

UNAUDITED TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018





chartered accountants

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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 AUGUST 2018

Trustees

Mr Rodney Clark, Chairman Mr Anthony Eaton, Trustee Mrs Susan Tindall, Trustee Mrs Isobel Blakeley, Trustee

Charity registered number

262962

Principal office

31 Sutton Road Shrewsbury SY 2 6DL

Accountants

Whittingham Riddell LLP Chartered Accountants Belmont House Shrewsbury Business Park Shrewsbury Shropshire SY2 6LG



TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2018

The Trustees present their report together with the financial statements of the Charity for the year ended 31 August 2018.

Cover photo: Graduates of the pre-school class at the Uganda School for the Deaf

Introduction by the Chairman of the Board of Trustees

DeafReach started life in 1971 as The Richmond Charitable Trust. It was established by Joan MacKinnon to make grants to deaf and deafblind children and adults across the UK towards toys, equipment and leisure pursuits that could not be funded by the state. The trust's income was exhausted in 2016, but rather than close down, the trustees decided on a new venture in Africa.

After consultation with colleague organisations, it was decided to focus on Uganda and Rwanda. In the former country, we are working with our partner, Signhealth Uganda, to develop pre-school education for deaf children across the country. Our main programme is in Rwanda, working with Friends of Handicap in Rwanda in support of its deaf school, Umutara, and its plans to build an inclusive Vocational Training Centre serving both deaf and hearing trainees. Thus we are concentrating our efforts on the 2 most challenging times in a family with a disabled child – school entry and school leaving.

In its 47 years of existence, DeafReach has been an entirely volunteer organisation with no paid staff. It is managed from the home of its Chairman, and all administrative costs are met by the Trustees, which means that 100% of its income from members and supporters is used for front-line activities. The charity's policy is that DeafReach will continue on this basis for the foreseeable future. As a result, the scope of programmes and projects that it undertakes is limited to the degree that they are manageable by volunteers. However, we have been very fortunate in our first year of overseas activity, such that for the first time in our history, our annual turnover has exceeded the Charity Commission's minimum amount when external inspection of our accounts is required. As a result, so this document represents our first-ever formal Annual Report and Accounts.

We have also been fortunate in bringing together a group of people willing to give time, money and energy to our cause. They have my deepest thanks and gratitude.

Rod Clark Chairman



TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

Objectives and Activities

a. Policies and objectives

DeafReach is a membership organisation and the trustees are drawn from its members. They are appointed on the basis of a declared wish to contribute positively to the work of the charity, and in order to provide the Board with the necessary professional, business and compliance expertise. The Board meets at least 4 times a year, and none of the trustees has any beneficial interest in the company.

The charity has a policy that all of its work is done on a volunteer basis. The reasonable expenses, incurred overseas, of volunteers who are actively involved in delivering DeafReach's mission are met

b. Activities for achieving objectives

Our **Vision** is a world where all deaf children and adults have the opportunities for early diagnosis, followed by effective, educational, work, health and social services to enable them to live life to the full.

Our **Mission** is to work with deaf schools and organisations in developing countries in support of this vision.

Our **Aims** are to help establish or develop in those countries where we work:

- Pre-school classes for deaf children to enable them to start school on a level with their hearing peers
- Access to secondary education for deaf children
- Inclusive Vocational Training Centres for both young deaf and hearing trainees
- Management Training for our partner NGOs.

c. Main activities undertaken to further the charity's purposes for the public benefit

The Trustees confirm that they have paid due regard to the guidance on public benefit issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

a. Review of activities

<u>Uganda</u>

Our main focus in Uganda is on pre-school education. Pre-school support for all deaf children is vital to enable the child to begin to develop the language and communication skills that are relevant to their hearing loss and situation. DeafReach has recognised this and so funding pre-school services is a priority for us. We work together with Signhealth Uganda, a country-wide NGO that is almost 10 years old and which works tirelessly on behalf of deaf children and adults within their communities.

In Africa, one has to remember that the term pre-school actually means a period of preparation before school entry and does not refer to the age of the child but rather to their academic level. Until their deafness has been diagnosed, many deaf children in Africa are not able to enter school. Thus a deaf child of 10 who has never been to school can be regarded as suitable for a pre-school programme. This programme will enable the child to develop communication systems to a standard necessary for learning to take place in the classroom. DeafReach's support covers the full costs of 2 classes in deaf schools in Kampala and learning and play materials in 10 other schools across the country.



TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

The total number of children being supported through this programme is 137, all of whom are between 3 and 6 years of age.

As a result of this and campaigning efforts by a range of individuals and organisations, the Uganda Government has recognised the crucial value of this work and has issued directives that schools must initiate pre-school classes by 2018. Our partners in Uganda are working hard to ensure that action is taken and that deaf education, indeed all special needs education, receives the attention and funding it needs. We plan to continue our support until the Government programme is in place.

In addition, our Management Consultant volunteer (see Rwanda below) is to spend a month with Signhealth Uganda, helping them to determine their strategic priorities and to produce a 3-year Business Plan.

<u>Rwanda</u>

Deaf Education in Rwanda is not at the same level as in the other East African countries, since there are no dedicated schools or classes for deaf children in the state system. All the existing schools are run either by the church or by NGOs, and some of these experience huge financial challenges. Following an 18-month placement by one of our trustees as a VSO volunteer and two exploratory visits in 2016 and 2017 we decided that we would partner with Umutara Deaf School (UDS) and its governing charity, Friends of Handicap in Rwanda (FHR). There are 118 children in the school, 86 of school age (6-18 years) and 32 in Vocational Training (18-25). There is capacity for more, but the school is unable to accept them as their budget is stretched, and many families cannot afford to pay the fees, which while small, are essential to keeping the school open.

Umutara has a small Vocational Training Department which it has long recognised is inadequate for the level of need in its region. Its major project therefore is the creation of a new inclusive Vocational Training Centre for both deaf and hearing trainees. DeafReach has adopted this project for support and plans for its construction are in their early stages.

It became clear that such a major project could have very challenging implications, and so it was decided that we would start by supporting for three years the revenue costs of the school, which had just lost a long-term donor, and by helping FHR with the production of Business Plans for both the school and its parent charity. To this end, a volunteer Management Consultant spent 2 months at Umutara, between December 2017 and 2018 and the resulting Business Plans are available on request. Funds have also been provided for

- The establishment of a Goat Farm at the school (thanks to Rotary)
- The opening of a dedicated Pre-School class
- Increasing the salaries of the teaching staff the school regularly loses teachers after their training to better posts elsewhere, and
- Improving the school children's diet.

In addition, a team of Teachers of the Deaf from the UK have run a training course for the teachers of the school this year.

Our volunteer Management Consultant is to return for 3 further assignments over the next two years, each of three months. The next visit is to take place between December 2018 and March 2019, The main tasks will be 1) the appointment of a Development Manager for the charity who will work on maximising FHR's income generation and greatly strengthn the charity's management resources and 2) the production of a specific Business Plan for the VTC. DeafReach has already raised the money required for the appointment of the Development Manager, and has also identified a UK-based architect who is ready to undertake the design of the VTC on a pro-bono basis. A visit is planned by DeafReach personnel to Rwanda in February 2019 for the formal signing of the Memorandum of Understanding with FHR.

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

Business Planning and Management Consultancy

In addition to working with partner organisations in Rwanda and Uganda, as detailed above, our volunteer consultant will also be working with 3 deaf schools in the Democratic Republic of the Congo during the first quarter of 2019.

b. Investment policy and performance

With little in the way of reserves, and with returns currently so low, the trustees have not felt it necessary to consider an investment policy. We hope for an amelioration in both aspects in the years to come.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. Reserves policy

Since DeafReach does not employ staff, there is no requirement for us to meet any contractual commitments arising either from an unexpected cancellation of a programme or project, or the closure of the charity. We ensure that we have sufficient resources at all times to meet committed expenditure and basic operational expenditure which is very small. Free reserves at the 31 August 2018 were £5,958.

c. Principal funding

In this first year of its overseas programme, nearly all of DeafReach's income has come from its trustees, members and supporters together with the resulting Gift Aid. A first ever grant from a charitable trust, The Beatrice Laing Trust, has been given towards the appointment of the Development Manager and the construction of the VTC in Rwanda.

Once the Business Plan for the VTC is completed, a major fundraising effort will be undertaken. Already, one donor has agreed to a major gift towards the building works.

Structure, governance and management

a. Method of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

b. Risk management

The Trustees have assessed the major risks to which the charity may be exposed and are satisfied that policies and systems either have or are being established to mitigate any identified major risks. A risk management process is in place which enables the regular assessment of all potential and identified risks to the charity.



TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

Such risks include the potential for fraud, both at home and overseas. Given the current size of the charity, the risk at home is minimal. It is impossible to establish a foolproof system of fraud prevention when it comes to overseas expenditure, but our main policy in this respect, since we do not have a presence in any of the countries in which we work is that all overseas programmes and projects must be the subject of a comprehensive Memorandum of Understanding (MOU) which includes as a partner a locally-based independent NGO or INGO.

The other major area of risk is the possibility of the abuse suffered by children and vulnerable adults within the services offered by overseas partners. DeafReach has comprehensive Safeguarding policy and procedures which are under review at the time of this report.

The final risk we have identified is that our income generation proves to be inadequate to meet commitments to partners. In this respect, we have adopted the following stance:

- We advise partners of our longer-term intentions, making it clear that the successful outcome of these is dependent on successful income generation;
- We do not make absolute commitments to partners until we have the available resources.

Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting 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 operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They 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.

This report was approved by the Trustees, on

and signed on their behalf by:

Rod Clark OBE Chairman

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2018

Independent Examiner's Report to the Trustees of Deaf Reach (the 'Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 August 2018.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Responsibilities and Basis of Report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I can confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

INDEPENDENT EXAMINER'S REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2018

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Dated:

A M Malpass BA FCA

Whittingham Riddell LLP Chartered Accountants Belmont House Shrewsbury Business Park Shrewsbury Shropshire SY2 6LG



STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2018

	U	nrestricted funds 2018	Total funds 2018	Total funds 2017
	Note	£	£	£
INCOME FROM:				
Donations	2	28,544	28,544	-
Charitable activities	3	11,248	11,248	270
Other income		500	500	-
TOTAL INCOME		40,292	40,292	270
EXPENDITURE ON:				
Charitable activities:				
Grants	4	11,000	11,000	754
Support costs	5	23,386	23,386	118
Governance	6	725	725	-
TOTAL EXPENDITURE		35,111	35,111	872
NET INCOME / (EXPENDITURE) BEFORE OTHER				
RECOGNISED GAINS AND LOSSES		5,181	5,181	(602)
NET MOVEMENT IN FUNDS		5,181	5,181	(602)
RECONCILIATION OF FUNDS:				
Total funds brought forward		777	777	1,379
TOTAL FUNDS CARRIED FORWARD		5,958	5,958	777

The notes on pages 11 to 16 form part of these financial statements.

BALANCE SHEET AS AT 31 AUGUST 2018

	Note	£	2018 £	£	2017 £
CURRENT ASSETS					
Cash at bank and in hand		6,683		777	
CREDITORS: amounts falling due within one year	9	(725)		-	
NET CURRENT ASSETS	_		5,958		777
NET ASSETS		-	5,958		777
CHARITY FUNDS		=		_	
Unrestricted funds	10	_	5,958		777
TOTAL FUNDS		_	5,958		777
		=		—	

The financial statements were approved by the Trustees on

and signed on their behalf, by:

Mr Rodney Clark Chairman

The notes on pages 11 to 16 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

Deaf Reach constitutes a public benefit entity as defined by FRS 102.

1.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the Charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the Charity, or the Charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the Charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the Charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the Charity which is the amount the Charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

1. ACCOUNTING POLICIES (continued)

1.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the Charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the Charity and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the Charity's operations, including support costs and costs relating to the governance of the Charity apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.4 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.5 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.6 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 Charity and which have not been designated for other purposes.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted	Total	Total
	funds	funds	funds
	2018	2018	2017
	£	£	£
Donations	28,544	28,544	-

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2018	Total funds 2018	Total funds 2017
Membership Fees	£ 11,248	£ 11,248 	£ 270
Total 2017	270	270	

4. GRANTS PAYABLE

	Total 2018	Total 2017
	£	
Tranche	11,000	754

5. SUPPORT COSTS

	Activities £	Total 2018 £	Total 2017 £
Donations Website Travel expenses Printing and postage Bank charges	7,791 650 14,404 230 311	7,791 650 14,404 230 311	- 118 - - -
	23,386	23,386	118
Total 2017	118	118	



NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

6. GOVERNANCE COSTS

	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Independent Examination	725	725	-

7. NET INCOME/(EXPENDITURE)

During the year, no Trustees received any remuneration (2017 - £NIL). During the year, no Trustees received any benefits in kind (2017 - £NIL). During the year, no Trustees received any reimbursement of expenses (2017 - £NIL).

8. STAFF COSTS

The Charity has no employees other than the Trustees, who did not receive any remuneration (2017 - $\pounds NIL$).

No employee received remuneration amounting to more than £60,000 in either year.

9. CREDITORS: Amounts falling due within one year

	2018 £	2017 £
Accruals	725	-

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

10. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 September 2017 £	Income £	Expenditure £	Balance at 31 August 2018 £
Unrestricted funds				
General Funds - all funds		40,292	(35,111)	5,958
STATEMENT OF FUNDS - PRIOR YEAR				
	Balance at			Balance at
	1 September			31 August
	2016	Income	Expenditure	2017
	£	£	£	£

General funds				
General Funds - all funds	1,379	270	(872)	777

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 September 2017 Income Expenditure			1 September	Balance at 31 August 2018
	£	£	£	£	
General funds	777	40,292	(35,111)	5,958	

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 September 2016 £	Income £	Expenditure £	Balance at 31 August 2017 £
General funds	1,379	270	(872)	777

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2018

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted	Total
	funds	funds
	2018	2018
	£	£
Current assets	6,683	6,683
Creditors due within one year	(725)	(725)
		E 050
	5,958	5,958
ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR		
	Unrestricted	Total
	funds	funds
	2017	2017
	£	£
Current assets	777	777
	777	777

12. **RELATED PARTY TRANSACTIONS**

There were no related party transactions during the year.