

REGISTERED COMPANY NUMBER: 2692718

REGISTERED CHARITY NUMBER: 1015937

**Report of the Trustees and**  
**Financial Statements For The Year Ended 31 March 2016**  
**For**  
**The Gloucestershire Deaf Association**

**The Gloucestershire Deaf Association (Registered number: 2692718)**

**Report of the Trustees**  
**For The Year Ended 31 March 2016**

The Trustees who are also directors of Gloucestershire Deaf Association (GDA) for the purposes of the Companies Act 2006, present their annual report and audited accounts for the year ended 31 March 2016. The trustees confirm they comply with the requirements of the Charities Act 1993, as amended by the Charities Act 2006, the trust deed and the Charities SORP 2005.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company Number**

2692718

**Registered Charity Number**

1015937

**Registered Office**

Centre for Deaf People  
Colin Road  
Barnwood  
Gloucester GL4 3JL

**Trustees**

Mr P Bryan	- Resigned 12 October 2015
Mr C Averiss	
Mr J P Davies	- Resigned 12 October 2015
Mrs H J Gloyn	- Resigned 12 October 2015
Mrs K Aiken	- Resigned 16 June 2015
Mr R Fletcher	
Mr R T Busby	
Mr G G Howell	
Mr J Moffitt	
Mr C Gardner	
Ms C Snell	- Appointed 19 November 2015
Mr M Henshaw	- Appointed 18 February 2016
Mr P Maynard	- Appointed 19 November 2015
Ms L Lea	
Mr M Sadler	- Appointed 19 November 2015

**Company Secretary**

Mrs J Hopkins

**Auditors**

Tamblyn & Co Limited  
Kinnersley House  
Kinnersley  
Worcestershire  
WR8 9JR

**The Gloucestershire Deaf Association (Registered number: 2692718)**

**Report of the Trustees**  
**For The Year Ended 31 March 2016**

Trustees are also encouraged to attend training courses to broaden their knowledge and skills, and a training budget is allocated for this. They are specifically required to undertake Deaf Awareness training provided by GDA staff members, and during Board meetings to reflect their understanding of how to communicate effectively with deaf and hard of hearing people.

Trustees are encouraged to visit the GDA office and talk to staff in order to keep up to date with the work of the charity.

**Risk Management**

The Board keeps under review any major risks arising from or impacting on the activities of the organisation. We consider that the systems we have in place to mitigate such risks (as have already been ascertained) appear to be adequate in normal circumstances.

**OUR AIMS**

The principle activity of the charity is to support deaf, deaf blind and hard of hearing people in Gloucestershire so that whether they are pre-lingual Deaf and rely wholly on sign language for communication, or have an acquired deafness, they are able to live more confidently with their hearing impairment. We seek through a structured programme of regular services and activities, as well as specially commissioned projects, to provide holistic support that is practical, social and spiritual. We also support families where there is a hearing impaired child or young person, through our deaf children's and youth clubs.

In addition, GDA seeks to raise awareness around deaf issues in mainstream society, thereby promoting training and work opportunities for deaf people. We seek to educate and influence health and social care providers so as to improve empathy and understanding. Our aim is to reduce the everyday isolation and marginalisation people with hearing impairment experience trying to access basic services that hearing people take for granted.

Finally, Gloucestershire Deaf Association seeks to secure its own long term future for the benefit of deaf people in Gloucestershire by remaining relevant and effective in a fast-changing external environment, whilst remaining true to the Charity's core vision and values.

**PUBLIC BENEFIT**

In setting our objectives and planning our activities, our trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to keeping our costs and charges for any services to a minimum; to ensuring the benefits we offer are either restricted to those with hearing impairment, or designed to encourage engagement by deaf people with the wider community; and that in providing our services and activities, we always show due commitment to safeguarding and promoting the welfare of our service users.

**OUR OBJECTIVES**

Our objectives are set to reflect our charitable aims and the values of the organisation. It is important that Gloucestershire Deaf Association secures its own long term future for the benefit of deaf, deaf blind and hard of hearing people in Gloucestershire by remaining relevant and effective in a fast-changing external environment. However this objective is set in the context of the broader goals we set for the organisation and the people we strive to support.

**The Gloucestershire Deaf Association (Registered number: 2692718)**

**Report of the Trustees**  
**For The Year Ended 31 March 2016**

To start the work on re-building GDA's financial stability, GDA set ambitious targets across different areas of its operations. The first six months were slow, reflecting how the organisation was taking time to recover from intense activity around fundraising that had pre-occupied the time of GDA's senior management; and as well the five-month closure of the Community Centre for building works. However green shoots of recovery emerged strongly in the last quarter, with improvements across the board,

- we sought to increase donations by £15,000, and we exceeded that by more than £5,000;
- we reversed last year's downward trend on equipment sales and matched the better performance of the previous year;
- we increased our income from deaf awareness training;
- we promoted hard to restore room hire income, although in this area we had to concede that it would be impossible to reach our record-breaking income level prior to the consolidation of the building and sale of car park because we no longer have the same capacity;
- we set out to increase our communications support revenue by £1,000 per month and we achieved this.

During this year GDA has worked successfully on a number of public sector contracts. The organisation continues to provide BSL interpreting at Gloucestershire Hospitals NHS Foundation Trust and also NHS Gloucestershire 2Gether Trust; we undertake home visits for Gloucestershire County Council to assess for and then install listening aid equipment; we also work in partnership with Bristol Centre for Deaf People to provide a parallel service in Bristol. GDA was delighted when the success of this partnership was recognised in early 2016 through the renewal of the contract by Bristol City Council for another year.

In addition, from December 2015 GDA has been commissioned by the Hearing Services department of Gloucestershire Hospitals NHS Foundation Trust to take over routine hearing aid maintenance work for them. GDA now hosts around 20 hearing aid clinics around the County each month.

GDA's ongoing partnership work with Bristol Centre for Deaf People reflects the Charity's willingness to embrace collaboration opportunities. It is also a sign of GDA's growing reputation and attractiveness as a potential partner, for the end of the year saw GDA enter into a new partnership agreement under Action Deafness in Leicestershire, to help roll out its peer-support personal assistant service called YOUchoose.

Aside from our contracted services, GDA continues to play an active role in new and ongoing health and social care initiatives, including the Building Better Lives programme, with GDA's CEO now acting chair of the Disabled People's Reference Group; also participating on the new Physical Disability and Sensory Impairment Board.

GDA has had a small number of funded projects this year: one is on safety, which is a two-year project supported by The Police Commissioner's Fund; another small grant allowed GDA to develop events specifically for our older deaf youth; and another helped us promote Yumma Café, a new business created by one of our deaf entrepreneurs. The trustees continue to be grateful to all our funders for the value they place on GDA's services and the investment they provide. This year's funders include the Gloucestershire Environmental Trust, the Police Commissioner's Fund, Gloucester City Council Communication Foundation, the Summerfield Trust, and two grants from Gloucester City Council Youth Grants programme.

**The Gloucestershire Deaf Association (Registered number: 2692718)**

**Report of the Trustees**  
**For The Year Ended 31 March 2016**

Unrestricted funds (also called free reserves) represent funds arising from past operating results or unsolicited or unrestricted income from fundraising, legacies or donations.

To ensure the financial viability of the GDA and its ability to meet ongoing commitments, the Charity Trustees' policy is to maintain sufficient funds (restricted and unrestricted) to cover one year's expenditure (excluding subcontract services). For guidance of Trustees, the "expenditure" figure is to be based on the average expenditure for the last three years (excluding subcontract services).

Action should be taken by the Trustees should the value of free reserves exceed three times annual expenditure after accounting for restricted funds and liabilities or fall below six months' expenditure.

In addition, the Trustees may from time to time designate funds from free reserves to develop future projects where this conforms to the aims and objects of the Charity. The need for designated funds should be reviewed on an annual basis.

**Investment Policy**

Aside from retaining the amount noted in the reserves each year, most of the Charity's funds are to be spent in the short term so there are no funds currently for long-term investment. Short-term funds are held in a special term account and this is reviewed by the Trustees on a regular basis.

**FUTURE DEVELOPMENTS**

Our key objectives for the coming year include:

1. Complete Phase 2 of building works, to include the creation of a new room at the lower end of the main hall, the installation of a new state-of-the-art hearing loop system, and the creation of a pedestrian path from the corner of Grove Crescent and Barnwood Road.
2. Continue to nurture partnership working Bristol Centre for Deaf People, Action Deafness.
3. At the invitation of South Gloucestershire Deaf Association, which closed in March 2016, to extend services into South Gloucestershire.
4. Undertake a comprehensive survey of all stakeholders to continue monitoring GDA's effectiveness and direction.
5. Start work as a delivery partner on the Building Better Opportunities/GEM consortium project, led by Gloucestershire County Council.

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of The Gloucestershire Deaf Association for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**Report of the Independent Auditors to the Members of  
The Gloucestershire Deaf Association (Registered number: 2692718)**

We have audited the financial statements of The Gloucestershire Deaf Association for the year ended 31 March 2016 on pages 11 to 21. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective Responsibilities of Trustees and Auditors**

As explained more fully in the Statement of Trustees Responsibilities set out on page 7, the trustees (who are also the Directors of the Charitable Company for the purposes of Company Law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**Scope of the Audit of Financial Statements**

An audit involves obtaining evidence about the amounts and disclosure in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**Opinion on Financial Statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with the United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**The Gloucestershire Deaf Association**

**Statement of Financial Activities**  
**For The Year Ended 31 March 2016**

	Notes	Unrestricted Funds £	Restricted Funds £	31/03/2016 £	31/03/2015 £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	93,735	3,403	97,138	339,398
Activities for generating funds	3	27,438	-	27,438	27,775
Investment Income	4	55	-	55	60
<b>Incoming resources from charitable activities</b>					
General	5	269,800	6,949	276,749	162,364
<b>Other incoming resources</b>		-	-	-	64,743
		<u>391,028</u>	<u>10,352</u>	<u>401,380</u>	<u>594,340</u>
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>					
General	6				
Car Park sale and redevelopment fees	7	384,480	11,000	395,480	362,794
			-	-	-
<b>Governance costs</b>	8	2,600	-	2,600	3,600
<b>Other resources expended</b>		4,320	-	4,320	6,330
		<u>391,400</u>	<u>11,000</u>	<u>402,400</u>	<u>372,724</u>
<b>NET INCOMING (OUTGOING) RESOURCES BEFORE TRANSFERS</b>		(372)	(648)	(1,020)	221,616
<b>Gross transfers between funds</b>	15	9,356	(15,903)	(6,547)	-
<b>Net incoming/(outgoing) resources before other recognised gains and losses</b>		8,984	(16,551)	(7,567)	221,616
<b>Other recognised gains/losses</b>					
Freehold land & buildings revaluation		-	-	-	(220,742)
Gains on fixed asset investments		-	-	-	2,706
<b>Net movement in funds</b>		8,984	(16,551)	(7,567)	3,580
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		356,557	26,349	382,906	379,326
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>365,541</u>	<u>9,798</u>	<u>375,339</u>	<u>382,906</u>

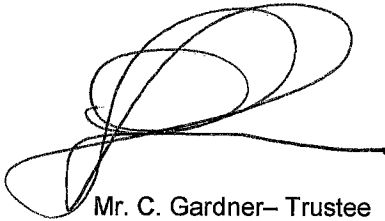
The notes form part of these financial statements

The Gloucestershire Deaf Association (Registered number: 2692718)

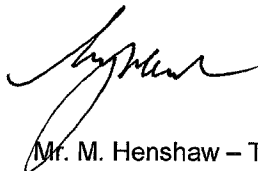
Balance Sheet  
At 31 March 2016

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2016).

The financial statements were approved by the Board of Trustees on *7th December 2016* and were signed on its behalf by:



Mr. C. Gardner – Trustee



Mr. M. Henshaw – Trustee

The notes form part of these financial statements



**The Gloucestershire Deaf Association**

**Notes to the Financial Statements**  
**For The Year Ended 31 March 2016**

**Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Restricted funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension Costs and other Post-Retirement Benefits**

The Charity operates an auto enrolment defined contribution scheme for staff.

**2. VOLUNTARY INCOME**

	31/03/2016	31/03/2015
	£	£
Donations	27,035	21,237
Cotswold Deaf Club Donation	740	-
Coventry Building Society	1,000	-
Soroptimists	6,502	750
NHS: Equipment Distribution	-	45,000
Fundraising Activities	8,677	892
Facilitation Fund	-	16,880
Lloyds TSB Grant	-	34,600
PQASSO Grant	-	6,300
Pension Deficit Grant	-	100,000
Development Funding – Gloucestershire Environmental Trust Company	-	65,000
Development Funding – GCC Community Building Infrastructure Grant	-	20,000
Development Funding – Archaeological Fee Grant	-	11,000
Development Funding – Summerfield Trust	-	10,000
Development Funding – Various	-	2,700
New Grants: Police Commissioner's Fund	5,000	-
NHS England – Deaf Awareness/Accessible Information Standard	7,920	-
Gloucester City Council Youth Grant - GDYZ	2,380	-
- YAZ 'dig	1,276	-
- Café & Community	2,493	-
Zurich Trust – Lip Reading	2,500	-
Gloucestershire Community Fund – Main Grant – Lip Reading	4,010	-
Barnwood Trust – Site redevelopment	1,000	-
Screwfix Foundation – Site redevelopment	3,413	-
Province of Gloucestershire & Herefordshire (Freemasons)	250	-
Gloucestershire Provincial Grand Stewards Lodge	150	-
Fundraising Events	17,324	5,039
Transport Fund	1,425	-
Minor Grants - various	4,043	-
	-----	-----
	<b>97,138</b>	<b>339,398</b>
	=====	=====

**The Gloucestershire Deaf Association**

**Notes to the Financial Statements**  
**For The Year Ended 31 March 2016**

**7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	31/03/2016	31/03/2015
	£	£
Staff costs	189,795	179,323
Lip reading tutors	8,120	6,896
Recruitment costs	668	289
Interpreting	97,673	76,871
Telephone and advertising	6,728	7,940
Cleaning	4,770	7,689
Training	375	416
Printing, postage and stationery	4,924	3,191
Equipment repairs and maintenance	6,533	6,782
Travelling and expenses	9,479	7,175
Internal interpreting costs	2,536	1,194
Subscriptions and sundries	2,995	1,551
Heating and lighting	(2,826)	5,407
Repairs and renewals	5,459	3,526
Rates and insurance	8,551	7,670
Bank charges	1,248	862
Professional and legal fees	6,922	8,020
Accountancy and bookkeeping	11,546	9,018
Activity and project costs	14,403	10,095
Equipment for resale	17,653	14,500
Website costs	1,923	1,381
Interest payable and similar charges	-	2,998
Bad debt – write back	(3,995)	-
	-----	-----
	<b>395,480</b>	<b>362,794</b>
	=====	=====

**8. GOVERNANCE COSTS**

	31/03/2016	31/03/2015
	£	£
Auditors remuneration	2,000	3,600
	=====	=====

**9. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/(crediting)

	31/03/2016	31/03/2015
	£	£
Depreciation – owned assets	4,320	6,330
Surplus on disposal of fixed asset	-	(60,609)
	=====	=====

**The Gloucestershire Deaf Association**

**Notes to the Financial Statements**  
**For The Year Ended 31 March 2016**

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31/03/2016</b>	<b>31/03/2015</b>
	<b>£</b>	<b>£</b>
Trade debtors	<b>63,546</b>	15,459
Prepayments and accrued income	<b>8,294</b>	11,645
Archaeological survey grant	-	11,000
	<b>-----</b>	<b>-----</b>
	<b>71,840</b>	<b>38,104</b>
	<b>=====</b>	<b>=====</b>

**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31/03/2016</b>	<b>31/03/2015</b>
	<b>£</b>	<b>£</b>
Trade Creditors	<b>62,223</b>	94,900
Social Security and other Taxes	<b>3,717</b>	1,520
Other creditors	<b>882</b>	4,015
Accrued expenses	<b>11,062</b>	15,978
Building Development provision	-	56,434
	<b>-----</b>	<b>-----</b>
	<b>77,884</b>	<b>172,847</b>
	<b>=====</b>	<b>=====</b>

**The Gloucestershire Deaf Association**

**Notes to the Financial Statements**  
**For The Year Ended 31 March 2016**

**RESTRICTED FUNDS**

All expenditure under each project has been paid out in accordance with the restrictions placed on the funds and there are sufficient resources held to enable the funds to be applied in accordance with the restrictions.

**DESIGNATED FUND**

The Council of Management have designated the following funds to finance future expenditure under each of the categories shown:

Fixed assets and working capital

**16. ULTIMATE CONTROLLING LIABILITY**

The Company is controlled by the Council of Management.