

Company registered number

3424028

Charity registered number

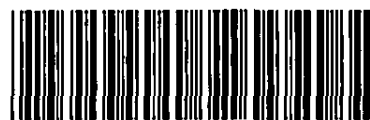
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The Action Trust for Blind and Disabled People Limited

Report and Accounts

31 March 2009

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The Action Trust for Blind and Disabled People Limited
Report and accounts
Contents

	Page
Company information	1
Directors' report	2
Independent examiners' report	4
Statement of financial activities	5
Balance sheet	6
Notes to the accounts	7

The Action Trust for Blind and Disabled People Limited Company Information

Directors

J Fergusson
P Marshall
H Taylor

Secretary

M Roberts

Trustees

M Carr
J Fergusson
D Kent
P Marshall
M Roberts
H Taylor

Independent examiners

Diana Clayden Limited
30 Benbow Road
London
W6 0AG

Bankers

HSBC Plc
593-599 Fulham Road
London
SW6 5UA

Charity's principal address

PO Box 60844
London
W6 6HB

Registered office

18 Lord Napier Place
London
W6 9UB

The Action Trust for Blind and Disabled People Limited

Directors' Report

As laid down in the Articles of Association, the affairs of the company are conducted by an elected management committee which now presents its report and accounts for the year ended 31 March 2009.

The company is limited by guarantee and registered as a charity. As such, it is prohibited from paying dividends.

Object of the charity

The object of the charity is to advance the education of, protect the health of and relieve poverty and distress of physically and/or mentally disabled people. More particularly, to enhance the lives of visually impaired people by helping them to achieve greater independence.

Principal activities

The charity's principal activities during the year continued to be the provision of a personal reading, shopping and befriending service and the running of a social club, both for blind and disabled people. The charity has also undertaken the provision of a resource centre.

The following grants were receivable during the year:

	£
Heritage Lottery Fund	20,028
London Borough of Hammersmith and Fulham	9,400

Review of the year

Due to the economic climate, the Trust experienced difficulty in obtaining continued funding for its projects. However, we have been active in fund raising initiatives and with the help of volunteers, have successfully maintained our projects.

Volunteers for Visually Impaired People

Vols for Vips continues to provide valuable and much needed practical help for visually impaired people in the local community. This is a unique service which continues to play a vital part in helping people with sight loss in the local community to gain more independence and feel socially included.

The success of the Vols for VIPs programmes is in the main due to the professionalism and enthusiasm of the project's dedicated staff, Melanie Kemps and Mark Lewis Lloyd. The directors give recognition and thanks for their work. Due thanks should also be accorded to all the volunteers who give their time freely and willingly.

Transcription Service

The Transcription Service provides a cost effective resource for organisations that need to supply printed material in audio format as part of their commitment to the Disability Discrimination Act. During the year our main client has been and continues to be Hammersmith and Fulham Council for their borough wide magazine H&F News.

The commitment of Mark Lewis Lloyd has been paramount in the success of this service.

Thursday Lunch Club

The Trust, with some financial assistance from the Hammersmith and Fulham Council and a grant from the Greater London Fund for the Blind, continues to operate a weekly lunch club for senior visually impaired people in the community. External funding is insufficient to cover all expenses and Action Trust for the Blind underpins the shortfall from donations and other fundraising activities. Heather Taylor and a team of dedicated volunteers organise and run the club each week from the Elgin Resource Centre. The club provides a unique opportunity for elderly, visually impaired

The Action Trust for Blind and Disabled People Limited

Directors' Report

residents of the Borough to meet friends and engage socially outside the confines of their homes. The club is grateful to Heather Taylor and the volunteers for all their hard work.

Fundraising

The main fundraising efforts during the year have been focused on collections at London Underground and main line railway stations. The Trust is grateful to the authorities at these stations for their co-operation in permitting such collections. The Trust is, as ever, very grateful to all the volunteers who helped with these collections.

Overview

Thanks are due in no small part to the staff, volunteers and members of the board for their incredible tenacity, hard work and ceaseless cheer through a difficult year. Their persistence enabled us to continue providing our services.

As ever, fundraising is high on our list of priorities and continues to dominate in this time of economic downturn and the coming year looks no less challenging.

Our main aim is to continue through difficult financial times to make a practical and positive difference to the independence of visually impaired people in the community. Hammersmith and Fulham have one of the highest populations of visually impaired people in the country, however, there is limited specialist sensory impairment support offered by the local council.

Action Trust for the Blind believes it must maintain its role as a provider of services, which through a volunteer led programme, delivers irreplaceable practical help which empowers and supports visually impaired people to live independently and make their own decisions and choices in life.

As ever, fundraising is high on our list of priorities and continues to dominate in this time of economic downturn and the coming year looks no less challenging. In order to reduce our outgoings we made the decision to move out of our premises in October 2009 and our two permanent members of staff now maintain the services on a voluntary basis from home. We remain hopeful and optimistic that this is a temporary situation and that 2010 will bring new funding opportunities and sources of income.

Directors

The directors who served during the year were as follows:

J Fergusson

P Marshall

H Taylor

Directors' responsibilities

The directors are responsible for preparing the report and accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Small company special provisions

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

This report was approved by the board on 11 January 2010.



P Marshall (Director)

The Action Trust for Blind and Disabled People Limited Accountants' Report

Independent examiners' report to the directors of The Action Trust for Blind and Disabled People Limited

Directors' responsibilities

As described on page 3, you are responsible for the preparation of the accounts for the year ended 31 March 2009 set out on pages 7 to 10 and you consider that the company is exempt, both from an audit and a report under Section 249A(1) of the Companies Act 1985, and also that the audit requirement of Section 43(2) of the Charities Act 1993 does not apply. In accordance with your instructions we have compiled these unaudited accounts in order to assist you to fulfil your statutory obligations from the accounting records and information and explanations supplied to us.

Basis of independent examiners' report

Our examination includes a review of the accounting records 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 directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiners' statement

In connection with our examination, no matter has come to our attention

a) which gives us reasonable cause to believe that in any material respect the requirements:

- ☐ to keep accounting records and
 - ☐ to prepare accounts in accordance with the accounting records
- have not been met.

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

Diana Clayden Ltd

Diana Clayden Limited

30 Benbow Road
London
W6 0AG

14 January 2010

The Action Trust for Blind and Disabled People Limited
Statement of Financial Activities
for the year ended 31 March 2009

	Notes	General fund	Restricted funds	Total funds 2009	Total funds 2008
		£	£	£	£
Incoming resources	2				
Voluntary income		9,002	26,178	35,180	78,472
Activities for generating funds		9,091	-	9,091	73,810
Investment income		310	-	310	1,453
		<u>18,403</u>	<u>26,178</u>	<u>44,581</u>	<u>153,735</u>
Resources expended	3				
Fundraising costs		6,280	-	6,280	10,102
Charitable activities		15,581	71,358	86,939	119,134
Governance costs		640	-	640	695
		<u>22,501</u>	<u>71,358</u>	<u>93,859</u>	<u>129,931</u>
Net incoming resources		(4,098) -	(45,180) -	(49,278) -	23,804
Transfers from general fund		(8,972)	8,972	-	-
		<u>(13,070)</u>	<u>(36,208)</u>	<u>(49,278)</u>	<u>23,804</u>

Continuing operations

None of the company's activities were acquired or discontinued during the year or in the previous year.

Statement of total recognised gains and losses

The company has no recognised gains or losses for the above two financial years other than the deficits shown.

The Action Trust for Blind and Disabled People Limited
Balance Sheet
as at 31 March 2009

	Notes	2009 £	2008 £
Fixed assets			
Tangible assets	5	7,204	9,605
Current assets			
Debtors	6	113	1,156
Cash at bank and in hand		<u>13,323</u>	<u>50,244</u>
		13,436	51,400
Creditors: amounts falling due within one year	7	(13,614)	(4,701)
Net current assets		<u>(178)</u>	<u>46,699</u>
Net assets		<u>7,026</u>	<u>56,304</u>
 Represented by:			
Restricted funds	8	-	36,208
Capital fund	9	7,690	9,048
General fund	10	(664)	11,048
		<u>7,026</u>	<u>56,304</u>

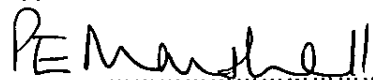
The directors are satisfied that the company is entitled to exemption under section 249A(1) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2) of the Act.

The directors acknowledge their responsibilities for:

- (i) Ensuring that the company keeps proper accounting records which comply with Section 221 of the Companies Act 1985; and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this Act relating to accounts so far as applicable to the Company.

The accounts have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985.

Approved by the board on 11 January 2010



P Marshall (Director)

The Action Trust for Blind and Disabled People Limited
Notes to the Accounts
for the year ended 31 March 2009

1 Basis of preparation

The accounts have been prepared on the basis of historic cost and in accordance with the Statement of Recommended Practice (SORP 2005), the Financial Reporting Standard for Smaller Entities (effective January 2005) and the Charities Act 1993.

Incoming resources

These are included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources, and the directors are virtually certain that they will receive the resources and the monetary value can be measured with sufficient reliability.

When incoming resources have related expenditure, the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

The value of any voluntary help is not included in the accounts but is described in the directors' annual report.

Investment income is included in the accounts when receivable.

Expenditure and liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs include costs of the preparation and examination of statutory accounts, the cost of statutory meetings, and the cost of any legal advice to directors on governance or constitutional matters.

Assets

Tangible assets for use by the charity are capitalised if they can be used for more than one year, and cost at least £100. They are valued at cost, or if gifted to the charity, at the value to the charity on receipt.

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives:

Recording equipment	25% reducing balance
Office equipment	25% reducing balance

The Action Trust for Blind and Disabled People Limited
Notes to the Accounts
for the year ended 31 March 2009

2 Analysis of incoming resources

		2009	2008
		£	£
Voluntary income	Grants	29,428	29,024
	Legacies	-	35,000
	Donations	5,752	14,448
		<u>35,180</u>	<u>78,472</u>
Activities for generating funds			
	Fundraising events	3,091	68,810
	Fundraising - transcriptions	6,000	5,000
		<u>9,091</u>	<u>73,810</u>
Investment income	Bank interest	<u>310</u>	<u>1,453</u>

3 Analysis of resources expended

		2009	2008
		£	£
Fundraising costs	Gala dinner	-	6,242
	Transcriptions	5,340	3,560
	Other	940	300
		<u>6,280</u>	<u>10,102</u>
Charitable activities	Staff costs	55,482	62,578
	Operational support	1,400	1,650
	Catering	1,941	2,767
	Room hire and transport	2,738	2,534
	Brochure, advertising	-	8,146
	Research	-	7,333
	Kitchen refurbishment	-	2,924
	Rent and insurance	15,080	15,174
	Light, heat and water	2,144	1,783
	Telephone and fax	2,643	3,376
	Office and printing	995	2,902
	Consumables and travel	893	2,631
	Sundry	982	1,942
	Bank charges	240	192
	Depreciation	<u>2,401</u>	<u>3,202</u>
		<u>86,939</u>	<u>119,134</u>
Governance costs	Independent examination	<u>640</u>	<u>695</u>

4 Staff costs

During the year, two project managers were employed, neither of whom received remuneration in excess of £50,000.

The Action Trust for Blind and Disabled People Limited
Notes to the Accounts
for the year ended 31 March 2009

5 Tangible fixed assets

	Recording equipment £	Office equipment £	Musical instruments £	Total £
Cost				
At 1 April 2008	9,280	24,039	7,319	40,638
At 31 March 2009	9,280	24,039	7,319	40,638
Depreciation				
At 1 April 2008	7,176	16,538	7,319	31,033
Charge for the year	526	1,875	-	2,401
At 31 March 2009	7,702	18,413	7,319	33,434
Net book value				
At 31 March 2009	1,578	5,626	-	7,204
At 31 March 2008	2,104	7,501	-	9,605

6 Debtors

	2009 £	2008 £
Prepayments	113	1,156
	<u>113</u>	<u>1,156</u>

7 Creditors: amounts falling due within one year

	2009 £	2008 £
Deferred income	10,000	-
Accruals	3,614	4,701
	<u>13,614</u>	<u>4,701</u>

8 Restricted funds

	2009 £	2008 £
At 1 April 2008	36,208	4,828
Net resources expended	(45,180)	(29,265)
Transfer from general fund	8,972	60,645
At 31 March 2009	<u>-</u>	<u>36,208</u>

The Action Trust for Blind and Disabled People Limited
Notes to the Accounts
for the year ended 31 March 2009

9 Capital fund	2009	2008
	£	£
At 1 April 2008	9,048	2,488
Additions		8,370
Transfer to general fund	(1,358)	(1,810)
At 31 March 2009	<u>7,690</u>	<u>9,048</u>

10 General fund	2009	2008
	£	£
At 1 April 2008	11,048	25,184
Net resources expended	(4,098)	53,069
Transfer to restricted funds	(8,972)	(60,645)
Transfer from capital fund	1,358	(6,560)
At 31 March 2009	<u>(664)</u>	<u>11,048</u>

11 Analysis of net assets by fund

	General	Restricted	Capital	Total
	£	£	£	£
Fixed assets	3,132	-	4,072	7,204
Current assets	6,318	3,500	3,618	13,436
Current liabilities	(10,114)	(3,500)	-	(13,614)
Fund balance	<u>(664)</u>	<u>-</u>	<u>7,690</u>	<u>7,026</u>

12 Limited Liability

The company is limited by guarantee and does not have a share capital. Every member of the company is to contribute an amount not exceeding £10 to the assets of the company in the event of it being wound up during the time s/he is a member, or within one year of ceasing to be a member.

13 Taxation

The company is not liable to United Kingdom corporation tax as its activities are carried out for charitable purposes.

The Action Trust for Blind and Disabled People Limited
Schedule to the Statement of Financial Activities
for the year ended 31 March 2009
for the information of the directors only

	General £	Clubs £	Resource Centre £	B in the Blitz	Total 2009 £	Total 2008 £
Incoming resources						
Voluntary income						
Grants	3,250	6,150		20,028	29,428	29,024
Legacies					-	35,000
Donations	5,752				5,752	14,448
	<u>9,002</u>	<u>6,150</u>	<u>-</u>	<u>20,028</u>	<u>35,180</u>	<u>78,472</u>
Activities for generating funds						
Fundraising events	3,091				3,091	68,810
Fundraising - transcriptions	6,000				6,000	5,000
	<u>9,091</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>9,091</u>	<u>73,810</u>
Investment income						
Bank interest	310	-	-	-	310	1,453
Total incoming resources	<u>18,403</u>	<u>6,150</u>	<u>-</u>	<u>20,028</u>	<u>44,581</u>	<u>153,735</u>
Fundraising costs						
Gala dinner	-				-	6,242
Transcriptions	5,340				5,340	3,560
Other	940				940	300
	<u>6,280</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,280</u>	<u>10,102</u>
Charitable activities						
Staff costs	11,096	5,548	38,837		55,481	62,578
Operational support		1,400			1,400	1,650
Catering		1,941			1,941	2,767
Room hire and transport		2,738			2,738	2,534
Brochure, advertising					-	8,146
Research					-	7,333
Kitchen refurbishment					-	2,924
Rent and insurance	3,016	1,508	10,556		15,080	15,174
Light, heat and water	509	254	1,781		2,544	1,783
Telephone and fax	529	264	1,850		2,643	3,376
Office and printing	199	100	697		996	2,902
Consumables and travel	179	89	625		893	2,631
Sundry expenses	37	74	471		582	1,942
Bank charges	48	24	168		240	192
Depreciation	480	240	1,681		2,401	3,202
	<u>16,093</u>	<u>14,180</u>	<u>56,666</u>	<u>-</u>	<u>86,939</u>	<u>119,134</u>
Independent examination	128	64	448		640	695
Total resources expended	<u>22,501</u>	<u>14,244</u>	<u>57,114</u>	<u>-</u>	<u>93,859</u>	<u>129,931</u>
Net incoming resources	<u>(4,098)</u>	<u>(8,094)</u>	<u>(57,114)</u>	<u>20,028</u>	<u>(49,278)</u>	<u>23,804</u>

The Action Trust for Blind and Disabled People Limited
Schedule to the Statement of Financial Activities
for the year ended 31 March 2009
for the information of the directors only

Fund movements

	General	Clubs	Resource Centre	B in the Blitz	Capital	Total
	£	£	£			£
Balances brought forward	11,048	-	36,208	-	9,048	56,304
Net incoming resources	(4,098)	(8,094)	(57,114)	20,028		(49,278)
Transfer to/from General fund	(8,972)	8,094	20,906	(20,028)		
Transfer from capital fund	1,358				(1,358)	
Balances carried forward	<u>(664)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,690</u>	<u>7,026</u>