

## **A4Altruistic**

### **Annual Report and Financial statements**

**Year ended: 31<sup>st</sup> August 2016**

**Charity No: 1161213**

#### **Table of Contents**

1. General information
2. Report of the trustees for the year ended 31<sup>st</sup> August 2016.
  - 2.1 Structure, governance and management
  - 2.2 Objectives and activities for the public benefit
  - 2.3 Grant making policy and evaluation
  - 2.4 Trustees' responsibilities in relation to the financial statements
3. Financial Statement
  - 3.1 Balance Sheet
  - 3.2 Notes to the accounts
  - 3.3 Tangible Fixed Assets
  - 3.4 Analysis of current assets
  - 3.5 Analysis of current liabilities and creditors
  - 3.6 Capital and taxation
4. Risk Management and Reserves policy.
5. Costs, related party transactions and trustees' remuneration
6. Analysis of charitable funds, expenditure, contingent liabilities

### **1. General information**

Trustees: Ms Joyce Caster, Mr Paul Saulter and Mr Carolus Caster (Chair)

Directors: Mr Paul Saulter and Mr Carolus Caster

Registered Office: 56 Verulam House, Hammersmith Grove, London W6 0NW

## **2. Report of the trustees for the year ended 31<sup>st</sup> August 2016.**

The trustees present their annual report and financial statements of the charity for the year ended 31st August 2016. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statement.

### **2.1 Structure, governance and management**

A4Altruistic is a register charity (1161213) and a company limited by guarantee (9085556).

At regular meetings, the trustees agree the broad strategy and areas of activity for the charity including consideration of grant making and monitoring information concerning the performance of grants to date. The day to day administration of grants and the processing and handling of applications is delegated to the Chairman.

All trustees give their time freely and no trustee remuneration or expenses are paid.

### **2.2 Objectives and activities for the public benefit**

The purpose of the charity is the relief of people in need in London who are visually impaired or blind in particular by making grants to registered charities to provide volunteers to escort visually impaired people to music venues or other such support that allows the beneficiaries to access live music where they would otherwise struggle due to their impairment.

The trustees confirm that they have complied with their duty under s17(5) of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit when reviewing the aims and objectives of the charity, in planning future activities, and setting the grant making policy for the year.

The charity carried these objects out by making grants to other registered charities to stage live audio description services, improving booking systems and venue facilities, staff training and contributing towards the discounted tickets on offer for visually impaired people.

### **2.3 Grant making policy and evaluation**

The charity has established its grant making policy to achieve its objects for the public benefit. The grant making policy is reviewed on a regular basis to ensure that the grants made take full advantage of the funds available to meet the charity's objects and thereby advances public benefit.

The beneficiaries of our grant making programme are ultimately visually impaired people in London.

A4Altruistic invites applications for grants by publishing its charity details on the internet [www.a4altruistic.org.uk](http://www.a4altruistic.org.uk). Eligibility is restricted to registered charities.

In 2015 grants were made for an audio described performance and for venue access improvements. The cost of putting on an audio described performance is considerable and we believe that our grant in 2015 helped towards the availability of a comparable event in 2016.

The grant towards the venue access improvements was partly used towards improving the availability of data leading to a better understanding of access requirements of visually impaired people at venues. The figures now available for the first time will be used for further evaluation in the future.

Further checks were made by the trustees who are confident that grants were used for the relief of visual impaired people.

## **2.4 Trustees' responsibilities in relation to the financial statements**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards. The law applicable to charities in England and 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 of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statement; and;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and enable them to ensure that the financial statements comply with all applicable acts and regulations. The trustees are also responsible for the maintenance and integrity of the charity and financial information included on the charity's website.

Approved by the trustees on

and signed on their behalf by:

Carolus Caster Chair of Trustees

## Financial Statement

For the year ending 31<sup>st</sup> August 2016

	2016	2015
Incoming resources	£ 5 154	£ 6 400
Resources expended		
Grants Made	£ 5 950	£ 4 500
Cost	£ 13	£ 0
Total Funds brought forward	£ 1 091	£ 1 900

## Balance Sheet as at 31<sup>st</sup> August 2016

Cash at Bank	£ 1 091
Total Charity funds	£ 1 091

Approved by the trustees on

and signed on their behalf by:

Carolus Caster Chair of Trustees

## 3.2 Notes to the financial statement

### Accounting policies

#### a) Accounting policies and practices

The financial statements have been prepared and delivered in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting" published in March 2005 and with the micro-entity provisions applicable to companies subject to the small companies regime.

For the year ending 31 August 2016 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

#### **b) Incoming resources**

All incoming resources are recognised once the charity has entitlement to the resources.

#### **c) Resource expended**

Liabilities are recognised as resource expended as soon as there is a legal obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Grants payable are payments made to third parties in the furtherance of the charitable objects. Single or multi-year grants are accounted for when the recipient has a reasonable expectation that they will receive a grant and the trustees have agreed to the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside of the control of A4altruistic.

### **3.3. Tangible Fixed Assets**

A4Altruistic does not have tangible fixed assets.

### **3.4. Analysis of current assets**

Cash at Bank	£ 1 091
--------------	---------

### **3.5 Analysis of current liabilities and creditors**

A4Altruistic does not have any current liabilities or creditors.

### **3.6 Capital and taxation**

A4Altruistic is a company limited by guarantee and has no share capital. Each member has a liability limited to £1 for payments of the company's debts if the company is wound up or dissolved.

A4altruistic is a registered charity and its income is exempt from UK corporation tax.

## **4. Risk management and reserves policy.**

The directors have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. At each director's meeting a discussion takes place and the significant risks of the charity are discussed. Where appropriate, risks are reported on and discussed in subsequent meetings. The directors have

reviewed the risks to which the charity is exposed and consider that they have established sufficient systems and procedures to mitigate those risks.

The trustees aim to maintain reserves at a level which equates 12 months of running costs (estimated at £ 13 up to 31<sup>st</sup> August 2017).

Grants are only committed when monies are available after taking into account the level of reserves set.

## 5. Costs, related party transactions and trustees' remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind. Expenses paid to the Trustees in the year totalled £ 0.

## 6. Analysis of charitable funds, expenditure, contingent liabilities

The charity undertakes its activities through grant making and awarded grants to a number of registered charities in furtherance of its charitable activities.

All charitable funds are unrestricted.

### Grants paid £ 5,950

<u>Category</u>	Amount
Audio descriptions	£ 2 950
Venue access improvements	£ 3 000
<b>Total</b>	<b>£ 5 950</b>

### Contingent liabilities

In accordance with the SORP, a contingent liability is disclosed for those grants, which do not represent liabilities, where the possible obligation, which arises from past events, will only be confirmed by the occurrence of one or more uncertain future events not wholly within the trustees' control.

Discussions with venues registered as a charity regarding audio descriptions are being conducted during the 2017 financial year and funding commitments may be made as a result.