

REMINISCENCE LEARNING
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

| | <u>Page</u> |
|--------------------------------------|-------------|
| <u>Contents</u> | |
| Reference and administrative details | 1 |
| Trustees Report | 2-6 |
| Independent examiners report | 7 |
| Statement of financial activities | 8 |
| Balance Sheet | 9 |
| Notes to the financial statements | 10-17 |

CHARITY NUMBER 1105488
COMPANY NUMBER 4720977

REMINISCENCE LEARNING
REFERENCE AND ADMINISTRATIVE DETAILS

| | |
|-----------------------------|--|
| Governing Instrument | Memorandum & Articles of Association |
| Status | The Company does not have a share capital and is limited by guarantee |
| Company Registration Number | 4720977 |
| Charity Registration number | 1105488 |
| Trustees | Mr T Baverstock (appointed 7 September 2022) Mrs W Jones Mr M Raisey Mr A Tudor Mr D I Wicks |
| Company Secretary | Mrs F R Mahoney |
| Principal address | The Counting House Tonedale Mill Wellington Somerset TA21 0AW |
| Examiner | Mr P A Morrish FCA Apsleys LLP 21 Bampton Street Tiverton Devon EX16 6AA |
| Bankers | HSBC Bank plc 29 Fore Street Tiverton EX16 6NA |

REMINISCENCE LEARNING
TRUSTEES REPORT
ON THE FINANCIAL YEAR ENDED 31 MARCH 2022

The Trustees (who are also directors of Reminiscence Learning for the purposes of company law) present their report and the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

Aims of the Organisation

Reminiscence Learning aims to relieve the needs of persons suffering from dementia by the provision of reminiscence therapy. It also educates the families of persons suffering from dementia and health care workers in reminiscence therapy.

Review of Activities

This has been another challenging year as Covid has still been at the forefront of our concerns. We have worked hard to keep pushing the Charity forward whilst still being diligent with staff and clients and adhering to all guidelines as and when they are required to be in place.

Respite Activity Sessions continue to be a well-used service although our client levels have fluctuated for various reasons including illness and Covid restrictions/guidelines. This popular service works very closely with our clients to meet their changing needs and continues to be supported by Somerset County Council.

We have delivered 8 Archie projects throughout year. On the back of this we have been looking at ways to streamline Archie and to incorporate different online and face to face teaching styles for delivering the course in future.

Our Funday Friday Community Project has remained very popular bringing together those living with dementia and their carers as well as those who may be more isolated within the community. The project has grown exponentially which has meant that we have had to relocate to cater for our larger numbers. We were lucky to be given some funding specifically to enhance our clients experience so we asked them for their opinions on how it should be used. It was agreed that a visit to the Donkey Sanctuary, to visit our adopted donkey, would be enjoyed by all.

We held several social suppers within the Community which have been very well attended. They have been a well-received social event for all with very popular menus and musical entertainment.

Forest School remains a popular choice for those who are more physically able, yet living with dementia, and we have worked with a variety of tutors who all bring new skillsets to the group. Forest School Plus has supported the Forest School users and the local community as well as families and carers over the holiday breaks.

As many of our fundraising events had to be cancelled due to Covid restrictions we took the initiative to create a 3m x 2.5m, 100 piece jigsaw as a fund and profile raiser. We linked this with the Butterfly Project and sold it to local businesses and organisations at £60 per piece.

REMINISCENCE LEARNING

TRUSTEES REPORT

ON THE FINANCIAL YEAR ENDED 31 MARCH 2022

Review of Activities Continued

Preparations for our Butterfly event were ongoing throughout the year and we managed to deliver both in-person and online dementia awareness training. We worked with local organisations across the county at pop-up workshops to further our dementia awareness campaign and continue with the creation of our 9,413 hand crafted butterflies to represent every person in Somerset living with dementia. This was brought together in a huge installation at Wellington School starting on 2nd April 2022. It is called the Chrysalis Butterfly Project in reference to the Charity's emergence from the restraints of Covid and lockdowns. The celebrations include a Butterfly Ball, a Family Fun Day and a Musical Extravaganza all carried out under the Butterfly Installation.

We have worked in partnership with Go Create and 8 local artists and their displays will be moved to 8 hubs across the county to continue spreading the dementia awareness message.

We won a contract with Somerset County Council to carry out our 'I Can Make A Difference' training and 'Positive Effective Communication' which promotes dementia awareness to adult social care staff within the Council.

Our training extended to the National Association of Funeral Directors in both Somerset and Devon and we have made many links for future fundraising opportunities. All the micro providers associated with Wivey Cares have now been trained in dementia awareness.

We are the Charity of the Year for Rumwell Farm Shop for 2022. As part of this agreement we have delivered a dementia awareness training package to their entire team.

We used the Wellington pop-up shop in Fore Street for a week to advertise the services we provide and the interaction that we have with the local community.

We have been approached by Somerset County Cricket Foundation to work in partnership with a reminiscence sports project.

We delivered a new training package to our inhouse Activity Team called ADAPT. This ensures maintenance of our brand standard and to ensure that all staff continue to work at the correct levels to meet our clients individual needs and requirements.

We continue to hold frequent duty of care meetings with staff to ensure that all team members feel supported in their working environment in line with the rapid progression of the Charity. With the development of the charity department leads have their own constant check in meetings with individuals. We have been privileged to find two new members of staff to join our RAS team who have brought a wealth of knowledge and experience to the roles alongside building a core team of volunteers.

We attend networking and conferences, both online and in person. We continue to have extensive social media coverage on a variety of platforms and have been focussing on modernising our branding to encompass all the services that we now have to offer.

REMINISCENCE LEARNING
DIRECTORS AND TRUSTEES REPORT
ON THE FINANCIAL YEAR ENDED 31 MARCH 2022

Financial Review

It is confirmed that the charity's assets are adequate to fulfil the obligations of the charity.

Reminiscence Learning held funds totalling £55,503 (2021: £64,986) at the year end. Of this amount £13,469 (2021: £16,141) is held in Restricted Funds which means that they can only be used for specific purposes. This leaves £42,034 (2021: £48,845) on Other Unrestricted Funds.

Investment Powers

Under the Memorandum and Articles of Association the charity has the power to make any investments which the trustees see fit.

Reserves Policy

The trustees of Reminiscence Learning consider that a certain level of reserves is required in order to run the company in an orderly prudent manner.

Reserves are held by Reminiscence Learning in three funds: Restricted funds, Designated funds and Other Charitable funds.

Restricted funds represent money that is earmarked by the donor. The trustees can only use these funds for the specific purpose for which they were given.

Unrestricted funds are divided into two parts: Designated funds and Other Charitable funds. These are funds that the directors may use for any purpose within the objects of Reminiscence Learning. The trustees have decided to designate, i.e. earmark certain funds for future use:

1. The smooth operation of the company is dependent upon its staff and any form of long term illness would involve the company in additional costs for temporary staff. Funds have been set aside to enable Reminiscence Learning to employ temporary staff for approximately three months should the need arise.
2. The trustees have agreed to set aside funds each year for staff training.

The trustees consider that a certain level of unrestricted funds held as "Other Charitable Funds" needs to be held as a reserve to enable Reminiscence Learning to absorb setbacks and to take advantage of change & opportunities.

REMINISCENCE LEARNING

TRUSTEES REPORT

ON THE FINANCIAL YEAR ENDED 31 MARCH 2022

Charity Structure, Governance and Management

Reminiscence Learning was set up on 2 April 2003. The registered office is the Counting House, Tonedale Mill, Wellington, Somerset, TA21 0AW. Its activities are overseen by a Board of trustees with a minimum number of 3. The company became a Registered Charity on 16 August 2004.

Names of Trustees

Mr M Raisey (Chairman) Mr T Baverstock (appointed 7 September 2022) Mrs W Jones
Mr A Tudor Mr D I Wicks

The trustees are also directors for the purpose of company law.

Appointment and training of Trustees

New members of the Board of trustees are appointed by the members of the Board for the time being. Existing trustees are aware of the need to draw candidates that bring relevant skills and expertise to Reminiscence Learning. Potential candidates meet with the Chief Executive who ensures that they have knowledge of Reminiscence Learning and discusses the position with them. They are then invited to attend Board Meetings to ensure that they are aware of the commitment and responsibility of becoming a trustee. Copies of the Memorandum and Articles of Association, relevant publications from the Charity commission, a copy of the most recent accounts and minutes of the last Board Meeting are given to the potential candidate who is then invited to join the Board. A formal resolution is put to the Board at the following meeting to confirm the appointment.

Risk Management

Reminiscence Learning produces a risk assessment which identifies major risks, the potential impact on the organisation and steps taken to mitigate the risk. This is reviewed regularly.

We believe that the maintenance of our free reserves and designated reserves at the levels stated on page 8 will provide sufficient resources in the event of adverse conditions. The trustees are also examining other operational and business risks which we face with a view to establishing systems to mitigate the significant risks.

Other

The trustees have had due regard to guidance published by the Charity Commission on public benefit and believe this is achieved via the charity's objectives and activities.

REMINISCENCE LEARNING
TRUSTEES REPORT
ON THE FINANCIAL YEAR ENDED 31 MARCH 2022

Responsibilities of the trustees

The trustees (who are also directors of Reminiscence Learning for the purpose of company law) are responsible for preparing the annual 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, which 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 Charity SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- 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 proper accounting records that 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.

This report has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

This report was approved by the Board on 16 November 2022
 And signed on their behalf by:

Mr D I Wicks 
 Director

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
REMINISCENCE LEARNING

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022 which are set out on pages 8 to 16.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income has exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mr P A Morrish FCA
Apsleys LLP

21 Bampton Street, Tiverton, Devon EX16 6AA

Date: 22nd November 2022

REMINISCENCE LEARNING
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 MARCH 2022

| | <u>Notes</u> | <u>Unrestricted</u> | <u>Restricted</u> | <u>2022</u> | <u>2021</u> |
|--|--------------|---------------------|-------------------|----------------|----------------|
| | | £ | £ | Total | Total |
| | | | | £ | £ |
| Income | | | | | |
| Income from charitable activities | | | | | |
| Revenue funds | | 159,137 | 150,446 | 309,583 | 151,982 |
| Other income | | 782 | 0 | 782 | 365 |
| Government business support grant | | 0 | 0 | 0 | 10,000 |
| Coronavirus Job Retention Scheme | | 0 | 0 | 0 | 1,643 |
| Total income | | <u>159,919</u> | <u>150,446</u> | <u>310,365</u> | <u>152,257</u> |
| Expenditure | 10 | | | | |
| Charitable activities | | 163,745 | 153,118 | 316,863 | 152,902 |
| Governance costs | | 2,985 | 0 | 2,985 | 3,020 |
| Total expenditure | | <u>166,730</u> | <u>153,118</u> | <u>319,848</u> | <u>155,922</u> |
| Net incomings/(outgoing) resources before transfers | | (6,811) | (2,672) | (9,483) | (3,665) |
| Transfers | | | | 0 | 0 |
| Net incoming/(outgoing) resources after transfers | | (6,811) | (2,672) | (9,483) | (3,665) |
| Fund balances at 1 April 2021 | | <u>48,845</u> | <u>16,141</u> | <u>64,986</u> | <u>68,651</u> |
| Fund balances at 31 March 2022 | | <u>42,034</u> | <u>13,469</u> | <u>55,503</u> | <u>64,986</u> |

The notes on pages 10 to 17 form an integral part of these financial statements

REMINISCENCE LEARNINGBALANCE SHEET31 MARCH 2022

| | <u>Note</u> | <u>2022</u> £ | <u>2021</u> £ |
|---|-------------|------------------|------------------|
| Fixed assets | 4 | <u>7,773</u> | <u>7,495</u> |
| Current assets | | | |
| Stock | | 3,661 | 4,468 |
| Debtors | 5 | 21,029 | 14,784 |
| Cash at bank and in hand | | <u>41,326</u> | <u>47,208</u> |
| | | <u>66,016</u> | <u>66,460</u> |
| Creditors: Amounts falling due within one year | 6 | <u>18,286</u> | <u>8,969</u> |
| Net current assets | | <u>47,730</u> | <u>57,491</u> |
| Total assets less current liabilities | | <u>55,503</u> | <u>64,986</u> |
| Income funds | | | |
| Restricted funds | 7 | 13,469 | 16,141 |
| Unrestricted funds: | | | |
| Designated funds | 8 | 8,826 | 8,826 |
| Other charitable funds | | <u>33,208</u> | <u>40,019</u> |
| | | <u>55,503</u> | <u>64,986</u> |

For the year ended 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

The 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 board on 16 November 2022

And signed on its behalf by:

D I Wicks 

Director

Company registration number 4720977

The notes on pages 10 to 17 form an integral part of these financial statements

REMINISCENCE LEARNING
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

1. Company status

Reminiscence Learning is a private company limited by guarantee and does not have a share capital. The company is a registered charity in England within the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

The charity constitutes a public benefit entity as defined by FRS 102. 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

2. Accounting policies

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1. Income Recognition

Income comprises grants and funding receivable from public and private bodies and income from courses.

When donors specify that grants given to the company must be used in future accounting periods, the income is deferred until those periods.

When donors specify that grants are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Interest is included when receivable by the company.

REMINISCENCE LEARNING

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

2. Accounting policies continued

2. Expenditure

- a) Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered and including equipment which is written off in the year of purchase.
- b) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- c) Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- d) Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on those activities.

3. Fund accounting

Funds held by the company either:

- Unrestricted general funds - these are funds which can be used in accordance with the objects at the discretion of the trustees.
- Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

4. Fixed assets and depreciation

Depreciation is provided at a rate calculated to write off the cost less residual value of each asset over its expected useful life as follows:

| | |
|---------------------|-----------------------|
| Computer equipment: | 4 years straight line |
| Equipment: | 15% reducing balance |

5. Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing stock to its preset location and condition. Cost is calculated using the first-in, first-out formula. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

REMINISCENCE LEARNING
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

6. Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

7. Cash

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

8. Employee benefits

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expended as they become payable.

9. Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

10. Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

3. Directors emoluments

| | <u>2022</u> | <u>2021</u> |
|-------------------------|-------------|-------------|
| | <u>£</u> | <u>£</u> |
| Management remuneration | Nil | Nil |

REMINISCENCE LEARNING
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

4. Fixed assets

| | <u>Equipment</u> | <u>Computer equipment</u> | <u>Total</u> |
|---------------------|------------------|---------------------------|--------------|
| | £ | £ | £ |
| Cost | | | |
| At 1 April 2021 | 8,508 | 9,726 | 18,234 |
| Added | 1,794 | 429 | 2,223 |
| Disposed | | 0 | 0 |
| At 31 March 2022 | 10,302 | 10,155 | 20,457 |
| Depreciation | | | |
| At 1 April 2021 | 3,434 | 7,305 | 10,739 |
| Disposed | 0 | 0 | 0 |
| Charge for the year | 1,031 | 914 | 1,945 |
| At 31 March 2022 | 4,465 | 8,219 | 12,684 |
| Net book value | | | |
| At 31 March 2022 | 5,837 | 1,936 | 7,773 |
| At 31 March 2021 | 5,074 | 2,421 | 7,495 |

5. Debtors

| | <u>2022</u> | <u>2021</u> |
|-------------|-------------|-------------|
| | £ | £ |
| Debtors | 20,789 | 14,577 |
| Prepayments | 240 | 207 |
| | 21,029 | 14,784 |

6. Creditors - Amounts falling due within one year

| | <u>2022</u> | <u>2021</u> |
|---------------------------------|-------------|-------------|
| | £ | £ |
| Other taxes and social security | 2,008 | 1,949 |
| Other creditors | 16,278 | 7,020 |
| | 18,286 | 8,969 |

14
REMINISCENCE LEARNING

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

7. Restricted funds

| | <u>At 1 April</u> | <u>Movement in resources</u> | | | <u>At 31 March</u> |
|------------------------------------|-------------------|------------------------------|------------------|-----------------|--------------------|
| | <u>2021</u> | <u>Incoming</u> | <u>Outgoings</u> | <u>Transfer</u> | <u>2022</u> |
| | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| Archie | 8,450 | 18,299 | 16,999 | | 9,750 |
| Wellington Community - Projects | 0 | 12,670 | 12,670 | | 0 |
| Community Learning Programme | 1,500 | 13,829 | 14,305 | | 1,024 |
| Butterfly Project | 6,191 | 15,542 | 20,958 | | 775 |
| Respite Activity Sessions | 0 | 88,186 | 88,186 | | 0 |
| Together in Sport | 0 | 420 | | | 420 |
| Sherlock Trust | 0 | 1,500 | | | 1,500 |
| | <u>16,141</u> | <u>150,446</u> | <u>153,118</u> | <u>0</u> | <u>13,469</u> |

Archie is an intergenerational dementia project.

Wellington Community Projects is a programme of activities, including Forest School Plus which continues to work with people who attend the Forest School during the school holidays, and is aimed at promoting awareness of dementia.

Community Learning Programme provides Forest School sessions.

The Butterfly Project is a project using various hubs across the county of Somerset to create hundreds of hand-crafted butterflies as part of the 9413 total required to represent the number of people in the county with dementia.

Respite Activity Sessions provides respite activities in Wellington with the overall aim of supporting carers and those they care for.

Together in Sport is project for people living with memory loss/dementia and their carers with a variety of physical activities.

Sherlock Trust has funded an educational project

REMINISCENCE LEARNINGNOTES TO THE FINANCIAL STATEMENTSYEAR ENDED 31 MARCH 2022**8. Designated funds**

The income funds include the following designated funds which have been set aside out of unrestricted funds by the directors for specific purposes.

| | <u>At 1 April</u> <u>2021</u> | <u>New</u> <u>designations</u> | <u>Released /</u> <u>Utilised</u> | <u>At 31 March</u> <u>2022</u> |
|----------|----------------------------------|-----------------------------------|--------------------------------------|-----------------------------------|
| | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| Training | 426 | 600 | (600) | 426 |
| Illness | 8,400 | | | 8,400 |
| | <u>8,826</u> | <u>600</u> | <u>(600)</u> | <u>8,826</u> |

Training: The directors have agreed to provide funds for staff training.

Illness: Funds have been allocated to cover periods of staff illness that result in additional costs being incurred.

9. Analysis of net assets between funds

| | <u>Unrestricted</u> <u>funds</u> | <u>Restricted</u> <u>funds</u> | <u>Total</u> <u>funds</u> |
|--------------------------------|-------------------------------------|-----------------------------------|------------------------------|
| | <u>£</u> | <u>£</u> | <u>£</u> |
| Fund balances at 31 March 2022 | | | |
| are represented by - | | | |
| Fixed assets | 6,335 | 1,438 | 7,773 |
| Current assets | 43,080 | 22,936 | 66,016 |
| Current liabilities | (7,381) | (10,905) | (18,286) |
| | <u>42,034</u> | <u>13,469</u> | <u>55,503</u> |

REMINISCENCE LEARNING
NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

10. Expenditure

| | <u>Charitable</u> <u>activities</u> | <u>Governance</u> <u>costs</u> | <u>2022</u> <u>Total</u> | <u>2021</u> <u>Total</u> |
|--|--|-----------------------------------|-----------------------------|-----------------------------|
| | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| Unrestricted funds | | | | |
| Costs directly allocated to activities | | | | |
| Courses and projects | 12,653 | | 12,653 | 11,601 |
| Salaries | 82,338 | | 82,338 | 68,292 |
| Support costs allocated to activities | | | | |
| Chief executive | 17,556 | 1,951 | 19,507 | 18,807 |
| Administration | 15,471 | 1,034 | 16,505 | 17,400 |
| Rent | 10,130 | | 10,130 | 8,190 |
| Service charge | 1,723 | | 1,723 | 1,215 |
| Heat & light | 2,495 | | 2,495 | 0 |
| Travel | 1,592 | | 1,592 | 1,014 |
| Fund raising | 6 | | 6 | 0 |
| Marketing | 2,174 | | 2,174 | 4,556 |
| Insurance | 2,561 | | 2,561 | 1,694 |
| Licences | 256 | | 256 | 209 |
| Telephone | 2,015 | | 2,015 | 2,426 |
| Postage, printing and stationery | 2,124 | | 2,124 | 1,965 |
| Repairs | 3,168 | | 3,168 | 697 |
| Training | 600 | | 600 | 158 |
| Professional fees | 1,596 | | 1,596 | 6,130 |
| Consultancy fees | 1,279 | | 1,279 | 1,661 |
| Compensation | 0 | | 0 | 5,500 |
| Bank charges and interest | 441 | | 441 | 132 |
| Refreshments | 135 | | 135 | 3 |
| Cleaning | 420 | | 420 | 592 |
| Subscriptions | 608 | | 608 | 609 |
| Miscellaneous | 459 | | 459 | 1,230 |
| Depreciation | 1,945 | | 1,945 | 1,841 |
| | <u>163,745</u> | <u>2,985</u> | <u>166,730</u> | <u>155,922</u> |

REMINISCENCE LEARNING
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

11. Trustees remuneration and expenses

| | <u>2022</u> | <u>2021</u> |
|-----------------------|-------------|-------------|
| | £ | £ |
| Trustees remuneration | Nil | Nil |
| Trustees expenses | Nil | Nil |

12. Employees

The average number of full time employees for the year was 5 (2020: 5). No employees earned £60000 per annum or more.

| | <u>2022</u> | <u>2021</u> |
|---------------------------------|----------------|----------------|
| | £ | £ |
| Gross wages and salaries | 112,107 | 99,883 |
| National insurance | 4,123 | 2,838 |
| Employers pension contributions | 2,120 | 1,778 |
| | <u>118,350</u> | <u>104,499</u> |

13. Related party transaction

No contracts or transactions were entered into by the company with any of the directors or any member of staff which requires disclosure in the accounts.