

THE LIVING PAINTINGS TRUST

(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MAY 2019



THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND
ADVISERS
FOR THE PERIOD ENDED 31 MAY 2019**

Trustees

Cat Bailey, Chairman
Neil Walke, Treasurer
Corianda Brown
Sir David Brown
Jane Findlay
David Hall
Vicki Harris
Catriona Macritchie

Cat Bailey and Neil Walke are members of the
Management Committee

Trustees appointed

Sir David Brown (August 2019)
David Hall (November 2018)
Jane Findlay (August 2019)

Trustees resigned

Danuta Curtis (July 2018))
Alex Wilson (November 2018)
Jennifer Scott (November 2018)

Cat Bailey became Chairman in November 2018
on the resignation of Alex Wilson

Company registered number
3095963

Charity registered number
1049103

Registered office
Queen Isabelle House
Unit 8, Kingsclere Park
Kingsclere
Newbury
Berkshire
RG20 4SW

Company secretary
Camilla Oldland

Chief Executive
Camilla Oldland

Independent auditor

James Cowper Kreston
Chartered Accountants and Statutory Auditor
2 Communications Road
Greenham Business Park
Newbury
RG19 5AB

Bankers

Bank of Scotland

The Edinburgh Royal Mile Branch
300 Lawn Market
Edinburgh
EH1 2PH

Newbury Building Society

105b Northbrook Street
Newbury
Berkshire
RG14 1AA

CAF Bank Limited

PO Box 289
West Malling
Kent
ME19 4TA

Solicitors

Pitmans

47 Castle Street
Reading
Berkshire
RG1 7SR

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Introduction

Every day 250 people start to lose their sight. This number includes four children whose parents will hear that their precious child is, or will become, blind. It is a devastating diagnosis, leaving parents uncertain as to how their child can join in with story time at nursery, follow school work with their sighted peers, and make friends. For as well as the educational impact, blind children face real social exclusion, as they struggle to join in conversations about the visually informed subjects that form the basis for so much social interaction. For older people, who often live alone, we know only too well that blindness can lead to life shattering isolation, leaving them cut off from the world around them and activities that brought them joy.

Our work at Living Paintings is designed to address the significant challenges that living with sight loss brings whatever the age. Our unique Touch to See books, with their raised images and audio guides, website and Book Clubs create the unique opportunity to explore the visual world which in turn brings pleasure, learning and new friendships to blind and partially sighted children, young people and adults.



Today Living Paintings is touching the lives of 15,234 blind and partially sighted people and their families, friends and carers with free loans of our Touch to See books from our nationwide, postal library.

“The books and packs provided by Living Paintings are not only unique but a real lifeline to many of the children that we work with, opening up a world of education, interest and understanding in a fully accessible way.

When we learn about the world around us, 80% of this is done so through our sight. Without this, vision impaired children need a huge amount of extra stimulus through touch, sound and other senses to make sense of their world. They need to work much harder to achieve this understanding and those caring for and teaching them need to find creative ways to enable this. Living Paintings fills this gap in a very wide variety of subjects, giving these children a real window to the world.” Laura, adult working with VI children

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Our Year

We have worked hard and achieved a great deal in the last 12 months but what is most important is the knowledge that we have touched and changed lives. That is why we have chosen to open this report by sharing three stories that have particularly touched our hearts during our 30th anniversary year. Our thanks go to each and every one of our committed volunteers and generous donors who have made this work possible:

Tayen is 7 years old and is fully blind due to tumours on her optic nerves caused by neurofibromatosis.

Tayen says “my eyes are broken”. Her mum explains the difference that Living Paintings has made to Tayen’s life and that of their family: *“We always had story time with Tayen when she was little and she loved it. When she lost her sight it was very difficult to find anything that made her happy. When the first box came from Living Paintings Tayen’s face lit up. It was the first time we’d seen her smile in weeks and it just brought so much joy instantly to her life and ours.”* **Tayen says “When I get Living Paintings books I feel happy”.** Her mum continues *“Living Paintings have helped us in a number of ways. It’s not just the books. They have given us back family time. They have given us back bonding time between Tayen and her sighted brothers; making memories. It’s just beautiful to watch them reading together. Tayen likes reading the books with me and her brothers, sometimes she likes her dad to read them and sometimes she just takes them off to listen to by herself.”*



20 years ago Sue was working in an operating theatre when she realised she had started bumping into things. She says *“that’s when it all started. I didn’t completely lose my sight until 12 years ago. It was a total shock. I found myself alone and couldn’t see. I didn’t know how to cope with it.”* Sue is a member of a Living Paintings Touch to See Book Club and loves the arts activities they do thanks to the audio tactile books they receive. ***“With Living Paintings, because they are tactile, I see the pictures through touch and feel. I can then reproduce them which I couldn’t have done before. When I touch the Sunflowers [a Living Paintings Touch to See adaptation of the painting by Van Gogh] it brings back vivid memories. I loved sunflowers***

and my mum used to paint them for me. Feeling the painting brings all those memories flooding back. When I was younger I used to go to art college. When I lost my sight I couldn’t do it anymore. Coming to this club I found a new way of joining in with art again. If I didn’t have this club to come to, because I live alone and don’t have any family or loved ones still living, I would be very lonely, very isolated. Thanks to the club I can socialise with like-minded people who are in similar situations.”

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Jai-Ryan is 6 years old. He was born at 23 weeks and suffered with Retinopathy of Prematurity (ROP) and is totally blind in one eye. He can only see to the end of his nose with the other. The majority of people in his family are profoundly deaf which causes communication barriers for them all.

His mum says: *"When it comes to Reading books from Living Paintings, Jai is able to do this with anyone, no matter their disability. Jai is able to feel his way around the book, and direct anyone that cannot hear or speak the story. Jai can take the lead in reading with Dad, but when he is reading with me I am able to talk through the book which allows the characters to come to life by acting out their voices and actions, which entices Jai into reading a lot more. The books have been adapted so well, allowing the main characters and objects of the book to come to life."*

"Jai has such an active imagination, which is brought to life through the books, he also memorises the stories and takes them to his school to act out to his friends in the playground. Jai and his friends have created a story about going to the moon.

When Jai received Goodnight Spaceman from Living Paintings, he was unable to put it down, his imagination went into overdrive, as he was able to feel the planets, rockets, moon and the spacesuits. He truly believes he will be the first blind child on the moon!"



HIGHLIGHTS

- **15,234** people are now benefitting from our ongoing, proactive and tailor-made services. The number of blind and partially sighted children and the people around them reached has risen by 6.2% whereas for adults this number has fallen by 6%. This drop is explained by the issues being experienced in the environment into which we are delivering our Touch to See Book Clubs Programme. Further details are provided below and on page 12.
- **850** people have newly signed up to our free library over the last 12 months.
- **98% of blind and partially sighted children who have used Living Paintings have experienced improved confidence** Please see page 10 for more fantastic results from our annual Children's Impact Survey.
- There has been an **increase of 16.4%** in our teenage beneficiaries, as our child members grow older and as new teen recruits sign up to the library. This builds on an increase of 75% in the previous year.
- For the first time we have seen **teenage beneficiaries move on to borrow from the adult library**. We have worked hard to fill the gap in our offering between children's and adult Touch to See books by developing a new Teen Reads section in the library. Not only have we seen the success of this new offering as evidenced by the figures above, but now we see that this has created the situation where borrowing starts from the age of two years and a beneficiary can continue to benefit from our resources throughout their life.

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- **There are 120 active Touch to See Book Clubs** operating across the UK, helping to alleviate the loneliness experienced by **1,800 blind and partially sighted adults**. Additionally we have 143 clubs registered but not currently in a position to hold meetings. The continuing pattern of funding cuts in the social and voluntary sectors has had a significant impact on the environment into which we deliver this partnership based community project. Please see page 12 for more information about how we are dealing with these challenges and our intentions to protect this incredibly important project moving forward.
- **The Publishing Department has been hard at work producing new Touch to See titles.** These include.

For Children and teenagers

Elmer's Walk - this touch and sound adaptation was co-published, with Andersen Press, for same day release as the mainstream publication.

Journey – This is an award winning illustrated book that is special because it has no text; the story, designed for 8+ years, is completely told through pictures and, as such, the book is totally inaccessible to blind and partially sighted children – or it was until now!

The Dinosaur That Pooped a Planet – written by McFly band members Tom Fletcher and Dougie Poynter is currently being adapted into Touch to See.



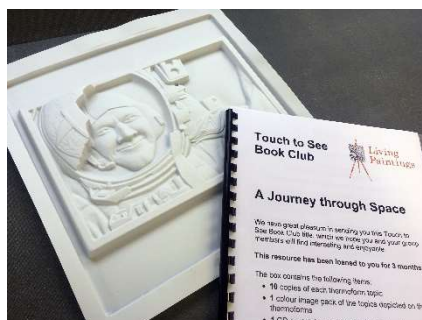
The Smeds and the Smoos - is the latest book from Julia Donaldson and Axel Scheffler which will be published in September 2019. As with Elmer's Walk, thanks to our excellent relationship with the publishers this title will be released at the same time as the book arrives on shop shelves.

Science Alive! Chemistry Experiments – This last in our hugely popular Science Alive! series of Touch to See titles making STEM subjects at Key Stages 1, 2 and 3 accessible to visually impaired children is soon to be published. The content has been developed with BBC science commentator and Wellcome Trust Fellow, Greg Foot.

Literature Alive! – This series will provide blind children with Touch to See books that act as a 'book shop window', inspiring and giving them the confidence to engage in some of the great works of children's literature, both classic and modern. We are currently working towards completing two titles for ages 9+: **Magical Worlds, Fantastic Stories** including images from **Harry Potter, The Hobbit, The Northern Lights, Wee Free Men** and **Goth Girl**, and **The World of Walliams** including images from 10 of his titles such as **The Midnight Gang, Gangsta Granny, Grandpa's Great Escape** and **Boy in the Dress**.

For Adults

We have published 10 new titles for Touch to See Book Clubs including: **Feline Friends, A Journey into Space featuring ESA Astronaut Tim Peake** and **Pop Goes the Royal Albert Hall**.



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- **A fundraising highlight for the year was the broadcast of our BBC Lifeline Appeal on 23rd July – the hottest Sunday of the summer!** In total the appeal, presented by Martin Kemp, raised £37,000. This is a particularly high return for a Lifeline Appeal and, as a result, the BBC asked us to lead a workshop for upcoming beneficiary charities explaining the work that we had undertaken to create such a success.



- Financially it was a good year with **total income increasing over the previous year by 15.5% to just over £425,000 and a surplus of £33,000 being achieved.**
- **A New Website and Library Management System are on their way** – Our website is undergoing an upgrade through which we will give our library members better access to view, order and renew books, and also enable supporters to make donations online in a streamlined and integrated way. As part of this project we are building a new library management system designed to meet our unique requirements as well as be fully accessible to visually impaired visitors.

As can be seen, the last 12 months for Living Paintings has been a time of consolidation, excellent growth and strong investment in resources creating robust foundations on which to build another exciting year.

We are now looking forward to 'Year 31' and hope that new friends, volunteers and donors will join our committed, generous and ambitious community in order to bring light into the lives of many more who, in the words of Tayen, live with 'broken eyes',.



Cat Bailey
Chairman



Camilla Oldland
Chief Executive

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OBJECTIVES AND ACTIVITIES

The objects of the Living Paintings Trust, known as Living Paintings, set out in the Memorandum and Articles of Association are: **“To relieve and educate blind and partially sighted people”**.

In setting our objectives and planning our activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

What we do

Living Paintings are publishers of unique Touch to See books for blind and partially sighted children, young people and adults. Our purpose is to relieve the social and educational isolation that they suffer throughout their lives. Our method is to make the visual images that colour and inform our lives accessible to them.

We design, create and publish Touch to See books for all ages. These include raised tactile pictures accompanied by atmospheric, educational and entertaining audio guides. The audio guides, often narrated by famous people, help fingers explore the tactile images, tell the stories of the pictures and describe their features. In this way, the senses of touch and hearing combine to make up for the missing sense of sight. By including colour images of the topics in the tactile pictures, our books can be shared with sighted friends, family and classmates.

Our Touch to See books are provided completely free of charge from our postal library so all visually impaired people, no matter where they live or their financial circumstances, can borrow them and gain a feel for the visual world.

For Adults

With us, adults explore subjects such as British wildlife and the countryside, English gardens, architecture, the history of the teddy bear, history of art, and they can even take a tour of Edinburgh and other cities. They can enjoy all these topics and many more as a member of one of our community **Touch to See Book Clubs**, or at home with family and friends.

For Children

Our young library members can grow with the library, as pre-school children develop their fine motor skills by tracing the shapes of the well-loved characters Spot and Peppa Pig, as well as learning to listen and follow simple instructions. Children have fun and learn with our Touch to See versions of best-selling titles such as Julia Donaldson's *The Gruffalo* and *Stick Man*. Our educational range of books tie in to subjects across the National Curriculum and are excellent for homework help, too. We know that most of our young visually impaired members attend mainstream schools, so our resources offer the opportunity for positive, shared learning experiences. In addition our special interest range stimulates a visually impaired child's own enjoyment and exploration of topics including Dinosaurs, World Music, Seashore and Space.

For Young People

Teenagers and young people can absorb themselves in our collection designed to support and stimulate teen interest areas such as; Fashion, Football, Film, Theatre and Music.

Volunteers

Volunteers are the key to the creation and delivery of our work and their contribution is what makes it possible to achieve so much with donations received. This year our wonderful team of volunteers has continued to make an essential, committed contribution to Living Paintings. They number 460 meaning that our staff to volunteer ratio stands at 1:46. Unfortunately, due to the complexity of financially accounting for their invaluable contribution we do not reflect this in the balance sheet. However, this year we calculate their donations of time and expertise to be worth approx £200,000 which clearly shows that they are one of our most valuable assets. Our volunteers undertake a range of tasks, many of which require specialist skills and training. They help with every stage of the production process with researching, writing, recording, editing sound recordings, manufacturing packs, painting feely pictures etc. They also undertake the day to day library services, help with fundraising, record keeping and the promotion of Living Paintings. Included in their number are many famous faces who give of their time freely, most often to record the audio descriptions for the Touch to See books. They include Sir Derek Jacobi, Joanna Lumley, Alan Davies, Michael Sheen, Lord Fellowes, Jo Whaley, Dallas Campbell, ESA Astronaut Tim Peake and Sir Robert Winston amongst many more.

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Such a team merits a high level of professional support as every Living Paintings activity includes a substantial volunteer component whether at Kingsclere, or working from home. So we go to great lengths to recruit, train and support our volunteers, communicate news to them, and give them the warm welcome they deserve and the gratitude they earn.

Why we do it

Evidence from the UK Vision Strategy confirms that sight loss is now a major concern in the UK with significant health, social and economic impacts. The RNIB state that there are **two million people who are blind or partially sighted and this number is set to grow to 2.7 million by 2030.**

For children and young people

- 25,000 are under the age of 18;
- 65% of visually impaired children are in mainstream education;
- 80% of the information that we receive reaches us via our eyes, a fact particularly pertinent for blind and partially sighted children as they struggle to learn alongside their sighted peers;
- They are more likely to have had their condition from very early life (identified in the first year);
- 43% have experienced bullying because of their sight loss
- 86% have found themselves excluded from activities by their peers.
- The prevalence rate is so low that a mainstream setting is unlikely to have sufficient knowledge and experience to meet their requirements.
- 1 in 3 local authorities cut their spending on services for children and young people with vision impairment in the previous year.

For adults

- 85% are over the age of 65 and in the large part lost sight due to ageing;
- 60% live at the “extremes of poverty”;
- half live alone;
- 20% are housebound;
- Half feel moderately or completely cut-off from people around them,
- Older adults are three times more likely to experience depression compared to those with good vision,
- Guide Dogs estimate that 180,000 blind and partially sighted people never go out alone;
- Many older people struggle to retain a ‘will to live’ in the face of increasing sight loss.

These people face challenges of mobility, social inclusion, achieving an education and securing a job; two thirds of blind people of working age are not in education, employment or training. Many are struggling with the harsh realities of the emotional and practical devastation of losing sight at an age when new challenges are not easily met, whilst finding themselves increasingly cut off and with little or no support from severely limited and fast diminishing community services; 250,000 who are over 75 report that they receive little or no help from their local social care services.

For blind and partially sighted children ‘They are more likely to live in a family experiencing financial hardship. They are likely to have less exposure to social and cultural events, have fewer friends and do less physical activity. Parents and teachers perceive them as performing less well at school than their sighted peers. Not surprisingly, there is evidence to suggest that they are less secure and confident from a psychological perspective. They are more likely to be bullied at school, have concentration or behavioural problems and feel unhappy, downhearted or low.’ *RLSB, RNIB and NatCen Social Research 2012*

Also, the findings of the Organisation for Economic Co-operation and Development state that, *“Reading was a more important indicator of future success than any socio-economic factors”* a statement that is key to the importance of our service, as we are enabling and encouraging visually impaired children to learn to read and inspiring an enjoyment of books in doing so.

All suffer isolation and exclusion.

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What impact does our service have on the lives of blind and partially sighted people?

Our Touch to See library service helps blind and partially sighted people of all ages to:

- engage with new learning and interests;
- learn essential life skills;
- socialise to a far greater extent and beyond the scope of their home;
- take on new activities/challenges;
- start new/develop existing friendships;
- be stimulated, have fun and want to do more;
- integrate with their sighted peers on an equal basis;
- take a more active part in their local community and benefit to a greater extent from community services;
- grow their self confidence and self esteem.

All of the above has been learnt through extensive, direct feedback from members received over the years and the various case studies and surveys recently completed including:

Children's Impact Survey (completed 2019) which reported:

For those blind and partially sighted children who receive Living Paintings' service:

- ✓ **98% have reported improved confidence**
- ✓ **98% have attained an increased interest in learning; 90% significantly**
- ✓ **95% benefited from an improved confidence in reading; 83% significantly**
- ✓ **96% were more confident in joining in class activities and discussions; 83% significantly**
- ✓ **97% have benefitted from an increase in shared experiences with sighted friends, family and peers; 84% significantly**
- ✓ **95% have experienced a positive change in their confidence in socialising and making friends; 78% significantly**
- ✓ **95% have benefitted from a positive change in their confidence in taking part in physical activities such as getting involved in playing games; 73% significantly**

"The boy I work with is always so keen to stand up & tell the whole class about the amazing things he has learned after reading the books - he feels he is able to 'see' the images as they do through your brilliant books."

Touch to See Book Clubs Impact Survey completed 2018 reported that of the blind and partially sighted participants:

- ✓ 88% feel that their confidence has increased
- ✓ 100% have started new or developed existing friendships
- ✓ 94% say they have an improved quality of life
- ✓ 75% have ventured away from home to a greater extent
- ✓ 88% have taken up new activities/challenges
- ✓ 75% have discovered new services
- ✓ 81% have benefited in a practical way from peer-to-peer support

We also know that we are reaching those most in need with 50% of clubs being situated in areas that are in the lowest half of deprivation indices. 18% of participants are from black and ethnic minorities and 70% are over the age of 65, whilst 25% are 85 and over.

"We all know each other. But since we started the book club we have developed our friendships even more as we have found out so much more about one another. It opens our minds and makes us take note about things around us. Makes us more observant. Brightens our horizon."

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THE FUTURE

Our Aims

- ▶ To increase the number of blind and partially sighted children, young people and adults who benefit from our work.
- ▶ To increase the positive impact of our work for blind and partially sighted people.

Our Objectives

- ▶ Expansion and optimisation of our Touch to See content and service.
- ▶ Building of our community with co-creation, collaboration and partnership.

Our Work Plan

We know that in our beneficiary group we only have a minority of the blind and partially sighted children, young people and adults who could benefit from the proven value our service brings. Our continuing challenge is to reach them in order to support their early years development, education and life-long learning.

Therefore our work plan this year once again encompasses reaching new members, enhancing our services for existing members and developing our user experience and engagement. To this end we will be pursuing four key areas.

1. **Publishing** - Developing the range, breadth, scope and diversity of our Touch to See Books.
2. **Digital Vision** - Delivering our digital strategy in support of our Objectives.
3. **Library Service** - Developing delivery in support of growing numbers of beneficiaries whilst optimising the opportunities offered by emerging technologies.
4. **Community** - Expanding Touch to See Book Clubs and developing engagement with our beneficiary group alongside their families, teachers and carers.

These four areas are intrinsically linked and will complement one another.

1. Publishing: Developing the range of Touch to See Books

Our library is filled with an ever growing collection of Touch to See books that are rich in story, creatively communicate subjects across the national curriculum and offer inspirational journeys of learning and discovery for all ages. To meet the existing interests of our members and inspire new ones we continually work hard to design and create publications in response to their requests. Our young library members, their teachers and parents expect a flow of new books for them to enjoy - we have helped to give them the flying start they need and assisted them to learn Braille and developed their love of reading. However, there is still more to do.

In 2019/2020 we will continue to develop the scope of our library catalogue broadening the diversity of subjects available, in order to widen the community that our resources benefit. For children and young people we will complete our highly successful Science Alive series with a new chemistry experiments book. We will also be completing our Literature Alive! series. This is designed to encourage our children to continue reading for pleasure at a stage in their lives, typically as they move to secondary school, when they tend to forsake this important activity. Inspired by the positive feedback regarding the interactive elements of our Science Experiments we are embarking on a new series, Art Alive!. Following the themes of 'explore', 'discover', 'create' and 'communicate', Art Alive! will be a fantastic resource which will showcase great works of art and the stories behind them, inspire participation in arts and crafts activities, and use art as a basis on which blind and partially sighted children can build an understanding of the visual world around them.

2. Digital Vision: Delivering our Digital Strategy

Our aim is to create a Living Paintings digital world with community and accessibility at the heart; where blind and partially sighted people, and those around them (friends, family, teachers, organisations) feel connected, supported, included and represented, and that they have a voice. Where donors can be inspired and informed, and know that every penny works hard at Living Paintings. And, where our volunteers and working partners (publishers, authors) feel proud, amazed and inspired to do more.

As part of this we plan that Living Paintings Online will provide a creative, inspirational, interactive and accessible library service for blind and partially sighted people, of every age and interest. It will enable our members to have memorable experiences using our Touch to See books in a digital atmosphere of exploration and enjoyment.

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As a significant step towards achieving this we will be developing and delivering a new website. The needs of visually impaired people will be put centre stage as we complete the design, testing and delivery stages. We recognise that those with sight loss often use screen readers to access digital content, but most websites are very difficult to use in this way. They are designed to look beautiful, rather than to sound beautiful. We plan a website that will not only look good but also sound great. We will achieve AAA rating according to the Web Content Accessibility Guidelines (WCAG) and we will go a step further by ensuring that the new website works brilliantly in practice as well as in theory.

3. Library Service: Developing delivery

We aim to register 950 new library members and will continue to invest in the promotion of our free service through social media, profile raising activities and outreach work.

The long-term vision is that all of the content of our Touch to See books, apart from the raised images which we will continue to deliver free via the post for the time being, will be available online for those of our Library Members who can access it via that route. For those who can't, or choose not to, we will continue to deliver our Touch to See content in 'hard copy' form. This way we ensure we meet the needs of all our Library Members. We will continue to work towards achieving this vision whilst maintaining our first priority of providing a continuing, tailor made service to all our blind and partially sighted beneficiaries.

4. Community: Consolidating our Touch to See Book Clubs Programme

The purpose of Touch to See Book Clubs is to help end the loneliness experienced by older blind and partially sighted people. To this end they are designed to encourage our community of isolated and excluded blind and partially sighted people to go out of their homes, meet regularly with others and participate in interests they had once enjoyed or, indeed, that are new to them. They will be sharing this experience with sighted companions (they don't want to be excluded further by engaging in an activity solely for those who cannot see) and, of course, with others who have suffered similar severe sight loss, which will make it easier for them to sustain existing friendships and find new ones.

To date, delivery of our Book Clubs Programme has been dependent on collaboration and partnership with individuals and organisations working in the visual impairment, community, voluntary and social care sectors. Over the last 18 months we have found that the essential networks that we had created have been decimated by continuing funding cuts. As a result many of the people, organisations, venues and volunteers who have supported the delivery of our clubs are no longer available or are too stretched to continue to support the project. The impact has been a reduction in clubs actively operating across the UK to 120 and 143 who are registered but not in a position to deliver.

In light of this we have been watching the project closely, completing an audit of all clubs, analysing the need for them and their impact in order to decide how to move forward. The evidence of the need is irrefutable as is the evidence that our chosen style of intervention is highly successfully. Therefore the Trustees are committed to the continuation of the project and we are currently exploring a new delivery model that is appropriate within the changed environment in which we operate.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Living Paintings Trust was formed in 1988. The Trust was registered with the Charity Commission on 15 February 1989 as a charity. On 31 December 1995 the activities of the charity were transferred to The Living Paintings Trust, a company not having a share capital, limited by guarantee. The company is entitled to those exemptions from UK taxation which are available in law to charities. The Trust is governed by the Memorandum and Articles of Association.

Administration

The administrative and secretarial duties of the charity are undertaken in our office which is also the company's registered office. Details of the professional advisors are set out on page 1.

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Trustees

The Trustees are also the Directors of the company. Under the requirements of the Memorandum and Articles of Association at the Annual General Meeting one third of the Trustees retire from office, being those who have been longest in office since their last appointment or re-appointment.

Trustee Recruitment:

The responsibility for appointing new members of the Board rests with the existing Trustees. The aim is to ensure that the membership of the Board includes people with varied skills and interests such as: business strategy, charity sector, education, finance, art history, human resources, law and visual impairment and any other expertise which is needed. The Trustees use their extensive networks to source possible new appointees and their details are brought to and discussed at a Trustees' Meeting. A potential Trustee is then invited to meet with the Chief Executive and talk with two existing Trustees prior to a formal proposal for appointment being made.

Induction and Training of Trustees:

The induction and training process is two fold. Arrangements are made to familiarise a new Trustee with their responsibilities using the Charity Commission's guide 'The Essential Trustee' and the Living Paintings Memorandum and Articles of Association. New Trustees are extensively briefed about Living Paintings' current position, finances, plans for the future and their expected role. They will meet with members of the staff team and some of the many volunteers.

The Trustees have overall responsibility for the work of the charity. They agree policies, strategies and the financial budgets. There is a Management Committee which includes a minimum of two Trustees, currently the Chairman and Treasurer, and appropriate staff members which has the responsibility for reviewing in detail the work of the charity. Progress on policy, strategy, the financial budgets and operational issues is reported through the Management Committee to the Trustees on a quarterly and annual basis. The day to day operation of the Trust's affairs is delegated to the Chief Executive.

Our Trustees

Cat Bailey (Chairman)	Creative Director and Founding Partner, PinkGreen. .
Corianda Brown	Beneficiary of Living Paintings. Announcer, C4 Television. Previously BBC. A disability inclusion champion with lived experience of visual impairment. .
Sir David Brown	Chartered Engineer and Fellow of the Royal Academy of Engineering. Chairman of the Manufacturing Technology Centre Ltd and Chairman of the Bletchley Park Trust Ltd. Previous directorships include Chairman of Motorola Ltd and Chairman of the British Standards Institution. Knighted in 2001 for services to British industry.
Jane Findlay	Head of Learning and Audience Development, Dulwich Picture Gallery. Previously at The British Museum, Kenwood House and the National Maritime Museum.
David Hall	Parent to visually impaired child. Director Strategic Accounts, Tanium. Previously Veritas Technologies and Symantec
Vicki Harris	Qualified Chartered Accountant. Previously Group Strategy and Marketing Director, Aldermore and held senior roles in Octopus Investments, GE Capital and McKinsey and Company.
Andrew Leach	Formerly Chief Executive, Defence & Government, Sodexo. Previously held a variety of roles in Sodexo and Lieutenant, Royal Navy.
Catriona Macritchie	Qualified Solicitor. General Counsel IP, HR and Data Privacy, Diageo PLC. Formerly various including McGrigor Donald (now part of Pinsent Masons) and William Grant & Sons Limited
Neil Walke (Treasurer)	Qualified Chartered Accountant. Project Manager at Vodafone Group. Formerly with Deloitte.

THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

TRUSTEES REPORT
FOR THE PERIOD ENDED 31 MAY 2019

Our Patrons

We are delighted to continue to benefit from the patronage of **Christopher Lloyd CVO, Dame Jacqueline Wilson, Sir Timothy and Lady Sainsbury**. Christopher was Surveyor of The Queen's Pictures 1988 – 2005 and is a former Curator at Christ Church Oxford and the Ashmolean Museum Oxford. Dame Jacqueline Wilson was the Children's Laureate 2005-07. She works full-time as a writer and is a best selling, popular children's author. She has sold over ten million books. Sir Timothy is a former MP and Minister of State. He is a former Trustee of the V & A Museum. Sir Timothy and Lady Sainsbury have been keen supporters of Living Paintings for 20 years.

"I think the very best way to get children to develop a love of books is to share stories with them when they are little. But how can you interest a child in a picture book when they are blind? The answer is through the touch and sound publications that the award winning Living Paintings offer in their free national library - children can feel what The Gruffalo, Winnie the Pooh, Thomas the Tank Engine are like. And because of their unique design the books can be shared – everyone enjoying the story together." Dame Jacqueline Wilson



Our Ambassadors

We benefit from the support of three **Living Paintings Ambassadors** who have been appointed with the joint purpose of giving them a voice as beneficiaries of our charity and providing positive role models for other people who are experiencing sight loss.

Kali Gilbert is mother of seven year old Tayen who loves our Touch to See books. Kali is a great supporter of our work and an excellent spokesperson because she believes passionately in the value of what we do – helping blind children, like Tayen, read and develop a love of picture books. Tayen lost her sight at 18 months and Kali is a ready communicator about the trials, tribulations and joys of being this special little girl's mother.

Lucy Edwards is a go getting young person who has a highly successful YouTube channel, Yesterday's Wishes, and her tutorials on helping blind people put on make-up have made her an internet sensation leading to a number of TV appearances.

Emily Davison – Emily, is an aspiring writer who has already been published in the Huffington Post and Guardian – she works closely with us as our Fashion Ambassador and road-tests our new publications for young people. Emily writes brilliant blogs for our website and helps blind and partially sighted teens build the confidence to enjoy fashion. Emily is advocating for improved accessibility in children's literature, pursuing her keen interest in space, and studying for her MA in children's literature at Goldsmiths

Risk Management

The Trustees have continued to refine our risk management strategy. This has included a review of the major risks which the charity may encounter, and the establishment and enhancement of procedures to mitigate these identified risks. The principal risk remains that of maintaining current levels of income. Steps that have been taken to mitigate this risk include the establishment and maintenance of a comprehensive database providing weekly, monthly and annual reporting and which drives our fundraising efforts alongside the creation of a fundraising strategy which includes the development of new income streams. Trustees are satisfied that adequate systems are in place to mitigate any exposure to our major risks, in particular financial and operational risk.

Key Management Personnel Remuneration

The Trustees consider the Board of Trustees and the Senior Management Team as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis. All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of Trustee expenses and related party transactions are disclosed in notes 6 and 17 to the accounts.

The pay of the Senior Management Team is reviewed annually and is normally increased in accordance with average earnings. The remuneration is reviewed to ensure that it is fair and not out of line with similar roles.

THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

TRUSTEES REPORT
FOR THE PERIOD ENDED 31 MAY 2019

FINANCIAL REVIEW

The financial results for the year are shown on pages 21 - 22. We achieved an income of £425,310 while expenditure was £392,307 giving a surplus of £33,003 for the year.

Income

This year we raised £425,310. We receive no statutory funding and are entirely dependent on voluntary donations. We are reliant on donations from grant making trusts to fund the majority of our work and we are grateful to all those trusts who supported us again or for the first time during the year. They are listed on page 16.

There are two main components which make up income in the year:

1. Donations and gifts of £166,880 for the Unrestricted Fund (as defined on page 21). These donations support our core work of operating a free library service to blind and partially sighted people in Britain and Ireland.
2. Donations and gifts of £258,308 for the Restricted Fund (as defined on page 21). This income relates to the production of specific new Touch to See books and specific areas of our bespoke library service to members.

The Trustees have set the budget for 2019/20 at a similar income level in order to consolidate on the 15.5% growth experienced during this financial year. Only a small amount of our income is promised in advance therefore the support of our donors is absolutely crucial to our ability to continue and grow to provide our much needed service to our members.

Expenditure

This year we spent £392,307 an increase of just 6% on the previous year. This has been achieved despite increasing our beneficiary group by 850 people and expanding our library of Touch to See books for all age groups.

Our Fund Balances at 31st May 2019

1. The Unrestricted Fund of £208,261 comprises:
 - £160,720 as a General Reserve.
 - £47,541 which is the net book value of the property and equipment for use by the charity, after deduction of the amount outstanding on the loan from Charity Bank Ltd. (See Page 29)
2. The Restricted Fund of £168,175 comprises:
 - £116,702 funded projects that are not yet completed. This mainly relates to the production of new Touch to See books, where the production period is usually between 9 and 18 months.
 - £51,473 for the Library Fund. This relates to donations which have been given specifically for various elements of the Library Service, including donations for the provision of the library service in specific geographical areas.

Our Reserves Policy

The Trustees have set a Reserves policy which states that a reserve of available or received funds be held that is equivalent to 6 months non-discretionary expenditure. The management team proactively work to maintain reserves above the policy threshold through routinely monitoring the funding position combined with the on-going forecasting of anticipated income and expenditure. Should funds fall below defined trigger points set above the policy threshold, there are clear procedures in place to assess the situation and determine whether mitigating actions are required to recover the position. The Trust is pleased to report that the policy aim has been achieved throughout the period with a closing General Reserve of £160,720.

THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

TRUSTEES REPORT
FOR THE PERIOD ENDED 31 MAY 2019

Our Donors: 1st June 2018 – 31st May 2019

Living Paintings is entirely dependent on voluntary donations, listed below are some of the organisations which made grants:

The Headley Trust	The Charles S French Charitable Trust
BBC Children in Need	The Bearder Charity
Thomas Pocklington Trust	The Russell Trust
The Underwood Trust	The Helen Jean Cope Trust
The Band Trust	The Gale Family Charity Trust
BBC Lifeline Appeal	Sir John Priestman Charity Trust
The Clare Milne Trust	The Joseph and Annie Cattle Trust
The Mercers' Company	The Walker Trust
Peter Harrison Foundation	The George A Moore Foundation
The Eveson Charitable Trust	The Simpson Charitable Trust
The Shears Foundation	The Michael Marsh Charitable Trust
David Brooke Charity	The Munro Charitable Trust
The Valentine Charitable Trust	Mrs E Y Imrie's Charitable Trust
Berkshire Community Foundation	The Charles Irving Charitable Trust
The Lawson Trust	Somerset Community Foundation
The Childwick Trust	Reading Rotary Club
John Horniman's Children's Trust	Woodroffe Benton Foundation
The Patrick and Helena Frost Foundation	The Mickleham Trust
The Batchworth Trust	Eleanor Rathbone Charitable Trust
The Carmen Butler-Charteris Charitable Trust	The Benham Charitable Settlement
Aviva Community Fund	A W Gale Charitable Trust
Swire Charitable Trust	The Marjorie and Geoffrey Jones Charitable Trust
The 29th May 1961 Charitable Trust	The Douglas Compton James Charitable Trust
The Grocers' Charity	Cruden Foundation Limited
DM Thomas Foundation for Young People	The Holbeck Charitable Trust
The D'Oyly Carte Charitable Trust	The Macfarlane Walker Trust
The Ernest Kleinwort Charitable Trust	The Paul Bassham Charitable Trust
Sandra Charitable Trust	Hull and East Riding Charitable Trust
The Edward and Dorothy Cadbury Trust	The William Kenneth Hutchings Charitable Trust
The MacRobert Trust	The Chalk Cliff Trust
The Shanly Foundation	The Harry Payne Trust
Johnnie Johnson Trust	The Walter Guinness Charitable Trust
The Bellinger Donnay Charitable Trust	John James Bristol Foundation
Ulverscroft Foundation	The Gibbons Family Trust
The Norton Foundation	Harford Charitable Trust
The Alice Ellen Cooper-Dean Charitable Foundation	Marsh Christian Trust
The Summerfield Charitable Trust	The Lynn Foundation
The Roger & Douglas Turner Charitable Trust	The Stanton Ballard Charitable Trust
Lord Leverhulme's Charitable Trust	Douglas Arter Foundation
The Dorothy Hay-Bolton Charitable Trust	The Alan Jenkin Stokes Memorial Trust

Additionally, we received highly valued gifts made by friends to Living Paintings and beneficiaries. We also received invaluable support in kind from organisations, companies and individuals.

To each and every person, group, business and grant making trust who have supported us this year we extend the greatest of thanks. It is their generosity that makes our work possible.



Camilla Oldland
Chief Executive

THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

TRUSTEES REPORT
FOR THE PERIOD ENDED 31 MAY 2019

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also directors of The Living Paintings Trust for the purposes of company law) 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).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

DISCLOSURE OF INFORMATION TO AUDITOR

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the company's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any information needed by the company's auditor in connection with preparing its report and to establish that the company's auditor is aware of that information.

This report was approved by the Trustees on 17/01/20 and signed on their behalf by:



Cat Bailey
Chairman



Camilla Oldland
Chief Executive

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE LIVING PAINTINGS TRUST
OPINION

We have audited the financial statements of The Living Paintings Trust (the 'charitable company') for the year ended 31 May 2019 set out on pages 21 to 32. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 May 2019 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 United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

CONCLUSIONS RELATING TO GOING CONCERN

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

OTHER INFORMATION

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE LIVING PAINTINGS TRUST
OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' responsibilities statement, 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, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE LIVING PAINTINGS TRUST

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditor's report.

USE OF OUR REPORT

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 Auditor's 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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Michael Farwell MA FCA DChA (Senior statutory auditor)

for and on behalf of

James Cowper Kreston

Chartered Accountants and Statutory Auditor
2 Communications Road
Greenham Business Park
Newbury

RG19 5AB Date: 4/2/2020

THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MAY 2019**

		Restricted funds	Unrestricted funds	Total funds	Total funds
		2019	2019	2019	2018
		£	£	£	£
INCOME FROM:					
Donations	3	258,308	166,880	425,188	368,060
Other trading activities		-	72	72	171
Investments		-	50	50	8
TOTAL INCOME		258,308	167,002	425,310	368,239
EXPENDITURE ON:					
Raising funds		-	45,969	45,969	43,240
Charitable activities		236,838	109,500	346,338	325,612
TOTAL EXPENDITURE	5	236,838	155,469	392,307	368,852
NET INCOME / (EXPENDITURE)		21,470	11,533	33,003	(613)
NET MOVEMENT IN FUNDS		21,470	11,533	33,003	(613)
RECONCILIATION OF FUNDS:					
Total funds brought forward		146,705	196,728	343,433	344,046
TOTAL FUNDS CARRIED FORWARD		168,175	208,261	376,436	343,433

The notes on pages 24 to 32 form part of these financial statements.

ANALYSIS OF FUNDS CARRIED FORWARD AT 31 MAY 2019

Unrestricted Fund	£
General reserve	160,720
Property & fixed assets for use by charity	47,541
	<u>208,261</u>
Restricted fund	
Funded projects awaiting completion	116,702
Library fund	51,473
	<u>168,175</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>376,436</u></u>

THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

BALANCE SHEET
AS AT 31 MAY 2019

	Note	£	2019 £	2018 £
FIXED ASSETS				
Tangible assets	9		248,335	240,810
CURRENT ASSETS				
Debtors	10	36,848		26,102
Cash at bank and in hand		225,087		190,844
		261,935		216,946
CREDITORS: amounts falling due within one year	11	(41,056)		(15,218)
NET CURRENT ASSETS			220,879	201,728
TOTAL ASSETS LESS CURRENT LIABILITIES			469,214	442,538
CREDITORS: amounts falling due after more than one year	12	(92,778)		(99,105)
NET ASSETS			376,436	343,433
CHARITY FUNDS				
Restricted funds	13	168,175		146,705
Unrestricted funds	13	208,261		196,728
TOTAL FUNDS			376,436	343,433

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 17/1/20 and signed on their behalf, by:



Cat Bailey – Chairman



Neil Walke ACA – Treasurer

The notes on pages 23 - 31 form part of these financial statements.

THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MAY 2019

		2019	2018
	Note	£	£
Cash flows from operating activities			
Net cash provided by / (used in) operating activities	15	52,671	(23,887)
Cash flows from investing activities:			
Purchase of tangible fixed assets		(18,428)	(2,292)
Net cash used in investing activities		(18,428)	(2,292)
Change in cash and cash equivalents in the year		34,243	(26,179)
Cash and cash equivalents brought forward		190,844	217,023
Cash and cash equivalents carried forward	16	225,087	190,844

The notes on pages 23 to 32 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2019**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Living Paintings Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Trust has in place an effective risk management system and has taken reasonable steps to manage its risks, including particularly that of maintaining its current levels of income. It has a robust reserves policy and operates in compliance with it. Therefore the Trustees have a reasonable expectation that the Trust will have adequate resources to continue in operational existence for the foreseeable future and accordingly have adopted the going concern basis in preparing the Trust's financial statements.

1.2 Company status

The Living Paintings Trust is a registered charity and company limited by guarantee. The liability of the members of the company is limited by their guarantee to contribute £1 each towards the liabilities of the company in the event of liquidation.

1.3 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 company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

1.4 Income

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

Donated services or facilities are recognised when the company 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 company of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the company which is the amount the company 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.

**NOTES TO THE FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MAY 2019**

1. ACCOUNTING POLICIES (continued)

1.5 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.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

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

Library materials are only of benefit to blind and partially sighted people and therefore are of very low commercial value. As such they are expensed in the year rather than being treated as a capital asset for ongoing use in the charity.

All expenditure is inclusive of irrecoverable VAT.

1.6 Tangible fixed assets and depreciation

All assets costing more than £100 are capitalised by the Trust.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Long term leasehold property	-	50 years - straight line
basis Office equipment	-	5 - 10 years - straight line
Computer equipment	-	3 years - straight line
basis		

1.7 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

1.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

THE LIVING PAINTINGS TRUST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2019**

1. ACCOUNTING POLICIES (continued)

1.9 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.

1.10 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 company 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.

2. JUDGEMENTS IN APPLYING ACCOUNTING POLICIES AND KEY SOURCES OF ESTIMATION UNCERTAINTY

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. The following judgements (apart from those involving estimates) have had the most significant effect on amounts recognised in the financial statements.

Tangible fixed assets (see note 9) Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. Residual value assessments consider issues such as the remaining life of the asset and projected disposal values

3. INCOME FROM DONATIONS AND LEGACIES

	Restricted funds	Unrestricted funds	Total funds	Total funds
	2019	2019	2019	2018
	£	£	£	£
Donations	258,308	161,877	420,185	368,060
Legacies	-	5,003	5,003	-
Total donations and legacies	258,308	166,880	425,188	368,060
Total 2018	237,966	130,094	368,060	

THE LIVING PAINTINGS TRUST
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2019**

4. GOVERNANCE COSTS

	Restricted funds	Unrestricted funds	Total funds	Total funds
	2019	2019	2019	2018
	£	£	£	£
Governance Auditors' remuneration	-	4,015	4,015	3,900
Consultancy fees	-	741	741	726
	-	4,756	4,756	4,626

5. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Staff costs	Other costs	Total	Total
	2019	2019	2019	2018
	£	£	£	£
Raising funds	33,831	12,138	45,969	43,240
Costs of raising funds	33,831	12,138	45,969	43,240
Direct charitable expenditure	232,511	109,071	341,582	320,986
Expenditure on governance	-	4,756	4,756	4,626
	266,342	125,965	392,307	368,852
Total 2018	250,336	118,516	368,852	

6. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2019 £	2018 £
Depreciation of tangible fixed assets:		
- owned by the charity	10,903	9,949
Interest on loans	4,806	4,749

During the year, no Trustees received any remuneration (2018 - £NIL).

During the year, no Trustees received any benefits in kind (2018 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2018 - £NIL).

7. AUDITORS' REMUNERATION

	2019 £	2018 £
Fees payable to the company's auditor and its associates for the audit of the company's annual accounts	4,015	3,900

THE LIVING PAINTINGS TRUST
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**NOTES TO THE FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MAY 2019**

8. STAFF COSTS

Staff costs were as follows:

	2019	2018
	£	£
Wages and salaries	243,351	231,089
Social security costs	18,251	17,189
Other pension costs	4,740	2,058
	266,342	250,336

The average number of persons employed by the company during the year was as follows:

	2019	2018
	No.	No.
Production	2	2
Fundraising and publicity	2	2
Administration and management	3	3
Library	4	4
	11	11

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

The key management personnel of the charity comprise Trustees and the Senior Management Team. The total employee benefits of the key management personnel were £68,355 (2018: £67,837).

9. TANGIBLE FIXED ASSETS

	Long term leasehold property	Office equipment	Computer equipment	Total
	£	£	£	£
Cost				
At 1 June 2018	340,510	48,407	48,715	437,632
Additions	-	10,763	7,665	18,428
At 31 May 2019	340,510	59,170	56,380	456,060
Depreciation				
At 1 June 2018	105,804	45,758	45,260	196,822
Charge for the year	6,810	1,706	2,387	10,903
At 31 May 2019	112,614	47,464	47,647	207,725
Net book value				
At 31 May 2019	227,896	11,706	8,733	248,335
At 31 May 2018	234,706	2,649	3,455	240,810

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**NOTES TO THE FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MAY 2019**

9. TANGIBLE FIXED ASSETS (continued)

The leasehold premises comprise 2 leases each of 999 years calculated from 29th September 1986 each at a rent of £100 per annum.

10. DEBTORS

	2019	2018
	£	£
Prepayments	4,225	3,914
Other debtors	704	781
Accrued income	31,919	21,407
	<u>36,848</u>	<u>26,102</u>

11. CREDITORS: Amounts falling due within one year

	2019	2018
	£	£
Bank loans and overdrafts	6,327	6,078
Trade creditors	8,198	780
Other taxation and social security	4,019	3,630
Other creditors	5,554	1,732
Accruals and deferred income	16,958	2,998
	<u>41,056</u>	<u>15,218</u>

12. CREDITORS: Amounts falling due after more than one year

	2019	2018
	£	£
Bank loans	92,778	99,105

The Trust raised a loan in April 2006 from The Charity Bank Limited for £155,000 in order to finance the acquisition of the leasehold premises identified as Unit 9, Kingsclere Park. The bank loan is secured by a first fixed charge over the identified leasehold premises.

The aggregate amount of secured liabilities is £99,105 (2018: £105,183).

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**NOTES TO THE FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MAY 2019**

13. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 June 2018 £	Income £	Expenditure £	Balance at 31 May 2019 £
Unrestricted funds				
Property and fixed assets for use by the charity	54,351	-	(6,810)	47,541
General funds	142,377	167,002	(148,659)	160,720
	<u>196,728</u>	<u>167,002</u>	<u>(155,469)</u>	<u>208,261</u>
Restricted funds				
Funded projects awaiting completion	113,386	88,808	(85,492)	116,702
Library fund	33,319	169,500	(151,346)	51,473
	<u>146,705</u>	<u>258,308</u>	<u>(236,838)</u>	<u>168,175</u>
Total of funds	<u>343,433</u>	<u>425,310</u>	<u>(392,307)</u>	<u>376,436</u>

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 June 2017 £	Income £	Expenditure £	Balance at 31 May 2018 £
General funds				
Property and fixed assets for use by the charity	61,161	-	(6,810)	54,351
General funds	133,947	130,273	(121,843)	142,377
Restricted funds				
Funded projects awaiting completion	84,962	138,594	(110,170)	113,386
Library fund	63,976	99,372	(130,029)	33,319
Total of funds	<u>344,046</u>	<u>368,239</u>	<u>(368,852)</u>	<u>343,433</u>

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 June 2018 £	Income £	Expenditure £	Balance at 31 May 2019 £
General Funds	196,728	167,002	(155,469)	208,261
Restricted Funds	146,705	258,308	(236,838)	168,175
	<u>343,433</u>	<u>425,310</u>	<u>(392,307)</u>	<u>376,436</u>

THE LIVING PAINTINGS TRUST
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**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MAY 2019**

13. STATEMENT OF FUNDS (continued)

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 June 2017 £	Income £	Expenditure £	Balance at 31 May 2018 £
General funds	195,108	130,273	(128,653)	196,728
Restricted funds	148,938	237,966	(240,199)	146,705
	<u>344,046</u>	<u>368,239</u>	<u>(368,852)</u>	<u>343,433</u>

Funded projects awaiting completion consist of numerous funds of varying sizes covering specific projects in line with the charity's objectives for instance the creation and manufacture of new Touch to See book titles and the salary costs of the Touch to See Book Club Programme Manager.

The Library Fund comprises multiple donations made specifically towards the costs of providing the Library Service free of charge to blind and partially sighted beneficiaries.

Management accounting procedures quarterly track the movement in each individual restricted fund. They provide the necessary information to ensure that the appropriate balance is held in each account in order to complete the projects and thus meet the restrictions imposed by the donors.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Restricted funds 2019 £	Unrestricted funds 2019 £	Total Funds 2019 £
Tangible fixed assets	-	248,335	248,335
Current assets	168,175	93,760	261,935
Creditors due within one year	-	(41,056)	(41,056)
Creditors due in more than one year	-	(92,778)	(92,778)
	<u>168,175</u>	<u>208,261</u>	<u>376,436</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Restricted funds 2018 £	Unrestricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	-	240,810	240,810
Current assets	146,705	70,241	216,946
Creditors due within one year	-	(15,218)	(15,218)
Creditors due in more than one year	-	(99,105)	(99,105)
	<u>146,705</u>	<u>196,728</u>	<u>343,433</u>

THE LIVING PAINTINGS TRUST
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**NOTES TO THE FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MAY 2019**

15. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2019	2018
	£	£
Net (expenditure)/income for the year (as per Statement of Financial Activities)	33,003	(613)
Adjustment for:		
Depreciation charges	10,903	9,949
Increase in debtors	(10,746)	(21,845)
Increase/(Decrease) in creditors	19,511	(11,378)
Net cash provided by/(used in) operating activities	52,671	(23,887)

16. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2019	2018
	£	£
Cash in hand	225,087	190,844
Total	225,087	190,844

17. RELATED PARTY TRANSACTIONS

C Bailey (Trustee) is a Director of Pink Green Creative Limited. During the year the charity purchased £2,671 from Pink Green Creative Limited under normal commercial terms (2018: £4,156). There is no balance outstanding at the year end (2018: £NIL).

During the year donations of £530 were received from Trustees and their family members (2018: £NIL).

18. CONTROLLING PARTY

The Charity is controlled by its Trustees as listed on page 1.