and Mayoress supported and attended many events and activities throughout the year and put on their own events to support us. In April 2023 we were delighted to invite them to Bognor Regis vision support centre where they presented us with a cheque for an incredible £1,070 which has gone directly to support clients within the Bognor Regis Area.

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

OUR COMMUNICATIONS

Community talks	10
Press Releases	16
Radio Interviews	6

Our **social media** presence grew.

Facebook

New	241
Total	1,264

Instagram

New	77
Total	436

Twitter

Total	615
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Newsletters sent to our clients with information, advice, and activities.

In the following accessible formats

CD	755
USB	543
Braille	29
email	3,104
printed	9,847
Total:	14,278

PARTNERSHIPS

Partnership working is a key priority to 4Sight Vision Support, and we have continued to work in partnership with a range of organisations in the public, private and third sectors, to raise sight awareness, deliver joint training sessions and deliver services.

We have a formal link with Sight for Surrey through the SaSH NHS contract and link into the local West Sussex Community and Voluntary Action groups. We are also a founder member of the 'Community Solutions Consortia' (CSC) with Age UK West Sussex, Brighton and Hove, Carers Support West Sussex, The Aldingbourne Trust, Independent Lives, Healthwatch West Sussex, Citizens Advice and West Sussex MIND. CSC is a consortium of county-wide service provider organisations that deliver preventative health and wellbeing services in West Sussex and through the consortia, aim to bring together their collective skills, knowledge, expertise, information, insight and understanding to effectively contribute to and influence strategic commissioning of services, through local authorities, NHS and the local Health and Wellbeing Board and local prevention and wellbeing strategies.

This year we were on the collaboration board working in co-production for the new WSCC Adult Social Care Strategy titled "The Life you want to Lead", to ensure that sight loss was considered and prevalent in this piece of work.

We also work closely with other organisations that support sight impaired people. Visionary is the national body that links sight loss organisations across the UK. 4Sight Vision Support plays an active role in the local Visionary south-east regional hub which includes Sight for Surrey, East Sussex Association of Blind & Partially Sighted People, Open Sight Hampshire, Kent Association for the Blind, Sight Concern Bedfordshire, Berkshire Vision, and many others. We also work with national partners including the RNIB, Guide Dogs UK, Blind Veterans UK, The Thomas Pocklington Trust and The Macular Society and we will continue to explore ways to work together with them wherever such partnerships can add value to the services and support we offer to our members.

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

FINANCIAL PERFORMANCE

The financial performance of the charity for the year is set out in the Statement of Financial Activities.

Donations, Legacies and Grants totalled £224,780 for the period (2022: £237,034), whilst income from Charitable Activities was £103,811 (2022: £90,794). Total income for the charity amounts to £350,100 (2022: £364,720).

Total expenditure for the year was £386,772 (2022: £424,725).

The net decrease in funds was £36,672 (2022: £59,555) against a planned surplus for the year of £2,933 (2022: planned deficit of £24,794).

Fees and pricing policies have remained at 2021-22 levels, adjusted for inflation. There are currently no plans to introduce any other fees or change pricing policies as the Trustees are committed to ensuring that help is available for people facing financial hardship who wish to access 4Sight Vision Support services, and a discretionary system is in place so that any charges can be waived for those unable to afford it.

The trading subsidiary, 4Sight Vision Support Trading Limited, again remained dormant during the year, but it is being kept under review in the eventuality that the Trustees deem it in the charity's best interests to make use of it for future projects.

RESERVES POLICY

It is the policy of the Trustees to establish and maintain free reserves at a level sufficient to enable the Association to continue to deliver its range of services during periods of lower income and to meet all responsibilities in the case of closure.

4Sight Vision Support has maintained this method for the continuous assessment of risk, including a valuation of the level of reserves that we might need, based on the review of each of our current services and the flow of funds, as well as the security of our HQ building, an unrestricted fixed asset. This allows for service delivery to be prioritised, but with due regard to other legal and financial responsibilities.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least six month's expenditure (excluding funded projects); this is to allow the charity to be managed efficiently and to provide a buffer for uninterrupted services.

This level of reserves had been achieved at the year end. The total funds held at the balance sheet date were £670,617 (2022: £707,289) which includes £35,870 (2022: £80,298) held in restricted funds and £461,152 (2022: £468,581) held as tangible fixed assets. This gives free reserves of £173,595 (2022: £158,410).

The view of the Trustees for the 2022-23 year is that the overall position of the charity and the balance of funds was sufficient to continue to operate charitable services at the levels agreed, and there are sufficient liquid assets to enable restricted and designated funds to be applied as necessary. The Board is empowered to invest monies not required for the immediate purposes of the Association as stated in the charity's investment policy.

FUNDRAISING

Our fundraising includes encouraging donations and gifts in wills, running events, supporting people in our community who wish to raise funds for us and operating a lottery and raffles. Our fundraising strategy is provided and delivered by our in-house team.

The Trustees would like to note their sincere thanks to the local businesses, schools, universities, colleges, and many individuals who choose to set up, run, or participate in a fundraising event in aid of our work each year. Without the support of this supporter and donor base, 4Sight Vision Support would simply not be able to fulfil its objectives.

As with many voluntary sector organisations, securing funding for our services remains a constant challenge. The cost-of-living crisis started to impact levels of donations we were receiving at the start of this year, with many regular supporters citing rising costs in petrol and then energy as reasons they were unable to support us in the way they had been. From January 2023 the competition for funding from trusts and foundations began to increase – this is our

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

biggest area of fundraising, and the Trustees and the Senior Management Team remain focussed on the work that is needed to develop more sustainable, on-going income streams.

The senior member of our fundraising team is a member of the Institute of Fundraising and our organisation is registered with the Fundraising Regulator; consequently, everyone who supports us may be assured that we comply with the regulatory standards for fundraising.

We respond to all complaints within five days. Complaints are dealt with in line with our fundraising complaints policy. Serious complaints are escalated to our Chief Executive and Trustees so they may review our activities in the light of the complaint. We have not received any complaints in this financial period.

Funders

4Sight Vision Support continues to benefit from the very generous support of a broad range of funders, whether that be Charitable Trusts and Foundations, statutory funders such as County, District, Borough, Town and Parish Councils or the various philanthropic organisations such as local Rotary, Lions, Freemasons, and other groups (some of whom are listed below). We are very grateful to them for their continued support, and we thank them for enabling us to fulfil our mission to support and improve the lives of blind and sight impaired people in West Sussex.

The Trustees would also like to acknowledge the generous support of some larger donations from the following organisations:

- NHS Charities Together
- Power to Change – Powering Up
- Ulverscroft Foundation
- Hospital Saturday Fund
- Yorkshire Building Society
- Worthing Community Chest
- Marsh Charitable Trust
- Woodroffe Benton Foundation
- Garfield Weston Foundation
- The W O Street Charitable Foundation
- The Longley Trust
- Boltini Trust
- Edgar E Lawley Foundation
- Chalcroft Charitable Trust
- Charlotte Marshall Charitable Trust
- Bassil Shippam and Alsford Trust
- Masonic Charitable Foundation
- The Kathleen and Sidney Linkins Memorial Trust
- Souter Charitable Trust
- Sussex Community Foundation
- The Wilson Memorial Trust
- Ernest Kleinwort Charitable Trust
- Co-op Local Community Fund
- Friarsgate Trust
- Thomas Pocklington Trust
- West Sussex Travel Society Charity
- The Patricia Routledge Foundation
- Windruff Charitable Trust
- The Viscountess Blakenham's Charitable Trust
- Bognor Regis Town Council
- Haywards Heath Town Council
- Chichester District Council

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

Many other donors and benefactors have supported us throughout the year including Parish and Town Councils, local Community groups and organisations and Initiative funders as well as those who have requested that we respect their privacy and anonymity by not including them in this report, but we offer our thanks to them for their generosity also.

IMPACT OF COVID-19

The coronavirus (Covid-19) pandemic has continued to have an impact. We continued to see ongoing staff and volunteer illness, absence, and concerns.

We still hear devastating stories of isolation and the impact on people's mental health and wellbeing into 2023, with some clients still unable to leave their homes due to anxiety and mobility issues. We continue to provide one-to-one home support where necessary.

Concerns rise over extensive waiting lists of hospital appointments, and we continue to work with the NHS to offer solutions and support to patients at this time.

THE BOARD OF TRUSTEES

The Board sets the strategic direction for the organisation, and management of the activities is exercised through the Chief Executive and the Management Committee. Trustees are also the Directors of the company.

The Trustees shall consist of the Honorary Officers, individuals nominated by local area committees, and individuals elected by the members at the AGM, of which not less than 50% shall be visually impaired people or people with lived experience of sight loss.

The Board of Trustees:

- meets at least four times per year (during this year, all meetings were held online including the AGM)
- authorises the appointment of senior staff.
- each calendar year appoints sub-committees to deal with all financial and general business of the Association; and
- approves a business plan and budget for the coming year

The Annual General Meeting:

- elects Officers of the Charity.
- elects up to 9 members of the Board of Trustees.
- and approves the annual report and accounts.

The Trustees may also recommend appointment of other honorary officers, Patrons, Vice Patrons, Presidents, and Vice Presidents who shall be members of the Charity.

RESPONSIBILITIES OF THE TRUSTEES

Company law requires that the Trustees prepare financial statements for each financial year, which give a true and fair view of the Charity's state of affairs at the end of the year and of the incoming and outgoing resources for the year then ended.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Acts. 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.

A register of Trustees and Senior Managers declared interests is maintained and updated at least annually, and the HMRC Fit and Proper Persons process is in place. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up. All serving trustees are already familiar with the practical work of the charity. Potential new trustees, who are selected for their strengths and diversity that they will be able to bring to the Board, are invited and encouraged to spend some time at our head office, and if possible, at our other bases of activity and outreach localities, to familiarise themselves with the charity and the context within which it operates.

**4Sight Vision Support
(A Company Limited by Guarantee)**

**Trustees' Report
For the year ended 31 March 2023**

APPOINTMENT OF TRUSTEES

Trustees are recruited using many methods, including advertisement in the press, networking, and web site searches. A Trustee and Honorary Officer job description and person specification is in place against which all candidates are assessed. An audit of available skills and experience is undertaken across the Trustee base; gaps are noted, and this information helps to build the profile for future Trustee recruitment.

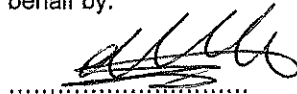
Trustees are encouraged to update their skills through attendance at appropriate training courses and events and, to use the available resources and comprehensive guidance available on the Charity Commission website. Honorary Officers are selected from the Board of Trustees.

RISK ASSESSMENT

The Board of Trustees keeps under review the risks to which 4Sight Vision Support may be exposed and the measures required to avoid or mitigate them. This process extends to all areas of services and involves staff and volunteers. A Risk Register is in place and is updated quarterly or more frequently if required. This incorporates all forms of risk in relation to the charity and its operations, including contracts, finance, information technology, staff, volunteer and membership recruitment and activities, health and safety, and reputation. Where appropriate, systems and procedures have been established to mitigate the risks the Charity faces.

Compliance is about ensuring that we adhere to statutory and regulatory requirements and, in line with best practice and our duty of care to all of our stakeholders, the Charity is working towards Level 1 of the Trusted Charity quality mark, which has been specifically designed for use by voluntary sector organisations.

The Report was approved by the Trustees, in their capacity as company directors on 24/11/23 and signed on their behalf by:



Kirstie Thomas
Company secretary

4Sight Vision Support
(A Company Limited by Guarantee)

Independent Examiner's Report
For the year ended 31 March 2023

Independent Examiner's Report to the Trustees of 4Sight Vision Support ('the charity')

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

Responsibilities and Basis of Report

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

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

Independent Examiner's Statement

Since the charity'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 ICAEW, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My 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 work or for this report.

Signed:  Dated: 27 November 2023

Lucy Hammond BSc FCA

Kreston Reeves LLP
Chartered Accountants
9 Donnington Park
85 Birdham Road
Chichester
West Sussex PO20 7AJ

4Sight Vision Support
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 March 2023

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	149,337	75,443	224,780	237,034
Charitable activities	4	103,811	-	103,811	90,794
Other trading activities		17,231	-	17,231	31,310
Investments	6	971	-	971	14
Other income		3,307	-	3,307	5,568
Total income		274,657	75,443	350,100	364,720
Expenditure on:					
Raising funds	7	64,984	-	64,984	70,504
Charitable activities	8	201,917	119,871	321,788	353,771
Total expenditure		266,901	119,871	386,772	424,275
Net movement in funds		7,756	(44,428)	(36,672)	(59,555)
Reconciliation of funds:					
Total funds brought forward		626,991	80,298	707,289	766,844
Net movement in funds		7,756	(44,428)	(36,672)	(59,555)
Total funds carried forward		634,747	35,870	670,617	707,289

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

The notes on pages 16 to 35 form part of these financial statements.

4Sight Vision Support
(A Company Limited by Guarantee)
Registered number: 03740647

Balance Sheet
As at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	13	461,152	468,581
Investments	14	100	100
		<u>461,252</u>	<u>468,681</u>
Current assets			
Stocks	15	11,446	8,113
Debtors	16	4,374	16,340
Cash at bank and in hand		217,749	240,162
		<u>233,569</u>	<u>264,615</u>
Creditors: amounts falling due within one year	17	(24,204)	(26,007)
Net current assets		<u>209,365</u>	<u>238,608</u>
Total net assets		<u><u>670,617</u></u>	<u><u>707,289</u></u>
Charity funds			
Restricted funds	18	35,870	80,298
Unrestricted funds	18	634,747	626,991
Total funds		<u><u>670,617</u></u>	<u><u>707,289</u></u>

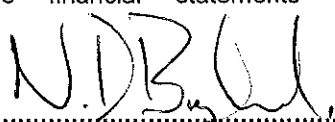
The charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 24/11/23 and signed on their behalf by:



 Dr Norman Boyland DL FRSC



 Arthur Mayson ACIB TEP

The notes on pages 16 to 35 form part of these financial statements.

Notes to the Financial Statements
For the year ended 31 March 2023

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

4Sight Vision Support 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.

1.2 Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held for 12 months from authorising these financial statements.

1.3 Income

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

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

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

1. Accounting policies (continued)

1.4 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. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

1.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

1.6 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 institution with whom the funds are deposited.

1.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £2,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives .

Depreciation is provided on the following bases:

Freehold property	- 2% on cost
Plant and machinery	- 33% on cost
Motor vehicles	- 50% on cost
Fixtures and fittings	- 33% on cost
Computer equipment	- 33% on cost

Notes to the Financial Statements
For the year ended 31 March 2023

1. Accounting policies (continued)

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 the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

1.9 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

1.10 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.

1.11 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.

1.12 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 charity 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 in the Statement of Financial Activities as a finance cost.

1.13 Financial instruments

The charity 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 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

Notes to the Financial Statements
For the year ended 31 March 2023

1. Accounting policies (continued)

1.15 Pensions

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

1.16 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 charity 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 charity 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.

2. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Critical areas of judgment:

The residual values and useful economic lives of tangible fixed assets over which these items are depreciated are estimates which impact the net book value at the balance sheet date, particularly for freehold property.

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

3. Income from donations and legacies

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Donations	49,479	-	49,479
Legacies	15,008	-	15,008
Grants	84,850	75,443	160,293
	<u>149,337</u>	<u>75,443</u>	<u>224,780</u>

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Donations	47,668	2,882	50,550
Legacies	3,852	-	3,852
Grants	42,965	139,667	182,632
	<u>94,485</u>	<u>142,549</u>	<u>237,034</u>

4. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £
Clubs	9,990	9,990
Sight Care Advisor Service	44,307	44,307
Resource and transcriptions	27,979	27,979
Outreach	21,535	21,535
	<u>103,811</u>	<u>103,811</u>

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

4. Income from charitable activities (continued)

	Unrestricted funds 2022 £	Total funds 2022 £
Clubs	6,566	6,566
Sight Care Advisor Service	43,142	43,142
Resource and transcriptions	21,966	21,966
Outreach	19,120	19,120
	<u>90,794</u>	<u>90,794</u>

5. Income from other trading activities

	Unrestricted funds 2023 £	Total funds 2023 £
Income from fundraising events		
Fundraising events	5,101	5,101
Fundraising sponsored events	-	-
Raffles & Lotteries	5,690	5,690
Other fundraising income	6,440	6,440
	<u>17,231</u>	<u>17,231</u>

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Income from fundraising events			
Fundraising events	13,854	100	13,954
Fundraising sponsored events	5,857	-	5,857
Raffles & Lotteries	8,047	-	8,047
Other fundraising income	3,452	-	3,452
	<u>31,210</u>	<u>100</u>	<u>31,310</u>

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

6. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £
Investment income	971	971
	<u> </u>	<u> </u>
	Unrestricted funds 2022 £	Total funds 2022 £
Investment income	14	14
	<u> </u>	<u> </u>

7. Expenditure on raising funds

	Unrestricted funds 2023 £	Total funds 2023 £
Other costs	12,827	12,827
Wages and salaries	52,157	52,157
	<u>64,984</u>	<u>64,984</u>
	Unrestricted funds 2022 £	Total funds 2022 £
Other costs	14,550	14,550
Wages and salaries	55,954	55,954
	<u>70,504</u>	<u>70,504</u>

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Clubs	14,431	2,720	17,151
Sight Care Advisor Service	82,731	-	82,731
Resource and transcriptions	10,252	22,370	32,622
Outreach	94,503	94,781	189,284
	<u>201,917</u>	<u>119,871</u>	<u>321,788</u>

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Clubs	6,449	683	7,132
Sight Care Advisor Service	61,240	-	61,240
Resource and transcriptions	44,367	4,293	48,660
Outreach	87,885	148,854	236,739
	<u>199,941</u>	<u>153,830</u>	<u>353,771</u>

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

9. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £
Clubs	17,151	-	17,151
Sight Care Advisor Service	53,984	28,747	82,731
Resource and transcriptions	21,287	11,335	32,622
Outreach	122,568	66,716	189,284
	<u>214,990</u>	<u>106,798</u>	<u>321,788</u>

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £
Clubs	7,132	-	7,132
Sight Care Advisor Service	31,704	29,536	61,240
Resource and transcriptions	31,264	17,396	48,660
Outreach	166,568	70,171	236,739
	<u>236,668</u>	<u>117,103</u>	<u>353,771</u>

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

	2023 £	2022 £
Analysis of direct costs		
Other costs	15,477	14,419
Staff travel, training, & recruitment	4,991	6,781
Building and estates costs	6,083	5,763
Professional fees	-	6,966
Communications	9,502	14,650
Equipment costs	26,593	17,860
Volunteer expenses	358	207
Staff costs	147,172	162,159
Depreciation	4,814	7,863
	<u>214,990</u>	<u>236,668</u>
	2023 £	2022 £
Analysis of support costs		
Finance	-	4,589
Other costs	321	1,675
Staff travel, training & recruitment	2,711	952
Building and estate costs	3,304	5,265
Professional fees	12,743	10,758
Communications	5,161	4,117
Equipment costs	-	374
Staff costs	79,943	81,510
Depreciation	2,615	7,863
	<u>106,798</u>	<u>117,103</u>
Total costs		
Direct costs	214,990	236,668
Support costs	106,798	117,103
	<u>321,788</u>	<u>353,771</u>

Governance costs of £19,380 (2022: £17,884) are included in within support costs, see note 10 for analysis.

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

10. Governance costs

	Unrestricted funds 2023 £	Total funds 2023 £
Staff costs	11,991	11,991
Independent examination fee	4,000	4,000
Other costs	3,389	3,389
	<u>19,380</u>	<u>19,380</u>

	Unrestricted funds 2022 £	Total funds 2022 £
Staff costs	11,103	11,103
Independent examination fee	3,850	3,850
Other costs	2,931	2,931
	<u>17,884</u>	<u>17,884</u>

11. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £4,000 (2022 - £3,850).

12. Staff costs

	2023 £	2022 £
Wages and salaries	255,171	273,003
Social security costs	13,005	14,525
Contribution to defined contribution pension schemes	11,094	12,093
	<u>279,270</u>	<u>299,621</u>

The average number of persons employed by the charity during the year was as follows:

	2023 No.	2022 No.
Average number of employees	<u>16</u>	<u>18</u>

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

12. Staff costs (continued)

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

The key management personnel of the charity are the trustees and the Chief Executive Officer. During the year the key management personnel received total remuneration of £40,200 (2022: £51,750) and total employer pension contributions of £2,412 (2022: £3,105).

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

13. Tangible fixed assets

	Freehold property and land £	Plant and machinery £	Motor vehicles £	Fixtures and fittings £	Computer equipment £	Total £
Cost or valuation						
At 1 April 2022	523,422	16,276	16,750	8,894	5,159	570,501
Disposals	-	-	(2,750)	-	-	(2,750)
At 31 March 2023	523,422	16,276	14,000	8,894	5,159	567,751
Depreciation						
At 1 April 2022	56,602	16,276	16,750	7,133	5,159	101,920
Charge for the year	5,668	-	-	1,761	-	7,429
On disposals	-	-	(2,750)	-	-	(2,750)
At 31 March 2023	62,270	16,276	14,000	8,894	5,159	106,599
Net book value						
At 31 March 2023	461,152	-	-	-	-	461,152
At 31 March 2022	466,820	-	-	1,761	-	468,581

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

14. Fixed asset investments

	Investments in subsidiary companies £
Cost or valuation	
At 1 April 2022	100
At 31 March 2023	100
Net book value	
At 31 March 2023	100
At 31 March 2022	100

Principal subsidiaries

The following was a subsidiary undertaking of the charity:

Name	Holding
4SIGHT Trading Limited	100%

The financial results of the subsidiary for the year were:

Name	Net assets £
4SIGHT Trading Limited	100

15. Stocks

	2023 £	2022 £
Goods for resale	11,446	8,113

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

16. Debtors

	2023 £	2022 £
Due within one year		
Trade debtors	374	520
Other debtors	4,000	4,468
Prepayments and accrued income	-	11,352
	<u>4,374</u>	<u>16,340</u>

17. Creditors: Amounts falling due within one year

	2023 £	2022 £
Trade creditors	11,770	12,180
Other taxation and social security	3,442	3,603
Other creditors	669	687
Accruals and deferred income	8,323	9,537
	<u>24,204</u>	<u>26,007</u>

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

18. Statement of funds

Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Unrestricted funds					
Designated funds					
Clubs designated funds (see note 19)	40,240	9,990	(14,431)	(15,730)	20,069
General funds					
General Funds	586,751	264,667	(252,470)	15,730	614,678
Total Unrestricted funds	626,991	274,657	(266,901)	-	634,747
Restricted funds					
Outreach service	8,814	13,000	(13,547)	-	8,267
Clubs	4,837	-	(2,720)	-	2,117
Equipment	205	2,000	(2,205)	-	-
Volunteering co-ordinator	9,292	-	(7,500)	-	1,792
Newsletter	1,493	1,453	(705)	-	2,241
Children and Young People	9,991	-	(9,991)	-	-
NHS Charities Together	4,178	22,196	(23,650)	-	2,724
Accessible technology advice service	16,990	3,200	(20,165)	-	25
Low vision	8,000	-	(7,800)	-	200
Client Services	2,500	9,920	(727)	-	11,693
Postcode Lottery	11,980	-	(11,980)	-	-
Health & wellbeing	2,018	-	(2,018)	-	-
Vision Support	-	11,423	(8,398)	-	3,025
Improving Client Engagement	-	12,251	(8,465)	-	3,786
	80,298	75,443	(119,871)	-	35,870
Total of funds	707,289	350,100	(386,772)	-	670,617

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

18. Statement of funds (continued)

Restricted funds arise where a donor has placed a specific restriction on the use of the funds. The purpose of material individual funds are:

Outreach Service - Funds received to maintain our general services to members
Client Services - Funds received to sustain and expand capacity to meet rising demand
Client Engagement - Funds received for a client engagement officer

The purpose of other restricted funds is described above in the name of the fund.

During the year a transfer was posted between the designated clubs fund and general funds to represent funds held in respect of clubs which are now dormant or closed.

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

18. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Unrestricted funds					
Designated funds					
Clubs designated funds (see note 19)	46,940	6,566	(6,522)	(6,744)	40,240
General funds					
General Funds	628,425	215,505	(263,923)	6,744	586,751
Total Unrestricted funds	675,365	222,071	(270,445)	-	626,991
Restricted funds					
Outreach service	59,154	33,556	(83,896)	-	8,814
Clubs	5,293	227	(683)	-	4,837
Equipment	-	1,794	(1,589)	-	205
Building	204	-	(204)	-	-
Volunteering co-ordinator	-	15,118	(5,826)	-	9,292
Newsletter	3,017	5,477	(7,001)	-	1,493
Big Lottery	23,811	-	(23,811)	-	-
Children and Young People	-	14,873	(4,882)	-	9,991
NHS Charities Together	-	11,548	(7,370)	-	4,178
Centenary	-	2,356	(2,356)	-	-
Accessible technology advice service	-	17,584	(594)	-	16,990
Low vision	-	10,500	(2,500)	-	8,000
Client Services	-	7,500	(5,000)	-	2,500
Postcode Lottery	-	19,898	(7,918)	-	11,980
Fundraising	-	100	(100)	-	-
Health & wellbeing	-	2,118	(100)	-	2,018
	91,479	142,649	(153,830)	-	80,298
Total of funds	766,844	364,720	(424,275)	-	707,289

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

19. Clubs designated funds

	2023	2022
	£	£
Income		
Clubs income	9,990	6,566
	9,990	6,566
Expenditure		
Travel	(1,103)	(140)
Hall hire	(2,108)	(860)
Functions	(7,100)	(3,717)
Other expenses	(4,120)	(1,805)
	(14,431)	(6,522)
Net movement in the year	(4,441)	44
Balance brought forward	40,240	46,940
Transfers (to)/from the general fund	(15,730)	(6,744)
Balance carried forward	20,069	40,240

Club activities are co-ordinated through a number of area committees, many of which have their own financial activities. The number of club and area accounts included above is 21 (2022: 27).

20. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted	Restricted	Total
	funds	funds	funds
	2023	2023	2023
	£	£	£
Tangible fixed assets	461,152	-	461,152
Fixed asset investments	100	-	100
Current assets	197,699	35,870	233,569
Creditors due within one year	(24,204)	-	(24,204)
Total	634,747	35,870	670,617

4Sight Vision Support
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the year ended 31 March 2023

20. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	468,581	-	468,581
Fixed asset investments	100	-	100
Current assets	184,317	80,298	264,615
Creditors due within one year	(26,007)	-	(26,007)
Total	626,991	80,298	707,289

21. Pension commitments

The company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £11,094 (2022: £12,093).

22. Members' liability

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £1 for the debts and liabilities contracted before he/she ceases to be a member.

23. Related party transactions

The charity owns 100% of the issued share capital of 4Sight Trading Limited (Company 4654280). The company was dormant throughout the current year and accordingly no amounts were receivable during the year or at the balance sheet date.

During the year, no trustees received any remuneration nor any expenses (2022: Nil).

There are no other related party transactions which require disclosure.