

# Trustees Annual Report 2021/22

Prepared by Ian Jefferies

## 1. Chair's Report

Due to the Coronavirus Pandemic operations by our charity were ceased during this financial year. Some fundraising and donations still occurred, so we thank those who contributed.

## 2. Mission and Objectives

Dylan Cecil Memorial Fund has one main aim:

To relieve the needs of families or family members who have need by reason of ill-health, disability, financial hardship or other disadvantage by providing or assisting with the provision of respite holidays.

## 3. Trustees

Michael Lowe – Chairman,

Samantha Piers – Secretary,

Ian Jefferies – Treasurer

John Cecil – Trustee

Deborah Matthews - Trustee

### Trustees' responsibilities statement

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

The law applicable to charities in [England & Wales/Northern Ireland] 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 charity and of the incoming resources and application of resources of the charity 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 Charities SORP;
- Make judgements and estimates that are reasonable and prudent;

- State whether applicable 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 charity 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 charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

## 4. Charity Structure, Governance and Management

### Governing Document

The Charity is a Charitable Incorporated Organisation and is administered and managed in accordance with the Constitution adopted 12th May 2015.

### Organisation of the Charity

All the day-to-day project decisions are made by the Board of Trustees. All decisions relating to financial matters and the day-to-day management of finances are made by the Treasurer and Board of Trustees.

**Charity Name:** Dylan Cecil Memorial Fund

**Registered Charity Number:** 1161669

## 5. Recruitment and Appointment of Trustees

In accordance with the Constitution, incoming Trustees are nominated and appointed by a majority agreement of the existing Trustees. The existing Trustees have particular regard to the range of skills and qualifications, which contribute to the effectiveness of the Board of Trustees, and nominate appropriate candidates with the necessary skills and experience to make a positive contribution..

Potential Trustees are identified by having shown an interest in the Charity because of relevant experience/knowledge/skills; or by referral from another Trustee.

## 6. Bank and Independent Examiner Information

Bank: Lloyds Bank, 73 High St, Burnham-on-Sea TA8 1NP

Independent Examiner: Terence Ackroyd, 1 Poppy Walk, Bridgwater, TA5 2ES

## 7. Consideration of Potential Risks to the Charity

Risk management forms an integral part of the charity's decision-making and is incorporated within strategic and operational planning. The Charity does not receive any core funding and works project-by-project within the financial and time constraints of each project. All financial decisions and strategic planning are undertaken in conjunction with all of the Trustees so that any risks will be minimised.

## 8. Conclusion

The Board of Trustees are looking forward to working together in progressing the development of the Charity and their guiding principle is to ensure the charities aims are met with a sustainable plan for the future.

## 9. Statement of Disclosure to Reporting Accountants

So far as the Trustees are aware at the time the report is approved, there is no relevant information of which the company's independent examiners are unaware, and the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish the independent examiner is aware of the information.

Signed on behalf of the Board of Trustees



Date: 06/01/23

DATE	DONATION	FUNDRAISING	EXPENDITURE	DETAILS	BALANCE
				carried forward	£10,196.92
16/08/2021		£530.00		Charity Football Match Kettering	£10,726.92
18/10/2021	£50.00			Audrey	£10,776.92
27/10/2021	£20.00			Judy + Jeff Quinn	£10,796.92
04/02/2022		£17.03		Brooklyn Bar	£10,813.95
07/02/2022		£16.96		Brooklyn Bar	£10,830.91
14/03/2022		£40.50		Brooklyn Bar	£10,871.41
<b>TOTALS</b>	£70.00	£604.49	£0.00	<b>CLOSING BALANCE =</b>	£10,871.41