

# REGISTRAR OF COMPANIES

## The Commonwealth Society for the Deaf

### Annual Report and Accounts

31 May 2010

Company Limited by Guarantee

Registration Number

2739343 (England and Wales)

Charity Registration Number

1013870

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## Reference and administrative details of the charity, its directors and advisers

<b>Patron</b>	HRH The Duke of York KG KCVO ADC
<b>Vice Patron</b>	The Rt Hon The Baroness Chalker of Wallasey PC
<b>Directors</b>	J K Fincham Ph D BA (Hons) (Chairman) I G Tucker OBE PhD P Fossey-Chalmers SRN (Vice Chairman and Honorary Technical Adviser) W T Fraser-Allen BA (Hons) ACA (Honorary Treasurer) M Nolan PhD H Daya BSc FRCS (ORL) (Medical Adviser) D K Prasher BSc (Hons) J E Roberts D A Dougan BSc FBDO MIADO MSc M C Harper CMG MA A W Smith BSc MSc MB BS MRCP DCH
<b>Company secretary</b>	S W Green
<b>Chief Executive</b>	G Williams
<b>Registered office</b>	34 Buckingham Palace Road London SW1W 0RE
<b>Company registration number</b>	2739343 (England and Wales)
<b>Charity registration number</b>	1013870
<b>Auditors</b>	Buzzacott LLP 12 New Fetter Lane London EC4A 1AG
<b>Bankers</b>	Lloyds TSB plc Butler Place Branch Caxton Street London SW1H 0PR

## **Directors' report** Year to 31 May 2010

The directors, who are also the trustees for the purposes of the Charities Act, present their statutory report together with the financial statements of The Commonwealth Society for the Deaf for the year ended 31 May 2010. The report has been prepared in accordance with Part VI of the Charities Act 1993 and it is also the report of the directors for the purposes of the Companies Act 2006.

The financial statements have been prepared in accordance with the accounting policies set out on pages 12 and 13 of the attached financial statements and comply with the charitable company's memorandum and articles of association, applicable laws and the requirements of Statement of Recommended Practice on "Accounting and Reporting by Charities" issued in March 2005.

The Commonwealth Society for the Deaf is also known as Sound Seekers.

### **GOVERNANCE, STRUCTURE AND MANAGEMENT**

#### **Governance**

The Society is governed by a Board of Directors which meets no less than five times per year in order to direct and manage the work of the organisation. The Board appoints from their number a Chairman, Vice Chairman and Treasurer, who oversee the work of the Society between Board meetings.

The following directors were in office at 31 May 2010 and served throughout the year, except where shown.

<b>Director</b>	<b>Appointed / Resigned</b>
J K Fincham PhD BA (Hons) (Chairman)	
I G Tucker OBE PhD	
P Fossey Chalmers SRN (Vice-Chairman and Honorary Technical Adviser)	
M Nolan PhD	
W T Fraser-Allen BA (Hons) ACA (Honorary Treasurer)	
H Daya BSc FRCS (ORL) (Medical Adviser)	
D K Prasher BSc (Hons)	
J E Roberts	
D A Dougan BSc FBDO MIADO MSc	
M C Harper CMG MA	
AW Smith BSc MSc MB BS MRCP DCH	Appointed 24 May 2010

In accordance with Article 41, J K Fincham, M Nolan and D K Prasher retire by rotation at the Annual General Meeting and being eligible, also offer themselves for re-election.

#### **Company secretary**

S W Green

**GOVERNANCE, STRUCTURE AND MANAGEMENT (CONTINUED)**

**Governance (continued)**

Upon joining the Board of Directors, trustees are provided with a pack including information provided by The Charity Commission explaining their legal responsibilities, together with relevant information about the Society, including a copy of the charity's governing documents

No directors received any remuneration from the charity during the year (2009 - £nil) £940 (2009 - £1,774) was reimbursed to directors during the year and relates to costs incurred in the UK and visiting the charity's overseas projects

**Statement of directors' responsibilities**

The directors (who also act as the trustees for the charitable activities for The Commonwealth Society for the Deaf) are responsible for preparing the directors' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the directors are required to

- ◆ select suitable accounting policies and then apply them consistently,
- ◆ observe the methods and principles in the Statement of Recommended Practice (Accounting and Reporting by Charities) (the Charities' SORP),
- ◆ make judgements and estimates that are reasonable and prudent,
- ◆ state whether applicable United Kingdom 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 operation

The directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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

## **GOVERNANCE, STRUCTURE AND MANAGEMENT (CONTINUED)**

### **Statement of directors' responsibilities (continued)**

Each of the directors confirms that

- ◆ so far as the director is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- ◆ the director has taken all the steps that he/she ought to have taken as a director in order to make himself/herself aware of any relevant audit information and to establish that the charity's auditors are aware of that information

This confirmation is given and should be interpreted in accordance with the provisions of s418 of the Companies Act 2006

The directors are responsible for the maintenance and integrity of 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

### **Structure and management reporting**

The Board of Directors delegates responsibility for the day to day management of the Society to the Chief Executive, who reports to the Board at each of their meetings, which take place at least five times per year. The Board have also set up a sub committee structure (Finance, Marketing and Fundraising, Education, Projects), to which the Chief Executive reports on developments. Sub Committees also have delegated responsibilities, as well as providing advice and submitting recommendations to the Board of Directors

### **Risk management**

The directors have assessed the major risks to which the charity is exposed, in particular those relating to the specific operational areas of the charity and its finances. The directors believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to mitigate those risks

## **ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES**

### **Activities and specific objectives**

Sound Seekers is dedicated to helping deaf children in the poorest communities of the developing world, by supporting projects that advance understanding of their needs and improve their access to health services, education, and social support, together with initiatives that enable children to avoid, or overcome, the effects of deafness and ear disease

**ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES** (continued)

**Activities and specific objectives** (continued)

The main objectives for the financial year were

- ◆ To continue to support the HARK<sup>1</sup> project in the Gambia
- ◆ To continue to develop the Tanzania HARK<sup>1</sup> project
- ◆ To continue to support the HARK<sup>1</sup> project in Pune, India
- ◆ To continue to support the HARK project in Ghana
- ◆ To continue the set-up phase for a HARK<sup>1</sup> project in Zambia
- ◆ To commence the set-up phase for a HARK<sup>1</sup> project in Cameroon
- ◆ To fund the building of a secondary vocational school in Kenya
- ◆ Ongoing fundraising for projects and running costs

**Public benefit statement**

The directors (who also act as trustees for the charitable activities of The Commonwealth Society for the Deaf) confirm that they have complied with their duty under section 4 of the Charities Act 2006. They have considered the public benefit guidance published by the Charity Commission and believe that they have followed its guidance in this area. The annual report gives a detailed description of the activities undertaken by the charitable company during the period in furtherance of its charitable purposes, and the directors are satisfied that all such activities provide a public benefit.

**Achievements and performance**

*Tanzania HARK<sup>1</sup>*

Progress continued to be made during the year in the setting up of the HARK Tanzania project. Dr Godfrey Perfect Kishewo returned to Tanzania having completed his Sound Seekers' sponsored MSc in Audiology at UCL Ear Institute, and two clinical staff from the hospital completed their Diploma in Clinical Audiology at Nairobi University. The HARK<sup>1</sup> team commenced their audiology outreach programme.

*The Gambia HARK<sup>1</sup>*

The year saw The Gambia HARK<sup>1</sup> team continue to develop the outreach service, with visits of the mobile clinic reaching out across the country. Such is the success of this project that Sound Seekers is currently planning to further develop the audiology infrastructure across the country.

*Pune HARK<sup>1</sup>*

The financial year saw the continuation of the HARK<sup>1</sup> Pune project's outreach programme, delivering much-needed ear-care services to outlying towns and villages of the Maharashtra region.

*Ghana HARK<sup>1</sup>*

During the year the Ghana HARK<sup>1</sup> was delivered to the Kumasi Hearing Assessment Centre, who commenced their outreach programme with immediate effect.

## **Directors' report** Year to 31 May 2010

### **ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES** (continued)

#### **Achievements and performance** (continued)

##### *Zambia HARK<sup>1</sup>*

We did not make the expected progress during the year with regards to our Zambian project, due to changes in the Zambian Ministry of Health. The difficulties we had been encountering have since been overcome and the programme is once again moving ahead.

##### *Cameroon HARK<sup>1</sup>*

Work commenced ahead of the setting up of a HARK<sup>1</sup> programme for Cameroon which will bring audiology services to outlying areas.

##### *Kenya Secondary Vocational School*

During the year Sound Seekers funded the building of classrooms, a toilet block and dormitory house for the Kibarani residential secondary vocational school for deaf children in Kilifi, in the Coastal region north of Mombassa.

##### *Fundraising*

During the year Sound Seekers was successful in securing important funding for existing and future projects and received a very generous donation, which will be used to set up an investment fund to generate income towards the cost of employing a project manager.

### **FINANCIAL REVIEW**

#### **Results for the year**

Incoming resources for the year totalled £464,522 down £48,010 against 2009.

The main area of expenditure was the direct cost of overseas projects, which totalled £256,220 (2009 - £333,398).

The cost of generating funds has increased by £5,588 to £60,760 mainly due to an increase in related staff costs. Governance costs totalled £14,456 for the year (2009 - £13,854).

The surplus for the year was £133,086 (2009 - £110,108).

#### **Reserves policy and financial position**

##### **Reserves policy**

The charity aims to maintain its unrestricted reserves to cover at least the following:

- (a) Net investment in fixed assets (other than those financed by restricted funds),
- (b) three months operating expenditure other than expenditure on projects only incurred following receipt of donations of a restricted nature, and
- (c) cessation costs.



## **Directors' report** Year to 31 May 2010

### **FINANCIAL REVIEW** (continued)

#### ***Financial position***

The balance sheet shows total funds of £738,698

These funds include an amount of £281,350, which is restricted. These monies have either been raised for, and their use restricted to specific purposes, or they comprise donations subject to donor imposed conditions. Full details of these restricted funds can be found in note 14 to the accounts together with an analysis of movements in the year.

Funds totalling £241,015 have been designated, or set aside, by the trustees for specific purposes. These purposes and an analysis of the movements on the funds are set out in note 15 to the accounts.

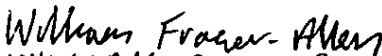
General funds of the charity at 31 May 2010 total £216,333.

The directors consider that this level of free reserves matches the parameters set out in the charity's reserves policy above and they, therefore, consider free reserves to be adequate but not excessive.

#### **The charity's assets**

Acquisitions and disposals of fixed assets during the year are recorded in the notes to the accounts.

Approved by the directors and signed on their behalf by

  
WILLIAM FRASER-ALLEN  
Director

Approved by the directors on 13 October 2010

**Report of the independent auditors to the members of The Commonwealth Society for the Deaf**

We have audited the financial statements of The Commonwealth Society for the Deaf for the year ended 31 May 2010 which comprise the statement of financial activities, the balance sheet, the principal accounting policies and the related notes. The financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity'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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

The directors (who also act as the trustees for the charitable activities of The Commonwealth Society for the Deaf) are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view as set out in the statement of directors' responsibilities contained within the directors' report.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and have been prepared in accordance with the Companies Act 2006. We also report to you whether, in our opinion, the information given in the directors' annual report is consistent with those financial statements.

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of directors' remuneration specified by law are not made.

We read other information contained in the annual report, and consider whether it is consistent with the audited financial statements. This other information comprises only the directors' report. 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 other information.

## Independent auditors' report 31 May 2010

### Basis of opinion

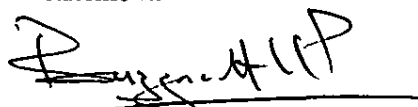
We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the 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 charity'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 charitable company's affairs as at 31 May 2010 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- ◆ the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice,
- ◆ the financial statements have been prepared in accordance with the Companies Act 2006, and
- ◆ the information given in the directors' annual report is consistent with the financial statements



Avnish Savjani, Senior Statutory Auditor  
for and on behalf of Buzzacott LLP, Statutory Auditor  
12 New Fetter Lane  
London  
EC4A 1AG

21 October 2010

**Statement of financial activities** Year to 31 May 2010

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	Notes	Unrestricted funds £	Restricted funds £	2010 Total funds £	2009 Total funds £
<b>Income and expenditure</b>					
<b>Incoming resources</b>					
Incoming resources from generated funds					
Voluntary income	1	316,347	28,975	<b>345,322</b>	234,801
Activities for generating funds	2	17,002	—	<b>17,002</b>	23,008
Interest receivable		2,706	—	<b>2,706</b>	15,593
Incoming resources from charitable activities					
	3	—	99,492	<b>99,492</b>	239,130
<b>Total incoming resources</b>		<b>336,055</b>	<b>128,467</b>	<b>464,522</b>	<b>512,532</b>
<b>Resources expended</b>					
Cost of generating funds	4	60,760	—	<b>60,760</b>	55,172
Charitable activities	5	58,534	197,686	<b>256,220</b>	333,398
Governance costs	6	14,456	—	<b>14,456</b>	13,854
<b>Total resources expended</b>		<b>133,750</b>	<b>197,686</b>	<b>331,436</b>	<b>402,424</b>
<b>Net incoming (outgoing) resources before transfers</b>	7	202,305	(69,219)	<b>133,086</b>	110,108
<b>Transfers between funds</b>		(2,590)	2,590	<b>—</b>	<b>—</b>
<b>Net movements in funds</b>		199,715	(66,629)	<b>133,086</b>	110,108
<b>Fund balances brought forward at 1 June 2009</b>		<b>257,633</b>	<b>347,979</b>	<b>605,612</b>	<b>495,504</b>
<b>Fund balances carried forward at 31 May 2010</b>		<b>457,348</b>	<b>281,350</b>	<b>738,698</b>	<b>605,612</b>

There were no gains and losses in the period other than those included in the statement above

There is no difference between the net movement in funds stated above, and the historical cost equivalent

All of the charity's activities derived from continuing operations during the above two financial periods

## Balance sheet 31 May 2010

	Notes	2010 £	2010 £	2009 £	2009 £
<b>Fixed assets</b>					
Tangible assets	11		29,979		90,031
<b>Current assets</b>					
Debtors	12	7,537		74,110	
Short term deposits		473,733		404,733	
Cash at bank and in hand		241,861		53,676	
		<u>723,131</u>		<u>532,519</u>	
<b>Creditors</b> amounts falling due within one year	13	(14,412)		(16,938)	
<b>Net current assets</b>			708,719		515,581
<b>Total net assets</b>			<u>738,698</u>		<u>605,612</u>
<b>Represented by</b>					
<b>Funds and reserves</b>					
<b>Income funds:</b>					
Restricted funds	14		281,350		347,979
Unrestricted funds					
General fund			216,333		256,618
Designated funds	15		241,015		1,015
			<u>738,698</u>		<u>605,612</u>

Approved by the directors  
and signed on their behalf by

*William Fraser Allen*  
WILLIAM FRASER-ALLEN

Director

Approved on: 13 October 2010

## **Principal accounting policies** 31 May 2010

### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the requirements of the Companies Act 2006. Applicable United Kingdom accounting standards (United Kingdom Generally Accepted Accounting Practice) and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) have been followed in these financial statements.

### **Incoming resources**

Cash donations, legacies and collections are treated as income in the year in which they are received.

Gifts in kind (being equipment for distribution to needy organisations and individuals) is recognised in the year in which it is onwardly distributed.

Income from special events is included in the year in which the event takes place.

Income from investments, including, where appropriate, inputted tax credits and gift aid income are accounted for on a receivable basis.

The value of voluntary help is not included in the financial statements.

### **Resources expended and the basis of apportioning costs**

Expenditure is included in the statement of financial activities when incurred and includes attributable VAT which cannot be recovered.

Resources expended comprise the following:

- a The costs of generating funds include the salaries, direct costs and overheads associated with generating donated income.
- b The costs of charitable activities comprise expenditure on the charity's primary charitable purposes as described in the directors' report.

The majority of costs are directly attributable to specific activities. Certain shared costs are apportioned to activities in furtherance of the objects of the charity. Staff costs are apportioned on the basis of estimated staff hours.

- c Governance costs comprise costs which are directly attributable to legal procedures necessary for compliance with statutory requirements.

## **Principal accounting policies 31 May 2010**

### **Gifts in kind**

Gifts for onward distribution to beneficiaries of the charity are included at their market value as assessed by a qualified professional

### **Tangible fixed assets**

All assets costing more than £1,000 and with an expected useful life exceeding one year are capitalised

Tangible fixed assets are capitalised and depreciated at the following annual rates in order to write them off over their estimated useful lives

- ♦ Hark! vehicles 33 3% per annum based on cost
- ♦ Office equipment 10% per annum based on cost

### **Fund accounting**

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions

Designated funds comprise monies set aside out of unrestricted general funds for specific future purposes or projects

General funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the charity's charitable objects.

### **Cash flow**

The accounts do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements"

### **Foreign currencies**

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction Exchange differences are taken into account in arriving at the net movement in funds

### **Leased asset**

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

## Notes to the accounts Year to 31 May 2010

### 1 Voluntary income

	Unrestricted funds £	Restricted funds £	2010 Total funds £	2009 Total funds £
Donations				
General donations (including Trust funds)	302,556	—	<b>302,556</b>	160,347
Gift Aid donations	13,791	—	<b>13,791</b>	14,214
Donated equipment for use abroad	—	28,975	<b>28,975</b>	60,150
<b>Total</b>	<b>316,347</b>	<b>28,975</b>	<b>345,322</b>	<b>234,801</b>

### 2 Incoming resources from activities for generating funds

	Unrestricted funds £	Restricted funds £	2010 Total funds £	2009 Total funds £
Manchester Dog Racing	5,901	—	<b>5,901</b>	8,233
London Marathon	200	—	<b>200</b>	—
Sky Dive	1,641	—	<b>1,641</b>	—
Conference	2,760	—	<b>2,760</b>	—
Dinner	—	—	—	1,875
People for People	6,500	—	<b>6,500</b>	12,900
<b>Total</b>	<b>17,002</b>	<b>—</b>	<b>17,002</b>	<b>23,008</b>

### 3 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	2010 Total funds £	2009 Total funds £
Hark! The Gambia	—	—	—	5,000
Hark! Ghana	—	3,132	<b>3,132</b>	—
Kenya School Project	—	100	<b>100</b>	64,615
Maldives	—	1,357	<b>1,357</b>	—
Training	—	—	—	11,899
Hark! Zambia	—	21,451	<b>21,451</b>	85,220
Hark! Cameroon	—	—	—	64,846
Namibia	—	61,100	<b>61,100</b>	—
Zimbabwe	—	10,852	<b>10,852</b>	—
Hark! Tanzania	—	1,500	<b>1,500</b>	7,550
	—	99,492	<b>99,492</b>	239,130



## Notes to the accounts Year to 31 May 2010

### 4 Cost of generating funds

	Unrestricted funds £	Restricted funds £	2010 Total funds £	2009 Total funds £
Fundraising costs				
Staff costs and fees	40,825	—	<b>40,825</b>	39,527
Manchester Dog Racing	1,907	—	<b>1,907</b>	2,240
Dinner 2008	460	—	<b>460</b>	3,852
Conference	2,707	—	<b>2,707</b>	—
Other costs	14,861	—	<b>14,861</b>	9,553
<b>Total</b>	<b>60,760</b>	<b>—</b>	<b>60,760</b>	<b>55,172</b>

### 5 Cost of charitable activities

	Unrestricted funds £	Restricted funds £	2010 Total funds £	2009 Total funds £
Staff costs and fees	28,039	35,900	<b>63,939</b>	72,633
Office and other costs	30,495	—	<b>30,495</b>	30,113
Equipment for use abroad	—	28,975	<b>28,975</b>	60,150
Hark! Zambia	—	15,494	<b>15,494</b>	25,808
Hark! Ghana	—	17,848	<b>17,848</b>	15,769
Hark! Tanzania	—	28,690	<b>28,690</b>	62,136
Hark! The Gambia	—	8,594	<b>8,594</b>	22,304
Hark! Cameroon	—	—	—	1,502
Hark! Lesotho	—	—	—	97
Hark! India (Pune)	—	14,673	<b>14,673</b>	11,748
Training	—	—	—	23,508
Uganda	—	919	<b>919</b>	—
Zimbabwe	—	891	<b>891</b>	—
Hark! Sierra Leone	—	—	—	7,630
Kenya School Project	—	43,706	<b>43,706</b>	—
Maldives	—	1,996	<b>1,996</b>	—
<b>Total</b>	<b>58,534</b>	<b>197,686</b>	<b>256,220</b>	<b>333,398</b>

### 6 Governance costs

	Unrestricted funds £	Restricted funds £	2010 Total funds £	2009 Total funds £
Auditors' remuneration				
Statutory audit services	3,910	—	<b>3,910</b>	3,951
Other costs				
Board meetings & other statutory arrangements	10,546	—	<b>10,546</b>	9,903
<b>Total</b>	<b>14,456</b>	<b>—</b>	<b>14,456</b>	<b>13,854</b>

## Notes to the accounts Year to 31 May 2010

### 7 Net incoming (outgoing) resources before transfers

This is stated after charging

	2010 Total funds £	2009 Total funds £
Staff costs (note 8)	109,310	116,063
Auditors' remuneration	3,910	3,951
Depreciation	60,052	72,438
Operating lease rentals	19,451	19,627

### 8 Employees and staff costs

Staff costs during the year were as follows

	2010 £	2009 £
Wages and salaries	98,743	104,759
Social security costs	10,567	11,304
	109,310	116,063

The average number of UK employees during the year, calculated on an average headcount basis, analysed by function, was as follows

	2010 Number	2009 Number
Generation of funds	10	10
Charitable activities	20	20
	30	30

No employees earned £60,000 per annum or more (including taxable benefits but excluding employer pension contributions) during the year (2009 – none)

### 9 Directors' remuneration and related party transactions

None of the directors received any remuneration in respect of their services during the year (2009 – £nil)

£940 (2009 – £1,774) was reimbursed to directors during the year and relates to costs visiting the charity's overseas projects and UK expenses

Mr G Williams, the Chief Executive, is a trustee of People for People, a charity which made a donation of £6,500 to the Society (2009 – £12,900)

£300 was paid to Mary Hare Training in order that Mr G Williams, the Chief Executive could attend a short course. Ivan Tucher and Judith Roberts are trustees of both the charity and Mary Hare. The current market value of the short course is £600

## Notes to the accounts Year to 31 May 2010

### 10 Taxation

The Commonwealth Society for the Deaf is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities

### 11 Tangible fixed assets

	Hark! India (Pune) Vehicle £	Hark! Tanzania Vehicle £	Hark! Ghana vehicle £	Hark! Sierra Leone vehicle £	Hark! The Gambia vehicle £	Hark! Zambia Vehicle £	Office Computer equipment £	Total £
<b>Cost or valuation</b>								
At 1 June 2009 and 31 May 2010	35,243	45,230	44,709	44,990	44,990	45,230	6,368	<b>266,760</b>
<b>Depreciation</b>								
At 1 June 2009	20,570	30,154	14,903	44,990	44,990	15,077	6,045	<b>176,729</b>
Charge for year	14,673	15,076	14,903	—	—	15,077	323	<b>60,052</b>
At 31 May 2010	35,243	45,230	29,806	44,990	44,990	30,154	6,368	<b>236,781</b>
<b>Net book values</b>								
At 31 May 2010	—	—	14,903	—	—	15,076	—	<b>29,979</b>
At 31 May 2009	14,673	15,076	29,806	—	—	30,153	323	<b>90,031</b>

### 12 Debtors

	2010 £	2009 £
Taxation recoverable	<b>5,401</b>	3,329
Other debtors	<b>486</b>	69,166
Prepayments and accrued income	<b>1,650</b>	1,615
	<b>7,537</b>	74,110

### 13 Creditors: amounts falling due within one year

	2010 £	2009 £
Other creditors	<b>8,152</b>	10,178
Accruals and deferred income	<b>6,260</b>	6,760
	<b>14,412</b>	16,938

## Notes to the accounts Year to 31 May 2010

### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trusts to be applied for specific purposes

	At 1 June 2009 £	Incoming resources £	Expenditure, gains and losses £	Transfers £	At 31 May 2010 £
Equipment for use abroad	—	28,975	(28,975)	—	—
Hark! Tanzania	44,187	1,500	(33,990)	—	11,697
Hark! Cameroon	63,344	—	(2,500)	—	60,844
Hark! India (Pune)	27,928	—	(24,073)	—	3,855
Hark! The Gambia	7,562	—	(8,594)	1,032	—
Namibia	—	61,100	(1,500)	—	59,600
Hark! Zambia	109,165	21,451	(23,494)	—	107,122
Zimbabwe	—	10,852	(1,391)	—	9,461
Hark! Ghana	36,351	3,132	(21,648)	—	17,835
Uganda	—	—	(919)	919	—
Malawi	62	—	—	—	62
Kenya School Project	59,380	100	(48,606)	—	10,874
Maldives	—	1,357	(1,996)	639	—
	347,979	128,467	(197,686)	2,590	281,350

The specific purposes for which the funds are to be applied are as follows

Equipment for use abroad

This fund represents equipment donated for onward distribution to needy organisations and individuals

Hark! Tanzania

This fund represents donations made specifically to support projects in Tanzania

Hark! Cameroon

This fund represents donations made specifically to support the Hark! Project in Cameroon

Hark! India (Pune)

This fund represents donations made specifically to fund the Hark! India project

Hark! Gambia

This fund represents donations made specifically to support the Hark! Project in the Gambia

Namibia

This fund represents donations made specifically to support our partnership programme with CLaSH, to deliver an audiology and early childhood development programme in Namibia

## Notes to the accounts Year to 31 May 2010

### 14 Restricted funds (continued)

#### Hark! Zambia

This fund represents donations made specifically to support the Hark! Project in Zambia

#### Zimbabwe

This fund represents donations made specifically in support of Emerald Hill High School for Deaf Children in Harare

#### Hark! Ghana

This fund represents donations made specifically to support the Hark! Project in Ghana

#### Malawi

This fund represents donations made specifically to support our work with the deaf in Malawi

#### Kenya School Project

This fund represents donations made specifically to support our work with the deaf in Kenya

### 15 Designated funds

The unrestricted funds of the charity include the following designated funds which have been set aside by the trustees for specific purposes

	At 1 June 2009 £	New designations £	Utilised/ released £	At 31 May 2010 £
Jairos Jiri Naran Centre, Zimbabwe	1,015	—	—	1,015
E J G fund	—	240,000	—	240,000
	1,015	240,000	—	241,015

#### Jairos Jiri Naran Centre, Zimbabwe

This fund represents donations made at the funeral of Andrew McPherson. These funds have been designated to the Jairos Jiri Naran Centre in Zimbabwe

#### E J G fund

This fund represents an anonymous donation. These funds have been designated to set up an investment fund to generate income towards the cost of employing a project manager

**Notes to the accounts** Year to 31 May 2010

**16 Analysis of net assets between funds**

	General fund £	Designated funds £	Restricted funds £	Total 2010 £
<b>Fund balances at 31 May 2010 are represented by</b>				
Tangible fixed assets	—	—	29,979	<b>29,979</b>
Current assets	230,745	241,015	251,371	<b>723,131</b>
Creditors amounts falling due within one year	(14,412)	—	—	<b>(14,412)</b>
<b>Total net assets</b>	<b>216,333</b>	<b>241,015</b>	<b>281,350</b>	<b>738,698</b>

**17 Leasing commitments**

Operating leases

At 31 May 2010 the charity had annual commitments under non-cancellable operating leases as follows

	Land and buildings	
	2010 £	2009 £
Operating leases which expire		
Within one year	—	—
Within two to five years	<b>19,451</b>	<b>19,627</b>