



Infosound

Registered charity: in England and Wales (no. 1142082) and in Scotland (no. SC039929)

Trustees' Annual Report and Accounts for the year ended 31 December 2024

Current trustees

Mr Andrew Hindell
Ms Lesley Arnold
Mrs Marian Myers

Other trustees during the year

None

Contact address

PO Box 20, Rottingdean, Brighton, England BN2 7XX

Charity Staffing

Infosound employed one part-time member of staff throughout 2024 to oversee all aspects of Infosound's work, in terms of supporting other charities and organisations in their production and distribution of audio content for the benefit of blind and partially sighted people, in launching the charity's new audio transcription service and in administering the day-to-day running of the charity.

Remuneration for these roles was ceased at the end of 2024, with this work being undertaken on a voluntary basis by the same person as from 1st January 2025.

Governing document

The Association is a charitable unincorporated association and the purposes and administration arrangements are set out in our constitution.

Charitable purposes

The charity's purposes, as recorded in our constitution, are to serve the needs of any person resident in the United Kingdom who is blind (severely sight-impaired) or partially-sighted (sight-impaired) or labouring under some temporary or permanent incapacity or disability which makes reading print material inaccessible to them, by the provision of information in audio and other accessible formats.

Activities and achievements

2024 marked a useful and productive transition year for Infosound, changing from its role as a producer of information in audio to that of a support service for any charity or organisation wishing to make their own information easily accessible to blind and partially sighted people.

This change in direction allowed our staff and volunteers to directly, and indirectly, share the knowledge they had acquired over thirty years in this field by advising, training and offering practical support to anyone needing information to be produced in accessible audio.

Later in the year, another service was added to the charity's portfolio as, for the first time, Infosound started to audio transcribe others' print or online material - that is, recording their text as audio. In keeping with Infosound's charitable purposes, the aim was to increase accessibility to written material for those with little or no sight.

As more and more information is being placed only online, it is often being placed beyond the reach of many who are unable to read, through sight loss. Our Trustees therefore felt help was urgently needed to address this problem; and the charity was re-tasked accordingly.

This new work enjoyed a promising start in the second half of 2024, not least by continuing to work in close partnership with the UK-wide charity The Partially Sighted Society, turning their written material into the spoken word. Our trustees feel confident there is a growing need for this service, which it is hoped will increase during 2025.

Trustee remuneration and expenses

The trustees did not receive any remuneration or expenses during the year.

Financial review and reserves policy

2024 proved to be the most difficult year, so far, for Infosound's fundraising efforts, with many past donors appearing to choose to awards grants to new areas, rather than to causes supporting those with vision impairment.

Raising just £5,665 during the year, this fell far below the minimum £10,000 target for the year.

As a result, the charity was unable to make capital purchases - in particular a new main studio computer. Also, plans to employ a professional software designer to expand and improve our Alexa presence as an accessible way to deliver information through voice-only control, was put on hold.

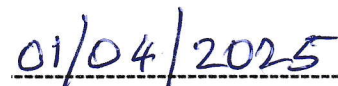
The decision was also made for Infosound to cease being an employer and become an all-volunteer charity as from the start of 2025, since it was felt our committed and experienced volunteers would be able to manage all necessary tasks.

The trustees were pleased to note that the day-to-day running costs have again been maintained at a sustainable level. In addition, firm plans have been put in place to seek assistance from other vision-impairment-related charities to bolster our fundraising efforts in 2025, to build back our reserves and to give Infosound the ability to expand its support services to meet demand.

Approved by the Trustees and signed on their behalf



Mr A. Hindell (Chairman)



date



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Receipts and Payments Account for the year ended 31 December 2024

	Accounting code ref.	Unrestricted Funds	Restricted Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
Receipts					
Donations from private individuals	d1	355	0	355	0
Donations from charities and trust funds	d2	5,320		5,320	12,800
Donations from commercial entities	d3	0		0	0
Gift Aid reclaimed from HMRC	d5	0		0	0
Interest from bank or building society	d6	107		107	168
Donations in lieu of professional services / Other	d7	0		0	0
Reclaimed Employment Allowance from HMRC	b2	0		0	0
Total Receipts		5,782	0	5,782	12,968
Payments					
All employee salaries (net of PAYE & NI)	b1	14,400	0	14,400	10,400
Employee PAYE & NI payments to HMRC	b2	3,600	0	3,600	2,600
Employer NI payments to HMRC	b3	0	0	0	0
Administrative costs	a1 + a4	243	0	243	244
Insurance premiums	a3	252	0	252	241
Reimbursed actuality expenses to staff:					
Travel & accommodation	e1	0	0	0	0
Equipment purchases	e2	0	0	0	0
Other	e3	0	0	0	0
Actuality expenses paid on behalf of Infosound		0	0	0	0
Expenses paid direct by Infosound	e4	0	0	0	0
Trustees' Expenses		0	0	0	0
Office Costs: Telephone	o1	183	0	183	172
Internet	o2	529	0	529	595
Office Costs: Postage/courier	o3	353	0	353	330
Office Costs: Stationery & office materials	o4	0	0	0	0
Office Costs: Heat & light	o5	900	0	900	780
Office Costs: Furniture	o6	126	0	126	308
CD audio magazine production & distribution:					
Audio media consumables (CD-Rs/printer ribbon)	p2	0	0	0	0
packaging		0	0	0	0
Audio distribution costs (phone & Internet)	p3	0	0	0	0
Office & technical equipment (& software):					
equipment	t1	228	0	228	1,191
maintenance	t2	0	0	0	0
software	t3	229	0	229	146
Bespoke technical research & development	t4	0	0	0	90
Total Payments		21,043	0	21,043	17,097
Surplus / (deficit) for year		(15,261)	0	(15,261)	(4,129)



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Statement of Balances as at 31 December 2024

		TOTAL FUNDS 2024	TOTAL FUNDS 2023
Bank and cash in hand			
<u>Operational Current & Savings Accounts</u>			
Opening balance - current account	(1st January)	315	4,421
Opening balance - savings account	(1st January)	15,630	15,652
		15,945	20,074
Surplus / (deficit) for year		(15,261)	(4,129)
Closing balance - current account	(31st December)	550	315
Closing balance - savings account	(31st December)	134	15,630
		684	15,945
Reserves			
General funds		684	15,945
Restricted Funds		0	0
Closing balances		684	15,945

Medical Insurance Scheme account

Infosound runs a private group medical insurance scheme, currently offered by medical insurers WPA, which is available to the charity's Trustees, staff and volunteer members who wish to join. It is run on a zero-balance basis with group members paying their individual premiums to Infosound, which in turn pays WPA for the annual group premium. In this way, there is no cost to the charity for running this scheme and no benefit-in-kind offered to scheme members.

This scheme is run entirely separately from the charity's work and accounting and all funds are held in a separate bank account from the charity's operational current and savings accounts, with premiums being collected into, and paid out from, this designated account.

Opening Balance		0	0
Premiums for 01/02/2024 to 31/01/2025 paid into scheme by all members		6,007	7,967
Premium rebates to some scheme members for reduced cover		0	0
Premiums for 01/02/2024 to 31/01/2025 paid by members to WPA		(6,007)	(7,967)
Partial premium refund due to pandemic-related service restrictions		0	0
Closing Balance		0	0

Approved by the Trustees and signed on their behalf

Mr A. Hindell (Chairman)

04/01/2025

date



Independent Examiner's Report to the Trustees of Infosound

I report on the accounts of the charity for the year ended 31 December 2024 which are set out on pages 3 to 4.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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 view given by 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 requirements:

- to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

CJ Watson T/A CJW ACCOUNTANCY

Name:

CHRISTOPHER JOHN WATSON

Relevant Professional qualification/professional body: *FELLOW ASSOCIATION OF INTERNATIONAL ACCOUNTANTS*

Address:

*8 WICKLANDS AVENUE
SALTDEAN
EAST SUSSEX
BN2 8EQ*

Date:

10/3/2025