

REGISTERED CHARITY NUMBER: 1165086

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020
FOR
CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

	Page
Legal and administrative information	1
Report of the Trustees	2 to 12
Independent Examiner's Report	13
Statement of Financial Activities	14
Balance Sheet	15
Cash Flow Statement	16
Notes to the Financial Statements	17 to 27
Detailed Statement of Financial Activities	28 to 29

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**LEGAL AND ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 MARCH 2020**

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name

Croydon Voluntary Association for the Blind

Other Working Name

Croydon Vision

Registered Charity number

1165086

Principal Charity Office

Bedford Hall
72-74 Wellesley Road
Croydon
Surrey
CR0 2AR

The Trustees serving during the year and to the date of this report were as follows: -

Trustees

Frances Cullen	- Chair
Richard Wragg	- Vice Chair
Alexey (Asher) Persits	- Treasurer – Appointed May 2019
Odette Batteral	- Trustee – Resigned June 2020
Joy Dell	- Trustee
Ketan Jadeja	- Trustee – Appointed May 2019
Dhruvin Patel	- Trustee – Appointed July 2019
Swarna Pillai	- Trustee – Appointed May 2019
James Smith	- Trustee – Resigned August 2019

Chief Executive

Susanette Mansour

Senior Team

Natasha Thompson Campbell	
Katherine Turner	
Nicola Peake	- Resigned March 2020
Ines Canellas-Jager	- From June 2020

Independent Examiner

Mark Blackwell ACMA
For and behalf of M H R Consultancy Limited
Chartered Management Accountants
Minster House, 126a High Street
Whitton, Twickenham, Middlesex
TW2 7LL

Principal Bankers

Natwest Bank
Croydon Whitgift Centre Branch
40 Whitgift Centre
Croydon
Surrey
CR0 1UQ

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2020**

The Trustees present their annual report together with the unaudited financial statements of Croydon Voluntary Association for the Blind for the year ended 31 March 2020. The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Croydon Voluntary Association for the Blind (Aka Croydon Vision) is a charitable incorporated organisation constituted on 8 January 2016 and registered with the Charity Commission on that date. The formation of this CIO resulted from a decision to restructure the governance of the Charity and convert from an unincorporated trust to a CIO. On 1 May 2017 all of the activities and undertakings of Croydon Voluntary Association for the Blind (registered charity number 200482) were merged with this Charity. Croydon Voluntary Association for the Blind (registered charity number 200482) was removed from the register of charities on 16 November 2017.

Recruitment and appointment of new Trustees

The Charity's constitution states that the number of Trustees shall not be less than three and not more than eight. At least two of the Trustees should, if possible, be members who are visually impaired with skills set that complement the board.

At every annual general meeting of the members of the CIO, one-third of the Charity's Trustees shall retire from office. If the number of Charity Trustees is not three or a multiple of three, then the number nearest to one-third shall retire from office, but if there is only one Charity Trustee, he or she shall retire. The Charity Trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any Trustees were last appointed or reappointed on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot.

The members or the Charity Trustees may at any time decide to appoint a new Charity Trustee, whether in place of a Charity Trustee who has retired or been removed, or as an additional Charity Trustee, provided that the limit on the number of Charity Trustees would not as a result be exceeded. Trustees who retire by rotation are eligible for reappointment. A Charity Trustee who has served for two consecutive terms may not be reappointed for a third consecutive term but may be reappointed after an interval of one year.

Induction and training of new Trustees

The review process of Trustee recruitment and appointment has been a positive for the organisation. To date, the Charity has attracted new Trustees within Eye Health, Banking and Finance as well as HR. Trustees are now involved in various appropriate trainings; to further strengthen their role. A Register of Interests for Trustees and paid staff is in place and updated annually. Each Trustee has a champion role, to drive positive change and sustainability of the Charity long term.

Each Trustee undertakes an induction process, consisting of the following: Trustee welcome pack, policies and procedures; example fire evacuation process, meet and greet the team. In addition, a copy of the CIO's constitution and any amendments made to it and a copy of the CIO's latest Trustees' annual report and financial statements. This is to ensure that Trustees carry out their responsibilities effectively; guided by advice provided from Charity Commission.

Board members are encouraged to spend ½ day at the Charity to further understand the operational aspect of the organisation. Furthermore, an annual event calendar is shared with Trustees with encouragement to attend some events. At each board meeting, financial and operational information is supplied together with suitable explanations, including staff presentation at Board meetings. Board members are expected to be aware of the various Charity Commission publications that can be obtained to assist them with their duties as Trustees.

Organisation

The Board of Trustees administers the Charity and generally meets every 12 weeks (more so now during Covid-19). Between these meetings, a meeting of the finance and grant-giving sub-committees is held when required. Other task and finish groups are formed based on needs.

The current Chief Executive is Susanette Mansour; appointed (2018) by the Trustees to drive positive change for the future. First steps was to assess Croydon Vision's organisational performance, including the culture, beliefs and assumptions. Alignment of purpose and values as well as clarity in strategic direction was put into action. There's much more to do and phase 2 Croydon Vision is all about growth for members, volunteers, trustees and staff. In addition, developing effective partnerships as well as sourcing commercially aligned opportunities 2020/21 and beyond. The Chief Executive has delegated authority within the terms of delegation approved by the Board, for operational and strategic matters. Susanette and members of the management team meet and advise the Trustee Board as required.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT - continued

Leadership

Leadership and decision making of the Charity is delegated to the Chief Executive who works closely with Management and Trustees to fulfil the Charity's objectives and ensure the smooth and effective running of the organisation. The Chief Executive reports to the Chair and to the Board of Trustees.

The Trustees and the Senior Management team comprise the key management personnel of the Charity in charge of leading or managing the running and operating the Charity on a day-to-day basis.

All Trustees give of their time freely and no trustee received remuneration in the year. Our Chair leads an activity at Croydon Vision and charges the organisation at a substantially reduced rate. Details of Trustees' expenses and related party transactions are disclosed on pages 20 and 21 in Notes 9 and 13 of the accounts.

The process of annual appraisal has been formalised, the pay of Staff is reviewed within this process and normally increased based on added value and performance. In view of the nature of the Charity, the Trustees benchmark against pay levels within the voluntary sector across London as well as the public sector; with some consideration of NJC pay scales.

Volunteers

Croydon Vision is appreciative to the large number of volunteers (51) that give many hours of their time to the Charity. The Trustees and Staff Team would like to record their thanks for their valuable support. The Charity could not host its annual celebrating volunteers event (June 2020) due to Covid-19, however, the Volunteer Coordinator adapted, surprised each volunteer with a gift of thanks. The event has been postponed to November, which coincide with Trustees week.

Related parties and co-operation with other organisations

None of our Trustees received remuneration from their work with the Charity as Trustees. However, our Chair leads an activity at Croydon Vision and charges the organisation at a substantially reduced rate. Any connection between a Trustee or Senior Manager of the Charity with Service user, external contractor or supplier of services must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party.

Risk Management

The Trustees have been reviewing risk management frequently; especially since the pandemic. An integrated risk strategy is in place, facilitated by the Treasurer and rest of finance committee. In addition, a risk management policy has been adopted. The strategy comprises the following:

- An annual review of the risks which the Charity may have to face;
- The establishment of systems and procedures to mitigate those risks; and
- The implementation of procedures designed to report on and minimise any potential impact on the Charity should any of those risks materialise.

The Board of Trustees is confident that the planned process will enable them to identify the major risks to which the Charity is exposed and that they have established systems to mitigate those risks.

The Trustees re-appointed Mark Blackwell of MHR Consultancy Ltd to carry out an independent examination of the Charity's financial statements for the year ended 31 March 2020.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

OBJECTIVES AND ACTIVITIES

Croydon Vision's objects are:

To promote the relief of need for people with sight loss (all ages) by:

- Providing quality information and advice, advocacy, training and counselling services, peer support groups and recreational facilities and to enable sight impaired residents to enjoy healthy and independent lives as possible.
- Informing and advising carers and family members and the public about sight loss and how its challenges can best be met.
- Working with hospitals, eye units and local authorities to ensure a timely and effective service that meet the needs of those they serve.

Our objects and funding limit the services we provide to those detailed in our charitable objectives. The Charity's Trustees have complied with the duty in section 17(5) of the 2011 Charities Act to have due regard to the guidance published by the Charity Commission. Our primary beneficiaries are those people with sight loss or individuals with an interest in sight loss.

OUR VISION: Why we do what we do.

We work to continually enhance the quality of life for blind and visually impaired people of all ages, as well as their families/carers, by providing high quality services.

OUR MISSION: What drives us.

We're here to encourage independence, confidence and personal development among the blind and partially sighted community of Croydon.

OUR VALUES: The tools we use (How).

Awareness - Flexible to enhance efficiency

The people we work with face a whole range of different challenges, each of which demands a different response. We have to be agile to effect change.

Compassion - Always ready to take action

We approach problem solving and empowerment with empathy, without that our efforts will make minimal difference.

Teamwork - Together we achieve more

By sharing skills, energy, expertise and experience, we know we can do more, so we work together to make things better for our members and their families/carers.

Integrity - Always do the right thing

We're steadfast in our commitment to making a real difference to real people.

Diversity - Each person is unique

We're here to value each other and make a difference. Our diversity is a fundamental part of what makes our community special.

There are three branches to our work...

Practical support

We work directly with people affected by sight loss in a number of different ways. Providing quality information, advice, advocacy, tech training and counselling services are invaluable in helping blind and partially sighted people to thrive, in spite of their sight loss. We also combat the isolation and powerlessness that can come hand in hand with visual impairment, by facilitating peer support groups and recreational activities.

Spreading awareness

It isn't just blind and partially sighted people that we work with. By informing and educating carers, family members, employers and the public about the challenges faced by blind and partially sighted people, we're gradually helping to change perceptions.

Improving services

We don't operate in a bubble. Working with Moorfields, GPs, optical professionals, sensory impairment team, local and national voluntary organisations means the provision available for our members in Croydon is joined-up and timely.

ACHIEVEMENTS AND PERFORMANCE

Review of activities

COVID-19 – Response & Impact

One cannot report on 2019-20 without the mention of Covid-19. From a distance there were stories on what was happening in other countries and, whilst shaking our heads in disbelief, did we truly know the size of the invisible tsunami that was about to be unleashed on us? As per every charity and business across the land, Croydon Vision has been affected by the Covid 19 crisis – income loss in rental and paid services.

Our initial team meeting 17th March 2020 did not envision the next stage of lock down England. However, one thing was clear; our desire to continue supporting members as well as making sure that volunteers and staff are safe. Jointly, we reviewed and adapted services; providing door-to-door, minimal home visits, tech training and online support. The true impact of Covid-19 is starting to arise, this will become clearer in 2020-21, members' well-being, financial impact and business environment as a whole. To date, from consultation with members and team (volunteers & staff) the following are areas of concern:

- Physical inactivity: to reduce the development of health conditions.
- Mental wellbeing: promoting social interaction and engagement.
- Eye health: supporting and maintaining members sight; low vision and living aids.

However, from crisis has emerged new ways of working and we are now in the process of maintaining a Bricks (Base) and Clicks (Virtual) services for people with sight loss. During Covid-19, we adapted and launched our Strategic Plan 2020-23 – please see below:

Strategic Plan 2020-23

Over the past 2 years, Croydon Vision has transformed as an organisation. We've galvanised to improve the lives of our members like never before. So far, we've broadened our appeal to all age groups and have extended our reach to Croydon's wider community. We've begun the work to improve communications, deepen community engagement, and develop new strategic partnerships. We've increased diversity of membership, built a stronger Board, launched new employment initiatives, and increased number of volunteers with relevant experience. We continue to invest time and resources on team development. But we know there's more to be done.

We need to act fast

Croydon's current population stands at 384,837 and is estimated to increase by 14% by 2031. Over 51% of this community identify as Black, Asian or Minority Ethnic (BAME). Our local ethnic diversity means that the prevalence of certain eye conditions such as glaucoma and diabetic retinopathy are disproportionately high.

9,420 people are currently living with some degree of sight loss in Croydon. There's an estimated risk for sight loss to rise further; Age Related Macular Degeneration (AMD) is estimated at 12,440 - early stages, 7,430 people are living with diabetes, putting them at risk of developing diabetic eye disease. Glaucoma is on the rise; 3,390 caused by fluid building up in the front part of the eye; that can lead to sight loss.

Our strategic plan to tackle this issue in our community has been borne out of a year's worth of work, consulting with our members, volunteers, staff and external stakeholders. We've worked together to establish our values and steer organisational change in a direction that will make a real difference. While we continue to fulfil our operational plans, we remain determined to support, enable and empower people with sight loss to live fulfilled and happy lives. The Croydon Vision Team, including members, the board, volunteers and staff, could not be more excited to implement our strategic plans right now.

This is a call to action; changing more lives from despair to living independently – how?

- Coproduction – our members to actively shape service development
- Community – improving our reach and engagement in Croydon
- Accessibility – transforming our premises and improving technology usage
- Holistic Health – putting our members at the centre of their care pathways
- Sustainable Reach – improving our brand, communications and income stream

Imagine what is possible by changing how we **SEE**...

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

In 2019-20 Croydon Vision continued the journey of transformation; asking tough questions.

- Is our brand fit for purpose?
- Does the logo and strapline amplify our 'Why' – the vision and culture of the organisation?
- Are we sharpening our tools (people), to develop a team (volunteer & staff) that are valued and add value to others?
- Is our message clear; to support, enable and empower members – a journey from despair to growth; living independently?
- Do we maximise resources to collaborate and form meaningful partnerships; enhancing members well-being – holistically?

The response was overwhelming, confirming that a rebrand was required and so we embarked on the journey of transformation. Our new brand, logo and strapline were developed through focused groups, bringing together members, volunteers and staff. There's an emphasis now more than ever on growth than goals – the journey of Phase 2 has begun.

Extract from our Strategic Plan (5 Priorities)

Coproduction – our members to actively shape service development by;

1. Continuity of a vibrant, engaging service enablers group (All Ages)
2. Social media engagement; reaching more people and improve awareness
3. Continue to invest in team development (Volunteers, Trustees & Staff)

Community – improving our reach and engagement in Croydon through;

1. Greater inclusion in social and community life for people with sight loss
2. Replacement of fleet and increase resource (Drivers); to reach many more people
3. Expansion of Outreach Officers from 2 to 4; greater coverage of the borough.

Accessibility – transforming our premises and improving technology usage to;

1. Improve building accessibility – lift and enhancement
2. Creation of a mobile technology hub; to reach the community and awareness
3. Develop an active tech committee; building mentor/mentee opportunities

Holistic Health – putting our members at the centre of their care pathways;

1. Sight loss can be prevented – promoting the essence of this message to individuals, professionals and businesses.
2. Support people with sight loss from despair to independent living
3. Improve inclusion and empowerment, building confidence to self-advocate

Sustainable Reach – improving our brand, communications and income stream;

1. Creation of a working communication strategy including a lead staff
2. Increased networking event to engage with businesses, schools, health professionals, family, friends of Croydon Vision
3. Increase community knowledge on sight loss software's/accessibility

There's a movement of positive change – a call to action; all stakeholders

1. Volunteer or Staff role – join us; we believe in growing together; impacting lives
2. Calling on businesses to empower people, building futures, changing perceptions
3. Fund us to continually build brighter tomorrows for people living with sight loss
4. Local authority, voluntary sector, NHS – let's improve lives for sight loss residents
5. Fundraise for us today because together we can create sustainability

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

Our Members Voice – Service Impact

“I found myself isolated as a new Croydon resident - it was hard not being around my friends. Then I joined Croydon Vision, their support is exceptionally useful and continues to have a positive impact on my life. The team are helpful, patient and I have great admiration for everyone. I am now building upon new friendships.” – **Patricia J**

“Croydon Vision is my lifeline - when I come to Croydon Vision I don't think of my sight loss, I feel normal.” - **Brenda G**

“Croydon Vision is practically everything to me - a great place for me to socialise - A lifeline” - **Steve M**

“Croydon Vision is a good place to build relationships with other visually impaired people who understand the difficulties of sight loss. I have enjoyed taking part in pottery and the excursions are fantastic, as I get to go to places that I would not ordinarily be able to go by myself.” - **Marilyn S**

“For me Croydon Vision helps me navigate my essentials through helping me with IT, my smart phone and my resources, all things I use in my daily life. Staff have the knowledge and take the time to help me adapt to these resources, as many organisations do not understand the adjustments needed for someone with a visual impairment.” - **Pat K**

“Croydon Vision means a lot to me, coming here has made me see that I am not alone in my difficulties. It also brings perspective as there are people who have sight conditions that are worse than mine and they are managing quite well. Croydon Vision gives people with sight loss dignity, maximising their potential.” – **Sita S**

Adapted Service (Lockdown)

“Thank you Croydon Vision for organising the keep fit session via conference call. I felt I was back at Bedford Hall; sitting in my usual place on the right, like "old times" and heard a few familiar voices. Thank you, Frances and Katherine, for organising this, when we come back our joints will not be stiff! Look forward to next Tuesday.” - **Mary T**

“A big thank you to all staff, volunteers, befrienders for all their phone calls, delivering us cooked meals, with a dessert and assisting isolated people to get some essential shopping. Feel truly loved and not forgotten!” - **Mary R**

“It's been fantastic getting my skype fixed, I didn't really know I could receive assistance whilst being at home. I can now continue to skype my family and friends.” **Ann K**

“I am so happy that during this crisis I am able to help support members. My role has adapted; I am currently befriending my group members as well as leading a weekly group phone call. I have so enjoyed my telephone conversations with all the members and feel that I have got to know each one on a different level. Members enjoy having time to really chat. So in a way it is a valuable time - out of bad comes good!” **Sue A (Volunteer)**

Re-opening Croydon Vision (Post Lockdown)

“It feels AWESOME being back. It feels like I have been on a very long holiday away from Croydon Vision. Now that we are back, it's like a New Year, a fresh start and it feels great.” - **Lauren C**

“Since I have been with you, I have enjoyed all of my meals. Before receiving your meals, I lacked nutrition as I only had ready meals. I enjoy every moment now. Thank you.” **Constance D**

Paul, in his 50s, was isolated, lonely and lacked independence. The outreach project enabled the team to visit him at home for an initial assessment. Paul had one goal; to gain independence and make friends. Since the support, Paul now attends the Working Age Group; he has friends and is developing independence. (**Outreach – Case Study**)

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

A sample of services at Croydon Vision

Volunteering Service:

In 2019 we began our quest for an Investing in Volunteers quality assurance mark. After much development and preparation we were finally assessed in November 2019, following on, in January 2020 we successfully gained our kite mark. The whole process has fully enhanced the volunteering programme and engaged staff, volunteers and members together.

Service Enablers

Our service enablers group continues to grow in voice and numbers - the passion and sight loss experience within the group is invaluable. We believe in co-production by encouraging active participation. People who use our services should have greater involvement in how they are designed and delivered. Our Service Enablers influence decision-making.

This group focuses on maintaining or secure effective change; having a say in the 'How' not the 'What.' Together, they recommend the course of action for management and act as a sounding board. We work in partnership; staff, volunteers & member representatives – sharing ideas to expand on; developing a big thinking approach. Their involvement in the formulation of our strategic plan was priceless. We held a workshop in February 2020 where volunteers and members from the group contributed ideas leading to the development of our new logo and strapline.

Volunteer Diversity

One of Croydon Vision's key values is Diversity, over the past year we have developed better reach via recruitment; to diversify our volunteering programme and accurately represent the Croydon community. By engaging with local schools, colleges and the community we have gained a more accurate representation of Croydon, which we are continuing to embrace and develop. We want volunteering to be accessible for everybody without prejudice. Early this year we attended a Diversity Workshop with NCVO with our discussions contributing to their research and further enhancing our knowledge.

Children & Young People – (No child left behind!)

Children living with sight loss are often unable to access mainstream activities, which can result in a lack of confidence. We are all about taking that on. Croydon Vision's younger members, who range from 3 years old right up to 18, are all visually impaired or blind and some also have additional needs, such as physical or learning disabilities. But that's not the focus here. **Our focus is helping them to live without being defined by their sight loss.** The activities our younger members participate in through Croydon Vision are designed to challenge and stimulate them, while meeting their specific needs:

- Building self-esteem, independence and confidence.
- Boosting social and communication skills.
- Making new friends who have shared experiences and challenges.

Case Study:

James* is 7 years old and attended one event in his first year a member. In 2019, James came along to pizza express, pizza making party, to try the service again. He was very shy and asked for his mother to sit next to him. By the end of the day he made friends! There was an instant change in James' confidence he gave me a big hug; saying, **"I cannot wait for the next activity."**

James' confidence has continued to grow throughout the past year, we attended Crystal Palace FC stadium tour and despite James being the youngest member, he led the group on effective tour guiding. He explained that rather than saying "over there" it would be helpful if the gentleman would say "to your right". After the tour, the tour manager asked to speak to James, parent and myself. He was so grateful with the way James explained what would best benefit him. James' mum informed his school of the events at Crystal Palace FC and as a result, the school provided James with a head teacher's award at the school assembly for his confidence.

In March 2020 James sadly lost his brother; after much support James was eager to join the adapted services. James has been a regular attendee, involved in book club, asks multiple questions and answers other questions thoroughly. He takes part in interactive cooking sessions; something his mum explains he previously wouldn't have done. **James is the epitome of increased confidence.**

Freddie* is fairly new, he has severe autism and blind. When I first met Freddie he had a beaming smile and was keen to get involved in all activities. He has an amazing knowledge of technology and due to this he enjoys teaching both myself and other members. Freddie is one of our older members who is very passionate about the 2020 club. Freddie was trained on using a cane, however he refuses to use and depended on his mother guiding him.

At our travel workshop Freddie was able to learn about how using his cane can help enhance his independence, he also learnt more about having a guide dog. This started a conversation up at home about guide dogs; as a result, Freddie uses his cane now, independently. In addition, they are looking into getting a guide dog.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

Working Age Project

The Working Age project proved so popular that it increased its activity from 3 to 4 days a week, providing a variety of workshops, events and individual sessions. The group now runs successful return to work programmes, assisting members with job applications, CV writing, interview techniques, confidence building and mentoring. As a result, 11 members have successfully gained roles in either employment or volunteering.

Case Study:

Ramsha joined the group to focus on updating her CV and communication skills workshop. As a result, Ramsha has boosted her confidence and now runs her own YouTube channel. Ramsha also facilitated a skincare and makeup session for our women's group.

Michaela visited the working age project after her contract came to an end. Michaela sought support as she felt emotionally low and needed additional motivation. Following 1-2-1 sessions with the Working Age Officer, Michaela went on to successfully gain employment.

Biniam came to Croydon Vision in 2017; he was a member and then began volunteering. He started to volunteer with the Talking Newsletter, which helped him to develop his communication and social skills. One of Biniam's main goal was to find employment so he joined the Working age group, there he gained crucial skills to help when writing applications and job searching. Biniam said "through mixing with the group and sharing information I began to understand that I am not the only person in this situation". This understanding gave him added confidence to apply for jobs.

He wanted to continue his career in accounting, so he studied to update his knowledge and skills. He successfully obtained a certificate in financial accounting. Through his hard work and determination Biniam secured a job as a financial assistant. Biniam says that he is very grateful for the support which Croydon vision and the Working Age Group in particular has given him. Biniam continues to volunteer at Croydon Vision and is excited about his new journey.

Over 65

This year has been a big step for some of our over 65's. They have overcome various challenges, which has led to great accomplishments. We have really seen our members grow and step out of their comfort zones.

Case Study:

"I live in a converted sheltered church just around the corner from Croydon Vision. I have a visit from a carer twice a day to help with basic tasks. In terms of socialising, I don't go out or speak to anyone. Having a fractured spine does affect my mobility hence why I choose not to go out. At first, I did not want to join Croydon Vision or socialise with anyone. Since I have been coming to Croydon Vision, I feel much happier and the people there are so nice. I now look forward to visiting Croydon Vision. The lunch is extremely good and the assistance that I receive from the transport service is excellent. I feel that I have made new friends and no longer hide inside of my flat". – **Janet J**

"Before Croydon Vision, I was driving the London buses for 16 years. I very much enjoyed my line of work. One day, I went for a medical test and failed due to my vision. I felt dejected and was no longer able to continue work. I have been with Croydon Vision and our Timebridge Centre (New Addington Group) for 40 years and used to attend with my wife. Unfortunately, I lost my wife 5 years ago. I really miss her and we had a good companionship. However, I never have felt lonely and appreciate the involvement Croydon Vision has in my life. I would describe Croydon Vision in one word as "togetherness". I believe that we are a close unit. I enjoy being collected by the transport service and socialising with others. I feel well looked after!" - **Roy D**

Outreach & Progression

In 2019, Croydon Vision successfully launched its Outreach project, piloted by Croydon Relief in Need. This service promotes inclusivity and equality, making sure that housebound members could access the same support and service as those able to visit Croydon Vision's base. Since the launch of outreach, service access has improved. There's now a quicker turn around with referrals, the waiting gap of 8months from someone being diagnosed with sight loss to receiving support has reduced to 5months – this has been achieved by putting people first, members at the centre of their care as well as effective collaboration.

Case Study:

David had no interaction with any service apart from his social worker; he lacked confidence since registered with sight loss. The Outreach officer supported David, putting him at ease and explained available service. Following further visits; David eventually set some personal goals. He is currently accessing the befriending service. David has since taken his first steps in shopping locally. Without this project, David would still be isolated, reduced well being and minimal contact with other people.

We are now looking for opportunities to sustain this service, to reach more people with sight loss.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

Forward Thinking Objectives:

Our focus 2020 and beyond will be guided by our Strategic Plan, to ensure that the needs and reach is expanded. Croydon Vision is embedding learning and drive of the 5 priorities, each has a champion that drives the message, working together with the team and business development manager; for sustainability.

Recap on our 5 Priorities:

1. Coproduction – our members to actively shape service development
2. Community – improving our reach and engagement in Croydon
3. Accessibility – transforming our premises and improving technology usage
4. Holistic Health – putting our members at the centre of their care pathways
5. Sustainable Reach – improving our brand, communications and income stream

Item	Cost (Approx.)	Progress
A Community Working Hub (IT) for Members	£45,500	
Getting Information in your Language & Comms Officer	£50,000	
Minibus Replacement of Aged Fleet *3	£150,000	
Sustained Community Outreach Service (3yrs)	£195,000	
Lift & Building Enhancement – Accessibility	£219,000	£101,000 raised so far...

This is a call to action!

There's a movement of positive change – a call to action; all stakeholders

1. Volunteer or Staff role – join us; we believe in growing together; impacting lives
2. Calling on businesses to empower people, building futures, changing perceptions
3. Fund us to continually build brighter tomorrows for people living with sight loss
4. Local authority, voluntary sector, NHS – let's improve lives for sight loss residents
5. Fundraise for us today because together we can create sustainability

Imagine what is possible by changing how we SEE (Support, Enable & Empower) – together, we can reach more people with sight loss.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

FINANCIAL REVIEW

Statement of Financial Activities

The Statement of Financial Activities is shown on page 14, with a more detailed analysis of income and expenditure within the notes to the financial statements. The total income for the year was £557,695 (2019: £583,278). The reduction in income is largely attributed to a reduced level of legacies in comparison to 2019. Legacies received in 2020 were £173,750, this was timely, enabling the Trustees to designate some funds for a much-needed fleet replacement (new minibus) and continued investment in the building (lift project). The Charity has also been successful in obtaining new grant funding, most notably for new projects: Outreach & Progression, as well as increased fundraising; trip to Kilimanjaro, to purchase a 7 seater vehicle.

More information on projects can be found elsewhere within this report and these Financial Statements. Most of these grant funding covers multiple years and has therefore changed the income profile of the Charity in the short to medium term.

Expenditure for the year was £515,154 (2019: £435,119). Expenditure is incurred to enable the Charity to perform its charitable functions and raise additional funds. The main reason for the increase in expenditure is the increased charitable expenditure associated with new projects funded by the grant funding referred to above including the investment in new and existing staff, the acquisition of assets and increased project expenses as well as building capacity within the organisation.

Principal funding sources

The Charity is dependent upon grants and donations from individual donors and institutions. Details of the Charity's income is set out in Notes 2 and 3 on page 19 of the accounts.

Balance Sheet

The above result led to a surplus of £42,541 (2019: £148,159), which has resulted in a combined fund balance of £1,918,343 (2019: £1,875,802) at the period-end. The Charity's free reserves are £205,602 (2019: £232,973). An analysis of the funds can be found in Note 18 on page 23, with the movements within each fund detailed in Note 19 on pages 24 and 25.

Investment policy

The Trustees are responsible for the safekeeping of all assets of the Charity and may invest funds as they see fit.

Reserves Policy

Croydon Vision adopts the following principles in relation to on-going project funding:

- Planning for staffing changes will align with project-funding timeline; staffing expenditure will not be met by reserves.
- In exceptional circumstances when Trustees expressly wish that a specific activity continues and have a strong and realistic expectation that new funds will be received, designated funds will be used to sustain posts for a defined period
- Redundancy for all members of staff for whom redundancy is applicable.
- Staff long-term sickness.
- Contracts and commitments.
- Telephones, IT.
- Accountant, HR Contract and legal costs.
- 6 months operating cost of core (£34,962 per month, totalling £208,152k).

Croydon Vision considers some of its fixed assets to be freely convertible and does include the value of fixed assets in its calculation of working capital, assessment of reserves level and general reserves. The Trustees undertake a yearly assessment of its general reserves. The Board decided, based on the impact of Covid-19 (fundraising), to self invest in Croydon Vision's building (Refurbishment & Lift) as well as fleet replacement. This resulted in a decrease of reserves to cover only six months of operational activities (£208,152k). The Board, CEO and management have a contingency programme to increase reserves to nine months within the next three years, factoring inflation.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**REPORT OF THE TRUSTEES - continued
FOR THE YEAR ENDED 31 MARCH 2020**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Report of the Board of Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provision of the constitution 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, including the income and expenditure, of the Charity for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the SORP 2015 FRS102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 which 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 Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions 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 United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

ON BEHALF OF THE BOARD OF TRUSTEES

Frances Cullen (Chair)

For and on behalf of the Board of Trustees

9 September 2020

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND**

I report to the Trustees on my examination of the accounts of the Croydon Voluntary Association for the Blind (the Charity) for the year ended 31 March 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Mark Blackwell ACMA
M H R Consultancy Limited
Chartered Management Accountants
Minster House
126a High Street, Whitton
Twickenham
Middlesex
TW2 7LL

9 September 2020

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

				2020	2019	
	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	Total £	Total £
INCOMING AND ENDOWMENT FROM:						
Donations and Legacies	2	224,041	-	-	224,041	321,042
Charitable activities	3	61,363	184,658	-	246,021	207,728
Other trading activities	4	72,316	-	-	72,316	54,488
Investments	5	30	-	-	30	20
Other Income		<u>15,287</u>	<u>-</u>	<u>-</u>	<u>15,287</u>	<u>-</u>
Total Income		<u>373,037</u>	<u>184,658</u>	<u>-</u>	<u>557,695</u>	<u>583,278</u>
EXPENDITURE ON:						
Raising funds	6	29,506	5,897	-	35,403	17,849
Charitable activities	7	<u>297,496</u>	<u>166,849</u>	<u>15,406</u>	<u>479,751</u>	<u>417,270</u>
Total Expenditure		<u>327,002</u>	<u>172,746</u>	<u>15,406</u>	<u>515,154</u>	<u>435,119</u>
Operating Surplus		46,035	11,912	(15,406)	42,541	148,159
Net gains/(losses) on investments		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Income		46,035	11,912	(15,406)	42,541	148,159
Transfer between funds		<u>(449)</u>	<u>449</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		45,586	12,361	(15,406)	42,541	148,159
RECONCILIATION OF FUNDS	19/20					
TOTAL FUNDS BROUGHT FORWARD		<u>639,296</u>	<u>20,897</u>	<u>1,215,609</u>	<u>1,875,802</u>	<u>1,727,643</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>684,882</u></u>	<u><u>33,258</u></u>	<u><u>1,200,203</u></u>	<u><u>1,918,343</u></u>	<u><u>1,875,802</u></u>

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**BALANCE SHEET
AT 31 MARCH 2020**

		2020	2019
	Notes	£	£
FIXED ASSETS			
Tangible assets	14	1,439,570	1,455,781
Investments	15	<u>458</u>	<u>458</u>
		1,440,028	1,456,239
CURRENT ASSETS			
Stock		1,686	2,000
Debtors: amounts falling due within one year	16	50,781	96,751
Cash at bank		<u>465,136</u>	<u>372,703</u>
		517,603	471,454
LIABILITIES			
Creditors: Amounts falling due within one year	17	<u>(39,288)</u>	<u>(51,891)</u>
NET CURRENT ASSETS		<u>478,315</u>	<u>419,563</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,918,343</u>	<u>1,875,802</u>
NET ASSETS		<u>1,918,343</u>	<u>1,875,802</u>
TOTAL FUNDS OF THE CHARITY			
Unrestricted funds	19	684,882	639,296
Restricted funds		33,258	20,897
Endowment funds		<u>1,200,203</u>	<u>1,215,609</u>
TOTAL FUNDS		<u>1,918,343</u>	<u>1,875,802</u>

The financial statements were approved by the Board of Trustees on **9 September 2020** and were signed on its behalf by:

.....
Frances Cullen - Chair/Trustee

.....
Alexey Persits - Treasurer/Trustee

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2020**

	2020 £	2019 £
Cash flows from operating activities:		
Net cash provided by operating activities	<u>110,903</u>	<u>142,515</u>
	110,903	142,515
Cash flows from investing activities		
Sale of investments	-	-
Sale of fixed assets	-	1
Purchase of fixed assets	<u>(18,470)</u>	<u>(45,608)</u>
Cash provided by (used in) investing activities	<u>(18,470)</u>	<u>(45,607)</u>
Increase in cash and cash equivalents in the year expended	92,443	96,908
Cash and cash equivalents at the start of the year	<u>372,703</u>	<u>275,795</u>
Cash and cash equivalents at the end of the year	<u>465,146</u>	<u>372,703</u>

CASH FLOW NOTES

	2020 £	2019 £
Reconciliation of net movement in funds to net cash flow from operating activities		
Net income for the reporting period (as per the statement of financial activities)	42,541	148,159
Adjustments for:		
Add back depreciation charge	34,681	30,351
Decrease/(increase) in stock	314	(1,000)
Decrease/(increase) in debtors	45,970	(64,933)
(Decrease)/increase in creditors	<u>(12,603)</u>	<u>29,938</u>
Net cash used in operating activities	<u>110,903</u>	<u>142,515</u>

	2020 £	2019 £
Analysis of cash and cash equivalents		
Cash and cash equivalents	<u>465,146</u>	<u>372,703</u>
Total cash and cash equivalents	<u>465,146</u>	<u>372,703</u>

1. ACCOUNTING POLICIES

A summary of the principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

Basis of preparation of the Financial Statements

The financial statements have been prepared in accordance with Accounting and Reporting Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011 and applicable regulations.

Croydon Voluntary Association for the Blind 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.

The financial statements are prepared in sterling which is the functional currency of the Charity and rounded to the nearest £.

Judgement and key sources of estimation uncertainty

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

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

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Unrestricted funds may include designated funds where the Trustees, at their discretion, have created a fund for a specific purpose.

Restricted funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Where required, a monitoring report is sent to the donor or funder detailing expenditure. Further explanation of the nature and purpose of each fund is included in Note 20 on pages 26 and 27.

Income

All incoming resources are included on the Statement of Financial Activities (SoFA) when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Grants and donations are only included in the SoFA when the general income recognition criteria are met.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Expenditure

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

Costs of raising funds is detailed in Note 6, and comprises the costs associated with attracting voluntary income and any fundraising events. Charitable expenditure is detailed in Note 7, and comprises those costs incurred by the Charity in the delivery of its activities. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature to support them.

All expenditure is accounted for on an accruals basis.

1. ACCOUNTING POLICIES – continued

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 and the expected level of income and expenditure for 12 months from authorising these financial statements and consider these sufficient for the Charity to be able to continue as a going concern.

Tangible fixed assets

Tangible fixed assets are stated at cost or valuation less depreciation. Individual fixed assets costing £1,000 or more are capitalised.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Asset Category	Annual Rate
Motor Vehicles	25% on cost
Specialist Equipment	25% on cost
Computer Equipment	33.33% on cost
Fixtures and Fittings	20% on cost
Freehold Buildings	2% on cost
Land	No depreciation

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price when the amount is material. The income arising on the investments is shown under investment income in the Statement of Financial Activities.

Gains and losses on investment assets disposed of are shown as gains and losses in the Statement of Financial Activities.

Cash at bank and in hand

Cash at bank and in hand represents bank accounts where funds are available on demand.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are recognised at the invoiced cost prepaid.

Creditors and Provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

The Charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010. Accordingly it is potentially exempt from taxation in respect of income and capital gains received to the extent that such income or gains are applied to exclusively charitable purposes. No provision for taxation has been made in these financial statements.

Pension costs and other post-retirement benefits

The Charity operates a defined contribution pension scheme and was offered to all staff. Contributions payable to the Charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**NOTES TO THE FINANCIAL STATEMENTS – continued
FOR THE YEAR ENDED 31 MARCH 2020**

2. INCOME FROM DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	5,378	23,266
Grants and Service Level fees	35,150	35,378
Legacies, Bequests and In Memory	173,750	223,344
Salary Contribution	9,763	39,054
	<u>224,041</u>	<u>321,042</u>

Income from donations and legacies was £224,041 (2019: £321,042) of which £224,041 was unrestricted (2019: £321,042) and £nil was restricted (2019: £nil).

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

		2020	2019
	Activity	£	£
Grants -restricted	Seeing the Bigger Picture	95,116	121,937
Grants - unrestricted	Core Services	29,050	30,501
Grants - restricted	Children and Young People's Programme	48,643	17,548
Grants - restricted	Working Age	11,250	3,750
Grants - restricted	Outreach and Progression	16,649	-
Grants - restricted	Seven-Seater Vehicle	13,000	-
Service users Income - unrestricted	Core Services	29,549	28,115
Goods for resale - unrestricted	Core Services	2,764	2,626
Sundry Income - unrestricted	Core Services	-	3,251
		<u>246,021</u>	<u>207,728</u>

4. INCOME FROM TRADING ACTIVITIES

	2020	2019
	£	£
Fundraising	13,798	3,157
Hall hire	36,943	23,631
Rent received	21,575	27,700
	<u>72,316</u>	<u>54,488</u>

Income earned from trading activities was £72,316 (2019: £54,488) of which £72,316 was unrestricted (2019: £54,488) and £nil was restricted (2019: £nil).

5. INVESTMENT INCOME

	2020	2019
	£	£
Investment income	<u>30</u>	<u>20</u>

All of the Charity's investment income of £30 (2019: £20) is unrestricted.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**NOTES TO THE FINANCIAL STATEMENTS – continued
FOR THE YEAR ENDED 31 MARCH 2020**

6. RAISING FUNDS

	2020	2019
	£	£
AGM, Marketing costs and Rebrand	16,771	14,928
Direct fundraising costs	<u>18,632</u>	<u>2,921</u>
	<u>35,403</u>	<u>17,849</u>

Of the total raising funds expenditure of £35,403 (2019: £17,849), £5,897 was in respect of restricted funds (2019: £10,047) and £29,506 was in respect of unrestricted funds (2019: £7,802).

7. CHARITABLE ACTIVITIES COSTS

	Direct costs	Governance (See note 8)	2020 Totals	2019 Totals
	£	£	£	£
Seeing the Bigger Picture	99,742	-	99,742	108,510
Core Services	296,231	16,671	312,902	279,979
Children and Young People Project	41,943	-	41,943	24,171
Working Age	10,779	-	10,779	4,610
Outreach and Progression	<u>14,385</u>	-	<u>14,385</u>	-
	<u>463,080</u>	<u>16,671</u>	<u>479,751</u>	<u>417,270</u>

Of the total charitable activities costs of £479,751 (2019: £417,270), £166,849 was in respect of restricted funds (2019: £137,291), £297,496 was in respect of unrestricted funds (2019: £264,573) and £15,406 in respect of endowment funds (2019: £15,406)

8. GOVERNANCE COSTS

	2020	2019
	£	£
Accountancy fees	8,225	7,150
Health & Safety	3,542	2,437
HR fees	3,071	3,076
Independent Examiner fee	990	990
Legal fees	-	840
Other professional fees	-	2,837
Payroll fees	<u>843</u>	<u>1,039</u>
	<u>16,671</u>	<u>18,369</u>

Of the total governance costs of £16,671 (2019: £18,369), £nil was in respect of restricted funds (2019: £2,500) and £16,671 was in respect of unrestricted funds (2019: £15,869).

9. TRUSTEES' REMUNERATION AND BENEFITS

The Charity Trustees were not paid or received any other benefits from employment with the Charity in the year (2019: £nil) neither were they reimbursed expenses during the year (2019: £nil).

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**NOTES TO THE FINANCIAL STATEMENTS – continued
FOR THE YEAR ENDED 31 MARCH 2020**

10. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	250,574	203,915
Social security costs	16,331	12,592
Pension costs	<u>7,180</u>	<u>3,778</u>
	<u>274,085</u>	<u>220,285</u>

No employees had employee benefits in excess of £60,000 (2019: nil). Pension costs are allocated to activities in proportion to the related staffing costs incurred.

The Senior Management Team of the Charity comprises of the Trustees and those detailed on page 1 of the Trustees report. The total employee benefits of the key management personnel of the Charity were £125,267 (2019: £92,542).

11. STAFF NUMBERS

The average monthly number of employees (including casual and part time staff) during the year was as follows:

	2020	2019
	Numbers	Numbers
Senior Management Team	4	3
Other Direct Charitable Staff	<u>10</u>	<u>9</u>
	<u>14</u>	<u>12</u>

12. PENSION COSTS

The company has a defined contribution pension scheme, which all employees are entitled to join. The company contributes 3% and the employees contributed 5% and employees may make further additional voluntary contributions.

During the year ended 31 March 2020, the Charity's total contributions amounted to £7,180 (2019: £3,778).

The Trustees are satisfied that any foreseeable change in employer's contributions can be budgeted for without detriment to the Charity's on-going activities.

13. TRANSACTIONS AND RELATED PARTIES

None of the Trustees received remuneration from their work with the Charity as Trustees. However, the Charity's Chair leads an activity at Croydon Vision and charges the organisation at a substantially reduced rate. Any connection between a Trustee or Senior Manager of the Charity with Service User, external contractor or supplier of services must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party.

There were no other material related party transactions during the period.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**NOTES TO THE FINANCIAL STATEMENTS – continued
FOR THE YEAR ENDED 31 MARCH 2020**

14. TANGIBLE FIXED ASSETS

	Freehold Property Unrestricted £	Freehold Property Endowment £	Other Assets £	Totals £
COST/VALUATION				
At 1 April 2019	344,581	1,155,419	140,309	1,640,309
Additions	-	-	18,470	18,470
Disposal	-	-	-	-
	<u>344,581</u>	<u>1,155,419</u>	<u>158,779</u>	<u>1,658,779</u>
At 31 March 2020	<u>344,581</u>	<u>1,155,419</u>	<u>158,779</u>	<u>1,658,779</u>
DEPRECIATION				
At 1 April 2019	18,258	61,221	105,049	184,528
Charge for year	4,594	15,406	14,681	34,681
Eliminated on disposal	-	-	-	-
	<u>22,852</u>	<u>76,627</u>	<u>119,730</u>	<u>219,209</u>
At 31 March 2020	<u>22,852</u>	<u>76,627</u>	<u>119,730</u>	<u>219,209</u>
NET BOOK VALUE				
At 31 March 2020	<u>321,729</u>	<u>1,078,792</u>	<u>39,049</u>	<u>1,439,570</u>
At 31 March 2019	<u>326,323</u>	<u>1,094,198</u>	<u>35,260</u>	<u>1,455,781</u>

Valuation of the Freehold Property

A revaluation of the freehold property was carried out in May 2015 by an external firm of valuers and property was valued on an "existing use" basis at £1,500,000. This was split between £500,000 land and £1,000,000 buildings.

Endowment Funds

In previous years, £500,000 of the freehold property was originally regarded by the Charity Commission as a permanent endowment and therefore restricted. At the time of the last valuation before May 2015, the freehold buildings had a total net book value of £649,115. So using the fraction £500,000/£649,115 the restricted proportion is calculated at £1,078,792 net book value as at 31 March 2020 (2019: £1,094,198).

15. FIXED ASSET INVESTMENTS

	£ Listed Investments	£ Totals
MARKET VALUE		
At 1 April 2019	458	458
Additions	-	-
Disposals	-	-
Revaluation	-	-
	<u>458</u>	<u>458</u>
At 31 March 2020	<u>458</u>	<u>458</u>

During the year ended 31 March 2018 the portfolio of UK listed investments were sold for £121,411. These investments were originally bought from the proceeds of a property originally owned by the old unincorporated trust. The original proceeds of £110,000 from the sale of this property were put into investments at the time of the sale and were regarded as a permanent endowment, which was non-distributable. The proceeds of £121,411, although held in the Charity's bank account, are still ring fenced as a permanent endowment. It has been agreed by the Trustees that these funds will be re-invested by September 2020.

The remaining non-UK listed investments are 135 shares in Banco Santander, S.A. shares of €0.50 nominal value. Revaluation was considered to be immaterial due the small value of the shares held.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Other debtors	15,381	33,022
Accrued income	35,400	63,729
	<u>50,781</u>	<u>96,751</u>

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	9,876	16,395
Deferred income	25,412	26,821
Other creditors and accrued expenses	4,000	8,675
	<u>39,288</u>	<u>51,891</u>

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Current year information for the net assets between funds:

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	£	£	£	£	£
Fixed assets	354,991	5,787	1,078,792	1,439,570	1,455,781
Investments	458	-	-	458	458
Current assets	340,429	55,763	121,411	517,603	471,454
Current liabilities	<u>(10,996)</u>	<u>(28,292)</u>	<u>-</u>	<u>(39,288)</u>	<u>(51,891)</u>
	<u>684,882</u>	<u>33,258</u>	<u>1,200,203</u>	<u>1,918,343</u>	<u>1,875,802</u>

Comparative year information for the net assets between funds:

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	£	£	£	£	£
Fixed assets	352,902	8,681	1,094,198	1,455,781	1,440,525
Investments	458	-	-	458	458
Current assets	311,006	39,037	121,411	471,454	308,613
Current liabilities	<u>(25,070)</u>	<u>(26,821)</u>	<u>-</u>	<u>(51,891)</u>	<u>(21,953)</u>
	<u>639,296</u>	<u>20,897</u>	<u>1,215,609</u>	<u>1,875,802</u>	<u>1,727,643</u>

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2020**

19. MOVEMENT IN FUNDS – Current Year

	At 1/4/19 £	Net movement in funds £	Transfers between funds £	At 31/3/20 £
Unrestricted funds				
General fund – Free reserves	232,973	63,078	(90,449)	205,602
General fund – Freehold building	326,323	(4,594)	-	321,729
Designated fund - Minibus	50,000	-	-	50,000
Designated fund – Lift project	<u>30,000</u>	<u>(12,449)</u>	<u>90,000</u>	<u>107,551</u>
	639,296	46,035	(449)	684,882
Restricted funds				
Children and Young People's Project	18,377	6,036	-	24,413
Outreach and Progression	-	1,971	-	1,971
Seeing the Bigger Picture	3,440	(9,566)	-	(6,126)
Seven-Seater Vehicle	-	13,000	-	13,000
Working Age	<u>(920)</u>	<u>471</u>	<u>449</u>	<u>-</u>
	20,897	11,912	449	33,258
Endowment funds				
Freehold Building	1,094,198	(15,406)	-	1,078,792
Investment fund	<u>121,411</u>	<u>-</u>	<u>-</u>	<u>121,411</u>
	1,215,609	(15,406)	-	1,200,203
	<u>1,875,802</u>	<u>42,541</u>	<u>-</u>	<u>1,918,343</u>

Net movement in funds for the current year are as follows:

	Income £	Expenses £	Movement in funds £
Unrestricted funds			
General fund	373,037	(309,959)	63,078
General fund – Freehold building	-	(4,594)	(4,594)
Designated fund – Lift project	<u>-</u>	<u>(12,449)</u>	<u>(12,449)</u>
	373,037	(327,002)	46,035
Restricted funds			
Children and Young People's Project	48,643	(42,607)	6,036
Outreach and Progression	16,649	(14,678)	1,971
Seeing the Bigger Picture	95,116	(104,682)	(9,566)
Seven-Seater Vehicle	13,000	-	13,000
Working Age	<u>11,250</u>	<u>(10,779)</u>	<u>471</u>
	184,658	(172,746)	11,912
Endowment funds			
Freehold Building	-	(15,406)	(15,406)
Investment fund	<u>-</u>	<u>-</u>	<u>-</u>
	-	(15,406)	(15,406)
TOTAL FUNDS	<u>557,695</u>	<u>(515,154)</u>	<u>42,541</u>

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**NOTES TO THE FINANCIAL STATEMENTS – continued
FOR THE YEAR ENDED 31 MARCH 2020**

19. MOVEMENT IN FUNDS – Previous Year

Comparative year information:

	At 1/4/18 £	Net movement in funds £	Transfers between funds £	At 31/3/19 £
Unrestricted funds				
General fund – Free reserves	140,711	172,262	(80,000)	232,973
General fund – Freehold building	330,917	(4,594)	-	326,323
Designated fund - Minibus	-	-	50,000	50,000
Designated fund – Lift project	-	-	30,000	30,000
	<u>471,628</u>	<u>167,668</u>	<u>-</u>	<u>639,296</u>
Restricted funds				
Children and Young People’s Project	25,000	(6,623)	-	18,377
Seeing the Bigger Picture	-	3,440	-	3,440
Working Age	-	(920)	-	(920)
	<u>25,000</u>	<u>(4,103)</u>	<u>-</u>	<u>20,897</u>
Endowment funds				
Freehold Building	1,109,604	(15,406)	-	1,094,198
Investment fund	121,411	-	-	121,411
	<u>1,231,015</u>	<u>(15,406)</u>	<u>-</u>	<u>1,215,609</u>
TOTAL FUNDS	<u><u>1,727,643</u></u>	<u><u>148,159</u></u>	<u><u>-</u></u>	<u><u>1,875,802</u></u>

Net movement in funds for the comparative year are as follows:

	Income £	Expenses £	Movement in funds £
Unrestricted funds			
General fund	440,043	(267,781)	172,262
General fund – Freehold building	-	(4,594)	(4,594)
	<u>440,043</u>	<u>(272,375)</u>	<u>167,668</u>
Restricted funds			
Children and Young People’s Project	17,548	(24,171)	(6,623)
Seeing the Bigger Picture	121,937	(118,497)	3,440
Working Age	3,750	(4,670)	(920)
	<u>143,235</u>	<u>(147,338)</u>	<u>(4,103)</u>
Endowment funds			
Freehold Building	-	(15,406)	(15,406)
Investment fund	-	-	-
	<u>-</u>	<u>(15,406)</u>	<u>(15,406)</u>
TOTAL FUNDS	<u><u>583,278</u></u>	<u><u>(435,119)</u></u>	<u><u>148,159</u></u>

20. FUND DESCRIPTION

Unrestricted Funds

General Fund

This fund is held to meet the day-to-day activities of the Charity in line with the Charity's objectives. This fund has been raised through donations, legacies and grants from Trusts and Foundations.

General Fund – Freehold Building

This fund is held to match the unrestricted element of the Charity's freehold buildings. The unrestricted portion of the building has a net book value at 31 March 2020 of £321,729 (see note 14, page 19 for further details).

Designated Funds

Mini Bus

In line with our strategic plan 2020-23, Croydon Vision aims to replace its fleet (3), which are aged, and not Eco friendly. The designated funds covers one accessible minibus, our aim is to pursue funds to accomplish set plans - a safer and environmentally friendly vehicle to reach more people with sight loss.

Lift Project

Due to the impact of Covid-19, most funders have re-distributed funds to emergency causes. The Trustees convened and decided on designating some funds towards the lift project, a much needed building work; refurbishment and lift installation - thereby, becoming much more accessible as well as the creation of space for people with sight loss in Croydon. The new time line for completion is September 2021.

During the year, £12,449 was spent to consult with an architect to provide a feasibility report and an estimated cost breakdown for installing a lift and building refurbishment.

Endowment Funds

Freehold Building

In previous years, £500,000 of the freehold property was originally regarded by the Charity Commission as a permanent endowment and therefore restricted. At the time of the last valuation before May 2015, the freehold buildings had a total net book value of £649,115. So using the fraction $\frac{£500,000}{£649,115}$ the restricted proportion is calculated at £1,094,198 net book value as at 31 March 2020 £1,078,792 (2019: £1,094,198)

Investment fund

Investments were originally bought from the proceeds of a property originally owned by the old unincorporated trust. The original proceeds of £110,000 from the sale of this property were put into investments at the time of the sale and were regarded as a permanent endowment, which was non-distributable. The investments have been sold during the previous period and the proceeds of £121,411, although held in the Charity's bank account, are still ring fenced as a permanent endowment.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**NOTES TO THE FINANCIAL STATEMENTS – continued
FOR THE YEAR ENDED 31 MARCH 2020**

20. FUND DESCRIPTION - continued

Restricted Funds

Children and Young People's Project

The children and young people's project continues to grow and is ever adapting.

Year 1 focused on building a firmer foundation, embedding young people into the organisation and the creation of an all age programme.

Year 2 realised the integration of all ages; young people interacting with working age and over 65 members; learning and sharing experiences. This was amplified through various excursions, external and internal events.

Year 3 – we want to step up on inclusion - no child will be left out; especially those with additional needs. Being inclusive means providing peer support for parents; a real need now more than ever before.

Outreach and Progression

A pilot project was funded by Croydon Relief in Need, to provide services for all members who are unable to attend activities at Croydon Vision and may be in need of short term home support. This project is focused at walking the journey with each member from despair to living independent lives. Outreach & Progression forms:

1. Home Visits from an Officer.
2. Setting agreed goals to accomplish
3. Phone Befriending with a Volunteer or Staff

Seeing the Bigger Picture

The aim of the project is to improve the ability of blind and partially sighted people in Croydon to fully participate in society over a three-year period and beyond. Croydon Vision is doing this through early intervention, providing support to re-learn daily living tasks and 'Putting People In the Lead' ('coproduction') centering beneficiaries in project design, steering, volunteering and buddying.

The project creates a hub for people with sight loss in the local area, facilitated by the new resource centre, providing tech training and promoting independence.

Seven-Seater Vehicle

A fundraising initiative that challenged Croydon Vision to take on Kilimanjaro, to purchase an accessible 7-Seater Multi-Purpose Vehicle will improve transport-waiting time for our members; promote inclusivity by reaching many more people with sight loss whilst reducing emissions.

Two grants of £10,000 and £3,000 were received during the year from the Ulverscroft Foundation and The C A Redfern Charitable Foundation respectively towards the purchase of the vehicle.

Working Age

A grant of £15,000 was received in January 2019 from Greater London Fund for the Blind to enable the Charity to employ a Working Age Officer to oversee the Working Age Project which is designed to support visually impaired members build confidence, establish a career status and gain sustainable employment or volunteer work. Croydon Vision is currently pursuing funding opportunities to sustain this vital project; supporting people into employment/volunteering, developing confidence and enhancing well being.

21. CAPITAL COMMITMENTS

The Charity has authorised and contracted for expenditure of £Nil. The Charity has authorised but not contracted for expenditure of £7,169 for tactile tiling and £25,000 for a 7-Seater Multi-Purpose Vehicle in its capital budget for the upcoming year.

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

	2020	2019
	£	£
Voluntary income		
Donations	5,378	23,266
Grants and service level contracts	35,150	35,378
Legacies, Bequests, and in Memory	173,750	223,344
Salary contribution	<u>9,763</u>	<u>39,054</u>
	224,041	321,042
Incoming resources from charitable activities		
Service users ncome	29,549	28,115
Grants	213,708	173,736
Goods for resale	2,764	2,626
Sundry income	<u>-</u>	<u>3,251</u>
	246,021	207,728
Activities for generating funds		
Fundraising events	13,798	3,157
Hall hire	36,943	23,631
Rent received	<u>21,575</u>	<u>27,700</u>
	72,316	54,488
Investment Income		
Dividends	<u>30</u>	<u>20</u>
	30	20
Other Income		
Sundry income	<u>15,287</u>	<u>-</u>
Total incoming resources	557,695	583,278
Fundraising costs		
AGM, Marketing costs and Rebrand	16,771	14,928
Direct fundraising costs	<u>18,632</u>	<u>2,921</u>
	35,403	17,849
Charitable activities		
Staff Salaries	274,085	220,285
Team Training (staff and volunteers)	8,349	6,265
Staff Recruitment	619	619
Contract Staff	7,230	4,533
Staff Travelling and Meetings	3,236	2,029
Depreciation	34,681	30,351
Direct Projects expenses	52,216	48,344
Flat expenses	6,002	11,065
Hall expenses	4,487	3,088
IT and website	8,055	18,925
Office Administration	22,291	25,959
Premises expenses	27,094	25,482
Feasibility Study - Lift project	12,449	-
Volunteer expenses	<u>2,286</u>	<u>1,956</u>
	463,080	398,901

This page does not form part of the statutory financial statements

**CROYDON VOLUNTARY ASSOCIATION FOR THE BLIND
(A CHARITABLE INCORPORATED ORGANISATION)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

	2020	2019
	£	£
Governance costs		
Accountancy fees	8,225	7,150
Health & Safety	3,542	2,437
HR fees	3,071	3,076
Independent Examiner fee	990	990
Legal fees	-	840
Other professional fees	-	2,837
Payroll fees	843	1,039
	<u>16,671</u>	<u>18,369</u>
Total resources expended	515,154	435,119
	<u> </u>	<u> </u>
Operating Surplus	42,541	148,159
	<u> </u>	<u> </u>

This page does not form part of the statutory financial statements