

Me & Dee

Charity No. 1146147

Trustees' Report and Unaudited

Accounts 30 September 2022

The trustees present their report with the unaudited financial statements of the charity for the year ended 30 September 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 1146147

Trustees

The following trustees served during the year:

1. Mr Paul Male (Chairman)
2. Mr Matthew Hutchings (Vice-Chairman)
3. Mrs Nicola Kinsey (Secretary)
4. Mrs Elizabeth Horsey (Treasurer)
5. Mr James Austin
6. Mrs Joanna Blanc
7. Mr John Bricknell
8. Mr James Gardener
9. Mrs Tracey Hallam
10. Mr Andrew Rudkin

Minutes Secretary

Mrs Karen Hannon

Invited to trustee meetings:

Miss Maria Hanson MBE Founder/CEO unwaged

Mr Mark Harrison Head of Operations

Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Our trustees are unpaid and work in a purely voluntary capacity. Their commitment includes attendance at quarterly board meetings, sub-committee meetings and associated tasks relating to the governance and promotion of the charity, all of which are performed without any declared conflicts of interest. They each bring a wealth of knowledge and experience gained from their respective professional and personal capacities, including directors and owners of companies, as well as those working within the volunteer sector. Collectively, the trustees work together to provide support to Maria and the team, and to ensure that the aims and objectives of the charity are met, in an effective and compliant manner.

OUR MISSION STATEMENT

Me & dee has a simple mission: to ensure families going through difficult and uncertain times are gifted with memories they can treasure, never losing sight of what truly matters; because it is those special moments shared with the ones we love, no matter how complicated the circumstances may be, that are most precious of all.

CHARITY ACTIVITY

The charity provides memory making experiences for families facing short and uncertain futures together. This includes family breaks at a lodge, owned by the charity, situated on the Sherwood Hideaway Park, close to Sherwood Forest and day out amenities. It is a small, secluded site, with a small number of lodges, well-spaced out and no communal meeting places on site.

It is a luxury lodge that gives a place of space and extreme peace to spend time together as a family facing a short or uncertain future together. Every need as far as we can has been addressed to mirror the service we offer. There is a large decking with a hot tub, facing straight into the forest, that can only be seen from above. We use the site's excellent housekeeping staff for beautifully made-up beds, fluffy white towels, and cleaning to give a wow factor to families as they enter the lodge. There is a washing machine as incontinence is a factor for many of our families, a large fridge for medication storage and one room has had a twin bed taken out to allow room for medical equipment where appropriate.

There is a large, ramped decking from the private car parking space to the double doors at the back of the lodge.

Many of our families are Midlands-based and nearing palliative care, along with intensive treatment. The location of the lodge sees it close to Nottingham Hospital for families who unfortunately need urgent medical / hospital treatment whilst they are on their break.

In addition to the lodge holidays, which provide vital respite for families who stay there, we have broadened the types of experiences supported by the charity, to ensure that those who are unable to benefit from the lodge due to physical or time constraints, are still presented with an opportunity to make precious memories together.

ACHIEVEMENTS / PERFORMANCE

During the last year we have supported a record number of families, with a range of memory-making experiences, and ongoing emotional support, including:

- 60 holidays at our lodge* (incl. memory gifts)
- 60 trips to White Post Farm / Go Active Falconry
- 18 other holidays (incl. caravan stays at Mablethorpe and Chapel St Leonard)
- 8 overnight memory-making experiences (incl. stays at Drayton Manor and Gullivers)
- 24 day-out memory-making experiences across a broad range of locations
- Christmas events (incl. Santa Bike Rides, Breakfast with Santa etc) covering 55 families
- 19 'money can't buy' experiences (incl. plane flights and Sporting Bears 'dream rides')
- 97 treat packs for Fountains High School
- 37 other memory-making gifts, vouchers and treats
- 'Hero Town' and 'Back to School' parties for 17 families

*We are proud to report that we have had 100% positive feedback from every family who has benefited from a holiday at our lodge.

In addition, we were also able to bring Easter happiness to over 220 families across Derby & Burton Hospitals and Longdon School, by providing them with Easter Eggs.

VOLUNTEERS / FUNDRAISING

We have a small and dedicated group of volunteers, known as "me & dee angels". This group is committed to assisting us with fundraising and promotion of the charity. Much of our fundraising activity is through events that we hold and that members of the public hold for us. As a self-funding charity, support such as this is vital and deeply appreciated.

We were incredibly fortunate to be supported by the Miles For Smiles team again this year, who raised significant funds for the charity by walking 440 miles, visiting 33 football stadiums along the way, in 16 days. We are eternally grateful for their time, efforts, and friendship.

Our annual ball, which was attended and thoroughly enjoyed by over 300 supporters again this year, provided us with the opportunity to raise the profile of the charity, celebrate our achievements and generate additional funds. That, along with many other smaller events (including craft fairs, quiz nights etc.) held throughout the year, has helped us to sustain good levels of income and secure further support for the charity.

We also have various schemes available on our website that enable supporters to donate a regular affordable sum between £20 and £250 + a month. All are acknowledged and kept up to date on the charity's activities and functions.

REPORTING ON PUBLIC BENEFIT

The charity was established in 2006 to provide low cost, but high impact, experiences for when time is short and precious. To date, and 16 years later, over 3,000 families have now been supported.

We assist with bereavement holidays where appropriate and support the families we have come to know, with after-death care by means of attending funerals, supporting parents who need a coffee and a chat, or need signposting to other relevant services.

We conduct a follow-up procedure to allow us to make any necessary improvements, or add any further services, and are acutely aware and empathetic to the needs of those who are trying to make the most of their remaining time together.

We have forged strong links also across the Midlands Hospitals and Hospices, working closely with palliative care nurses and medical staff for nominations.

As part of the charity's ongoing development, we continue to review and assess the most impactful way by which we can create memory-making opportunities for those we support, and will adjust and refine our offerings and support, accordingly, to support their evolving needs.

OFFICE

We are secure in our office in the village of Melbourne with a recently extended five-year lease, running until 2028. This facility provides a practical and effective hub for the charity to be run from, which is only three miles from Maria's home. We have forged good working relationships with the companies in the village and with the Melbourne Assembly Rooms where we are able to hold events and fundraise at their open markets. Administration costs are kept to a minimum, with the Founder and CEO being unsalaried, two full time members of staff, and one part time events administrator, along with volunteer support for practical office activities.

FINANCE

Our end of year report is attached.

Our total income for the year was £256,101 (2021 £218,708)

The majority of our income comprises donations from individuals and businesses. This includes over £20k from monthly business sponsors, whom we are very grateful to for their ongoing support. It also includes a significant amount that was raised through the amazing efforts of the Miles For Smiles team, for the second year running. The remainder of our income was from other fundraising activities and small grants.

Our running costs represent 53.4% of our total fundraising.

The Charity's policy is to hold a minimum of 50% of a full year's expenditure in reserve, which allows the charity to continue to operate at its current level of activity, and plan accordingly. At the end of the Financial year the charity had £167.5k in reserves, which is greater than the 50% level of reserves required.

The charity does not have any debts, and no funds are held by a custodian trustee.

Signed on behalf of the charity's trustees

A handwritten signature in dark ink, appearing to be 'P. Male', enclosed within a faint, hand-drawn oval border.

P. Male

Trustee

30 September 2022

Independent Examiner's Report to the trustees of Me & Dee Charity Number 1146147

I report to the trustees on my examination of the financial statements of Me & Dee for the year ended 30 September 2022 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011('the Act'). The trustees consider that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- The accounting records were not kept in accordance with section 130 of the Act or
- The accounts do not accord with the accounting records

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.



Neil M King FCCA
Cedar + Co.
The Greenhouse
106 - 108 Ashbourne Road
Derby
DE22 3AG

26 July 2023

Me & Dee
Statement of Financial Activities
for the year ended 30 September 2022

		Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
	Notes			
Income and endowments from:				
Donations and legacies	3	193,761	193,761	151,319
Charitable activities	4	8,226	8,226	53,198
Other trading activities	5	54,080	54,080	14,184
Investments	6	34	34	7
Total		256,101	256,101	218,708
Expenditure on:				
Raising funds	7	43,479	43,479	25,663
Charitable activities	8	47,622	47,622	30,122
Other	9	136,850	136,850	83,996
Total		227,951	227,951	139,781
Net gains on investments		-	-	-
Net income		28,150	28,150	78,927
Transfers between funds		-	-	-
Net income before other gains/(losses)		28,150	28,150	78,927
Other gains and losses				
Net movement in funds		28,150	28,150	78,927
Reconciliation of funds:				
Total funds brought forward		167,452	167,452	88,526
Total funds carried forward		195,602	195,602	167,453

Me & Dee
Balance Sheet

At 30 September 2022

Charity No. 1146147

		2022	2021
		£	£
Current assets			
Debtors	11	5,822	2,239
Cash at bank and in hand		218,354	188,799
		<u>224,176</u>	<u>191,038</u>
Creditors: Amount falling due within one year	12	(28,574)	(23,585)
Net current assets		<u>195,602</u>	<u>167,452</u>
Total assets less current liabilities		<u>195,602</u>	<u>167,452</u>
Net assets excluding pension asset or liability		<u>195,602</u>	<u>167,452</u>
Total net assets		<u>195,602</u>	<u>167,452</u>

The funds of the charity

Restricted funds	13		
Unrestricted funds	13		
General funds		195,602	167,452
		<u>195,602</u>	<u>167,452</u>
Reserves	13		
Total funds		<u>195,602</u>	<u>167,452</u>

Approved by the trustees on 30 September 2022

And signed on their behalf by:



P. Male

Trustee

30 September 2022

for the year ended 30 September 2022

1 Accounting policies**Basis of preparation**

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by 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 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.
Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.

Notes to the Accounts

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

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

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Research and development

Expenditure on research and development is written off in the year in which it is incurred.

Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation.

Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2021 £	Total funds 2021 £
Income and endowments from:		
Donations and legacies	151,319	151,319
Charitable activities	53,198	53,198
Other trading activities	14,184	14,184
Investments	7	7
Total	218,708	218,708
Expenditure on:		
Raising funds	25,663	25,663
Charitable activities	30,122	30,122
Other	83,996	83,996
Total	139,781	139,781
Net income	78,927	78,927
Net income before other gains/(losses)	78,927	78,927
Other gains and losses:		
Net movement in funds	78,927	78,927
Reconciliation of funds:		
Total funds brought forward	88,525	88,525
Total funds carried forward	167,452	167,452

3 Income from donations and legacies

Unrestricted	Total 2022	Total 2021
£	£	£
193,761	193,761	151,319
193,761	193,761	151,319

4 Income from charitable activities

Unrestricted	Total 2022	Total 2021
£	£	£
8,226	8,226	53,198
8,226	8,226	53,198

5 Income from other trading activities

Unrestricted	Total 2022	Total 2021
£	£	£
54,080	54,080	14,184
54,080	54,080	14,184

6 Income from investments

unrestricted	Total 2022	Total 2021
£	£	£
34	34	7
34	34	7

7 Expenditure on raising funds

unrestricted	Total 2022	Total 2021
£	£	£
<i>Fundraising trading costs</i>		
43,479	43,479	25,663
43,479	43,479	25,663

8 Expenditure on charitable activities

unrestricted	Total 2022	Total 2021
£	£	£
<i>Expenditure on charitable activities</i>		
47,622	47,622	30,122
<i>Governance costs</i>		
47,622	47,622	30,122

9 Other expenditure

Unrestricted	Total 2022	Total 2021
£	£	£
19,963	19,963	16,570
Other interest payable	227	2
Employee costs	74,185	41,857
Motor and travel costs	10,292	5,256
Premises costs	12,420	10,428
General administrative costs	11,171	9,763
Legal and professional costs	8,592	120
136,850	136,850	83,996

Me & Dee
Notes to the Accounts

10 Staff costs

	2022	2021
Salaries and wages	71,711	39,977
Social security costs	703	-
	<u>72,414</u>	<u>39,977</u>

No employee received emoluments in excess of £60,000.

11 Debtors

	2022	2021
	£	£
Prepayments and accrued income	5,822	2,239
	<u>5,822</u>	<u>2,239</u>

12 Creditors:

amounts falling due within one year

	2022	2021
	£	£
Bank loans and overdrafts	7,389	9,292
Other taxes and social security	1,195	864
Other creditors	6,060	1,800
Accruals	-	632
Deferred income	13,930	10,997
	<u>28,574</u>	<u>23,585</u>

13 Movement in funds

	At 1 October 2021	Incoming resources (including other gains/losses) £	Resources expended £	At 30 September 2022 £
Restricted funds:				
Unrestricted funds:				
General funds	167,452	256,101	(227,951)	195,602
Total funds	<u>167,452</u>	<u>256,101</u>	<u>(227,951)</u>	<u>195,602</u>

14 Analysis of net assets between funds

	Unrestricted funds £	Total £
Net current assets	195,602	195,602
	<u>195,602</u>	<u>195,602</u>

15 Reconciliation of net debt

	At 1 October	Cash flows	At 30
	2021		September
	£	£	2022
Cash and cash equivalents	188,799	29,555	218,354
	188,799	29,555	218,354
Bank loans	(9,292)	1,903	(7,389)
	(9,292)	1,903	(7,389)
Net debt	179,507	31,458	210,965

Me & Dee
Statement of Cash flows
for the year ended 30 September 2022

	2022	2021
	£	£
Cash flows from operating activities		
Net income per Statement of Financial Activities	28,150	78,927
Adjustments for:		
Dividends, interest and rents from investments	(34)	(7)
(Increase)/Decrease in trade and other receivables	(3,583)	100
Increase in trade and other payables	3,959	1,699
Net cash provided by operating activities	28,492	<u>80,719</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	34	7
Net cash from investing activities	34	<u>7</u>
Cash flows from financing activities		
Repayment of borrowings	(1,903)	(3,708)
Net cash used in financing activities	(1,903)	<u>(3,708)</u>
Net increase in cash and cash equivalents	26,623	77,018
Cash and cash equivalents at the beginning of the year	188,799	102,439
Cash and cash equivalents at the end of the year	<u>215,422</u>	<u>179,457</u>
Components of cash and cash equivalents		
Cash and bank balances	218,354	188,799
	<u>218,354</u>	<u>188,799</u>

Me & Dee
Detailed Statement of Financial Activities
for the year ended 30 September 2022

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income and endowments from:			
Donations and legacies	193,761	193,761	151,319
	193,761	193,761	151,319
Charitable activities	8,226	8,226	53,198
	8,226	8,226	53,198
Other trading activities	54,080	54,080	14,184
	54,080	54,080	14,184
Investments	34	34	7
	34	34	7
Total income and endowments	256,101	256,101	218,708
Expenditure on:			
Costs of other trading activities	43,479	43,479	25,663
	43,479	43,479	25,663
Total of expenditure on raising funds	43,479	43,479	25,663
Charitable activities	47,622	47,622	30,122
	47,622	47,622	30,122
Total of expenditure on charitable activities	47,622	47,622	30,122
Other expenditure	19,963	19,963	16,570
Other interest payable	227	227	2
	20,190	20,190	16,572
Employee costs			
Salaries/wages	71,711	71,711	39,977
Employer's NIC	703	703	-
Staff recruitment	1,675	1,675	1,872
Staff training	96	96	8
	74,185	74,185	41,857
Motor and travel costs			
Travel and subsistence	10,292	10,292	5,256
	10,292	10,292	5,256
Premises costs			

Me & Dee**Detailed Statement of Financial Activities**

Rent	8,840	8,840	8,860
Rates	357	357	-
Light, heat and power	2,163	2,163	1,446
Premises repairs and maintenance	1,060	1,060	122
	<u>12,420</u>	<u>12,420</u>	<u>10,428</u>
General administrative costs, including depreciation and amortisation			
Bank charges	21	21	-
Equipment expensed	1,553	1,553	1,094
Postage and couriers	2,054	2,054	2,634
Stationery and printing	2,122	2,122	1,635
Subscriptions	1,157	1,157	1,096
Telephone, fax and broadband	4,264	4,264	3,304
	<u>11,171</u>	<u>11,171</u>	<u>9,763</u>
Legal and professional costs			
Solicitor's fees	8,592	8,592	120
	8,592	8,592	<u>120</u>
Total of expenditure of other costs	136,850	136,850	<u>83,996</u>
Total expenditure	227,951	227,951	139,781
Net gains on investments	-	-	-
Net income	28,150	28,150	<u>78,927</u>
Net income before other gains/(losses)	28,150	28,150	<u>78,927</u>
Other Gains	-	-	-
Net movement in funds	28,150	28,150	<u>78,927</u>
Reconciliation of funds:			
Total funds brought forward	167,452	167,452	88,526
Total funds carried forward	<u>195,602</u>	<u>195,602</u>	<u>167,453</u>


MeDee_Final Accounts_30-09-2022_Accounts

Final Audit Report

2023-07-27

Created:	2023-07-27
By:	Mark Harrison (mark@meanddee.co.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_Ph8b_5axsKsuhAR3AoLX59Fcm_DI565


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 Signer paul.male@procuredsolutions.co.uk entered name at signing as Paul Male

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 Document e-signed by Paul Male (paul.male@procuredsolutions.co.uk)

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 Agreement completed.

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