



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 6th April 2021

To

5th April 2022

Charity name: **Memory Lane Eastbourne**

Charity registration number: **1163541**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	For the provision of facilities and other leisure time occupation in the interest of social welfare with the object of improving conditions of the life of the person with dementia (and other associated conditions) and their carers in Eastbourne and the surrounding area.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of social activities such as singing, games, art/craft, indoor bowls, gardening, cinema, coffee morning and fundraising activities. This year no swimming took place. We also hope to run subsidised social outings twice a year.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Activities are open to anyone with dementia or a similar condition, and their carer to participate jointly. Trustees have regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The Charity is very grateful to the contribution of our valuable volunteers. At present we have approximately 20 volunteers. We find various ways to support and encourage our volunteers such as holding a thank you tea party

		<p>once a year and organised social events. Since Covid we have lost a couple of volunteers due to age/mobility issues.</p> <p>Our Treasurer has completed all the accounts up to date and completed end of year returns. She will now resign and pass on to our new treasurer.</p>
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Our face - face sessions restarted in May 2021 with our usual games sessions. Singing soon followed. Since then we have run sessions in a Covid Safe way with masks, sanitisation, ventilation and a two metre rule.</p> <p>We turfed a section of the allotment to make it easier for members to visit. A Memorial Day was held to plant trees/bushes in memory of loved ones who died during the pandemic. This has proved to be an important focus for those bereaved.</p> <p>Our Friends group has flourished, and former carers have been able to support each other in dealing with loss.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>The main objective was to restart groups in a covid secure way and encourage members to return. This was completed although there are some members who still do not feel safe enough to return. After a nervous few months our second objective of attracting new members has started to bear fruit. 26 new members have joined during the last year.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>£15000 was raised by donations/fundraising and £960 on grants. This year we need to try to be successful in a larger grant that will give</p>

		us three-year security for manager costs and possibly new project. The cash draw is bringing in a profit of over £2000 a year.
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity's finances are in a stable condition.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The trustees set the policy of 6 months reserve to be held but to hold a meeting when funds fall below 9 months. The trustees set this policy to ensure the Manager's role is secure and to ensure that planned groups can continue into the future.
Amount of reserves held	Para 1.22	10 months.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Sources of funds will continue by seeking grants, local fundraising and our cash draw currently £2,000 per year.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The main risk to the charity is our massive decrease in membership due to Covid, 19 members passed away.

		Its therefore imperative that numbers increase so that we can continue to run groups for the benefit of all members.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Memory Lane is a CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed by existing Trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Volunteers Training usually held yearly including handout Do's and Don'ts. Policies Adopted. Health and Safety Safeguarding Vulnerable Adults Equality and Diversity Grievance Covid 19 Policy
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Currently Working with. Eastbourne 3VA Dementia Action Alliance DISC Best of Eastbourne Care for the Carers Carers Breaks Eastbourne Volunteers Eastbourne Admiral Nurse.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Memory Lane Eastbourne	
Other name the charity uses		
Registered charity number	1163541	
Charity's principal address	20 Langney Green, Eastbourne, BN23 6HY	

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	Meg Lansom	Chair		
2	Jan Holden	Vice Chair		
3	Nicole Farley	Treasurer		
4	Deb Crook	Trustee	26 th October 2021	
5	Sarah Bax-Jaeger	Trustee	2 nd March 2022	
6				
7				
8				
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15				
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17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Part Time Manager	Carol McHale	46 Weavers Close, Eastbourne, BN21 2BH
Accountant	David Jenkins	Unit A6, Chaucer Business Park, Dittons Road, Polegate, BN26 6QH

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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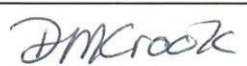

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	JAN HOLDEN	Deborah Crook
Position (eg Secretary, Chair, etc)	VICE CHAIR	 Trustee
Date	23/8/22	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Memory Lane Eastbourne

1163541

Receipts and payments accounts

CC16a

For the period
from

06-Apr-21

To

05-Apr-22

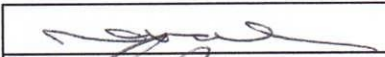
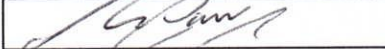
Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations @ activities	1,122	-	-	1,122	117
Donations - various	9,425	-	-	9,425	6,132
Collections / Fundraising	5,624	-	-	5,624	4,524
Grants	-	1,960	-	1,960	26,467
Other	-	-	-	-	604
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	16,171	1,960	-	18,131	37,844
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	16,171	1,960	-	18,131	37,844
A3 Payments					
Expenses @ activities	4,187	2,647	-	6,835	3,980
Payroll	12,121	11,059	-	23,180	20,887
Stamps/Sundries	171	303	-	474	314
Printing/Stationery	12	218	-	230	157
Fundraising	2,060	-	-	2,060	1,653
Volunteers	254	11	-	265	177
Other	27	221	-	248	604
Insurance	237	-	-	237	9
	-	-	-	-	-
Sub total	19,069	14,459	-	33,528	27,781
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	119	1,698	-	1,817	288
Sub total	119	1,698	-	1,817	288
Total payments	19,188	16,157	-	35,345	28,069
Net of receipts/(payments)	- 3,017	- 14,197	-	- 17,214	9,775
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	27,501	16,558	-	44,059	34,285
Cash funds this year end	24,484	2,361	-	26,845	44,060

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		24,484	2,361	-
	Total cash funds	24,484	2,361	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use				
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities				
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	NICOLE FARLEY	8/5/2022
	MEG LANSOM	8/6/2022



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

MEMORY LANE

On accounts for the year
ended

05/04/22

Charity no
(if any)

1163541

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05/04/2022.

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 Trust'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.

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 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:

09/07/22

Name:

THOMAS PETER JENKINS

Relevant professional
qualification(s) or body
(if any):

F.M.A.A.T.

Address:

UNIT A6 CHAUCER BUSINESS PARK, DITTONS ROAD,
POLEGATE, EAST SUSSEX

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.