



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	08	2019		31	07	2020

Section A Reference and administration details

Charity name	Me, Myself & I
Other names charity is known by	N/A
Registered charity number (if any)	1155162
Charity's principal address	Former Brynhyfryd Primary School Giants Grave road, Briton Ferry, Neath
Postcode	SA11 2ND

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tony Lane			
2	Pauline Barber			
3	Pat Darracott			
4	Charlotte Reed			
5	Kelly Sherwood			
6	Marion Sprately			
7	Marianne Jervis			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO – Association level
Trustee selection methods (eg. appointed by, elected by)	Elected

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

During this financial year the charity was affected by the national restrictions of COVID 19 pandemic. The Charity closed face to face dealing with the public between March 2020 to August 2020. We operated a limited service from August 2020 under the restrictions in place at that time.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are to preserve and protect the health of people with dementia and their carers/family living in Neath Port Talbot by providing and assisting in the provision of information, facilities, activities and support services

Day Break Opportunities
Community Friendship Club
Training
Men's Shed
Gala and fundraising activities [see accounts for more details]
Letter box chats/ newsletter during lockdown

As above

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Development of Day Break opportunity
Training programme development
Charity Gala
Increased numbers to the Community Friendship Club
Successful grant applications from Integrated Care Fund – Welsh Gov.

Section E Financial review

Brief statement of the charity's policy on reserves

An appropriate reserve amount is allocated each year from surplus

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Principal sources of funding are through grants received, not including government grants and fundraising income. The Charity was able to run a number of successful fundraising activities prior to lockdown, with funds contributing to supporting existing club members and allowing for support for a increased number of individuals. Charity has expanded service to include an extra day for support of vulnerable individuals.

Section F Other optional information

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Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	K. Sherwood	C. Reed
Full name(s)	Kelly Sherwood	Charlotte Reed
Position (eg Secretary, Chair, etc)	Chair	Secretary & Vice Chair
Date	28/05/2021	

Charity number 1155162

Me, Myself & I Neath Port Talbot
Trustees' report and financial statements
for the year ended 31 July 2020

Me, Myself & I Neath Port Talbot

Charity information

Trustees	Kelly Sherwood Pauline Barber Charlotte Reed Tony Lane Marianne Jervis Marion Spratley
Charity number	1155162
Registered office	Former Brynhyfryd School Giants Grave Road Briton Ferry SA11 2ND
Accountants	Morgan Hemp 103-104 Walter Road Swansea SA1 5QF

Me, Myself & I Neath Port Talbot

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Me, Myself & I Neath Port Talbot

Trustees' Report for the year ended 31 July 2020

The trustees' report and the financial statements for the year ended 31 July 2020.

Principal activity

The principal activity of the charity is to preserve and protect the health of people with dementia and their carers living in Neath Port Talbot by providing and assisting in the provision of information, facilities, activities and support services.

Trustees

The trustees who served during the year are as stated below:

Kelly Sherwood	Marion Spratley
Pauline Barber	
Charlotte Reed	
Tony Lane	
Marianne Jervis	

This report was approved by the Board on 24 May 2021 and signed on its behalf by



Kelly Sherwood
Trustee

Me, Myself & I Neath Port Talbot

**Report to the Board of Trustees on the preparation
of unaudited accounts of Me, Myself & I Neath Port Talbot
for the year ended 31 July 2020**

In order to assist you, we have prepared for your approval the accounts of Me, Myself & I Neath Port Talbot for the year ended 31 July 2020 which comprise the Surplus and Deficit Account, the Balance Sheet and the related notes from the charity's accounting records and from information and explanations you have given us.

This report is made solely to the charity's Board of Trustees in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Me, Myself & I Neath Port Talbot and state those matters that we have agreed to state to the charity's Board of Trustees. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Me, Myself & I Neath Port Talbot and its Board of Trustees for our work or for this report.

It is your duty to ensure that Me, Myself & I Neath Port Talbot has kept adequate accounting records and to prepare accounts that give a true and fair view of the assets, liabilities, financial position and surplus of Me, Myself & I Neath Port Talbot. You consider that Me, Myself & I Neath Port Talbot is exempt from the audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Me, Myself & I Neath Port Talbot. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the accounts.

.....
Morgan Hemp
Chartered Certified Accountants
103-104 Walter Road
Swansea
SA1 5QF

24 May 2021

Me, Myself & I Neath Port Talbot

Surplus and deficit account for the year ended 31 July 2020

		Continuing operations	
		2020	2019
	Notes	£	£
Income	1.3	<u>177,293</u>	<u>158,119</u>
Administrative expenses		(149,763)	(150,133)
Other operating income		<u>11,698</u>	<u>-</u>
Operating surplus/deficit		<u>39,228</u>	<u>7,986</u>
Interest payable and similar charges	2	<u>(435)</u>	<u>(507)</u>
Surplus/deficit on ordinary activities		<u>38,793</u>	<u>7,479</u>
Surplus/deficit for the year		<u>38,793</u>	<u>7,479</u>
Retained surplus brought forward		<u>29,414</u>	<u>21,935</u>
Retained surplus carried forward		<u><u>68,207</u></u>	<u><u>29,414</u></u>

The notes on pages 6 to 8 form an integral part of these financial statements.

Me, Myself & I Neath Port Talbot

**Balance sheet
as at 31 July 2020**

		2020		2019	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	4		4,117		6,469
Current assets					
Debtors	7	38,302		30,998	
Cash at bank and in hand		48,141		-	
		<u>86,443</u>		<u>30,998</u>	
Creditors: amounts falling due within one year	5	<u>(20,157)</u>		<u>(4,860)</u>	
Net current assets			<u>66,286</u>		<u>26,138</u>
Total assets less current liabilities			70,403		32,607
Creditors: amounts falling due after more than one year	6		<u>(2,196)</u>		<u>(3,193)</u>
Net assets			<u>68,207</u>		<u>29,414</u>
Capital and reserves					
Surplus and deficit account			<u>68,207</u>		<u>29,414</u>
Trustees' funds			<u>68,207</u>		<u>29,414</u>
Charity number 1155162					

The trustees' statements is shown on the following page which forms part of this Balance Sheet.

The notes on pages 6 to 8 form an integral part of these financial statements.

Me, Myself & I Neath Port Talbot

Balance sheet (continued)

**Trustees' statements
for the year ended 31 July 2020**

For the year ended 31 July 2020 the charity was entitled to exemption from audit.

Trustees' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question.
- The trustees acknowledge responsibilities for complying with the requirements with respect to accounting records and the preparation of accounts.

These accounts were approved by the trustees on 30th March and are signed on 31st March 2020 behalf by:

K Sherwood

**Kelly Sherwood
Trustee**

Charity number 1155162

The notes on pages 6 to 8 form an integral part of these financial statements.

Me, Myself & I Neath Port Talbot

Notes to the financial statements for the year ended 31 July 2020

1.1. Tangible fixed assets and depreciation

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

Motor vehicles - 25% straight line

1.2. Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce constant periodic rates of charge on the net obligations outstanding in each period.

1.3 Income

The total income of the charity for the year has been derived from its principal activity wholly undertaken in the UK.

Includes

Government grants	11,698	-
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2. Interest payable and similar charges

	2020	2019
	£	£
Hire purchase interest	435	507

3. Pension costs

The charity operates a defined contribution pension scheme. The pension charge represents the contributions and amounts to £1,390 (2019 - £828)

**Notes to the financial statements
for the year ended 31 July 2020**

4. Tangible fixed assets

7.	Debtors	2020 £	2019 £
	Amount owed by connected companies	30,998	30,998
	Other debtors	7,304	-
		<u>38,302</u>	<u>30,998</u>

Me, Myself & I Neath Port Talbot

**Notes to the financial statements
for the year ended 31 July 2020**

..... continued

5. Creditors: amounts falling due within one year	2020 £	2019 £
Bank overdraft	-	888
Deferred income	10,240	-
Net obligations under finance leases and hire purchase contracts	1,718	1,718
Other taxes and social security costs	3,633	1,708
Other creditors	-	349
Accruals and deferred income	4,320	-
Pension contributions	246	197
	<u>20,157</u>	<u>4,860</u>
6. Creditors: amounts falling due after more than one year	2020 £	2019 £
Net obligations under finance leases and hire purchase contracts	<u>2,196</u>	<u>3,193</u>

Me, Myself & I Neath Port Talbot

**Detailed trading profit and loss account
and expenses schedule
for the year ended 31 July 2020**

	2020		2019	
	£	£	£	£
Income				
Donations		2,508		72,453
Grants		115,371		52,408
Activity and fundraising income		36,509		-
Training & consultancy		1,900		-
Management charges receivable		21,005		33,258
		<hr/>		<hr/>
		177,293		158,119
Administrative expenses				
Wages and salaries	107,340		92,940	
Staff pension costs	1,390		827	
Staff training	523		3,143	
Rent & service charges payable	22,475		12,446	
Rates	-		1,081	
Insurance	606		483	
Light and heat	579		5,347	
Repairs and maintenance	716		8,469	
Printing, postage and stationery	932		3,922	
Telephone	2,202		1,874	
Computer costs	1,426		683	
Travelling	2,663		5,344	
Refreshments	1,117		1,451	
Legal and professional	-		1,387	
Accountancy	4,027		7,401	
Bank charges	411		-	
Charitable donations	852		155	
Subscriptions	152		240	
Depreciation on motor vehicles	2,352		2,940	
	<hr/>		<hr/>	
		149,763		150,133
Operating surplus/deficit		<hr/>		<hr/>
		27,530		7,986
Other operating income				
Government grants received	11,698		-	
	<hr/>		<hr/>	
		11,698		-
		<hr/>		<hr/>
Interest payable				
HP interest and fin. lease charges	435		507	
	<hr/>		<hr/>	
		(435)		(507)
		<hr/>		<hr/>
Net surplus/deficit for the year		38,793		7,479

SIGNATURE CERTIFICATE



REFERENCE NUMBER

2790FC33-21A6-49D8-9EAF-D324FD5C3010

TRANSACTION DETAILS

Reference Number

2790FC33-21A6-49D8-9EAF-D324FD5C3010

Transaction Type

Signature Request

Sent At

05/28/2021 07:14 EDT

Executed At

05/28/2021 07:55 EDT

Identity Method

email

Distribution Method

email

Signed Checksum

94a48ccbbe7c2346c911f710d540b95bb8bab964622a3c49e5b9ff31073b66a8

Signer Sequencing

Disabled

Document Passcode

Disabled

DOCUMENT DETAILS

Document Name

Mmi 31st July 2020 Annual Accounts

Filename

mmi_31st_july_2020_annual_accounts.pdf

Pages

12 pages

Content Type

application/pdf


File Size

40.3 KB

Original Checksum

c505af3a426af82afdb83b94ff52b3dc287e445d5936e9c7102138c2283b6af7

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Kelly Sherwood	Status signed	Viewed At 05/28/2021 07:54 EDT
Email kelly.sherwood@nptcgroup.ac.uk	Multi-factor Digital Fingerprint Checksum 391c86911cdeff9491ff50025d239eff726add02058a32c67a108776db6c6616	Identity Authenticated At 05/28/2021 07:55 EDT
Components 2	IP Address 194.83.60.250	Signed At 05/28/2021 07:55 EDT
	Device Internet Explorer via Windows	
	Typed Signature 	
	Signature Reference ID 27152F38	

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TIMESTAMP	AUDIT
05/28/2021 07:14 EDT	Kris Morgan (kris.morgan@morganhemp.co.uk) created document 'mmi_31st_july_2020_annual_accounts.pdf' on Chrome via Windows from 51.148.124.18.
05/28/2021 07:14 EDT	Kelly Sherwood (kelly.sherwood@nptcgroup.ac.uk) was emailed a link to sign.
05/28/2021 07:54 EDT	Kelly Sherwood (kelly.sherwood@nptcgroup.ac.uk) viewed the document on Internet Explorer via Windows from 194.83.60.250.
05/28/2021 07:55 EDT	Kelly Sherwood (kelly.sherwood@nptcgroup.ac.uk) authenticated via email on Internet Explorer via Windows from 194.83.60.250.
05/28/2021 07:55 EDT	Kelly Sherwood (kelly.sherwood@nptcgroup.ac.uk) signed the document on Internet Explorer via Windows from 194.83.60.250.

Me Myself & I Neath Port Talbot

Morgan Hemp Chartered Certified Accountants.

103-104 Walter Rd

Swansea

SA1 5QF

Dear Sirs

We confirm that the following representations are made on the basis of enquires of management or staff with relevant knowledge or experience, and where appropriate inspection of relevant documentation, sufficient to satisfy ourselves that we can properly make each of the following representations to you.

During the course of your assignment for the year ended 31st July 2020, we made the following representations to you.

1. We acknowledge as directors our responsibility for the accounts, which you have prepared.
2. We confirm that all the accounting records have been made available to you for the purpose of your review and all the transactions undertaken by the business have been properly reflected and recorded in the accounting records.
3. We confirm that there have been no changes in the accounting policies other than those disclosed in the accounts. In our opinion, the accounting policies are appropriate to the business and conform with generally accepted accounting principles. We confirm that all transactions and balances have been accounted for in accordance with these accounting policies.
4. We confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
5. We acknowledge that the company is entitled to the exemption from audit because it satisfies the conditions specified in Section 477 of the Companies Act 2006.
6. We acknowledge that no notice has been deposited under Section 478 Companies Act 2006.
7. We confirm that I own all the assets included in the balance sheet, unless otherwise stated in the accounts.
8. We confirm that depreciation has been provided on all fixed assets with a limited economic life in accordance with the stated accounting policy. In our opinion, the rates of depreciation are reasonable.
9. We confirm that all liabilities recorded in the balance sheet are properly those of the business.
10. We confirm the following specific representations made to you during the course of the accounts preparation:

- Management charges received totalling £21,005
 - Donations received amounting to £2,508
 - Grant income totalling £115,371
 - Activity and fundraising income totalling £36,509
 - Training & consultancy income amounting to £1,900
 - Amounts owed from connected companies totalling £30,998
 - Deferred income amounting to £10,240
 - Accrued income totalling £7,304
 - Rent charge is at a commercial rate based on overheads and building usage
11. We confirm that there are no contingent liabilities other than those disclosed in the accounts.
 12. We confirm that there has been no event since the balance sheet date which requires disclosing or which would materially affect the amounts in the accounts, other than those already disclosed or included in the accounts.
 13. We confirm that the business has not contracted for, nor authorised any capital expenditure other than as disclosed in the accounts.
 14. We confirm that all director and related party disclosures in the accounts are correct and I have disclosed these transactions to you.
 15. We confirm that in my opinion the company is a going concern.
 16. We confirm that there are no breaches to any laws or regulations central to the entity's ability to conduct its business.

Yours faithfully,

K Sherwood

Mrs Kelly Sherwood

On behalf of ***Me Myself & I Neath Port Talbot***

Dated: 25th May 2021

SIGNATURE CERTIFICATE



REFERENCE NUMBER

188FB856-33B8-4C70-8FF0-902785E2D1FE

TRANSACTION DETAILS

Reference Number

188FB856-33B8-4C70-8FF0-902785E2D1FE

Transaction Type

Signature Request

Sent At

05/28/2021 07:14 EDT

Executed At

05/28/2021 07:53 EDT

Identity Method

email

Distribution Method

email

Signed Checksum

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Signer Sequencing

Disabled

Document Passcode

Disabled

DOCUMENT DETAILS

Document Name

Letter Of Rep Mmi Charity 2020

Filename

letter_of_rep_mmi_charity_2020.doc

Pages

2 pages

Content Type

application/msword


File Size

32.5 KB

Original Checksum

325b25c047465033fa7df1ca7a9557d5ffb15020b1b4e8e97c6512462f6200e2

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Kelly Sherwood	Status signed	Viewed At 05/28/2021 07:52 EDT
Email kelly.sherwood@nptcgroup.ac.uk	Multi-factor Digital Fingerprint Checksum 1534f739e7133ee06972004f7f78adc38f11cee9a7a6ff115f0e73fa2c19b7bf	Identity Authenticated At 05/28/2021 07:53 EDT
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	Device Internet Explorer via Windows	
	Typed Signature 	
	Signature Reference ID EA5B1B1D	

AUDITS

TIMESTAMP	AUDIT
05/28/2021 07:14 EDT	Kris Morgan (kris.morgan@morganhemp.co.uk) created document 'letter_of_rep_mmi_charity_2020.doc' on Chrome via Windows from 51.148.124.18.
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