

CHRISTIAN BLIND MISSION  
(UNITED KINGDOM) LIMITED  
(A Company Limited by Guarantee)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED  
31 DECEMBER 1999

Company No: 3148424



**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
**(A Company Limited by Guarantee)**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 1999**

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**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
**(A Company Limited by Guarantee)**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 1999**

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**LEGAL AND ADMINISTRATIVE DETAILS**

Company registration number: 3148424

Charity registration number: 1058162

Registered office: Park House  
Winsnip Road  
Milton  
Cambridge  
CB4 6BQ

Trustees/directors: B A Hall  
Dr A N Fiander  
Christian Blind Mission International - Dr P Bossard  
R Behr  
K Metcalfe  
Dr J D Wright

Secretary: B A Hall

Bankers: Lloyds Bank plc

Solicitors: Leeds Day

Accountants: Anderson & Co  
Chartered Accountants

Auditors: Grant Thornton  
Registered Auditors  
Chartered Accountants

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
(A Company Limited by Guarantee)

**REPORT OF THE TRUSTEES**

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The trustees present their report together with the financial statements for the year ended 31 December 1999.

**Objectives and policies**

The principal aims of the charity are :

- to prevent and cure blindness
- to train and integrate blind and other disabled people
- to treat the sick
- to help people in need, irrespective of religion, race, sex or disability.

CBM does not maintain any institutions of its own abroad, but supports churches, christian missions and other local organisations in third world countries so that they can help their own suffering countryman to help themselves.

**Organisation**

The charity is governed by its Memorandum of Association dated 12 January 1996.

**Review of the year**

1999 continued the rapid growth witnessed over the past three years. Our income again exceeded our targets in 1999 with an increase in the number of projects supported (see annex). CBM UK has now committed to supporting 22 projects, up from 16 a year ago. There are also 30 British co-workers serving overseas.

CBMI in Switzerland gave the company continuing support throughout the year to assist with the high start-up costs. We are hopeful that this grant will continue for the coming year.

The number of CBM UK Board Directors increased to 6.

During the year an extensive public relations campaign was carried out in the press, radio and television. Fund raising strategies continued to be built around successful press insert and direct mail campaigns.

We are hopeful that our donation income will increase in 2000 so that we can continue to support our principal aims as a charity.

It is pleasing to report that administration costs as a percentage of funds raised have fallen from 13% to 9%.

**Reserves policy**

It is the policy of the charity to hold reserves that are classed as unrestricted. These reserves are designated for overseas projects in the following year.

**Funding**

The Trustees are satisfied that the charity's assets attributable to each of its individual funds are available and adequate to fulfil its obligations in relation to those funds.

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
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REPORT OF THE TRUSTEES

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**Directors**

The present membership of the Board is set out below. The company is limited by guarantee.

B A Hall (Chairman)  
Dr A N Fiander  
Christian Blind Mission International - Dr P Bossard  
R Behr  
K Metcalfe  
Dr J D Wright (appointed 1 September 1999)

**Trustees' responsibilities for the financial statements**

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charitable company during the year and of their financial position at the end of the year. In preparing those financial statements, the trustees should follow best practice and:

- 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 trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charitable company which enable them to ascertain their financial position and to ensure that the financial statements comply with the Companies Act 1985, the Charities Act 1993 regulations thereunder. They are also responsible for safeguarding the assets of the charitable company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Auditors**

Grant Thornton offer themselves for reappointment as auditors in accordance with section 385 of the Companies Act 1985

**Small company exemptions**

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

BY ORDER OF THE BOARD



B A Hall  
Trustee

15 May 2000

**REPORT OF THE AUDITORS TO THE MEMBERS OF**  
**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
**(A Company Limited by Guarantee)**

We have audited the financial statements on pages 5 to 13 which have been prepared under the accounting policies set out on page 5 and 6.

**Respective responsibilities of trustees and auditors**

As described on page 3 the trustees who are also directors of Christian Blind Mission (United Kingdom) Limited for the purposes of company law are responsible for the preparation of financial statements in accordance with applicable United Kingdom law and accounting standards. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

**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 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 charitable company's state of affairs at 31 December 1999 and of its incoming resources and application of resources, including its income and expenditure in the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.



**GRANT THORNTON**  
**REGISTERED AUDITORS**  
**CHARTERED ACCOUNTANTS**  
Cambridge

15 May 2000

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
**(A Company Limited by Guarantee)**

**PRINCIPAL ACCOUNTING POLICIES**

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**BASIS OF PREPARATION**

The financial statements have been prepared under the historical cost convention and follow the recommendation in the Statement of Recommended Practice: Accounting by Charities (the SORP) issued in October 1995.

The principal accounting policies of the company have remained unchanged from the previous period and are set out below.

**INCOME**

**Donations and gifts**

Donations are included in the statement of financial activities on receipt.

Gifts in kind are accounted for at the trustees' estimate of value to the charity or sale value as follows:

- assets received for distribution by the charity are recognised only when distributed.

**Grants receivable**

Christian Blind Mission (UK) is a member of Christian Blind Mission International (CBMI). CBMI is the umbrella organisation for national Christoffel - Blindenmission and Christian Blind Mission associations in Switzerland, Austria, Germany, Canada, Australia, USA, Czech Republic, Belgium, New Zealand and Italy.

CBMI intends to support CBM(UK) for the initial years in order to assist its establishment.

The grants are not repayable and are recognised in the statement of financial activities on receipt.

Loans receivable from CBMI are shown in creditors.

**Investment income**

Investment income is recognised when receivable.

**EXPENDITURE**

Expenditure is accounted for on an accruals basis and is allocated between:

- expenditure incurred directly to the fulfilment of the charity's objective (direct charitable).
- expenditure incurred in the management and administration of the charity.

**FUND ACCOUNTING**

Restricted funds are to be used for specific purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overheads and support costs.

Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objectives of the charity.

Designated funds are unrestricted funds which have been designated for specific purposes by the Trustees.

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
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**PRINCIPAL ACCOUNTING POLICIES**

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**DEPRECIATION**

Depreciation is calculated to write down the cost of all tangible fixed assets for charity use by equal annual instalments over their expected useful life. The rates generally applicable are:

Property refurbishment	-	20%
Motor vehicles	-	25%
Computer equipment	-	20% - 33%
Fixtures and fittings	-	25%

**FOREIGN CURRENCIES**

Transactions in foreign currencies are translated at the exchange rate ruling at the date of the transaction. Monetary assets and liabilities in foreign currencies are translated at the rates of exchange ruling at the balance sheet date. Exchange differences are dealt with in the statement of financial activities.

**CONTRIBUTIONS TO PENSION FUNDS**

**Defined Contribution Scheme**

The pension costs charged in the year represent the amount of the contributions payable to the scheme in respect of the accounting period.



**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
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STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 1999

	Note	Unrestricted funds £	Restricted funds £	Total funds 1999 £	Total funds 1998 £
<b>Income and expenditure</b>					
<b>Incoming resources</b>					
Donations and gifts	1	689,650	640,145	<b>1,329,795</b>	849,868
Grants from CBMI		166,479	-	<b>166,479</b>	177,848
Interest received		20,058	-	<b>20,058</b>	18,022
Gifts in kind		-	-	-	15,000
Rent received		11,782	-	<b>11,782</b>	-
<b>Total incoming resources</b>		<u>887,969</u>	<u>640,145</u>	<u><b>1,528,114</b></u>	<u>1,060,738</u>
<b>Resources expended</b>					
Direct charitable expenditure	2	655,894	514,626	<b>1,170,520</b>	706,631
Administration costs	3	128,464	-	<b>128,464</b>	107,911
<b>Total resources expended</b>		<u>784,358</u>	<u>514,626</u>	<u><b>1,298,984</b></u>	<u>814,542</u>
<b>Net incoming resources for the year</b>		103,611	125,519	<b>229,130</b>	246,196
Fund balances brought forward at 31 December 1998		96,423	442,306	<b>538,729</b>	292,533
Fund balances carried forward at 31 December 1999 (and designated, but not disbursed, for project support)		<u>200,034</u>	<u>567,825</u>	<u><b>767,859</b></u>	<u>538,729</u>

The accompanying accounting policies and notes form an integral part of these financial statements

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
**(A Company Limited by Guarantee)**

**BALANCE SHEET**

**AS AT 31 DECEMBER 1999**

	<b>Note</b>	<b>1999 £</b>	<b>1998 £</b>
<b>Fixed assets</b>			
Tangible fixed assets	5	68,187	11,413
<b>Current assets</b>			
Debtors	6	22,412	18,568
Cash at bank and in hand		811,387	532,553
		<u>833,799</u>	<u>551,121</u>
<b>Creditors: Amounts falling due within one year</b>	7	(29,127)	(23,805)
<b>Net current assets</b>		<u>804,672</u>	<u>527,316</u>
<b>Total assets less current liabilities</b>		<u>872,859</u>	<u>538,729</u>
<b>Creditors: amounts falling due after more than one year</b>	8	(105,000)	-
		<u><u>767,859</u></u>	<u><u>538,729</u></u>
<b>Income Funds</b>			
Unrestricted funds	9	200,034	96,423
Restricted funds	9	567,825	442,306
		<u><u>767,859</u></u>	<u><u>538,729</u></u>

These financial statements have been prepared in accordance with the provisions of Part VII of the Companies Act 1985 relating to small companies.

The financial statements were approved by the Board of Trustees on 15 May 2000

**B A Hall**

**Trustee**



**Dr A N Fiander**

**Trustee**



The accompanying accounting policies and notes form an integral part of these financial statements.

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
**(A Company Limited by Guarantee)**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 1999

**1 DONATIONS AND GIFTS**

	Unrestricted	Restricted	Total 1999	Total 1998
	£	£	£	£
Prevention of blindness	-	583,503	<b>583,503</b>	355,350
General application	659,650	1,762	<b>661,412</b>	437,098
Education and rehabilitation	-	53,247	<b>53,247</b>	34,069
Emergency situations	-	104	<b>104</b>	4,589
Other disabilities	-	1,283	<b>1,283</b>	7,038
Gifts	-	104	<b>104</b>	5,800
Co-workers	-	142	<b>142</b>	5,924
CBMI gift of rent free premises	30,000	-	<b>30,000</b>	-
	<u>689,650</u>	<u>640,145</u>	<u><b>1,329,795</b></u>	<u>849,868</u>

**Donated facilities**

The following donated facilities have been recognised as income:

	1999 £	1998 £
Rent free premises	<u><b>30,000</b></u>	<u>-</u>

Equivalent amounts have been charged as expenditure.

**2 DIRECT CHARITABLE EXPENDITURE**

	Unrestricted	Restricted	Total 1999	Total 1998
	£	£	£	£
Salaries	57,863	-	<b>57,863</b>	42,442
Health care	669	-	<b>669</b>	-
Casual wages	4,030	-	<b>4,030</b>	544
Rent, rates and service charge	14,248	-	<b>14,248</b>	19,531
Motor expenses	2,802	-	<b>2,802</b>	4,951
Travel and away expenses	8,443	-	<b>8,443</b>	6,689
Advertising	33,825	-	<b>33,825</b>	5,480
Telephone	2,580	-	<b>2,580</b>	1,968
Campaign consultancy costs	13,705	-	<b>13,705</b>	4,092
Campaign acquisition	312,726	-	<b>312,726</b>	276,741
Public education	169,218	-	<b>169,218</b>	74,134
Overseas project funding (see annex)	-	514,626	<b>514,626</b>	248,658
Gifts in kind	-	-	-	15,000
Other donation costs	193	-	<b>193</b>	954
Exhibition expenses	4,652	-	<b>4,652</b>	5,447
Board costs	940	-	<b>940</b>	-
Rent expense from rent free premises	30,000	-	<b>30,000</b>	-
	<u>655,894</u>	<u>514,626</u>	<u><b>1,170,520</b></u>	<u>706,631</u>

The board has designated a further £768,000 for overseas projects in 2000 (see note 9)

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 1999

**3 ADMINISTRATION COSTS**

	Unrestricted	Restricted	Total 1999	Total 1998
	£	£	£	£
Salary	69,247	-	69,247	54,361
Health care	439	-	439	-
Repairs	-	-	-	56
Stationery	5,803	-	5,803	5,257
Postage	1,545	-	1,545	2,118
Telephone	3,738	-	3,738	1,245
Insurance	1,784	-	1,784	494
Entertaining	1,435	-	1,435	2,668
Bank charges	857	-	857	573
Legal fees	1,219	-	1,219	2,542
Accountancy fees	2,726	-	2,726	2,460
Audit fees	3,495	-	3,495	4,110
Sundry expenses	4,045	-	4,045	4,960
Subscriptions	3,068	-	3,068	8,810
Software and support	6,171	-	6,171	4,286
Credit card charge	2,634	-	2,634	1,454
Motor vehicle depreciation	4,584	-	4,584	3,706
Computer equipment depreciation	5,815	-	5,815	7,680
Fixtures and fittings depreciation	2,892	-	2,892	1,131
Property depreciation	7,778	-	7,778	-
CBMI loan interest	2,184	-	2,184	-
Profit on disposal of assets	(2,995)	-	(2,995)	-
	<u>128,464</u>	<u>-</u>	<u>128,464</u>	<u>107,911</u>

**4 STAFF COSTS**

	1999 £	1998 £
Wages and salaries	116,797	85,911
Social security costs	10,825	8,558
Pension costs	3,829	2,878
	<u>131,451</u>	<u>97,347</u>

Average number of employees	<u>6</u>	<u>5</u>
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The emoluments of higher paid employees fell within the following ranges:

	1999	1998
£40,001 - £50,000	<u>1</u>	<u>1</u>

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 1999

**5 TANGIBLE FIXED ASSETS**

	<b>Property refurbishment £</b>	<b>Motor vehicles £</b>	<b>Computer equipment £</b>	<b>Fixtures and fittings £</b>	<b>Total £</b>
Cost					
At 1 January 1999	-	14,826	23,041	4,526	42,393
Additions	38,889	18,342	17,271	7,047	81,549
Disposals	-	(14,826)	-	-	(14,826)
At 31 December 1999	<u>38,889</u>	<u>18,342</u>	<u>40,312</u>	<u>11,573</u>	<u>109,116</u>
Depreciation					
At 1 January 1999	-	11,120	17,404	2,456	30,980
Charge for the year	7,778	4,584	5,815	2,892	21,069
Disposals	-	(11,120)	-	-	(11,120)
At 31 December 1999	<u>7,778</u>	<u>4,584</u>	<u>23,219</u>	<u>5,348</u>	<u>40,929</u>
Net book amount					
At 31 December 1999	<u>31,111</u>	<u>13,758</u>	<u>17,093</u>	<u>6,225</u>	<u>68,187</u>
At 31 December 1998	-	3,706	5,637	2,070	11,413

**6 DEBTORS**

	<b>1999 £</b>	<b>1998 £</b>
Other debtors	10,656	-
Prepayments	11,756	18,568
	<u>22,412</u>	<u>18,568</u>

**7 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>1999 £</b>	<b>1998 £</b>
Trade creditors	21,983	18,870
Social security and other taxes	-	196
Accruals	7,144	4,739
	<u>29,127</u>	<u>23,805</u>

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 1999

**8 CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	1999 £	1998 £
Loan from CBMI	<b>105,000</b>	-

The loan is repayable over five years with the first instalment due in 2004. Interest is calculated annually.

**9 FUNDS**

	Unrestricted fund £	Restricted fund £	Total £
At 1 January 1999	96,423	442,306	538,729
Net incoming resources for the year	103,611	125,519	229,130
At 31 December 1999	<u>200,034</u>	<u>567,825</u>	<u>767,859</u>

Included above is an amount of £768,000 designated for overseas projects in 2000.

**10 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds £	Restricted funds £	Total £
Tangible fixed assets	68,187	-	68,187
Current assets	265,974	567,825	833,799
Current liabilities	(29,127)	-	(29,127)
Loan from CBMI	(105,000)	-	(105,000)
	<u>200,034</u>	<u>567,825</u>	<u>767,859</u>

**11 CAPITAL COMMITMENTS**

	1999 £	1998 £
Contracted for but not provided in these financial statements	<b>41,686</b>	-

**12 CONTINGENT LIABILITIES**

The company had no contingent liabilities at 31 December 1999 or 31 December 1998.

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 1999**

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**13 PENSIONS**

Defined Contribution Scheme

The charity operates a defined contribution scheme for the benefit of the employees. The assets of the scheme are administered by trustees in a fund independent from those of the charity.

**13 TRANSACTIONS WITH OTHER RELATED PARTIES**

During the year the charity received grants totalling £166,479 (1998: £177,848) from Christian Blind Mission International (CBMI).

Included in other debtors at the year end, is an amount of £4,038 owing from CBMI. Included in accruals at the year end is an amount of £2,184 owing to CBMI in respect of interest due on the long term loan.

**14 CONTROLLING RELATED PARTIES**

Christian Blind Mission International is the charity's controlling related party by virtue of it being the umbrella organisation for national Christoffel - Blindenmission and Christian Blind Mission associations in various countries in the world of which Christian Blind Mission (United Kingdom) Limited is a part.

**CHRISTIAN BLIND MISSION (UNITED KINGDOM) LIMITED**  
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FOR THE YEAR ENDED 31 DECEMBER 1999

**ANNEX**

**Christian Blind Mission (United Kingdom) Limited**  
**Project Support 1999**

P/No	P/name	P/place	P/country	Transferred Sterling £
85	Regional Office for South East Asia	Manila	Philippines	12,473
233	Adult Training Centre	Gujarat	India	2,157
323	Bawku Hospital Eye Department	Bawku	Ghana	16,962
362	Eye Hospital and Optical Workshop	Kano	Nigeria	28,411
451	ICEH - Institute of Ophthalmology	London	United Kingdom	48,463
502	Mugeza School of Deaf Children	Bukoba	Tanzania	2,278
679	Eye Department with Mobile Service	Ranipet	India	5,879
738	Boarding School for the Blind	Asmara Eritrea		6,873
942	Eye Department	Baguio	Philippines	11,020
1221	CBR-Service for the Blind	Roi-Et	Thailand	47,204
1539	CBR-Service for the Handicapped	Gagnoa	Ivory Coast	38,884
1699	Society for the Rehabilitation of the Disabled	Addis Ababa	Ethiopia	567
1713	CBR-Programme	Cap Haitien	Haiti	15,192
1731	Onchocerciasis Control Programme			
	National de Lutte	Bossangoa	Central African Republic	26,781
1750	School for the Deaf	Santa Rosa	Brazil	3,225
1753	Rehabilitation Services	Abuja	Nigeria	3,850
1790	Eye Hospital	Sabatia	Kenya	61,192
1842	CBR-Programme	Mbarara	Uganda	34,081
1921	Hospital St.Jean de Dieu	Parakou	Benin	44,297
1965	CBR-Programme	Kigali	Rwanda	19,589
2011	Onchocerciasis Control Programme Yobe State	Jos	Nigeria	5,843
2025	Eye Hospital	Antisarabe	Madagascar	9,399
	Personnel cost overseas co-worker			70,006
				<u>514,626</u>