



**TELEPHONES FOR THE BLIND FUND**

**TRUSTEES' REPORT  
AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDING  
31<sup>ST</sup> DECEMBER 2009**

# Telephones for the Blind Fund

## Significant Information

7 Huntersfield Close, Reigate  
Surrey RH2 0DX  
[www.tftb.org.uk](http://www.tftb.org.uk)

Registered Charity No. 255155

### COMMITTEE OF TRUSTEES 2009

Mr Mark Richardson Chairman  
Mrs Jenny Culling Hon. Secretary  
Ms Frances Black Hon Treasurer  
Mr Stephen Heald  
Mrs Ros Pearce

#### Independent Accountants

Braidwood & Company  
Chartered Accountants  
Willow Grange  
The Street  
Betchworth, Surrey RH3 7DJ

#### Bankers

Barclays Bank plc  
Sherwood Group  
Mansfield, Nottinghamshire NG18 1HT

#### Fund Managers

Brewin Dolphin Securities Limited  
5 Giltspur Street  
London EC1A 9BD

# **Telephones for the Blind Fund**

## **Report of the Trustees for the year ending 31<sup>st</sup> December 2009**

The Trustees present their report and financial statements for the year 31<sup>st</sup> December 2009.

### **STRUCTURE GOVERNANCE AND MANAGEMENT**

#### **Registration**

Telephones for the Blind Fund is registered under the Charities Act 1960. The registered Charity number is 255155.

#### **Governing Document**

The Fund is governed by a written constitution which sets out the rules and objectives under which they may operate. This was adopted on 18<sup>th</sup> January 1968. There have been five amendments, all of which have been notified to, and approved by, the Charity Commissioners.

#### **Governing Body**

A Committee of Trustees whose powers and responsibilities are defined in the Governing Document coordinates the activities of the Telephones for the Blind Fund. The Trustees also decide on the general policy to be adopted in pursuance of the objectives of the Association. The Committee of Trustees during the financial year being reported on are set out on page 1.

Trustees are elected for a period of one year at the Annual General Meeting (AGM) of the Fund. They are eligible for re-election at the next and subsequent AGM. In addition, the Trustees may co-opt up to two Trustees between Annual General Meetings but their appointment must be confirmed at the next Annual General Meeting.

#### **Changes in Trustees**

There were no changes in Trustees during the year.

#### **Trustee training**

The Trustees are well-briefed about the procedures and policies of the Fund.

#### **Organisational Management**

The Trustees determine the strategic policy of the Fund and review its overall management and control for which they are legally responsible. They meet regularly throughout the year.

## **Risk Management**

The Trustees are responsible for the risks faced by the Fund. A review of the Risk Analysis of the Fund's activities is carried out annually so that preventative measures can be taken to minimise any areas of risk identified.

## **OBJECTS, AIMS AND OBJECTIVES**

### **Objects**

The objects of The Telephones for the Blind Fund are the relief of the blind and in furtherance thereof a) to provide telephones for the benefit of the blind residents and b) to raise funds for the above purposes.

### **Aim**

The aim of the Committee of Trustees is to make a contribution towards quarterly telephone rental costs, and, where a new telephone line installation is required, the Committee currently pays 100% of the cost.

### **Objectives**

The Trustees' objectives for the year were to maintain the current criteria for eligibility for payment of a contribution or grant. These criteria are that the applicant must be:

1. Registered Blind
2. Usually living alone, often alone, or living with a partner also handicapped by disability or age. In a Care Home, the applicant must be in his or her own room.
3. Cannot be expected to afford a telephone from own or family resources.
4. Must have been refused assistance by the Local Authority under the Chronically Sick and Disabled Persons Act.

Applications for grants have to be submitted by a Social Worker on the Charity's Grant Application Form which requires endorsement by the sponsor. This arrangement minimises the possibility of fraudulent applications. In setting our objectives and planning our activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

### **Grant making**

Decisions on eligibility are delegated to a sub-committee consisting of three Committee Members. Day to day responsibility for payments for telephone rentals and installation is delegated to the Hon. Treasurer. Payments are made directly to BT for credit to the clients' telephone accounts thus ensuring that the grant is used for its correct purpose. The Secretary processes applications for grants made by registered Social Workers. The Appeals Secretary is responsible for fund-raising to finance continuing costs.

## **RESERVES POLICY**

### **General Reserves**

Reserves are built up in order to maintain continuing costs of new installations of telephone lines, and the line rental charges for our existing clients.

### **Bank/Cash Reserves**

As recommended by the SORP, a cash balance is maintained to ensure that the Fund can maintain its efficient level of service to existing clients to whom it is committed for as long as its support is needed. Reserves are also needed should it be possible to offer new technologies as they become available.

## **REVIEW OF ACHIEVEMENTS AND PERFORMANCE FOR THE YEAR**

### **Organisational Performance**

On December 31<sup>st</sup> 2009 the Fund was paying rental contributions for approximately 400 needy blind people throughout the United Kingdom (2008 = 460). During 2009 the Fund paid for the installation of a telephone line for 5 new clients, and gave a grant to 7 new applicants.

Rental contributions paid to each of our clients was £25.00 per quarter and the charity pays 100% of the cost of installing a telephone line.

### **Investment Performance**

The investments are managed by Brewin Dolphin Securities Limited and during the year the market value of the portfolio increased by £56,939 of which £25,000 was transferred to the portfolio during the year. In 2008 the portfolio decreased by £93,435).

## **FINANCIAL REVIEW AND RESULTS FOR THE YEAR**

Total income during 2009 was £48,178 (2008 £50,525) and the surplus for the year was £2,785 (2008 surplus £5,324).

## **INVESTMENTS**

The Trustees' investment policy is to achieve reasonable growth and modest income whilst taking minimal risk. Our reserve of investment funds is managed efficiently by our Fund Manager.

## **FUTURE PLANS**

Telephones for the Blind Fund would not be able to provide support to our registered blind clients without the unstinting administration work carried out by the Trustees, all of whom give their services on a voluntary basis and work from their own homes. We are determined to maintain the efficient level of service we have given our clients in the past.

We need to increase our funds if we are to offer as good a service in the future as we have done in the past. We have been allocated a BBC Radio 4 Charity appeal, to be presented by our President Alan Titchmarsh this July and this has always proved a most successful means of raising funds.

We will also consider another Musical Concert, as the one we held in February 2009, by Derek Paravicini and Friends, together with the Choirs of Dunottar School, was a great success.

It is intended to create a page on the Just Giving Charities Website to enable an easy means of donating to the charity.

We wish to help Blind People gain Internet access, so they may be able to gain employment as a result. It is necessary to consider all new technologies available, and to widen our client base to include those registered blind people who could benefit from them.

Raising funds for current expenditure is therefore our top priority, and any donation, large or small, is gratefully received. In order to continue to pay £25 per quarter for telephone line rentals for all our present clients, we have to raise around £60,000 for the coming year. Any donations in excess of this sum will help our blind clients in future years. We have to remember that our younger clients may still need our help in forty years' time.

We believe that the Fund has identified those clients whose needs are greatest, and our strategy is to concentrate on providing maximum financial help to them with this essential lifeline. All of our clients are registered blind and on low income. The majority are elderly.

We rely on our many loyal friends and supporters to continue their support, and send out an urgent appeal for funds to enable us to continue and eventually increase the contribution so that no blind person in such dire circumstances should have to worry about renting a telephone line.

## **PUBLIC BENEFIT**

The trustees have complied with the duty in Section 4 of the Charities Act 2006 to have regard to the public benefit guidance published by the Charities Commission.

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

Charity law requires the Trustees to prepare statements of account for each financial year which gives a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources for that period. In preparing those financial statements, the Trustees are required to:

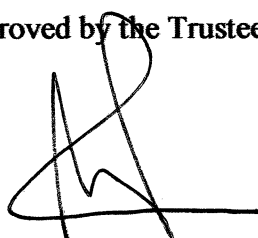
- select suitable accounting policies and apply them consistently:
- observe the methods and principals in the Charities SORP
- make judgements and estimates that are reasonable and prudent:
- state whether applicable accounting standards have been followed subject to any material departures disclosed 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 Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy, the financial position of the charity at any time, and to enable them to ensure that the financial statements comply with the Charities Act 1993 and the Charity(Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and ensuring their proper application in accordance with charity law, and hence for taking reasonable steps for the prevention and detection of error, fraud or other irregularities.

## **APPROVAL**

This report was approved by the Trustees on 26<sup>th</sup> May 2010 and signed on their behalf.

**M W Richardson**  
**Chairman**



**TELEPHONES FOR THE BLIND FUND**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2009**

**GENERAL FUND**

<b>INCOMING RESOURCES</b>	<b><u>Notes</u></b>	<b><u>2009</u></b>	<b><u>2008</u></b>
Donations		22,358	30,527
Investment Income		17,320	19,205
Bank Interest		123	643
Sales of Notelets and Christmas Cards		145	150
Legacies		8,232	-
<b>TOTAL INCOMING RESOURCES</b>		<b>48,178</b>	<b>50,525</b>
<b>RESOURCES EXPENDED</b>			
<b>Direct Charitable Expenditure</b>			
Telephone Services	2	41,525	41,885
<b>OTHER EXPENDITURE</b>			
Fundraising Costs	3	455	108
Administrative Expenses	4	3,413	3,208
<b>TOTAL EXPENDITURE</b>		<b>45,393</b>	<b>45,201</b>
<b>NET INCOMING RESOURCES BEFORE REVALUATION OF INVESTMENTS</b>		<b>2,785</b>	<b>5,324</b>
<b>GAINS AND LOSSES ON INVESTMENTS</b>			
- Realised (Losses)/Gains	(2,919)	(6,174)	
- Unrealised Gains	<u>29,124</u>	<u>(87,261)</u>	
		26,205	(93,435)
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>28,990</b>	<b>(88,111)</b>
<b>TOTAL FUNDS BROUGHT FORWARD</b>			
Balance at 1st January 2008		358,425	446,536
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>£387,415</b>	<b>£358,425</b>

The Charity had no recognised gains or losses for the year ended 31st December 2009 other than those included in the Statement of Financial Activities.

The notes on pages 8 and 9 form part of these accounts.

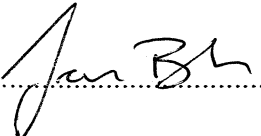
**TELEPHONES FOR THE BLIND FUND**

**BALANCE SHEET AS AT 31ST DECEMBER 2009**

	<u>Notes</u>	<u>2009</u>	<u>2008</u>
<b>TANGIBLE FIXED ASSETS</b>	6	-	64
<b>INVESTMENTS AT MARKET VALUE</b>	7	339,533	282,694
<b>CURRENT ASSETS</b>			
Charitable debtor	610	5,780	
Dividends receivable	3,655	3,583	
Income Tax recoverable	173	832	
Bank Deposit Accounts	33,477	44,967	
Bank Current Accounts	7,500	7,500	
Portfolio Deposit Account	6,374	13,605	
Other debtors	25	-	
	<hr/>	<hr/>	
	51,814	76,267	
<b>CURRENT LIABILITIES</b>			
Sundry Creditors	(3,932)	(600)	
	<hr/>	<hr/>	
<b>NET CURRENT ASSETS</b>		47,882	75,667
<b>NET ASSETS</b>		<hr/>	<hr/>
		£387,415	£358,425
<b>TOTAL FUNDS</b>			
Unrestricted Funds		<hr/>	<hr/>
		£387,415	£358,425

Approved by the Trustees on 26<sup>th</sup> May 2010 and signed on their behalf by:

  
..... Chairman

  
..... Hon. Treasurer

The notes on pages 8 and 9 form part of these accounts.



**TELEPHONES FOR THE BLIND FUND**  
**NOTES TO THE ACCOUNTS**  
**31ST DECEMBER 2009**

**1. ACCOUNTING POLICIES**

**1.1 Basis of accounting**

The financial statements have been prepared under the historical cost convention and are in accordance with applicable accounting standards and the Statement of Recommended Practice, Accounting by Charities.

**1.2 Income**

Income is recognised in the accounts when due and receivable.

**1.3 Expenditure**

Expenditure is allocated to expense headings on a direct cost basis. VAT is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

**1.4 Investments**

Quoted investments are stated at market value.

**1.5 Depreciation**

The value of the old computer equipment was written off during the year

	<b>2009</b>	<b>2008</b>
<b>2. DIRECT CHARITABLE EXPENDITURE</b>		
Telephone services:		
Contributions to quarterly rentals	41,525	41,885
	<hr/>	<hr/>
<b>3. FUND RAISING COSTS</b>		
Sundry Expenses	455	108

**TELEPHONES FOR THE BLIND FUND**  
**NOTES TO THE ACCOUNTS**  
**31ST DECEMBER 2009**

	<b>2009</b>	<b>2008</b>
<b>4. ADMINISTRATIVE EXPENSES</b>		
Computer write off	64	32
Postage, Printing and Stationery	62	100
Accountancy	438	594
Sundry Expenses	235	-
Trustees and Officers Liability Insurance	420	420
Investment Managers Fees	2,194	2,062
	£3,413	£3,208
<b>5. TRUSTEES EXPENSES</b>		
There were no trustees expenses paid during the year.		
<b>6. TANGIBLE FIXED ASSETS</b>		
<b>Computer Equipment</b>		
<b>Cost:</b>		
Brought forward	9,774	9,774
	9,774	9,774
<b>Depreciation:</b>		
At 1 <sup>st</sup> January 2009	9,710	9,678
Charge for the year	-	32
Amount written off	64	-
	9,774	9,710
At 31 <sup>st</sup> December 2009	9,774	9,710
Net book value at 31st December 2009	£-	£64
Net book value at 31 <sup>st</sup> December 2008	£64	£96
<b>7. INVESTMENTS</b>		
Values at 31 <sup>st</sup> December 2008	282,694	391,160
Additions	50,463	20,078
Disposals at book value	(22,748)	(41,283)
Revaluation gains/(losses)	29,124	(87,261)
	£339,533	£282,694
Values at 31 <sup>st</sup> December 2009	£339,533	£282,694
Historical cost	£267,831	£247,467

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**TELEPHONES FOR THE BLIND FUND**

I report on the accounts of the Trust for the year ended 31st December 2009 which are set out on pages 6 to 9.

**Respective responsibilities of trustees and independent examiner**

As the charity's trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity 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 I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

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

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 41 of the Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or

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



Mrs. C.E. Braidwood, FCA  
Braidwood & Company  
Chartered Accountants  
Willow Grange  
The Street  
Betchworth, Surrey  
RH3 7DJ

Date 26<sup>th</sup> May 2010