

Charity No: 1164348

ACTION FOR DEMENTIA

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS**

For the period ended 31st March 2017

**Ainsworths Limited
Charter House
Stansfield Street
Nelson
Lancashire
BB9 9XY**

ACTION FOR DEMENTIA

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For the period ended 31st March 2017

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ACTION FOR DEMENTIA

REPORT OF THE TRUSTEES

For the period ended 31st March 2017

The trustees present their annual report and the unaudited financial statements of the charity for the period from 11th November 2015 to 31st March 2017.

The financial statements comply with the Charities Act 2011 and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1st January 2015) – (Charities SORP (FRS 102)).

LEGAL AND ADMINISTRATIVE DETAILS

Registered charity number

1164348

Registered address

Action for Dementia
Unit 2
Technology Centre
Bridge Street
Church
Lancashire
BB5 4HU

Trustees and key management personnel

The trustees who served during the year were as follows:

Dr C Schmitgen (Chair)
J G Cotton (Secretary)
L Hogan
Mrs J Tregartha BA Hons-PGCE

Accountants

Ainsworths Limited
Charter House
Stansfield Street
Nelson
Lancashire
BB9 9XY

Bankers

Barclays Bank Plc
72/78 St. James Street
Burnley
Lancashire
BB11 1NH

ACTION FOR DEMENTIA

REPORT OF THE TRUSTEES (CONTINUED)

For the period ended 31st March 2017

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational status

Action for Dementia was registered as a charitable incorporated organisation (CIO) on 11th November 2015 under the provisions of the Charities Act (Charity number: 1164348) and is governed by a trust deed dated 3rd July 2014.

Organisational structure

The Board currently consists of four trustees and is responsible for key policy decisions and the effective governance of the organisation overall. The trustees take care of the day to day running and legal requirements of the charity and the Board meets three times a year to discuss the direction and progression of the charity, especially projects and how they are benefitting the community. All projects and events are organised and taken into the community by volunteers who report back to the trustees on a regular basis.

Recruitment and appointment of new board members

Trustees are appointed to reflect the skills required to support the Board and its range of activities. The trustees themselves appoint new trustees to the Board either through volunteers or people they have met while working in the community. Such recruitment is based on their individual skills and empathy for the subject the Board provides appointees with a full orientation on the services provided, the decision-making processes of the charity and the roles and responsibilities of a trustee, including their legal obligations under applicable laws.

Risk management

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to ensure that regular reports are produced and that necessary steps can be taken to address any issues arising.

OBJECTIVES AND ACTIVITIES

The principal activities of the charity are:

- to raise awareness of the impact of dementia on affected patients and their families and carers.
- to improve the care and quality of life for people living with dementia and those who care for them.
- to facilitate improved care through enabling better and more specialised training for carers working with dementia.
- to work alongside other charities and organisations to support the improvement of existing services or projects and to develop new sustainable services and projects.
- to support research into dementia related care and development of treatment/care standards.

These services are offered on a charitable basis by the provision of grants, money items or services.

Public benefit

In setting out the charity's objectives and planning of activities the trustees have given careful consideration to the Charity Commission's general guidance and section 17(5) of the Charities Act 2011. The trustees are confident that the charity offers services of real and practical use to the local population and therefore complies with the responsibility placed on all charities under the Charities Act 2011 to demonstrate a public benefit.

ACTION FOR DEMENTIA

REPORT OF THE TRUSTEES (CONTINUED)

For the period ended 31st March 2017

ACHIEVEMENTS AND PERFORMANCE

Since its founding in November 2015 the charity's aim has been to raise awareness of dementia and surrounding issues and to build trust and credibility within the community. The charity has been very pro-active in raising the awareness of dementia and has provided information on the services, organisations, groups and projects available to those suffering from all stages of the condition. Throughout 2016/17 the charity has worked hard to raise awareness of dementia by attending events and reaching out to people of all ages throughout Lancashire and beyond, delivering Dementia Awareness quizzes, facilitating Memory Catcher life story projects, talking with and advising people and signposting and referring them to organisations/groups and services that can help and support them on their journey through dementia. Since September 2016 the charity has held a Dementia Information Point/Hub once a week on Wednesdays in the 1st Call Hyndburn unit in Accrington Arndale. The charity is also a pro-active member of the Hyndburn Dementia Action Alliance (HDAA) and has been instrumental, along with other organisations, groups and services, in organising, promoting and facilitating the HDAA quarterly Dementia Hub for the Community, the first of which was held in December 2016.

The benefit to the community can be measured by the response from people that the charity has worked with and supported through its Dementia Information Point/Hub, through the events it has attended and organised, and from organisations and groups that the charity has worked with or alongside in Hyndburn and other areas of Lancashire.

A variety of testimonials, evaluation emails and case studies can be accessed on the charity's website at www.actionfordementi.org

Future plans

The charity will continue to provide awareness and information about services, groups and projects to both sufferers and family carers alike. Activities are also being planned to reduce social isolation and provide support and advice from an accessible town centre information point.

FINANCIAL REVIEW

In 2016 the charity received funding of £9,890 from the Big Lottery Fund and £9,927 from the East Lancashire Clinical Commissioning Group (ELCCG). The awards were spent on events, equipment, transportation, website development, marketing, merchandise, office furniture and fittings.

The attached statement of financial activities shows how funds were raised and applied during the year.

This statement separates funds which the charity controls itself (unrestricted funds) from those that have to be spent in a manner determined by the donor (restricted funds).

During the period ended 31st March 2017 incoming resources amounted to £20,161 (of which £19,817 was by way of grant awards) while resources expended amounted to £14,555. The net result for the period was a surplus of £5,606.

The trustees consider the results for the period to be satisfactory.

Reserves policy

It is the policy of the charity to maintain unrestricted funds, which are free reserves of the charity, at levels which equate to an excess of its projected needs for the forthcoming year, thereby providing sufficient funds to cover management, administration and support costs and enable the ongoing development of projects. The trustees believe the net asset position is sufficient to satisfy such requirements although these levels of free reserves are reviewed on a regular basis.

ACTION FOR DEMENTIA

REPORT OF THE TRUSTEES (CONTINUED)

For the period ended 31st March 2017

FINANCIAL REVIEW (Continued...)

Risk assessment

The trustees review the major risks faced by the charity during their regular meetings and confirm there are systems in place to mitigate them. Internal risks are minimised by the segregation of duties and procedures for authorisation of all transactions.

Acknowledgements

The trustees would like to express thanks to all the charity's volunteers who have provided invaluable resources during this first period of activity.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Under charity law, the trustees are responsible for preparing the Report of the Trustees and the financial statements for each financial year which show a true and fair view of the state of affairs of the charity and of the excess of income over expenditure for that period.

In preparing these financial statements, generally accepted accounting practice entails that the trustees:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the recommendations of the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- state whether the financial statements comply with the trust deed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are required to act in accordance with the trust deed of the charity, within the framework of trust law. They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable them to ensure that, where any statements of accounts are prepared by them under the Charities Act 2011 and the applicable Charity (Accounts and Reports) Regulations, those statements of accounts comply with the requirements of regulations under those provisions. The trustees also have a general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website.

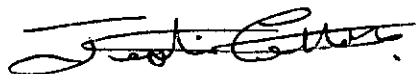
Charity requirements

This report has been prepared in accordance with requirements set down by the Charities SORP (FRS 102).

Date: 24th October 2017



Dr C Schmitgen
Chair



J G Cotton
Secretary

REPORT OF THE ACCOUNTANTS' TO THE TRUSTEES OF

ACTION FOR DEMENTIA

For the period ended 31st March 2017

In accordance with our terms of engagement we have prepared for your approval the financial statements of Action for Dementia for the period from 11th November 2015 to 31st March 2017 on pages 6 to 12 from the accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook.

This report is made solely to you, as trustees, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Action for Dementia and state those matters that we have agreed to state to you in this report in accordance with ICAEW Technical Release TECH08/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than yourselves for our work or for this report.

You have approved the financial statements for the period ended 31st March 2017 and have acknowledged your responsibility for them, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for their compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given us and we do not, therefore, express any opinion on the financial statements.

AINSWORTHS LIMITED

Ainsworths Limited
Chartered Accountants
Charter House
Stansfield Street
Nelson
BB9 9XY

Date: 24th October 2017

ACTION FOR DEMENTIA

STATEMENT OF FINANCIAL ACTIVITIES

For the period ended 31st March 2017

	Notes	Unrestricted funds £	Restricted funds £	2017 £
Income from:				
Donations	2	344	-	344
Charitable activities		9,927	9,890	19,817
Total incoming resources		10,271	9,890	20,161
Expenditure on:				
Raising funds		-	-	-
Charitable activities	3	5,265	9,890	15,155
Total expenditure		5,265	9,890	15,155
Net incoming resources before other recognised gains/(losses)		5,006	-	5,006
Other recognised gains/(losses)		-	-	-
Net movement in funds		5,006	-	5,006
Total funds brought forward		-	-	-
Total funds carried forward	7	5,006	-	5,006

All transactions relate to continuing operations.

There are no other recognised gains or losses for the period other than in the Statement of Financial Activities.

ACTION FOR DEMENTIA


BALANCE SHEET As at 31st March 2017

	Notes	2017	
		£	£
Fixed assets			
Tangible assets	5		1,640
Current assets			
Stocks		3,544	
Debtors		-	
Cash at bank and in hand		842	
		<u>4,386</u>	
Current liabilities			
Creditors: Amounts falling due within one year	6	<u>1,020</u>	
Current assets less current liabilities			<u>3,366</u>
Net assets			<u>5,006</u>
Funds			
Restricted	7		-
Unrestricted	7		<u>5,006</u>
			<u>5,006</u>

These financial statements were approved by the Board of Trustees on 24th October 2017 and signed on its behalf by:



Dr C Schmitgen
Chair



J G Cotton
Secretary

ACTION FOR DEMENTIA

NOTES TO THE FINANCIAL STATEMENTS

For the period ended 31st March 2017

1. ACCOUNTING POLICIES

Statutory information

Action for Dementia is a charitable incorporated organisation (CIO) registered with the Charity Commission in England. The registered charity number and address can be found in the Report of the Trustees on page 1.

Basis of preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) issued on 16th July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and United Kingdom Generally Accepted Practice as it applies from 1st January 2015.

The financial statements have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) issued on 16th July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1st April 2005 which has since been withdrawn.

Action for Dementia 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 note(s).

Cash flow

The charity is exempt from the requirement to prepare a cash flow statement as it qualifies as a small entity.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income from donations, legacies, fundraising and similar incoming resources are included in the period in which they are receivable.

Any income received for specific purpose is accounted for as restricted funds when receivable.

ACTION FOR DEMENTIA

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the period ended 31st March 2017

1. ACCOUNTING POLICIES (Continued)

Expenditure

Expenditure is accounted for on an accruals basis (inclusive of attributable value added tax which cannot be recovered) and has been classified under the principal categories related to the cost.

Costs allocated to activities in the furtherance of the charity's objects are those directly associated with achieving the charity's goals. Support costs are those incurred in connection with the management of the company's assets, organisational administration and compliance with constitutional and statutory requirements. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the general activities of the charity. Surplus funds can be allocated to restricted projects if the trustees believe they are required.

Restricted funds are funds subject to specific restriction imposed by the donors for the purpose of any appeal in which the funds are raised and can only be used for particular purpose within the objects of the charity.

Fixed assets

Depreciation is provided at the following rates in order to write off each asset over its estimated useful life:

Website	20% on cost
Fixtures, fittings and office equipment	15% reducing balance

Taxation

The company is a registered charity and is therefore exempt from Income Tax and Corporation Tax under the provisions of Section 505(1) of the Income and Corporation Taxes Act 1988.

ACTION FOR DEMENTIA

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the period ended 31st March 2017

2. INCOME FROM DONATIONS

	2017 £
Donations	100
Fundraising collections	244
	<hr/> 344 <hr/>

3. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2017 £
Events and festival expenses	2,711	8,203	10,914
Promotional expenses	427	1,294	1,721
Premises expenses	652	-	652
Telephone	66	198	264
Travelling expenses	2	7	9
Postage, Printing and Stationery	86	158	244
Repairs and renewals	19	-	19
Training costs	10	30	40
Accountancy	1,020	-	1,020
Professional fees	20	-	20
Sundry expenses	77	-	77
Depreciation	175	-	175
	<hr/> 5,265 <hr/>	<hr/> 9,890 <hr/>	<hr/> 15,155 <hr/>

4. STAFF COSTS

The charity has no employees and the trustees have received neither remuneration nor reimbursement of expenses during the period.

ACTION FOR DEMENTIA

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the period ended 31st March 2017

5. TANGIBLE FIXED ASSETS

	Website £	Fixtures and fittings £	Total £
Cost:			
At 11 th November 2015	-	-	-
Additions	987	828	1,815
At 31 st March 2017	<u>987</u>	<u>828</u>	<u>1,815</u>
Depreciation:			
At 1 st November 2015	-	-	-
Charge for the period	109	66	175
At 31 st March 2017	<u>109</u>	<u>66</u>	<u>175</u>
Net book value:			
At 31 st March 2017	<u>878</u>	<u>762</u>	<u>1,640</u>
At 1 st November 2015	<u>-</u>	<u>-</u>	<u>-</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Accruals	2017 £
	1,020
	<u>1,020</u>

ACTION FOR DEMENTIA

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

7. SUMMARY OF FUNDS

Analysis of assets and liabilities between funds:

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £
Fixed assets	1,640	-	1,640
Current assets	4,386	-	4,386
Current liabilities	(1,020)	-	(1,020)
	<u>5,006</u>	<u>-</u>	<u>5,006</u>

Movement in funds

	Unrestricted funds £	Restricted funds £	Total funds 2017 £
Balance brought forward	-	-	-
Net incoming/(outgoing) resources	5,006	-	5,006
Balance carried forward	<u>5,006</u>	<u>-</u>	<u>5,006</u>

Unrestricted funds represent surplus donations and other incoming resources receivable in excess of outgoing resources payable and available for use by the trustees in accordance with the charitable objects.

8. RELATED PARTY TRANSACTIONS

During the period the charity reimbursed Mrs J Cotton (the wife of a trustee) for expenses incurred by her on behalf of the charity totalling £456.

As at 31st March 2017 the amount owed to this related party was £Nil.