

COMPANY REGISTRATION NUMBER 07406571

**LOOK NATIONAL FEDERATION OF FAMILIES
WITH VISUALLY IMPAIRED CHILDREN**

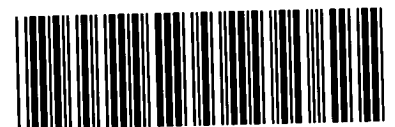
COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

31 MARCH 2018

Charity number 1140471

SATURDAY



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**LOOK NATIONAL FEDERATION OF FAMILIES WITH
VISUALLY IMPAIRED CHILDREN
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT
YEAR ENDED 31 MARCH 2018**

EXECUTIVE SUMMARY

Annual Trustees Report - 2017 - 2018

2017 - 2018 has been a successful year of growth and development. LOOK wants all young visually impaired (VI) people to thrive. Through our Helpline, events and Mentor Project we have built networks of encouragement and a new community for young VI people and their families. The generous funding we have received has enabled us to grow our pilot youth Mentor Project to a national Peer Mentor Service.

This year we have grown our staff team, continued to grow Mentor support, and created a calendar of events offering psychosocial support to young VI people. Our programme of Transformational Events - includes residential and workshops in wellbeing, employability, confidence building and self-advocacy skills. Our events give young people the opportunity to build confidence through getting together with peers, try new experiences share skills and knowledge, and have fun in a safe environment. These face to face events underpin our online mentoring project and build a strong sense of community around Look UK.

Peer Mentoring:

Our Peer Mentoring Project provides young visually impaired people age 11 to 29, with support from another young visually impaired mentor, who will be able to relate to their concerns in a way neither parent, teacher, doctor or health worker can. Our Mentors are amazing, talented people who know the daily challenges of living with sight loss.

Both mentor and mentee have contributed to and benefitted from the mentor programme. They've grown vital life and work skills that can help them maximise their potential and achieve their aspirations. This year we have supported 65 young people as mentors and mentees. Recruitment is on-going and we are training a new team of mentors in July 2018.

Feedback tells us the project is changing lives for both mentors and mentees, and giving a renewed sense of hope to people living with sight loss who might otherwise be at risk of isolation and mental health problems. Visually impaired young people have often never met another person with sight loss. One young mentor says:

"I felt so alone when I lost my sight aged 13. It was terrifying and I thought life was over for me. I got very depressed and suffered with panic attacks. I had no idea what was possible and I didn't know anyone who understood what I was going through."

We want all young VI people to have access to a mentor and emotional support.

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YEAR ENDED 31 MARCH 2018**

and has enabled us to equip and empower young people to help each other. As one 15 yearold mentee says:

“Before the mentor programme, I was feeling depressed and stuck at home. LOOK has supported and encouraged me to make my life about me and not my blindness. I feel less alone.”

Mentor Impact:

Aside from the mentoring process supporting mentees to make choices about careers and education, the mentors themselves are also being equipped with a wealth of transferable skills. Our mentors undergo an intense weekend of mentor training, which gives them communication and active listening skills as well as a good understanding of safeguarding issues. Mentors are given opportunities to develop leadership, presentation and facilitation skills. Mentors have been accompanying LOOK staff on events and growing their experience and confidence too.

Growing the LOOK Team:

This year has seen our staff team grow from two part-time staff members to a team of six.

Since November 2017 we have employed two new posts - a part-time Mentor Project Worker and a Marketing and Communications Officer. We now employ an Office Administrator for one per week. We also have taken on a VI young person on a work placement on a six month contract.

We have recruited a team of volunteers who help us at events guiding and supporting our Blind members. The team is growing in strength and it's wonderful to help more young people due to our greater capacity.

We look forward to supporting more young VI people and their families in 2018 and intend to widen our reach with the mentor project.

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**TRUSTEES ANNUAL REPORT (cont'd)
YEAR ENDED 31 MARCH 2018**

Company Information

The Trustees, who are also directors of the Company, present the financial statements of the Charity for the year ended 31st March 2018.

Name of the Charity	Look National Federation of Families with Visually Impaired Children
Working Name	Look, or Look UK
Charity Registration Number	1140471
Company Number	07406571
Registered Office & Business Address	Royal National College for the Blind Venns Lane Hereford HR1 1DT
Trustees / Directors	Michael Wolffe (Chair)(Treasurer) Nicholas Bowen, QC Susan Brooks (Vice Chair) Michael Thornton Jennifer Burgos - Treasurer Simon Morris
Director	Charlotte Carson
Accountants	Kendrew Pine 29, Park Street Macclesfield Cheshire SK11 6SR
Bankers	CAF Bank Ltd King's Hill West Malling Kent ME19 4TA

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**TRUSTEES ANNUAL REPORT (cont'd)
YEAR ENDED 31 MARCH 2018**

Structure, management and governance

Look is a Registered Charity in England and Wales, number 1140471 and a Registered Company Limited by Guarantee, number 07406571. Look is governed by a Memorandum and Articles of Association. The Charity was founded and constituted in 1991, first registered in 1992, with future amendments to the Constitution in 1995 and 1998. In October 2010 Look was registered as a Company Limited by Guarantee and as a consequence re-registered with the Charity Commission in February 2011. As a charitable company, Look began its activities as from 1st April, 2011, at which point the unincorporated Look (Registered Charity number 1007282) stopped operating and its assets have been transferred to Look as a Charitable Company (Registered Charity number 1140471).

The Trustees of Look, who are also the Directors for the purpose of Company law, have the overall responsibility for the governance and the strategic direction of the charity. The Chair, Vice Chair and Treasurer are elected annually. They then appoint the other Trustees who are recruited to provide the range of skills and expertise to effectively govern the Charity. The Board of Trustees meets regularly to review strategy and performance and agree budgets. In line with the requirements of the governing document Trustees also organise an Annual General Meeting at which elections take place and resolutions are passed. Trustees are familiar with the work of the organisation as they have been involved for several years.

An induction pack has been developed, which is available to all existing and newly recruited Trustees. This includes various Charity Commission publications, a copy of the Memorandum and Articles of Association, published Trustees Annual Report and Accounts, financial procedures, risk assessment documents, the current business plan, working budget, and the roles and responsibilities of a Trustee and the Board.

On a day to day basis the organisation is managed by the Director, Charlotte Carson, who has the overall responsibility for strategic planning, operational management, human and financial resources and service.

Related Parties

Look has been a loose federation of groups with clusters of activity across the UK. More recently while the central organisation has gone through a period of evaluation these groups have continued and contact with them is being re-established.

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**TRUSTEES ANNUAL REPORT (cont'd)
YEAR ENDED 31 MARCH 2018**

Risk Management

The Board is responsible for the management of the risks faced by the charity. Detailed considerations of the risks are delegated to the Director. Risks are identified, assessed and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis and risks are reviewed on a rolling cycle. The key controls used by the charity include strategic planning, budgeting and management accounting, organisational and governance structure and lines of reporting. Formal written policies are reviewed annually, and assessment of risk is a

standing item on the agenda at Board meetings. Through these risk management processes the Trustees are satisfied that the major risks have been adequately mitigated.

The main financial risk to the charity is considered to be the unexpected loss of income through charitable funding or funds brought in by the marathon runners and other fundraising activity. In order to mitigate this we ensure that we abide by our reserves policy ensuring that we have six months core running costs in the bank. We have recruited a volunteer and a LOOK staff member manages our Marathon running team to ensure that core funds are received each year.

Objects, Purpose and Public Benefit

Charitable Objects

To facilitate parents' groups and parents in enhancing the education, welfare and leisure opportunities of visually impaired children, to promote the co-ordination of services, both statutory and voluntary, provided by parent groups and organisations relating to visual impairment.

Vision

Our vision is to be an organisation that is recognised as a key provider of services to families with visually impaired children and young people.

Purpose

To improve the lives of families with visually impaired children and young people by providing support, information and activities with a view to helping them gain the best outcomes in life. We want to break down the barriers that young VI people and their families face.

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**TRUSTEES ANNUAL REPORT (cont'd)
YEAR ENDED 31 MARCH 2018**

Public Benefit

The Trustees confirm that they have complied with their obligation under Section 4 of the Charities Act 2006 to have due regard to the public benefit guidance used by the Charity Commission for England and Wales. The Trustees further confirm that the activities of the charity are carried out, in line with its objects, for the public benefit, and the charity achieves its objects through the activities described below.

Achievements and Performance

We have supported 65 young people through the mentoring project this year which has increased our reach from last year, growing our pilot project to a Mentor Service. We have grown our staff team to six people.

Impact:

Reduced the isolation of VI children and young people:

We run online structured peer mentoring, and link people for face to face peer sharing at our youth forum and through our programme of inspirational national events. Living with visual impairment can be isolating emotionally, socially and physically. It is hard to share difficult emotions relating to sight loss. Accessible opportunities to socialise and get active or creative are limited so young VI people can be isolated at home with little access to the world around them. Our Mentor support and events has helped reduce the isolation of VI Young People (YVIPs) and helped to boost confidence.

'My son is very withdrawn so having someone there to chat to has been amazing. We are building him up in small steps and I have seen such an improvement in his confidence already. He has even picked up his guitar again and has started cooking at home. We are so pleased' (mentee's Mother.

'The Look wellbeing weekend I came to was really good. It was great to hear that I'm not the only one who struggles with anxiety a lot of the time. It's not something you normally admit to as you don't want to seem weak. I came away with some great tips for coping with stress, and the workshops on communicating my needs were really interesting.' (Mentor, Wellbeing Weekend, Sept 2017)

'Off the back of the weekend, I have contacted a guide runner to come running with me in my local park. I hope to make this a regular thing for the future.' (Ben, Physical Wellbeing Weekend, Feb 2018)

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**TRUSTEES ANNUAL REPORT (cont'd)
YEAR ENDED 31 MARCH 2018**

Impact - LOOK has supported Young VI people through key transition points offering advice and guidance:

Our mentors offer lived experience like no other and can support their mentees approaching transition stages. Examples of transitions our project has helped with include the move from specialist to mainstream education and vice versa; moving from GCSEs to A Levels; leaving school for university; moving into employment and coping with shifts in levels of sight and hearing loss.

Impact - Trained mentors with transferable skills and improved employment prospects

Aside from supporting mentees to make choices, the mentors themselves are also equipped with a wealth of transferable skills, including coaching, communication and active listening skills. Mentors are helping us set up online chat groups. They are also supported to present on the project at schools, plan and deliver workshops and facilitate discussions at our events.

Impact - Family support:

We are due to launch a parent support group as part of our new dial-in chat service. We will offer a Family weekend in 2018 and we continue to respond to parent support needs on our telephone Helpline. We signpost to other services ensuring that parents needs are met. We have seen a huge increase in referrals from local authorities, social workers, parents and guardians. We continue to grow our profile so that more young VI people can be reached.

Hereford Youth forum:

The Hereford youth forum provides a wonderful opportunity for YVIPs to meet in person for face to face group mentoring. Although our online mentoring provides invaluable support, this personal contact is a vital tool in tackling the social isolation felt by many YVIPs, especially within mainstream schools. This service is restricted to Herefordshire at present,

The weekly Youth Forum has supported 16 young people in the past year, and we have run various activities, from yoga to cooking and recording pod casts, covering issues such as bullying in school, coming to terms with sight loss and social isolation.

Impact - Provided events and social opportunities for young people to have fun and forge new relationships.

We are very proud of the sense of community we have already created through the Look Mentoring Project. We have delivered 2 Wellbeing & Confidence Boosting Events this year.

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YEAR ENDED 31 MARCH 2018**

Well Being Event - September 2017: This event was a huge success bringing young VI people together to promote wellbeing. We delivered workshops on healthy living, physical confidence and understanding what is stress and anxiety. Young people developed techniques and strategies on how to look after yourself and how to manage stress and anxiety.

Get Moving! Weekend (Herefordshire, Feb 2018) 15 participants. This event was a huge success. We ran a weekend of intensive yoga training, specially tailored for Visually Impaired people, at a wellbeing retreat in rural Herefordshire. We brought YVIPs together to share experience and learn tools to improve wellbeing and confidence.

Developing a Digital Infrastructure

Our new website is in development and is due to go live in 2018. We have employed a Marketing and Communications Co-ordinator, who has boosted our social media presence. We have taken on a young VI communications assistant as a work placement. We produce a monthly podcast that invites contributions from our members. We are also recruiting and training a team of voluntary young VI roving reporters, who will work to give a voice to young VI communities across the UK.

Growth of LOOK Staff - Objective being met:

Since November 2017 we have taken on a part-time Mentor Project Worker and a Marketing and Communications Officer. We have increased the post of Mentor Project Coordinator to a full time role and increased the Director's days from three to four per week. We now employ an Office Administrator for one day per week. We have recruited a team of volunteers who help us at events as sighted guides.

Looking Forward

With a new staff team in post and a more established Mentor Project we look forward to reaching out and supporting more YVIPs and their families. We will offer more confidence boosting events next year where young people can connect thus building our supportive community. Our Mentor Project will grow more and with further impact and monitoring we aim to develop mentor support further. We are strengthening our capacity to reach out and support more families.

We look forward to developing our team of Mentors and training them to help deliver our events as youth leaders.

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**TRUSTEES ANNUAL REPORT (cont'd)
YEAR ENDED 31 MARCH 2018**

Financial Review

Reserves Policy

Free reserves are represented by net current assets within the unrestricted fund. In view of the unpredictable nature of charitable income, it is the Trustees intention to maintain an unrestricted reserve of a minimum of six months' projected running costs.

Fixed Assets

Following an agreement with the Lincoln VIPs Group to transfer their holiday flat to Look, the Trustees took ownership of the flat on 21st July 2006. This is an enormous asset valued at approximately £100,000. In 2010 the Trustees had the opportunity to acquire the freehold of the flat for £2,000 and this option was taken up. The flat creates the opportunity for Look member families and groups to enjoy a reasonably priced holiday by the sea.

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**TRUSTEES ANNUAL REPORT (cont'd)
YEAR ENDED 31 MARCH 2018**

Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements so that they give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so, the Trustees 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 Charity will continue in business;
- Observe the methods and principles in the Charities' SORP;
- The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time, the financial position of the Charity and enables them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The financial statements have been prepared on the accounting policies set out in note 1 to the financial statements and comply with the Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice "Accounting and Reporting by Charities" issued March 2005.

**LOOK NATIONAL FEDERATION OF FAMILIES WITH
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COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF LOOK
NATIONAL FEDERATION OF FAMILIES WITH VISUALLY IMPAIRED
CHILDREN**

YEAR ENDED 31 MARCH 2018

I report on the accounts of the company for the year ended 31 March 2018 which are set out on pages 5 to 14.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Look National Federation of Families With Visually Impaired Children for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

BASIS OF INDEPENDENT EXAMINER'S REPORT

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

INDEPENDENT EXAMINER'S STATEMENT

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF LOOK
NATIONAL FEDERATION OF FAMILIES WITH VISUALLY IMPAIRED
CHILDREN *(continued)***

YEAR ENDED 31 MARCH 2018



Helen Wanless ACCA
Independent examiner

29 Park Street
Macclesfield
Cheshire
SK11 6SR

18-12-2018

**LOOK NATIONAL FEDERATION OF FAMILIES WITH
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MARCH 2018

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	788	135,100	135,888	70,351
Activities for generating funds	3	48,796	–	48,796	45,260
Incoming resources from charitable activities	4	<u>1,890</u>	<u>–</u>	<u>1,890</u>	<u>2,235</u>
TOTAL INCOMING RESOURCES		<u>51,474</u>	<u>135,100</u>	<u>186,574</u>	<u>117,846</u>
RESOURCES EXPENDED					
Costs of generating funds:					
Costs of generating voluntary income	5	(11,945)	–	(11,945)	(10,607)
Charitable activities	6/7	(19,015)	(80,826)	(99,841)	(57,837)
Governance costs	8	<u>(1,006)</u>	<u>–</u>	<u>(1,006)</u>	<u>(600)</u>
TOTAL RESOURCES EXPENDED		<u>(31,966)</u>	<u>(80,826)</u>	<u>(112,792)</u>	<u>(69,044)</u>
NET INCOMING RESOURCES FOR THE YEAR/NET INCOME FOR THE YEAR	9	19,508	54,274	73,782	48,802
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>115,245</u>	<u>29,579</u>	<u>144,824</u>	<u>96,023</u>
TOTAL FUNDS CARRIED FORWARD		<u>134,753</u>	<u>83,853</u>	<u>218,606</u>	<u>144,825</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

**LOOK NATIONAL FEDERATION OF FAMILIES WITH
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BALANCE SHEET

31 MARCH 2018

	Note	2018 £	2017 £
FIXED ASSETS			
Tangible assets	11	104,210	104,605
CURRENT ASSETS			
Debtors	12	4,604	–
Cash at bank		<u>164,833</u>	<u>95,745</u>
		169,437	95,745
CREDITORS: Amounts falling due within one year	13	<u>(5,041)</u>	<u>(5,525)</u>
NET CURRENT ASSETS		164,396	90,220
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>268,606</u>	<u>194,825</u>
CREDITORS: Amounts falling due after more than one year	14	<u>(50,000)</u>	<u>(50,000)</u>
NET ASSETS		<u>218,606</u>	<u>144,825</u>
FUNDS			
Restricted income funds	15	83,853	29,580
Unrestricted income funds	16	<u>134,753</u>	<u>115,245</u>
TOTAL FUNDS		<u>218,606</u>	<u>144,825</u>

For the year ended 31 March 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

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BALANCE SHEET *(continued)*

31 MARCH 2018

These financial statements were approved by the members of the committee and authorised for issue on the..4 December 2018.. and are signed on their behalf by:



Dr M Wolffe
Director

Company Registration Number: 07406571

**LOOK NATIONAL FEDERATION OF FAMILIES WITH
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COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018**

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards and the Companies Act 2006.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Incoming resources

All incoming resources are included in the Statement of financial activities when the company has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES *(continued)*

Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the company, and have been allocated to activity cost categories on a basis consistent with the usage of resources, apportioning staff costs by the budgeted time spent. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Fixed assets

All fixed assets are initially recorded at cost.

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:

Fixtures & Fittings - 20% reducing balance

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Donations				
Donations	–	135,100	135,100	70,089
Other income				
Friends of LOOK	<u>788</u>	<u>–</u>	<u>788</u>	<u>262</u>
	<u>788</u>	<u>135,100</u>	<u>135,888</u>	<u>70,351</u>

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Fundraising from London Marathon & events	<u>48,796</u>	<u>48,796</u>	<u>45,260</u>

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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£
Holiday Flat	<u>1,890</u>	<u>1,890</u>	<u>2,235</u>

5. COSTS OF GENERATING VOLUNTARY INCOME

	Unrestricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£
Advertising	50	50	333
Subscriptions	407	407	418
London Marathon and other events	11,417	11,417	9,766
Depreciation	<u>71</u>	<u>71</u>	<u>90</u>
	<u>11,945</u>	<u>11,945</u>	<u>10,607</u>

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
Helpline	3,469	–	3,469	3,264
Scarborough Flat	5,747	–	5,747	5,480
Youth Projects	9,799	–	9,799	9,403
Mentoring Project	<u>–</u>	<u>80,826</u>	<u>80,826</u>	<u>39,690</u>
	<u>19,015</u>	<u>80,826</u>	<u>99,841</u>	<u>57,837</u>

7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Total Funds 2018	Total Funds 2017
	£	£	£
Helpline	3,469	3,469	3,264
Scarborough Flat	5,747	5,747	5,480
Youth Projects	9,799	9,799	9,403
Mentoring Project	<u>80,826</u>	<u>80,826</u>	<u>39,690</u>
	<u>99,841</u>	<u>99,841</u>	<u>57,837</u>

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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

8. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£
Independent examination	600	600	600
Costs of trustees' meetings	406	406	—
	<u>1,006</u>	<u>1,006</u>	<u>600</u>

9. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2018	2017
	£	£
Depreciation	395	495
Auditors' fees	<u>600</u>	<u>600</u>

10. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2018	2017
	£	£
Wages and salaries	60,420	36,627
Social security costs	—	—
	<u>60,420</u>	<u>36,627</u>

Particulars of employees:

The average number of employees during the year, was as follows:

	2018	2017
	No.	No.
Number of administrative staff	<u>5</u>	<u>2</u>

No employee received remuneration of more than £60,000 during the year (2017 - Nil).

**LOOK NATIONAL FEDERATION OF FAMILIES WITH
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

11. TANGIBLE FIXED ASSETS

	Land and buildings £	Other plant & machinery etc. £	Total £
COST			
At 1 April 2017 and 31 March 2018	<u>102,625</u>	<u>29,488</u>	<u>132,113</u>
DEPRECIATION			
At 1 April 2017	–	27,508	27,508
Charge for the year	–	395	395
At 31 March 2018	<u>–</u>	<u>27,903</u>	<u>27,903</u>
NET BOOK VALUE			
At 31 March 2018	<u>102,625</u>	<u>1,585</u>	<u>104,210</u>
At 31 March 2017	<u>102,625</u>	<u>1,980</u>	<u>104,605</u>

12. DEBTORS

	2018 £	2017 £
Other debtors	<u>4,604</u>	<u>–</u>

13. CREDITORS: Amounts falling due within one year

	2018 £	2017 £
Trade creditors	–	1,203
Other creditors	<u>5,041</u>	<u>4,322</u>
	<u>5,041</u>	<u>5,525</u>

14. CREDITORS: Amounts falling due after more than one year

	2018 £	2017 £
Trade creditors	<u>50,000</u>	<u>50,000</u>

The Partially Sighted Society ("PSS") Loan was made in the financial year 2012. The loan is interest free with no requirement that it should be repaid within any specific period in time.

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YEAR ENDED 31 MARCH 2018

15. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2017	Incoming resources	Outgoing resources	Balance at 31 Mar 2018
	£	£	£	£
Mentoring Project	<u>29,579</u>	<u>135,100</u>	<u>(80,826)</u>	<u>83,853</u>

During the year the charity received the following restricted funds:

David Cocks Foundation	£ 40,000
E F Bulmer	£ 5,100
The Queen's Trust	£ 40,000
Edwina Leonora Children's Fund	£ 50,000
Total	£135,100

16. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2017	Incoming resources	Outgoing resources	Balance at 31 Mar 2018
	£	£	£	£
General Funds	<u>115,245</u>	<u>51,474</u>	<u>(31,966)</u>	<u>134,753</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Long term liabilities £
Restricted Income Funds:			
Mentor and Youth Projects	—	83,853	—
Unrestricted Income Funds	<u>104,210</u>	<u>85,584</u>	<u>(50,000)</u>
Total Funds	<u>104,210</u>	<u>169,437</u>	<u>(50,000)</u>
		Other net liabilities £	Total £
Restricted Income Funds:			
Mentor and Youth Projects		—	78,753
Unrestricted Income Funds		<u>(5,041)</u>	<u>139,853</u>
Total Funds		<u>(5,041)</u>	<u>218,606</u>

18. RELATED PARTY TRANSACTIONS

During the year the interest free loan of £50,000 received from the Partially Sighted Society in 2012 remained unpaid. Michael Wolffe is also a trustee of the Partially Sighted Society.

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MANAGEMENT INFORMATION

YEAR ENDED 31 MARCH 2018

**The following pages do not form part of the statutory financial statements
which are the subject of the independent examiner's report on pages 3 to 4.**

**LOOK NATIONAL FEDERATION OF FAMILIES WITH
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DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2018

	2018 £	2017 £
INCOMING RESOURCES		
VOLUNTARY INCOME		
Donations	135,100	70,089
Friends of LOOK	<u>788</u>	<u>262</u>
	<u>135,888</u>	<u>70,351</u>
ACTIVITIES FOR GENERATING FUNDS		
Fundraising from London Marathon & events	<u>48,796</u>	<u>45,260</u>
INCOMING RESOURCES FROM CHARITABLE ACTIVITIES		
Holiday Flat	<u>1,890</u>	<u>2,235</u>
TOTAL INCOMING RESOURCES	<u>186,574</u>	<u>117,846</u>
RESOURCES EXPENDED		
COSTS OF GENERATING VOLUNTARY INCOME		
Cost of sales - Opening stock	11,874	10,517
Depreciation	<u>71</u>	<u>90</u>
	<u>11,945</u>	<u>10,607</u>
CHARITABLE ACTIVITIES		
Staff costs - Wages & Salaries	60,420	36,627
Establishment - Other	3,428	3,267
Motor and travel costs - Other	4,932	2,273
Office expenses - Other	6,729	6,488
Depreciation	324	405
Training costs	2,550	2,221
Brightside Trust	6,960	6,280
Due diligence costs	144	276
Catering	975	-
Exhibition costs	424	-
Staff advert	100	-
Wellbeing weekend	4,615	-
Queens Trust direct costs	7,634	-
Jubilee Trust	420	-
Advertising	<u>186</u>	<u>-</u>
	<u>99,841</u>	<u>57,837</u>

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DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2018

	2018 £	2017 £
GOVERNANCE COSTS		
Independent examination	600	600
Costs of trustees' meetings	406	—
	<u>1,006</u>	<u>600</u>
 TOTAL RESOURCES EXPENDED	 <u><u>112,792</u></u>	 <u><u>69,044</u></u>
 NET INCOMING RESOURCES FOR THE YEAR	 <u><u>73,782</u></u>	 <u><u>48,802</u></u>

**LOOK NATIONAL FEDERATION OF FAMILIES WITH
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DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2018

	2018 £	2017 £
COSTS OF GENERATING VOLUNTARY INCOME		
Marketing		
Marketing	<u>50</u>	<u>333</u>
Subscriptions		
Subscriptions	<u>407</u>	<u>418</u>
London Marathon and other events		
London marathon	<u>11,417</u>	<u>9,766</u>
Depreciation		
Depreciation	<u>71</u>	<u>90</u>
	<u>11,945</u>	<u>10,607</u>

**LOOK NATIONAL FEDERATION OF FAMILIES WITH
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DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2018

	2018 £	2017 £
CHARITABLE ACTIVITIES		
Helpline		
<i>Activities undertaken directly</i>		
Wages & Salaries	2,912	2,727
Motor and travel costs	–	95
General running costs	557	442
	<u>3,469</u>	<u>3,264</u>
Scarborough Flat		
<i>Activities undertaken directly</i>		
Wages & Salaries	1,456	1,364
Flat expenses	3,428	3,267
Motor and travel costs	–	198
General running costs	539	246
Depreciation	324	405
	<u>5,747</u>	<u>5,480</u>
Youth Projects		
<i>Activities undertaken directly</i>		
Wages & Salaries	6,978	6,818
Motor and travel costs	–	237
General running costs	2,821	2,348
	<u>9,799</u>	<u>9,403</u>
Mentoring Project		
<i>Activities undertaken directly</i>		
Wages & Salaries	49,074	25,718
Motor and travel costs	4,932	1,743
General running costs	2,812	3,452
Training costs	2,550	2,221
Brightside Trust	6,960	6,280
Due diligence costs	144	276
Catering	975	–
Exhibition costs	424	–
Staff advert	100	–
Wellbeing weekend	4,615	–
Queens Trust direct costs	7,634	–
Jubilee Trust	420	–
Advertising	186	–
	<u>80,826</u>	<u>39,690</u>
	<u>99,841</u>	<u>57,837</u>