financial statements



Deafblind UK

For the year ended 31 March 2004

Company registration number: 02426281



FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2004

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COMPANY INFORMATION

THE BOARD OF DIRECTORS P Gafga (Chair) - (deafblind)

S Arnull - (deafblind)
H Beaumont - (deafblind)
Father C Axelrod - (deafblind)
D Evans - (deafblind)
C Fenwick - (deafblind)
K Maynard - (deafblind)

G Milne

L Read (Co-opted)

R Sandford - (deafblind)
P Skivington - (deafblind)
J Tillett - (deafblind)

COMPANY SECRETARY D Stonehouse

CHIEF EXECUTIVE J Hicks

REGISTERED OFFICE National Centre for Deafblindness

John and Lucille van Geest Place

Cygnet Road Hampton Peterborough PE7 8FD

AUDITORS MacIntyre Hudson

Chartered Accountants & Registered Auditors

8-12 Priestgate Peterborough PE1 1JA

BANKERS National Westminster Bank

Cathedral Square Peterborough PE1 1HW

THE DIRECTORS' REPORT

YEAR ENDED 31 MARCH 2004

The directors have pleasure in presenting their report together with the audited financial statements of the company for the year ended 31 March 2004, which have been prepared in accordance with the SORP "Accounting and Reporting by Charities (revised 2000)".

Founded in 1928, by deafblind people and their carers, Deafblind UK is a registered charity and company limited by guarantee.

CONSTITUTION

The company is a registered charity (registration number 802976) limited by guarantee and is governed by its Memorandum and Articles which give deafblind people full voting rights as members of the company.

The Board of Directors is composed of persons (herein called directors) elected by the deafblind members. The Board must include a minimum of 50% deafblind directors. Every year, subsequent to the first Annual General Meeting, one third of the directors shall retire from office. A retiring director shall be eligible for reelection.

The following people served on the Board of Directors of Deafblind UK during the period to 31 March 2004.

Philip Gafga (Chair) - Deafblind
Sarah Arnull - Deafblind
David Evans - Deafblind
Helen Beaumont - Deafblind
Father Cyril Axelrod - Deafblind
Catherine Fenwick - Deafblind
Joe Hatton - Deafblind - (Resigned 10/12/03)
Kathleen Maynard - Deafblind
Gloria Milne
Laura Read - (Co-opted 10/12/03)
Rosemary Sandford - Deafblind
Peter Skivington - Deafblind
Janice Tillett - Deafblind
Mike Waller - (Resigned 20/8/03)

The company has the power to invest monies, not immediately required for the furtherance of its objectives, in or upon such investments, securities or property as may be thought fit, subject to any statutory requirements.

THE DIRECTORS' REPORT (continued)

YEAR ENDED 31 MARCH 2004

COMPANY OBJECTIVES

The company's objectives are:

- 1. To further the interests of deafblind people by every means and in every way open to it. In particular:
- 2. To help deafblind people live as rightful members of their communities and to encourage and support contact and friendship between deafblind people and sighted-hearing people.
- 3. To encourage health and social service providers to make appropriate support available to deafblind people.
- 4. To provide and encourage provision of facilities for the support and personal development of deafblind people, including the provision of regional workers and clubs for deafblind people.
- 5. To develop and/or maintain appropriate accommodation for the benefit and use of deafblind people.
- 6. To encourage the public at large to be aware of the needs and abilities of deafblind people.

Deafblind Membership

Deafblind UK has 3,314 deafblind members. In March 2004 we took a snapshot of our membership. This showed:

- 1,058 of our deafblind members live alone
- 1,182 of our deafblind members live with family (often an elderly relative is the sole carer)
- 1,602 have additional disabilities
- 359 deafblind members do not have speech

Of the 865 deafblind members under 60yrs old only 80 are employed.

All Deafblind UK staff are trained in deafblind communication, while many have additional qualifications in interpreting, social work and rehabilitation work.

The number of staff employed by Deafblind UK is 68 full-time staff and 177 part-time staff.

Affiliates

11 Deafblind clubs are affiliated to Deafblind UK.

THE DIRECTORS' REPORT (continued)

YEAR ENDED 31 MARCH 2004

REVIEW OF THE ACTIVITIES IN THE YEAR ENDED 2004

Deafblind UK continued to deliver more services to more deafblind people, with significant expansion and improvement in almost every area of work.

REGIONAL AND REHABILITATION SERVICES

This year, we have been busy consolidating our regional services and Deafblind UK's Regional Development Project has continued to grow. There are now 28 Regional Development Officers (RDOs) working nationally. Deafblind UK has received contracts from 14 local authorities for RDOs, with whom we work in partnership. In accordance with Section 7 Guidance issued by the Department of Health in 2001, we have held a number of specialist assessment courses to teach Local Authority workers how to improve their assessment skills and develop effective communication and understanding for working with deafblind people. The majority of these have been held at the National Centre, and have developed the participants' knowledge of accessibility issues.

Deafblind UK's three National Rehabilitation Co-ordinators and Regional Development Project Officer support the team of RDOs and the Regional Services Manager to maintain an effective working partnership with Social Services.

This year has seen a significant rise in the number of contracts received for one-to-one support, however, the overall total has not been greatly increased due to a number of deaths of service users. Seven Communicator-Guide schemes have been established using local authority funding. Nationally, over 100 deafblind people receive this vital service on a weekly basis. This area of work is growing rapidly and a new Contracts Assistant and Communicator-Guide Scheme Officer were recruited and trained.

Membership of deafblind people has continued to grow from 3,128 in March 2003 to 3,314 in March 2004. Members are visited on an individual basis by our Regional Development Officers. A first visit assessment is always a priority and is used to link new members into Deafblind UK's community of deafblind people and make them aware of other services available to them and meet their individual needs. Members receive a visit once a year by our Membership Development Officers or RDOs, or more frequently if specific help is required.

Deafblind UK's Membership Support Workers (MSWs) are deafblind volunteers who are linked up with deafblind members to give additional peer support on an individual basis. Currently there are 13 MSWs, however, we hope to develop Deafblind Awareness Officers whose role will be to give presentations to schools and groups to publicise our services. Some of these MSWs will take on this new role as this is their area of expertise and they wish to develop their skills.

Deafblind UK's database holds extensive information about deafblindness and is used to ensure that our members receive appropriate advice regarding their health and any benefits to which they may be entitled. Information from the database is often used in applications for funding from grant making organisations. The database also contains information about deafblind clubs, given to local members, volunteers and organisations to enable them to participate. Nationally, 11 deafblind clubs are affiliated to Deafblind UK.

Deafblind UK's Communication Service pilot scheme has proved very successful. More and more requests are being received for deafblind manual, BSL/Visual Frame signing and BSL/Hands-on Interpreters. The Communication Service has proved invaluable for deafblind people throughout the country who require communication support for, among other things, dentist appointments and medical procedures at hospitals and doctors' surgeries. Deafblind UK's Communication Service is the only one of its kind in the UK and its extensive register of interpreters is continually updated. As the service becomes more widely known, increasing numbers of deafblind people are requesting communication support.

THE DIRECTORS' REPORT (continued)

YEAR ENDED 31 MARCH 2004

NATIONAL VOLUNTEER SCHEME

The National Volunteer Scheme continues to be an extremely successful and vital service. Its primary role is to help reduce the isolation, which deafblind people say is one of the biggest problems they face. To ensure the volunteers are the right people and are aware of the special needs and vulnerability of deafblind people, Deafblind UK's unique scheme includes:

- 1. A rigorous interview and vetting process for all volunteers
- 2. A training programme for volunteers in deafblind communication and guiding
- 3. Guidelines for volunteers
- 4. Guidelines for deafblind people using volunteers
- 5. Guidelines for family members/carers of deafblind people using volunteers
- 6. A quarterly newsletter for volunteers
- 7. A clear reporting system for volunteers

As with most volunteer schemes, the total number of volunteers fluctuates. However with the recruitment of a further five Volunteer Liaison Workers the number is steadily increasing. This year we have averaged around 443 trained volunteers.

The work of volunteers is not just confined to visiting. Some act as guides on holidays, others write to deafblind people, (in whatever format they find easiest to read). Some volunteers help at Rainbow Clubs (clubs specifically for deafblind people) whilst others help with fundraising activities or help deafblind people feel at home when they come to Deafblind UK's National Training and Rehabilitation Centre in Paston, Peterborough.

RESPITE AND REHABILITATION

Deafblind UK's National Rehabilitation and Training Centre (Rainbow Court) offers supported accommodation to enable deafblind people to live independently as tenants in self-contained one-bedroom flats, set in a large sensory garden. The centre is also registered as a small residential home and currently provides housing for one deafblind resident. In addition, it offers short stay accommodation for deafblind people from anywhere in the country. While at Rainbow Court, deafblind people can enjoy respite or learn new skills as part of a rehabilitation programme. Through the 'Supporting People' initiative, tenants receive 12 hours of Communicator-Guide support per week from experienced staff trained by Deafblind UK. Between them, the people living at Rainbow Court have a wealth of skills including, cooking, gardening, aromatherapy and massage, clay model-making and stool weaving, which can be used to benefit deafblind people coming for short stay breaks. Braille and Moon tuition is also available at Rainbow Court.

From 1 April 2003 to 31 March 2004

- 38 Deafblind people enjoyed holidays and respite breaks
- 26 Deafblind people underwent rehabilitation training or assessments
- 19 Deafblind people took part in organised activity breaks
- 31 Relatives, guides or friends stayed at Rainbow Court, either to visit deafblind people living there or to accompany a deafblind person staying short-term
- 4 Deafblind people stayed and received support whilst undergoing specialist training using the best available technology, including screen magnification and electronic Braille

THE DIRECTORS' REPORT (continued)

YEAR ENDED 31 MARCH 2004

TRAINING

Working effectively with deafblind people requires specialist skills and Deafblind UK's training team helps volunteers and professionals in other agencies to acquire these skills. Under Department of Health policy guidance Local Authorities have a responsibility to provide specialist services to deafblind and dual sensory impaired people. In order to provide appropriate services it is vital that agencies and organisations seek appropriate training for their staff. Deafblind UK has recently appointed a full time trainer to meet the demand for more training. As in previous years the standard of training delivered by Deafblind UK is second to none and the department continues to be busy with new and existing contacts. Once the new training officer has completed their training within the role it is expected Deafblind UK will be in a position to deliver more training than ever.

INFORMATION, ADVICE AND COUNSELLING

The success of Deafblind UK's national 24-hour helpline continues. The helpline was set up in May 1997, taking a total of 2,757 calls in its first year. In 2003, operators dealt with 13,845 calls. The majority of calls are support for our members, who are often isolated and lonely. Other calls include assisting at times of crisis and giving information with calls from members, their carers, professionals and the general public.

The helpline service has been developed to include some outgoing calls. Members are called on their birthdays and asked what sort of day they are having. Quite frequently it can be a good one but those suffering the dual disability of deafblindness can often be having a lonely time and the call is appreciated. New members also receive a welcome call. With both types of calls, the operator will remind the member about the helpline and the benefits of its use. These calls often discover or highlight problems which can be referred to the members' Regional Development Officer or a note is made to follow up that member with a further call. Several people contacted have been unable to see the telephone keypad and are very pleased to have someone ring them every five or six weeks. This has expanded the helpline's work considerably but is proving to be a very valuable and worthwhile service to members.

The helpline is staffed by a dedicated team of operators who work a variety of shifts to cover the 24-hour period. Two operators have been with the helpline since it started in 1997. Due to the increase in support calls (in and out) an extra part-time operator was recruited to help out during the morning period during week days.

Bernard Sunley Charitable Trust is a major donor towards the funding of the helpline service and, apart from smaller donations, Deafblind UK's fundraising department continues to seek further monies to enable this vital service to continue and grow.

COMMUNICATIONS

Deafblind UK continues to provide the following communications to deafblind people:

Open Hand, a quarterly magazine, written and edited by deafblind people; Snippets, a weekly news digest; greetings cards to mark members' birthdays and other special events; a letter to all members from the Chief Executive; invitations for members to join with other deafblind people at events such as the annual rally or attend activity breaks; surveys requesting views on such issues as access to healthcare, shopping etc.

All these publications are produced in 23 specialist formats including Braille, Moon (raised shapes, based on the standard alphabet, which can be easier for some people to feel than Braille), audio tape, computer disk, print of varying sizes and on different coloured paper. This makes production of communications very costly and time-consuming. We are very grateful to all donors for enabling us to keep in touch with deafblind people.

THE DIRECTORS' REPORT (continued)

YEAR ENDED 31 MARCH 2004

PUBLIC RELATIONS

The PR department has now been incorporated into the new Development Department which is responsible for raising awareness of the disability of deafblindness and also promoting and marketing the new centre and all the services offered by Deafblind UK.

During the last year deafblind people have, once again, been undertaking major challenges, which have really raised the profile of Deafblind UK and the disability of deafblindness. This resulted in the charity obtaining major local and national coverage in newspapers, and on radio and TV.

In May Graham Hicks, our deafblind Head of Challenges, visited the Isle of Man with both his jetski and his quadbike to take part in events during the famous road racing Isle of Man TT (Tourist Trophy) week, raising funds and awareness among the thousands of visitors there. June saw Graham take to his jetski and make an amazing return trip to Holland earning himself another Guinness World Record. The return trip was made in just under 6 hours.

In November, Janice Tillett one of our deafblind Directors, achieved her lifetime ambition to swim in open water. Janice managed to cross the width of Lake Windermere in just 55 minutes. Janice has also been involved in promoting the rights of deafblind people and in January was featured on the BBC, talking about and demonstrating the difficulties experienced by deafblind people in retail environments.

In December one of our younger members Lewis Crack also became a media star when he was being presented with some specially adapted computer equipment, with money raised from one of our supporters. The technology will assist Lewis with his school work and open up the internet to him.

In September, the National Centre appeared on TV in a feature called 'Unique Buildings' giving Deafblind UK extensive publicity.

In October, the National Centre was highly commended for a Building Sights Award. The awards, which recognise excellence in consulting the public in the building construction process, praised Deafblind UK's exhaustive and complex consultation with deafblind people as 'a very good example of consultation in a difficult context.'

In March, Father Cyril Axelrod, a deafblind Catholic priest who is the Pastoral Development Co-ordinator for Deafblind UK, appeared on the BBC's See Hear programme. During the programme Father Cyril told the story of his extraordinary life. Born deaf, he tells how he grew up in the Jewish faith but converted to Catholicism and became an ordained priest.

EDUCATION

Work on the annual National Deafblind Friendly Corporate Awards was shared with Sense. The purpose of the awards is to recognise and reward good practice, encourage more good practice, raise awareness of deafblindness and raise the profile of the two charities.

A panel of deafblind judges considered the nominations, and finalists were invited to an awards ceremony in October.

The department's other major work has been the development and marketing of educational programmes for schools. Six programmes have now been developed which address the three recognised areas of difficulty for deafblind people: communication, accessing information and mobility.

Linked to the curriculum through Citizenship and Personal, Social and Health Education (PSHE) subjects, the programmes provide awareness of deafblindness and give the students a valuable opportunity to experience everyday activities without sight or hearing.

THE DIRECTORS' REPORT (continued)

YEAR ENDED 31 MARCH 2004

EDUCATION (continued)

Marketing activity has been largely directed at key personnel in local council education departments, such as youth service professionals, and in schools, such as head teachers, Special Educational Needs Coordinators and PSHE Coordinators, via education publications, mail outs or direct contact.

Marketing is ongoing. We are keeping a record of which methods provide the best results and aim to use this information to increase our success. It is also planned to target other education and youth work professionals such as Girl Guide and Scout Leaders, and Teaching Associations.

The programmes have been extremely well received by both teaching staff and students, whose ages have ranged from reception year (5 years old) through to 15 years old, including those students with emotional or behavioural issues who have been excluded from mainstream school.

Valuable feedback from teaching staff and students is being used to improve the usefulness of our materials. Objectives for the coming year are to develop programmes for adults in further education to compliment disability studies.

In addition, since most of our visitors to date have been from local schools, we aim to develop distance learning materials, including designing materials, which can be downloaded via the internet through teachers' resource websites, to encourage take up by teachers from further afield.

FUNDRAISING

Over the year, Deafblind UK has developed a fundraising strategy to concentrate on key areas of potential funding – Trusts, Corporate, Individuals, Community and Legacy.

The Trust team was already well established and benefited from existing relationships with major trusts via our highly successful Touch Appeal. More than 40 trusts visited the Centre and many donations are secured for three or five year periods.

During the year the Corporate fundraising team has secured support from Barclays, Powerhouse, BAE Systems, News International, Living Well, Coca Cola, Sony and Sanyo. We make presentations at senior level as potential Charity of the Year partners, and work with corporate marketing departments to develop affinity and cause-related marketing partnerships. We also work with employees to promote payroll giving and employeeled fundraising activities.

On a community fundraising level we attend weekend events where we work to generate increased awareness of Deafblind UK as well as raising money. We have begun to establish several regional fundraising groups throughout the UK in the hope that they will handle local events such as collecting in supermarkets or local shopping centres.

Our legacy fundraising activity has moved forward since Deafblind UK joined the Legacy Promotion Campaign. We are now promoted in solicitors' offices throughout the UK, in national press and on radio, with details of Deafblind UK also on the Legacy Promotion Campaign website.

We plan a series of strategic bids ranging from £60,000 to £1,000,000 and are busy undertaking the necessary research to support such applications.

THE DIRECTORS' REPORT (continued)

YEAR ENDED 31 MARCH 2004

INFORMATION COMMUNICATIONS TECHNOLOGY

The Ian Karten CTEC Centre continued to be a centre of excellence for the provision off accessible ICT to deafblind and dual-sensory impaired people. This was achieved using the best available technology, including screen magnification, electronic Braille display and speech synthesizers, in conjunction with specialized software adapted or developed at the Centre.

Clients enjoy complete equality with sighted/hearing users of technology, through their use of text telephones, e-mail and the internet, as a source of news and information.

The Centre offers a complete service, starting with an expert assessment of special needs and abilities, followed by comprehensive training and support in the Centre or at home.

Although the Millennium Commission funding of previous years had ceased, 3 major donors all donated or raised substantial amounts and more than 20 new or refurbished computer systems were provided, each tailored to individual requirements.

With over 100 users of assistive technology to support, demand for the Centre's specialist help and advice was greater than ever.

Notable developments in our administrative use of IT included the introduction of broadband internet services and networking of Rainbow Court with the Ian Karten Centre, incorporating a low cost wireless solution engineered in-house. These are expected to result in telecoms savings of approximately £4,000 per year and greatly enhanced efficiency.

The donation of 20 refurbished Windows 2000 systems by Centrica plc, under their CSR programme, was particularly valuable and will enable the replacement of unreliable and administratively intensive Windows 98 systems attached to the National Centre for Deafblindness network.

FINANCIAL OVERVIEW INCLUDING PLANS FOR THE FUTURE

The Finance and Administration Department has gone through many changes over the last 12 months. Financial and administrative systems have been reviewed in line with the move to the National Centre and certain work practices changed where necessary. We are confident that there are robust systems in place to take us forward into the future where we anticipate continued growth and expansion in all our services.

All areas of expenditure have been closely monitored and as mentioned throughout this report, cost savings made wherever possible. Core fundraised income was slightly lower than expected however reduced spending lessened some of this 'deficit'. Although we have had a difficult year financially, the accounts do show an accounting surplus.

FINANCIAL REVIEW AND RESERVES POLICY

Incoming resources were £3,685,536 compared to £3,758,198 (restated) in 2003 and expenditure was £3,309,810 compared to £2,867,323 in 2003, giving net incoming resources before gains and losses of £375,726. The overall surplus for the year was also £375,726, compared to £764,463 (restated) in 2003.

Although some of this surplus is restricted income, monies earmarked for specific purposes, the remainder will go towards building up our unrestricted funds with the aim of eventually having free reserves of approximately three months basic running costs.

THE DIRECTORS' REPORT (continued)

YEAR ENDED 31 MARCH 2004

RISK MANAGEMENT

The Board of Directors are responsible for the management of the risks faced by Deafblind UK. Risks are identified, assessed and controls established throughout the year.

The key controls used by Deafblind UK include:
Formal agenda for Board activity
Comprehensive strategic planning, budgeting and management accounting
Established organisational structure and lines of reporting
Formal written policies
Hierarchical authorisation and approval levels.

We are extremely grateful to all of our donors who have helped fund Deafblind UK and an ever increasing demand on our services so that we can meet the needs of many new deafblind members.

AUDITORS

A resolution to re-appoint MacIntyre Hudson as auditors for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

Registered office: National Centre for Deafblindness John and Lucille Van Geest Place Cygnet Road, Hampton Peterborough PE7 8FD Signed on behalf of the directors

Storenous

D Stonehouse Company Secretary

Approved by the directors on 6 September 2004

STATEMENT OF DIRECTORS' RESPONSIBILITIES

YEAR ENDED 31 MARCH 2004

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors confirm that the financial statements comply with current statutory requirements, the requirements of the charity's governing documents and the requirements of Statement of Recommended Practice for Charities 2000.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF DEAFBLIND UK

YEAR ENDED 31 MARCH 2004

We have audited the financial statements of Deafblind UK for the year ended 31 March 2004 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement, the Accounting Policies and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND AUDITORS

The Trustees' (who are also the directors of Deafblind UK for the purposes of company law) responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the company is not disclosed.

We read other information contained in the Trustees' Annual Report, and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information beyond that referred to in this paragraph.

BASIS OF OPINION

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion the financial statements give a true and fair view of the state of the charity's affairs as at 31 March 2004 and of its incoming resources and application of resources, including its income and expenditure for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

8-12 Priestgate Peterborough PE1 1JA

6 September 2004

MACINTYRE HUDSON Chartered Accountarits & Registered Auditors

DEAFBLIND UK

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2004

| | | Unrestricted funds | Restricted Funds | Total Funds 2004 | Total Funds 2003 |
|---|-------|--------------------|---------------------|---------------------|---------------------|
| | Note | £ | runus £ | 2004 £ | 2003 £ |
| INCOME AND EXPENDITURE | (40tc | - | £., | L. | (restated) |
| INCOMING RESOURCES | | | | | (restated) |
| Donations, legacies and similar incoming resources | 1 | 288,320 | 13,000 | 301,320 | 337,063 |
| Incoming resources from operating activities of the charity | 2 | 550,930 | 2,390,749 | 2,941,679 | 3,122,111 |
| Investment income | 3 | 17,372 | _ | 17,372 | 23,548 |
| National Lottery | | - | 29,355 | 29,355 | 146,950 |
| National Lottery community fund national befriender scheme | | - | 80,707 | 80,707 | - |
| National Lottery community fund for Rainbow court | | - | 63,285 | 63,285 | 43,626 |
| City Parochial donation | | | 2,400 | 2,400 | 6,250 |
| Department of Health grants | | 30,000 | 109,000 | 139,000 | 70,800 |
| Conference income | | 110,418 | - | 110,418 | 7,850 |
| TOTAL INCOMING RESOURCES RESOURCES EXPENDED | | 997,040 | 2,688,496 | 3,685,536 | 3,758,198 |
| Costs of generating funds | 4 | 271,503 | _ | 271,503 | 347,621 |
| Charitable expenditure | 5 | 333,586 | 2,658,494 | 2,992,080 | 2,519,702 |
| Conference expenditure | | 46,227 | • | 46,227 | - |
| TOTAL RESOURCES EXPENDED | | 651,316 | 2,658,494 | 3,309,810 | 2,867,323 |
| NET INCOMING RESOURCES FOR THE YEAR | 6 | 345,724 | 30,002 | 375,726 | 890,875 |
| OTHER RECOGNISED (LOSSES)/GAINS | | | | | |
| Loss on investments realised | | - | - | - | (126,412) |
| | | 345,724 | 30,002 | 375,726 | 764,463 |
| BALANCES BROUGHT FORWARD | | | | | |
| AT 1 APRIL 2003 | | 785,020 | 3,605,198 | 4,390,218 | 3,716,984 |
| Prior year adjustment | 9 | 91,229 | | 91,229 | - |
| BALANCES BROUGHT FORWARD | | | | | |
| AT 1 APRIL 2003 (restated) | | 876,249 | 3,605,198 | 4,481,447 | 3,716,984 |
| BALANCES CARRIED FORWARD | | | | | |
| AT 31 MARCH 2004 | | 1,221,973 | 3,635,200 | 4,857,173 | 4,481,447 |
| | | | | | |

All operations are classed as continuing.

BALANCE SHEET

31 MARCH 2004

| | Note 2004 20 | | 2003 | |
|--|--------------|-----------|-----------|-------------|
| | | £ | £ | ££ |
| | | | | (restated) |
| FIXED ASSETS | | | | |
| Tangible assets | 10 | | 4,049,506 | 4,133,496 |
| | | | 4.040.500 | 1.100.100 |
| | | | 4,049,506 | 4,133,496 |
| CURRENT ASSETS | | | | |
| Debtors | 11 | 464,616 | | 336,600 |
| Cash at bank and in hand | | 744,471 | | 389,872 |
| ` | | | | |
| CREDITORS: Amounta falling | | 1,209,087 | | 726,472 |
| CREDITORS: Amounts falling due within one year | 12 | 204 420 | | 220.444 |
| ado witimi one year | 12 | 301,420 | | 229,111 |
| NET CURRENT ASSETS | | | 907,667 | 497,361 |
| TOTAL ASSETS LESS | | | , | , |
| CURRENT LIABILITIES | | • | 4,957,173 | 4,630,857 |
| | | | | |
| CREDITORS: Amounts falling | | | | |
| due after more than one year | 13 | - | 100,000 | 149,410 |
| | | = | 4,857,173 | 4,481,447 |
| CAPITAL AND RESERVES | | | | |
| Unrestricted Funds | 18 | | 1,221,973 | 876,249 |
| Restricted Funds | 18 | | 3,635,200 | 3,605,198 |
| | | _ | <u> </u> | , -, |
| | 19 | _ | 4,857,173 | 4,481,447 |
| | | = | | |

Approved by the directors on 6 September 2004

P GAFGA (CHAIR)

CASHFLOW STATEMENT

31 MARCH 2004

| E E E E (restated) | | 20 | 004 | 2003 | |
|---|--|-------|-------------|----------|-------------|
| NET CASH INFLOW FROM OPERATING ACTIVITIES | | £ | £ | £ | £ |
| OPERATING ACTIVITIES 406,096 793,131 CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT (48,795) (1,703,144) Payments to acquire tangible fixed assets 2,000 5,398 Purchase of investments - (41,689) Proceeds from sale of investments - 333,798 NET CASH OUTFLOW FROM CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT (46,795) (1,405,637) FINANCING New bank loan Repayments of loan capital (54,702) (50,000) 249,410 Repayments of loan capital (54,702) (50,000) (50,000) INCREASE / (DECREASE) IN CASH 354,599 (413,096) RECONCILIATION OF CHANGES IN RESOURCES TO NET CASHFLOW FROM OPERATING ACTIVITIES Year ended 31 March 04 31 March 03 (restated) E Changes in resources before revaluation 375,726 764,463 764,463 764 | | | | (res | stated) |
| CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT Payments to acquire tangible fixed assets (48,795) (1,703,144) Receipts from the sale of fixed assets 2,000 5,398 Purchase of investments - (41,689) Proceeds from sale of investments - 333,798 NET CASH OUTFLOW FROM CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT (46,795) (1,405,637) FINANCING New bank loan 50,000 249,410 Repayments of loan capital (54,702) (50,000) INCREASE / (DECREASE) IN CASH 354,599 (413,096) RECONCILIATION OF CHANGES IN RESOURCES TO NET CASHFLOW FROM OPERATING ACTIVITIES Year ended 31 March 04 31 March 04 (restated) £ £ £ Changes in resources before revaluation 375,726 764,463 Realised loss on investments - 126,412 Depreciation 126,100 122,801 Loss on disposal of fixed assets 4,685 6,830 Increase / (Decrease) in creditors 27,601 (68,675) | NET CASH INFLOW FROM | | | • | |
| Pinancial investment | OPERATING ACTIVITIES | | 406,096 | | 793,131 |
| Pinancial investment | | | | | |
| Payments to acquire tangible fixed assets (48,795) (1,703,144) | | | | | |
| Receipts from the sale of fixed assets | | | | | |
| Purchase of investments (41,689) Proceeds from sale of investments 333,798 NET CASH OUTFLOW FROM CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT (46,795) (1,405,637) FINANCING New bank loan Repayments of loan capital (54,702) 50,000 249,410 (50,000) INCREASE / (DECREASE) IN CASH 354,599 (413,096) (413,096) RECONCILIATION OF CHANGES IN RESOURCES TO NET CASHFLOW FROM OPERATING ACTIVITIES Year ended 31 March 04 31 March 03 (restated) 2 £ | | | | | |
| NET CASH OUTFLOW FROM CAPITAL | | 2,000 | | • | |
| NET CASH OUTFLOW FROM CAPITAL | | - | | (41,689) | |
| ### EXPENDITURE AND FINANCIAL INVESTMENT FINANCING | Proceeds from sale of investments | • | | 333,798 | |
| ### EXPENDITURE AND FINANCIAL INVESTMENT FINANCING | | | | | |
| FINANCING New bank loan | | | / 40 T | | |
| New bank loan | EXPENDITURE AND FINANCIAL INVESTMENT | | (46,795) | | (1,405,637) |
| New bank loan 50,000 249,410 Repayments of loan capital (54,702) (50,000) | | | | | |
| New bank loan 50,000 249,410 Repayments of loan capital (54,702) (50,000) | | - | | | |
| Repayments of loan capital (54,702) (50,000) | FINANCING | | | | |
| Repayments of loan capital | New bank loan | | 50,000 | | 249,410 |
| RECONCILIATION OF CHANGES IN RESOURCES TO NET CASHFLOW FROM OPERATING ACTIVITIES Year ended 31 March 04 31 March 03 (restated) £ | Repayments of loan capital | | | | · · |
| RECONCILIATION OF CHANGES IN RESOURCES TO NET CASHFLOW FROM OPERATING ACTIVITIES Year ended 31 March 04 £ Changes in resources before revaluation 375,726 764,463 Realised loss on investments - 126,412 Depreciation Loss on disposal of fixed assets 1,685 Increase in debtors (128,016) Increase / (Decrease) in creditors (128,675) | | - | | | |
| RECONCILIATION OF CHANGES IN RESOURCES TO NET CASHFLOW FROM OPERATING ACTIVITIES Year ended 31 March 04 31 March 03 | INCREASE / (DECREASE) IN CASH | | 354,599 | | (413,096) |
| NET CASHFLOW FROM OPERATING ACTIVITIES Year ended Year ended 31 March 03 (restated) £ <td< td=""><td></td><td>-</td><td></td><td>:</td><td></td></td<> | | - | | : | |
| NET CASHFLOW FROM OPERATING ACTIVITIES Year ended Year ended 31 March 03 (restated) £ | | | | | |
| Year ended Year ended Year ended 31 March 04 31 March 03 (restated) £ £ Changes in resources before revaluation 375,726 764,463 Realised loss on investments - 126,412 Depreciation 126,100 122,801 Loss on disposal of fixed assets 4,685 6,830 Increase in debtors (128,016) (158,700) Increase / (Decrease) in creditors 27,601 (68,675) | | го | | | |
| ## Changes in resources before revaluation ## E ## E Changes in resources before revaluation ## 375,726 | NET CASHFLOW FROM OPERATING ACTIVITIES | | | | |
| £ £ Changes in resources before revaluation 375,726 764,463 Realised loss on investments - 126,412 Depreciation 126,100 122,801 Loss on disposal of fixed assets 4,685 6,830 Increase in debtors (128,016) (158,700) Increase / (Decrease) in creditors 27,601 (68,675) | | | Year ended | | Year ended |
| £ £ Changes in resources before revaluation 375,726 764,463 Realised loss on investments - 126,412 Depreciation 126,100 122,801 Loss on disposal of fixed assets 4,685 6,830 Increase in debtors (128,016) (158,700) Increase / (Decrease) in creditors 27,601 (68,675) | | | 31 March 04 | | 31 March 03 |
| Changes in resources before revaluation 375,726 764,463 Realised loss on investments - 126,412 Depreciation 126,100 122,801 Loss on disposal of fixed assets 4,685 6,830 Increase in debtors (128,016) (158,700) Increase / (Decrease) in creditors 27,601 (68,675) | | | | | (restated) |
| Realised loss on investments - 126,412 Depreciation 126,100 122,801 Loss on disposal of fixed assets 4,685 6,830 Increase in debtors (128,016) (158,700) Increase / (Decrease) in creditors 27,601 (68,675) | | | £ | | £ |
| Depreciation 126,100 122,801 Loss on disposal of fixed assets 4,685 6,830 Increase in debtors (128,016) (158,700) Increase / (Decrease) in creditors 27,601 (68,675) | Changes in resources before revaluation | | 375,726 | | 764,463 |
| Loss on disposal of fixed assets 4,685 6,830 Increase in debtors (128,016) (158,700) Increase / (Decrease) in creditors 27,601 (68,675) | Realised loss on investments | | - | | 126,412 |
| Increase in debtors (128,016) (158,700) Increase / (Decrease) in creditors 27,601 (68,675) | | | 126,100 | | 122,801 |
| Increase / (Decrease) in creditors 27,601 (68,675) | Loss on disposal of fixed assets | | 4,685 | | 6,830 |
| | Increase in debtors | | (128,016) | | (158,700) |
| Net cash outflow from operating activities 406,096 793,131 | Increase / (Decrease) in creditors | | 27,601 | | (68,675) |
| Net cash outflow from operating activities 406,096 793,131 | | _ | | - | |
| | Net cash outflow from operating activities | | 406,096 | | 793.131 |
| | . • | = | | = | |

CASHFLOW STATEMENT (continued)

31 MARCH 2004

| RECONCILIATION OF NET CASH FLOW TO MOVEMEN | IT IN NET FUNDS | | |
|--|---------------------------|--------------------|----------------------------|
| | 2004 £ | | 2003 £ |
| Increase/(Decrease) in cash in the year | 354,599 | | (413,096) |
| Net funds at 1 April 2003 | 389,872 | | 802,968 |
| Net funds at 31 March 2004 | 744,471 | | 389,872 |
| ANALYSIS OF CHANGES IN NET FUNDS | At 1st April 2003 £ | Cash flows £ | At 31st March 2004 £ |
| Net cash: Cash in hand and at bank | 389,872 | 354,599 | 744,471 |
| Net funds | 389,872 | 354,599 | 744,471 |

STATEMENT OF ACCOUNTING POLICIES

31 MARCH 2004

The financial statements have been prepared under the historical cost convention using the following accounting policies:

Statement of recommended practice "Accounting and Reporting by Charities (revised 2000)"

The recommendations of SORP "Accounting and Reporting by Charities (revised 2000)" have been followed in the preparation of these financial statements.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Motor vehicles - 25% straight line Electronic equipment - 20% straight line - 10% straight line Freehold buildings - 1% straight line

Pension costs

The company operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the company. The annual contributions payable are charged to the profit and loss account.

Donated assets

Donated assets are valued at a reasonable estimate of the value to the charity.

STATEMENT OF ACCOUNTING POLICIES (continued)

31 MARCH 2004

Voluntary income

- (i) Donations under gift aid together with the associated income tax recovery are recognised as income when the donation is received.
- (ii) Legacies are included in income at the point the charity is entitled to it. This is a change from the previous accounting period when legacies were included in income on receipt.

 The change is to align the accounting policy with the Income recognition criteria of the SORP. The change has resulted in additional income of £39,200 for the year. The comparatives have been restated to take into account £106,009 of additional income.
- (iii) Grants are included in income on receipt.
- (iv) All other income is included on receipt.

Investment income

Dividends, including the associated tax credits, are credited to the Income and Expenditure account when they are received.

Rental income

Deafblind UK receives rental income for renting accommodation at Rainbow Court to Deafblind people. It is recognised as income in the period to which the income relates.

Conference Income

Conference income, from hiring out the conference facilities at Deafblind's headquarters is recognised as income as soon as the event has taken place.

From 1 April 2004 the income and expenditure arising from the conference facilities will be included in the trading company, Deafblind UK Trading Ltd.

For the purpose of the accounts, only direct costs relating to the hire of the conference facilities have been deducted against the income.

Cost allocation

The costs of operating the charity have been split between costs of generating funds and charitable expenditure, which includes costs of activities in furtherance of the charity's objects, support costs and managing and administering the charity after careful consideration by the board.

Branch income

The results of the branches of the charity are consolidated in the accounts.

NOTES TO THE FINANCIAL STATEMENTS (continued)

| YEAR | ENDED | 31 MA | RCH | 2004 |
|------|-------|-------|-----|------|
|------|-------|-------|-----|------|

| DONATIONS, LEGACIES AND SIMILAR INC. | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2004 £ | Total Funds 2003 £ |
|--|---|---|--|---|
| Legacies Donations Membership subscriptions | 213,309 71,220 3,791 288,320 | 13,000 | 213,309 84,220 3,791 301,320 | 216,209 110,883 9,971 337,063 |
| 2. INCOMING RESOURCES FROM OPERATING ACTIVITIES IN FURTHERANCE OF THE CHARITY | | THE CHARITY | | |
| Fees and charges Support work Training income Rental income Holidays and activities Supporting people grant Income for salaries Income for Deafblind UK Scotland salaries Income from branches Sundry income | 78,575 - 63,050 - - - 14,653 14,681 | 712,449 31,801 - 6,278 339,662 62,855 641,975 | 712,449 78,575 31,801 63,050 6,278 339,662 62,855 641,975 14,653 14,681 | 523,112 84,694 49,589 38,390 8,369 48,195 51,985 445,187 12,417 18,182 |
| ACTIVITIES FOR GENERATING FUNDS | 170,959 | 1,795,020 | 1,965,979 | 1,280,120 |
| Grants and donations including specific appeals Special events Transcribing income Sales including the Deafblind handbook | 293,860 79,869 2,831 3,411 379,971 550,930 | 595,729 <u>595,729</u> 2,390,749 | 889,589 79,869 2,831 3,411 975,700 2,941,679 | 1,721,877 116,923 263 2,928 1,841,991 3,122,111 |
| 3. INVESTMENT INCOME | | | | |
| Tax refunds Bank interest received Dividends from investments | 10,078 7,294 17,372 | - - - | 10,078 7,294 | 9,188 5,882 8,478 23,548 |

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2004

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2004 £ | Total Funds 2003 £ |
|---|---|--------------------------------------|--|---|
| 4. COSTS OF GENERATING FUNDS | | | | |
| Fundraising and publicity Postage and stationery | 259,165 12,338 271,503 | | 259,165 12,338 271,503 | 332,850 14,771 347,621 |
| 5. CHARITABLE EXPENDITURE | | | | |
| COSTS OF ACTIVITIES IN FURTHERANCE OF THE CHARITY'S OBJECTS | | | | |
| Equipment purchased for Deafblind people Publications and information in braille and other formats Support services for deafblind people including 24hr helpline, regional services, volunteers training and respite care | 13,575 36,537 62,001 | 0 0 2,658,494 | 13,575 36,537 2,720,495 | 201 34,467 2,285,688 |
| , | 112,113 | 2,658,494 | 2,770,607 | 2,320,356 |
| SUPPORT COSTS | | | | |
| Rent payable Staff recruitment Staff training Travelling expenses Repairs and redecorations Machinery leasing Incidentals Bad debts Subscriptions MANAGEMENT AND ADMINISTRATION | 0 2,188 797 902 914 4,867 1,277 1,422 2,005 14,372 | - - - - - - - - | 0 2,188 797 902 914 4,867 1,277 1,422 2,005 14,372 | 3,156 410 232 332 0 3,046 1,574 8 2,334 11,092 |
| OF THE CHARITY | | | | |
| Auditors' remuneration Accountancy fees Wages and salaries Depreciation Loss on disposal Office equipment Professional fees Postage stationery and telephone Insurances, electricity and rates | 10,839 6,697 134,445 9,618 469 4,225 9,372 18,393 13,043 207,101 | - | 10,839 6,697 134,445 9,618 469 4,225 9,372 18,393 13,043 | 12,338 119,297 7,242 683 594 12,543 20,586 14,971 188,254 |
| TOTAL CHARITABLE EXPENDITURE | <u>333,586</u> | <u>2,658,494</u> | <u>2,992,080</u> | <u>2,519,702</u> |

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2004

6. NET INCOMING RESOURCES

Net incoming resources are stated after charging:

| | 2004 | 2003 |
|-------------------------------------|---------|---------|
| | £ | £ |
| Interest payable | 824 | - |
| Depreciation | 126,100 | 122,801 |
| Loss on disposal of fixed assets | 4,685 | 6,830 |
| Auditors' remuneration - audit fees | 10,839 | 12,338 |
| - non audit fees | 9,635 | |

7. TAXATION

The charity has been granted charitable exemptions under section 360 (I)(C) ICTA 1970.

8. STAFF COSTS

| | 2004 | 2003 |
|--|-----------|-----------|
| | £ | £ |
| Wages and salaries | 2,273,505 | 1,879,804 |
| Social security costs | 179,090 | 137,436 |
| Other pension costs | 8,586 | 10,640 |
| | 2,461,181 | 2,027,880 |
| Average number of employees during the year: | | |
| Regional Services | 73 | 72 |
| Finance and admin | 9 | 9 |
| Rainbow court | 28 | 28 |
| Fundraising | 23 | 18 |
| Helpline, volunteers and training | 16 | 16 |
| Awareness | 8 | 6 |
| | 157 | 149 |

No employee earned more than £50,000 during the year.

£2,200 has been reimbursed to Trustees during the year. This related to travel costs, guides and interpreting costs. 7 trustees in total received reimbursements. No Trustee received remuneration.

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2004

9. PRIOR YEAR ADJUSTMENT

Due to a change in the Income recognition criteria of the SORP, the previous year has been restated to take into account £106,009 of additional income in respect of legacies, where the legacy income was known but had not been received at the year end.

Also, the proceeds in respect of the sale of the investments was amended, to take into account a discrepancy found when checking the sale proceeds. This is the final adjustment in respect of the sale of the investment portfolio.

10. TANGIBLE FIXED ASSETS

| | Freehold Land & Property £ | Electronic Equipment £ | Office Equipment £ | Motor vehicles £ | Total £ |
|--|-------------------------------------|--|--------------------------------------|--|---|
| COST | | | | | |
| At 1 April 2003 | 3,792,938 | 287,399 | 258,833 | 82,501 | 4,421,671 |
| Additions | - | - | 25,795 | 23,000 | 48,795 |
| Disposals | | (16,182) | | <u>(15,952)</u> | <u>(32,134)</u> |
| At 31 March 2004 | 3,792,938 | 271,217 | <u>284,628</u> | 89,549 | 4,438,332 |
| DEPRECIATION At 1 April 2003 Charge for year On disposals At 31 March 2004 | 50,221 29,917 - 80,138 | 156,331 47,032 (12,676) 190,687 | 33,802 28,620 - - 62,422 | 47,821 20,531 (12,773) 55,579 | 288,175 126,100 (25,449) 388,826 |
| NET BOOK VALUE | | | | | |
| At 31 March 2004 | 3,712,800 | 80,530 | <u>222,206</u> | 33,970 | 4,049,506 |
| At 31 March 2003 | 3,742,717 | 131,068 | 225,031 | 34,680 | 4,133,496 |

The freehold land and buildings are used for direct charitable purposes, and it is estimated that other assets are used for 90% of the time for direct charitable purposes

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2004

| 11. | DEBTORS | 2004 £ | | 2003 £ | |
|-----|---|---|--------------------|--|----------------|
| | Trade debtors Prepayments Accrued income | 362,082 24,907 77,627 464,616 | | (restated) 171,329 20,516 144,755 336,600 | - |
| 12. | CREDITORS: Amounts falling due within one | | | | = |
| | | 2004 £ | | 2003 £ | |
| | Bank loans and overdrafts Trade creditors Taxation and social security Other creditors Accruals and deferred income | 94,708 58,189 851 147,672 301,420 | | 50,000 88,980 41,234 7,783 41,114 229,111 | |
| | The following liabilities disclosed under creditors charity's freehold properties: | _ | within one yea | | ed on the |
| | | 2004 £ | | 2003 £ | |
| | Bank loans and overdrafts | 94,708 | | 50,000 | : |
| 13. | CREDITORS: Amounts falling due after more | than one ye | ear | | |
| | | 2004 £ | | 2003 £ | |
| | Bank loans and overdrafts | 100,000 | | 149,410 | • |
| | The following liabilities disclosed under creditors the charity's freehold properties: | s falling due : | after more thar | n one year a 2003 | are secured on |
| | | £ | | £ | |
| | Bank loans and overdrafts | 100,000 | | 149,410 | |
| 14. | ANALYSIS OF NET FUNDS | Tangible Fixed Assets | Net current assets | Long Term Creditors | Total |
| | General | £ 516,548 | £ 805.425 | £ (100,000) | £ 1.221.973 |
| | Restricted | 3,532,958 | 102,242 | | 3,635,200 |
| | Total Funds | 4,049,506 | 907,667 | (100,000) | 4,857,173 |

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2004

15. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2004 the company had aggregated annual commitments under non-cancellable operating leases as set out below:

| | 2004 | 2003 |
|--------------------------------|-------|------|
| | £ | £ |
| Operating leases which expire: | | |
| Within 2 to 5 years | 4,921 | - |
| • | | |

16. COMPANY LIMITED BY GUARANTEE

The company does not have a share capital and is limited by guarantee. In the event of the company being wound up, the maximum amount which each member is liable to contribute is £1.

17. RELATED PARTY TRANSACTIONS

Deafblind UK Trading Limited was incorporated on 23 March 2004. It did not trade in the year to 31 March 2004. J Hicks is a director of the company and D Stonehouse is the company secretary.

18. RESERVES

| | Restricted Fund | Unrestricted Fund | Total |
|-----------------------|--------------------|----------------------|-----------|
| At 1 April 2003 | 3,605,198 | 785,020 | 4,390,218 |
| Prior year adjustment | - | 91,229 | 91,229 |
| Surplus for the year | 30,002 | 345,724 | 375,726 |
| At 31 March 2004 | 3,635,200 | 1,221,973 | 4,857,173 |

The unrestricted fund includes fixed assets such as the residential centre for deafblind people, which are essential for the provision of services.

19. RECONCILIATION OF MOVEMENTS IN FUNDS

| | 2004 £ | 2003 £ (restated) |
|-------------------------------------|---------------------|-------------------------|
| Surplus for the financial year | 375,726 | 764,463 |
| Opening funds Prior year adjustment | 4,390,218 | 3,716,984 |
| Closing funds | 91,229 4,857,173 | 4,481,447 |

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2004

20. RESTRICTED FUNDS

| | 1 April 2003 £ | Incoming Resources £ | Outgoing Resources £ | 31 March 2004 £ |
|---|----------------------|----------------------------|----------------------------|-----------------------|
| National Centre for Deafblindness | 3,491,483 | 62,500 | 21,025 | 3,532,958 |
| Income for salaries | 30,000 | 704,830 | 734,830 | 0 |
| Services for Deafblind People | (26,000) | 719,449 | 676,869 | 16,580 |
| Supporting People | | 339,662 | 339,662 | 0 |
| Regional services | | 173,110 | 173,110 | 0 |
| Volunteers Befrienders for Deafblind People | | 172,561 | 172,561 | 0 |
| Provision of Helpline costs for Deafblind People | 41,667 | 96,000 | 96,000 | 41,667 |
| Provision of IT services for Deafblind people | 5,966 | 89,654 | 95,620 | 0 |
| Rainbow Court | | 71,011 | 92,067 | (21,056) |
| Marketing and fundraising | 29,166 | 50,300 | 50,300 | 29,166 |
| Deafblind Diploma Development Project | | 38,200 | 38,200 | 0 |
| Improving the Provision of Services to Deafblind People | 2,916 | 35,000 | 35,000 | 2,916 |
| Deafblind UK - Training Department | | 31,801 | 31,801 | 0 |
| Challenges | 30,000 | 20,000 | 30,000 | 20,000 |
| Capturing the Deafblind Heritage | | 24,500 | 12,331 | 12,169 |
| Elderly Deafblind Members | | 24,500 | 24,500 | 0 |
| Activities for deafblind people | | 11,528 | 11,528 | 0 |
| Grants to members | | 5,710 | 5,710 | 0 |
| Education | | 6,600 | 6,600 | 0 |
| The Loop Project | | 4,855 | 4,855 | 0 |
| Pastoral development | | 2,000 | 2,000 | 0 |
| Membership support workers | | 2,400 | 1,600 | 800 |
| Clubs for deafblind people | | 525 | 525 | 0 |
| Deafblind Directors | | 1,000 | 1,000 | 0 |
| Sensory Garden - Plaques | | 800 | 800 | 0 |
| - - | 3,605,198 | 2,688,496 | 2,658,494 | 3,635,200 |

National Centre for Deafblindness

Capital costs associated with the building of National Centre for Deafblindness in Peterborough.

Income for Salaries

This is a reimbursement of salary costs paid out by Deafblind UK. Income is reimbursed by both Deafblind Scotland and also by local authorities.

Services for Deafblind People

The provision of trained Communicator-Guides for deafblind people.

This fund was in deficit at the start of the year due to some contracts did not cover their overhead costs.

Supporting people

Funding from local authorities to allow Deafblind UK to provide services to deafblind people in specific geographic areas, for example for provision of a trained Communicator Guide.

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2004

20. RESTRICTED FUNDS contd

Regional Services

To provide all services to deafblind people in donor specified geographic regions, including the support of Regional Development Officers.

Volunteers Befrienders for Deafblind People

To provide Deafblind people with support through a network of trained volunteers, with the support of regional Volunteer Liaison Workers. A newsletter is produced to keep volunteers in touch with Deafblind UK and other volunteers.

Provision of Helpline costs for Deafblind People

To provide a 24 hour helpline to support and supply information for deafblind people, their carers and related organisations.

Provision of IT Services for Deafblind People

To provide specialist computer equipment and training for deafblind people, either at Deafblind UK's Karten CTEC Centre or in their home.

Rainbow Court

For Deafblind UK's National Training and Rehabiliatation Centre in Peterborough, which provides a range of services for deafblind people, including residential respite care.

The fund is in deficit due to incurring expenditure in advance of receiving known future income.

Marketing and Fundraising

To raise awareness of Deafblind UK and deafblindness through marketing and fundraising.

Deafblind Diploma Development Project

A professional qualification within the field of Social care for those responsible for designing and delivering services to deafblind people within the community and within residential care.

Improving the Provision of Services to Deafblind People

Project to improve deafblind people's access to services, for example healthcare, the provision of Deafblind UK's registered Volunteers and increasing number of deafblind people who are able to live independently.

Deafblind UK - Training Department

To further the work of our training department who provide training to Deafblind UK staff and organisations throughout the country in skills realting to deafblindness which lead to nationally recognised qualifications.

Challenges

To support our Head of Challenges, who is himself deafblind, to raise awareness and funds for Deafblind UK through various challenges.

Capturing the Deafblind Heritage

Production of a permanent display within the National Centre for Deafblindness, to be used in awareness raising activities and for deafblind people themselves to gain a sense of their own history.

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 MARCH 2004

20. RESTRICTED FUNDS contd

Elderly Deafblind Members (including Ex Service Men and Women)

To provide activities for deafblind people who are classed as elderly (including those deafblind members who served in the armed forces), including the support of Regional Development Officers.

Activities for Deafblind people

To provide activities for deafblind people at Rainbow Court in Peterborough. New skills are learnt and there are opportunities to meet other deafblind people. Activities include craft breaks and Christmas break:

Grants to members

To provide deafblind members with support or equipment to enhance their quality of life.

Education

To raise awareness of Deafblindness through educational displays/visits to the National Centre for Deafblindness and visits to schools and groups.

The Loop Project

Production of music to be accessible to deafblind people through vibration, using voices of deafblind people and sounds recorded around the National Centre for Deafblindness.

Pastoral Development

To support a deafblind priest to raise awareness in all religions on the difficulties people who have sight and hearing loss have in accessing pastoral care, religious services.

Membership Support Workers

To recruit and support membership Support Workers - deafblind people who give their time voluntarily to help other deafblind people in their local region.

Clubs for Deafblind People

The provision of clubs for deafblind people provide the chance to meet and interact with others in similar situations.

Deafblind Directors

To support the work of our deafblind Directors, so they can attend the Board meetings held at the National Centre for Deafblindness and other duties required in their role as Director.

Sensory Garden - Plaques

To place plaques in the garden at the National Centre for Deafblindness. It is a sensory garden accessible to deafblind people.

MacIntyre Hudson

THE FUTURE IS WHAT YOU MAKE IT

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MacIntyre Hudson is registered to carry on audit work and regulated for a range of investment business activities by The Institute of Chartered Accountants in England and Wales. UK member of CPA Associates International with representative firms worldwide, www.cpa-europe.com

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