

nadp

Registered Charity No. 294922

NATIONAL ASSOCIATION OF DEAFENED PEOPLE

**ANNUAL REPORT
AND
STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED
31 DECEMBER 2008**

**NATIONAL ASSOCIATION OF DEAFENED PEOPLE
ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2008**

Charitable Status

Registered as a Charity under the Charities Act: Registration number 294922

Governing Instrument

Constitution adopted 2 November 1985; latest amendment 19 June 2004

Registered Address

P O Box 50, Amersham, Bucks, HP6 6XB

Board of Trustees (Executive Committee)

Current Trustees and those who served during the year to 31 December 2008 are:

Mr Ross Trotter (Acting Chairman to 31 May 2008, then Chairman)

Mr Paul Tomlinson (Hon. Secretary)

Mr John Davies (Hon. Treasurer)

Mr Peter Brennan

Mr Geoffrey Brown

Mrs Norah Clewes

Mr Paul Hanmer (until 9 April 2008)

Mr Roland Hilton

Mrs Barbara Kersley

Mrs Suzie Maine

Ms Gillian Hadfield (from 8 September 2008)

Mr John Newton (from 11 November 2008)

The NADP Trustees are elected at the Annual General Meeting in accordance with the Constitution of the Charity. The Board of Trustees are authorised to co-opt new Trustees to serve on the Board. Any such term of office will run until the next Annual General Meeting.

Historical Background

The NADP was founded as a charity in 1984 by a group of deafened people who discovered that no other organisation existed that met the needs of deafened people. Today the NADP is recognised as the national representative organisation for deafened people.

NADP's Objects

The objects of the Association are to promote the relief, rehabilitation, education and welfare of deafened people.

NADP's vision is a society in which deafened people encounter no barriers to full participation and communication.

NADP's role is to identify and promote improvements in the quality of life of deafened people leading to their full participation in all aspects of society.

Chairman's Report: Ross Trotter

Overview

This was a year of consolidation for the charity, after the upheavals of the previous year caused by the tragic death of the Chairman, Heather Jackson. Her loss is still keenly felt, and her influence is still present in much of what we do. We were pleased that the Heather Jackson Award was presented for the first time – to Geoff Brown, who has for many years given valuable service to NADP and deafened people, and continues to do so. Nominations for the Award were received not just from NADP, but also from other organisations with which Heather was involved – LINK and Hearing Concern (which merged during the year to form Hearing Concern LINK), and CACDP (which has now been renamed Signature). We intend this Award to be made annually.

NADP has continued activities to further our objective of promoting improvements in the quality of life of deafened people. These are reported on more fully below. We have continued to suffer from problems with our PO Box address and hope to put better arrangements in place in 2009. The problems are to some extent, but not entirely, mitigated by the fact that a great deal of communication takes place via email or the web.

The work to carry out the charity's objectives falls to the Trustees, who give their time voluntarily and selflessly. The Trustees are themselves deafened people who therefore have practical knowledge and experience of the problems and difficulties that need to be overcome in order to play a full part in society. The charity could not succeed without their dedicated efforts. We also value the continued support of our President and Patrons. Together we will continue to work and campaign for the unique needs of deafened people.

Activities

We held our most successful Conference and AGM yet at the Old Joint Stock Theatre in Birmingham. The theme of the Conference was Audiology, and we had speakers from an audiology service in the Midlands, an expert in this area from the RNID, and a highly entertaining keynote speech from the respected surgeon, John Graham, on cochlear implants. The day was brought to a rousing conclusion by NADP's own deafened actor, Tim Barlow, with a version of his one man stage show. We are always mindful that not all members can attend the Conference, and therefore the presentations are published in our journal *Network*. We were again grateful to the National Lottery Awards for All England for funding the event. At the AGM we presented not only the first Heather Jackson Award, as mentioned above, but also the annual Gifford Hardy Trophy for the best article in *Network*, which this year went to Karen Brennan.

We published four quarterly issues of our journal, *Network*, which continues to be edited by Jenny Dunning. This covers a wide range of articles and we know it is valued and well read by our members. Our Information Booklet remains available on our website and is regularly updated. It can be freely downloaded, and we provide print copies if requested. This remains a valuable resource on many aspects of acquired hearing loss. Our website is maintained and updated by the webmaster, Geoff Brown, and we now also make *Network* available on the website one issue in

arrears. We feel it is only fair to give our members the first chance to see it, but subsequently putting it on the website makes it more widely available. The NADP email group continues to thrive as a forum for the exchange of views between members on many and varied topics. We also issue email newsletters for time sensitive information to all members whose email address we possess. Our volunteers, Gill Hadfield and Steph Bowyer, again took our stand to various events, such as the City Lit Deaf Day and the Hearing Concern LINK Symposium, an activity which promotes the existence of NADP to those who may not be aware of it.

During the year we made progress with a number of projects. One was to give public bodies guidance on how to fulfil their responsibilities under the Disability Equality Duty with respect to deafened people. During the year all major Local Authorities in the UK were contacted, and also Primary Care Trusts, NHS Acute Trusts and some Mental Health Trusts. Although we did not ask for responses as the aim was simply to make them aware of what they could do, we were pleased that we received a lot of positive feedback saying they found the material useful. Another project is to make better use of the Information Booklet as a rehabilitation resource through a targeted mailing to audiology departments. Feedback from this project was lower than hoped, but several positive comments were received including constructive suggestions on how the booklet could be improved, which we will implement before proceeding to the second stage of the project, which is a wider distribution, in 2009. A third project investigated whether providing Speech to Text using voice recognition software is feasible. We obtained a laptop with the latest voice recognition software and also a mask microphone (to prevent the voice being heard by others) and this has been trialled by two registered lipspeakers. This has thrown up some unexpected issues on which we are continuing to work.

While the projects above were the main activities during the year we continue to campaign to ensure that the needs of deafened people are highlighted, and NADP's Secretary, Paul Tomlinson, works tirelessly on several areas. One is the lack of subtitling on DVDs, where we continue to contact producers who fail to provide this service, and we have also initiated a small project to contact various hotel chains and tourist boards to ensure that the ability of deaf people staying in hotels to access TV subtitles is not lost during the switchover to digital. We have also contributed to various surveys and consultations on the requirements of deafened people within the NHS.

NADP will continue its activities to achieve a society in which deafened people encounter no barriers to full participation and communication.

Honorary Treasurer's Report: John Davies

Our accounts show that, in spite of some once-off reductions that will not be repeated, our expenditure still increased by £2,652 in 2008. This was a planned increase as we embarked on the various projects mentioned by the Chairman and was possible thanks to the legacies we have received in recent years.

On the Income side, we received backing from The National Lottery, Awards for All, for our Conference in Birmingham. We also received a donation of £1,000 from The Jane Hodge Foundation towards future communication support, donations in memory of Heather Jackson and a legacy of £8,671 from the Estate of the late Paul Hodder-Williams together with generous support from our members and friends.

The donation from The Jane Hodge Foundation has been placed in a separate Restricted Fund which will be used for the purpose intended, whilst we have also set up a separate fund for the donations, and any future donations, in memory of Heather and by ring-fencing those we will ensure they are used for work which would have been of especial interest to her.

We are heavily reliant on raising funds to carry out our work in support of deafened people and without the receipts mentioned, our Expenditure in 2008 would have been well in excess of our Income. At a time when it is increasingly difficult to find funding, we are fortunate to be in a good financial position and with the continued practical and financial support from our members, we can look to the future with confidence and move NADP further forward.

Reserves Policy

The Trustees have reviewed the charity's needs for reserves in line with guidance issued by the Charity Commission and have confirmed the current policy remains appropriate. Our policy is to maintain an amount of Operational Funds held in reserve at a level between 3 and 12 months' operational running costs, the actual level to be reviewed from time to time but at least annually. This level of reserves is designed to safeguard the charity's operations in the event of delays in receipt of donations and other income or the absence of replacement restricted funds currently provided towards ongoing operational activities.

Legacies, where received, continue to be taken to a designated unrestricted fund and released for operational use over a period which would not normally exceed 4 years.

Investment Policy

The Trustees have reviewed but made no change in the charity's investment policy. When short-term funds are available, the Trustees will seek low risk investment opportunities such as deposits, including current accounts, with UK Clearing Banks or with COIF Charities Deposit Fund. Should any longer term funds become available, the Trustees will seek appropriate professional advice.

Signed on behalf of all the Trustees

Ross Trotter, Chairman
31 March 2009

John Davies, Hon. Treasurer
31 March 2009

National Association of Deafened People

Unrestricted Funds

Receipts and Payments Accounts for the year ended 31st December 2008

	2008	2007
	£	£
<u>Operating Fund</u>		
Receipts		
Subscriptions, Donations and Covenants	6,251	6,021
Legacies (note a)	6,271	5,998
Transfers from Restricted Funds (note b)	3,664	3,682
Sales of Publications and other receipts	649	875
Investment Income	<u>2,224</u>	<u>2,037</u>
Total Receipts	<u>19,059</u>	<u>18,613</u>
Payments		
Publications including Network	5,365	5,219
General Meetings and Conferences	3,278	2,009
Management and Administration:		
Outsourced administration	1,490	727
Trustees reimbursed expenses	2,195	2,448
Other Trustee meeting costs	1,422	2,414
Printing, postage and subscriptions payable	2,133	961
Fundraising	<u>318</u>	<u>335</u>
	7,558	6,885
Publicity and Other costs	<u>1,324</u>	<u>759</u>
Total Payments	<u>17,525</u>	<u>14,872</u>
Surplus for the year	1,534	3,741
Operating Fund at beginning of year	14,314	10,573
Operating Fund at the end of the year	<u>15,848</u>	<u>14,314</u>
<u>Unrestricted Legacy Fund (note a)</u>		
Fund at start of the year	21,635	3,050
Receipts (legacies received)	8,671	24,583
Payments (transfers to operational fund)	<u>(6,271)</u>	<u>(5,998)</u>
Legacy Fund at the end of the year	24,035	21,635

National Association of Deafened People

Statement of Assets and Liabilities at 31st December 2008

	2008	2007
	£	£
Bank Balances and <i>Network</i> Liability		
Current Account	9,676	4,877
Deposit Account	39,948	42,225
Outstanding <i>Network</i> liability	<u>-</u>	<u>(2,998)</u>
	<u>49,624</u>	<u>44,104</u>
 Represented by:		
 Unrestricted Funds:		
Operating Fund	15,848	14,314
Legacy Fund	<u>24,035</u>	<u>21,635</u>
	39,883	35,949
Restricted Funds (see notes)	<u>9,741</u>	<u>8,155</u>
	<u>49,624</u>	<u>44,104</u>

Note a. Legacies: to assist the smooth progression of the Charity's work, any unrestricted legacies received are credited to the unrestricted legacy fund and released into the Operational Fund over a period of, normally, 4 years.

Note b. Summary of Restricted Funds:

<u>Restricted Fund</u>	<u>At 31/12/07</u>	<u>Receipts</u>	<u>Payments</u>	<u>At 31/12/08</u>
CI Book	130	-	67	63
Conference	-	2,710	2,710	-
Anniversary	8,025	-	887	7,138
Heather Jackson	-	1,540	-	1,540
Comm. Support	<u>-</u>	<u>1,000</u>	<u>-</u>	<u>1,000</u>
	8,155	5,250	3,664	9,741

Expenditure from the CI Book Fund related to promotion and distribution of the book. Receipts and expenditure of the Conference fund were for the 2008 Conference including part of the additional cost of printing of proceedings in Network. The expenditure from the Anniversary Fund related to further work on the ACE project including the purchase of necessary hardware and software.

As the restricted funds represent grants towards regular activities of NADP, the payments have been carried to the Operating Fund to meet part of the costs incurred on those activities in 2008.

Signed on behalf of all the Trustees

Ross Trotter, Chairman
31 March 2009

John Davies, Hon. Treasurer
31 March 2009

**Report of the Independent Examiner
To the trustees and members of the National Association
of Deafened People
On the Accounts for the year ended 31st December 2008**

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Garry Alexander FMAAT
Wheeler Accountants,
Tiverton, Devon
3 April 2009**