

Charity number 1155162

**Me, Myself & I Neath Port Talbot
Trustees' report and financial statements
for the year ended 31 July 2023**

Me, Myself & I Neath Port Talbot
for the year ended 31 July 2023

Charity information

Trustees

Charlotte Reed
Marion Spratley
Jonathan Oakes
Ashley Bryant (resigned 30 June 2023)
Daniel Lacey (appointed 1 March 2023)

Charity number

1155162

Website

www.minipl.co.uk

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
Notes to the financial statements
for the year ended 31 July 2023

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**Report to the Board of Trustees on the preparation
of unaudited accounts for Me Myself I Neath Port Talbot
for the year ended 31 July 2023**

Introduction

The Trustees of Me Myself & I Neath Port Talbot ("the Charity") present their Report and Financial Statements for the year ended 31 July 2023.

Statement of compliance

This report complies with the requirements of the Charity's constitution which is the Charity's governing document, and of Accounting and Reporting by Charities: Statement of Recommended Practice ("SORP") applicable to charities preparing their accounts in accordance with the Financial Reporting Standard ("FRS") applicable in the UK and Republic of Ireland (FRS 102).

Objectives & Activities

The objects of the CIO are to preserve and protect the health and wellbeing 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.

The Charity supports individuals living with dementia, dependent on need. For example, Day Break is a 1-1 respite service for vulnerable individuals. The Community Friendship Club is a social group that meets mornings and afternoons, enabling individuals to undertake activities of their choice and to socialise in a safe space.

This financial year, the Charity focused on expanding its impact and reach within the community and to wider areas within Neath Port Talbot and Swansea. There has been an increase in drop-in sessions to the community hub, providing open access and support to individuals in the local area. This included a 'Warm Hub' event in Winter, offering refreshments and support during colder temperatures. Through its Outreach programme, the Charity could provide Daybreak and Friendship services in different locales, where a service need had been identified.

To support its growth, the Board also launched its recruitment campaign in March, to recruit more trustees and to begin forming a fundraising committee. These efforts continue into the new financial year, with an aim to recruit individuals with experience in fundraising and financial management.

The Charity also offers training opportunities to support competency in areas such as food hygiene and dementia awareness, giving individuals interested in a career in care a head start within the sector. Opportunities were offered in wider areas within Neath and Swansea, again with the aim to expand the Charity's impact and support services. This was facilitated through Open Days where individuals could visit to discuss the training available, or through support offered through the Charity's newly refurbished Resource Hub and Care Partners Lounge.

Further fundraising activities included holiday-themed events such as for Valentine's, Easter, Christmas and Halloween. Friendship and Daybreak guests had the opportunity to enjoy activities such as Fayres, various cookery and food-themed events such as afternoon tea and Summer Party, and the Charity held numerous Welsh-themed events throughout March, celebrating local culture.

Public Benefit

In setting the Charity's goals and in its planning activities, the Trustees have given due consideration to the published Charity Commission guidance on the operation of the public benefit requirement of the Charities Act, 2011.

The core objective of Me, Myself & I is to provide emotional support, reassurance and opportunities for the person and/or their family living with memory loss to socialise in a relaxed and friendly setting.

All Trustees are required to read and maintain an understanding of the guidance issued by the Charity Commission in regards to the public benefit. New trustees are given an induction pack, including links to relevant guidance from the Commission to work through as part of their induction to the board.

For these reasons, the Trustees consider that the Charity meets with the public benefit requirement.

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Achievements & Performance

During the 2022-23 financial year, Me, Myself & I experienced a significant reduction in attendance due to individuals leaving the service as a result of poor health, deterioration in their dementia journey, and the loss of an in-house transport service in March 2022, which slowly impacted the ability of guests to attend. As a result of this reduction, the service also saw the loss of a Daybreak provision, reducing the services from 4 days per week to 3 days. Tracking the attendance throughout 2022/23. Over the last few years, we have also seen a change in the number of individuals attending from previous financial years has demonstrated this reduction in the age demographic of the individuals who attend MMI, from a younger age group (45+-70s) to an age range of 65-95-year-olds, resulting in a much more vulnerable population attending with poorer health and frailty. This directly impacted the attendance rates as the retention of guests reduced.

However, during 2022/2023, the charity successfully maintained the Day Break and Friendship Groups over a 3-day week and was also awarded additional funding towards the continuation of the 'Musical Movement' project. A new intergenerational project was introduced that saw younger people (aged 2-20) attending the service to interact with guests through fun activities such as coloring, painting, and singing, for example. This project has proved to be a huge success and has demonstrated positive outcomes in educating the younger generation about 'life with dementia' and providing mood-boosting experiences for guests, volunteers, and staff.

A number of small internal fundraising events were arranged, such as the annual Christmas Fayre and the continuation of the weekly social evening. The focus for 2022/2023 was to attend external events such as local fun days and fetes, car boot sales, and the local Bowls Club arranged several fundraiser events on behalf of MMI. The aim for 2023/2024 is to increase the amount of fundraising activity that the charity arranges independently.

The board of trustees continued to work closely with the staffing team at MMI on the ongoing work of a trustee recruitment strategy.

The popularity of our services has reached nearby communities, and the first Outreach of Community Friendship was introduced in March 2023. This work is further being developed. A large focus for the new financial year is to increase the marketing and promotion of MMI services overall to improve attendance rates

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for the year ended 31 July 2023**

Financial Review

Commentary on statement of financial activities and balance sheet

The Charity achieved a net surplus of £16,014 for the financial year. This was despite a decrease in Activities and fundraising income from £92,680 in 2022 to £56,876. The Charity experienced a significant reduction in Day Break attendees which senior management believe has now settled as a 'normalised' attendance rate after an exceptional increase in Day Break income of 245% from 2021 to 2022. As such the charity has had an increased dependency of grant income which has increased from £105,276 in 2022 to £147,236.

An appropriate reserve amount is allocated each year from surplus, which is stated in the financial report as £35,000. At the end of this financial year, the Charity had a surplus of £61,861.

A reserve amount is allocated to protect the Charity from any potential risks, including further restrictions brought on by the pandemic.

The Charity continues to hold a beneficial loan from its trading subsidiary MMJ Trading with Care Ltd (Company number 11630984) amounting to £29,476 (£29,476 in 2022) which provided paymaster services for the Charity workers and holds the lease agreement for its premises. This loan is to be repaid from reserves generated from the subsidiaries trading activities.

Grant funding remains a cornerstone of the charity's income, contributing 68% of the overall income (compared to 52% in 2022). The Board of Trustees acknowledges this dependency and the modest surplus generated as the primary financial risks. Efforts to address this include diversifying grant sources and engaging with Stuart Williams for grant applications. It is the trustees' consensus that the charity will remain reliant on grant income for the foreseeable future.

Fundraising

Principal sources of funding are through grants received, not including government grants, and fundraising income. The Charity ran various successful fundraising activities this financial year and has been increasing the provision of events and activities as ongoing pressures from the pandemic continued to ease. As stated, the Charity has expanded its services into the wider local area, offering Daybreak, Friendship services, and training to more areas with identified needs.

Reserve Policy

The Trustees regularly review the Charity's financial position, cash flow and spending against the background of its budget and plan, which are reviewed annually, as is the Charity's reserves policy. The Trustees do not intend to accumulate and maintain a substantial unrestricted reserve. A reserve of £35,000 is identified as adequate to maintain services and provide security should the Charity face any risks to its operations. This level of reserves will continue to be reviewed to ensure adequate coverage of operating costs and to maintain the activities undertaken by the Charity. The aim is to continue to expand the provision of services, as the Trustees believe that there will be a sustained demand for services currently available.

Going Concern

Having reviewed the funding available to the Charity together with its requirements for the next two years, the Trustees have a reasonable expectation that the Charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they have adopted the going concern basis in preparing financial statements. The Trustees have sought to obtain professional advice in the form of management accounts and cashflow projections in order to monitor activities more closely, in case of any financial risks arising that would impact services.

**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 2023**

Trustees' responsibilities

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions, disclosing 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 and the provisions of the Charity's constitution. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees' Report was approved by order of, and on behalf of, the Trustees on 16 April 2024.

Signed:



Date: 16 April 2024

Name: Charlotte Reed

Position: Chair

**Independent Examiners Report on the preparation
of unaudited accounts of Me Myself I Neath Port Talbot
for the year ended 31 July 2023**

Responsibilities and basis of report

As the Charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the Charity's accounts 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.

Basis of independent examiner's statement

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a comparison of the accounts and accounting records kept by the charity. It also includes consideration of unusual items or disclosures in the accounts, and seeking examinations from you as Trustees concerning such matters. The procedures undertaken do provide all the evidence that would be required in an audit, and consequently, no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

The Charity's gross income exceeded £25,000 and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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 Charities Act; or
- ☐ the accounts did not accord with the accounting records; or
- ☐ the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:



Date: 24/04/24

Name: Kristopher Paul Morgan

Relevant professional body: Association of Chartered Certified Accountants

Address: Morgan Hemp
103-104 Walter Road
Swansea

My, Myself I Neath Port Talbot

Statement of Financial Activates
for the year ended 31 July 2023

	Unrestricted Funds £	Restricted Funds £	Total Funds £	Prior Year Total Funds £
Income and endowments from:				
Donations and legacies	12,327	-	12,327	4,701
Charitable activities	56,876	-	56,876	92,680
Other trading activities	52	-	52	1,603
Grants	-	147,236	147,236	105,276
Total	69,255	147,236	216,491	204,260
Expenditure on:				
Salary related costs	(6,906)	(141,111)	(148,017)	(146,133)
Charitable activities	(4,854)	(3,625)	(8,479)	(6,471)
Premises related costs	(30,005)	(2,500)	(32,505)	(32,598)
Transport costs	2,000	-	2,000	(3,809)
Other	(13,440)	-	(13,440)	(11,017)
Total	(53,205)	(147,236)	(200,441)	(200,028)
Net income/(expenditure)	16,050	-	16,050	16,411
Net movement in funds	16,050	-	16,050	16,411
Reconciliation of funds:				
Total funds brought forward	45,809	-	45,809	45,809
Total funds carried forward	61,859	-	61,859	61,859

My, Myself I Neath Port Talbot

for the year ended 31 July 2023

Balance Sheet
as at 31 July 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible assets	4	525	784
Current assets			
Debtors	6	42,042	37,384
Cash at bank and in hand		<u>40,439</u>	<u>64,357</u>
		82,481	101,741
Creditors: amounts falling due within one year	5	<u>(21,145)</u>	<u>(56,716)</u>
Net current assets		<u>61,336</u>	<u>45,025</u>
Total assets less current liabilities		61,861	45,809
Net assets		<u>61,861</u>	<u>45,809</u>
Restricted income funds		-	-
Unrestricted income funds		<u>61,859</u>	<u>45,809</u>
Total charity funds		<u>61,859</u>	<u>45,809</u>

My, Myself I Neath Port Talbot

Notes to the financial statements
for the year ended 31 July 2023

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:

Fixtures, fittings and equipment	- 25% straight line
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

1.3 Income

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

Operating lease rentals	3,233	2,076
- Office equipment		

and after crediting:

Profit on disposal of tangible fixed assets	2,000	-
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2. Interest payable and similar charges

	2023	2022
	£	£
Hire purchase interest	-	709

My, Myself I Neath Port Talbot

Notes to the financial statements
for the year ended 31 July 2023

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4. Tangible fixed assets	Fittings and equipment		Total
	£	£	
Cost			
At 1 August 2022	1,308	1,308	
At 31 July 2023	1,308	1,308	
Depreciation			
At 1 August 2022	521	521	
Charge for the year	262	262	
At 31 July 2023	783	783	
Net book values			
At 31 July 2023	525	525	
At 31 July 2022	787	787	

My, Myself I Neath Port Talbot

**Notes to the financial statements
for the year ended 31 July 2023**

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7. Restricted Funds

Restricted funds, whose use is specified by the donor, are credited to income in the period in which they are received. Where amounts are not specifically allocated against expenditure in that period, the balance is deferred and added to the balance brought forward on the restricted fund to be used in future periods.

8. Status of Charity

Me Myself & I Neath Port Talbot is a Charitable Incorporated Organisation. It does not at present require an audit of its accounts. It is exempt from direct taxation on its surplus of income over expenditure and has no trading operations. It is not registered for value added tax.

9. Trustee Remuneration

The Trustees received no remuneration nor any reimbursement of expenses during the period.

10. Related Party Transactions

The charity has continued to provide an interest free loan to its trading subsidiary MMI Trading with Care Ltd (Company number 11630984) amounting to £29,477 (£29,477 in 2022). The loan is regarded as an approved charitable loan as it has been made for the benefit of the charity by way of generating additional income. Due to trading restrictions imposed by Coronavirus, the benefit from this loan has not yet materialised.

Me, Myself I Neath Port Talbot

**Detailed income and expenditure schedule
for the year ended 31 July 2023**

	2023	2022
	£	£
Income		
Donations	12,327	4,701
Grants	147,236	105,273
Activity and fundraising income	56,876	92,680
Management charges receivable	-	1,603
	<u>216,439</u>	<u>204,257</u>
Administrative expenses		
Wages and salaries	147,486	145,087
Staff pension costs	-	1,046
Staff training	531	665
Rent, rates & service charges payable	21,348	20,609
Insurance	830	831
Leasing of office equipment	3,233	2,076
Cleaning	755	544
Repairs and maintenance	7,359	5,738
Printing, postage and stationery	478	2,772
Advertising	1,030	-
Computer costs	1,470	1,843
Service provisions	3,784	3,161
Travelling	471	1,336
Refreshments	2,918	2,181
Legal and professional	4,402	2,888
Consultancy Fees	700	-
Accountancy	4,434	4,909
Bank charges	657	611
Subscriptions	277	463
Surplus/deficit on disposal of tangible assets	(2,000)	
Depreciation on fixtures & equipment	262	262
Depreciation on motor vehicles	-	1,764
	<u>200,425</u>	<u>198,786</u>
Operating surplus/deficit	16,014	5,471
Other operating income		
Government grants received	-	-
Interest receivable		
Bank deposit interest	52	-
	<u>52</u>	<u>-</u>
Interest payable		
Bank interest	14	530
HP interest and fin. lease charges	-	709
	<u>(14)</u>	<u>(1,239)</u>
Net surplus/deficit for the year	<u><u>16,052</u></u>	<u><u>4,232</u></u>