



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 6-4-22 Period start date To 5-4-23 Period end date

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	The provision of facilities and other leisure time occupation in the interest of social welfare with the object of improving conditions and quality of life for the person with dementia (and associated conditions) and their carers in Eastbourne and 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 trips, coffee mornings and outings. We also organise some fundraising activities.
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 on a self referral basis, to attend together with their carer. 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 relies heavily on a group of approximately 12-20 volunteers, without whom it could not function. They are supported by the co-ordinator and through an annual social event. Our

		training event was postponed this year due to post COVID issues. It is being reinstated in 2023.
Other		Our sole employee resigned in December 2022 and the activities have subsequently been managed by the Trustees. In particular, one has carried out the essential administrative tasks on a remunerated basis to keep the charity's activities programme running. To date it has not been possible to recruit a replacement coordinator.

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>It has taken time to re-establish attendance at our regular activities post COVID due in part to the significant numbers of members lost during the pandemic. Our fortnightly singing sessions, monthly games and bowls meetings and monthly coffee/craft mornings have been maintained on a regular basis even when attendance was low in order to encourage people to return to previous routine attendances. The numbers are now building up again. We have retained our allotment but reduced the size, making it more manageable. The paved area, sizeable shed and Memory flower bed are to encourage social events to take place there. Members took part in an Intergenerational Opera series of workshops in partnership with local school children. Two outings were held, a trip to the panto, a musical afternoon, and parties for the Queens Platinum Jubilee and for Christmas.</p> <p>The digital friends group has been suspended now that we all have face to face contact.</p> <p>Our Friends group (mostly of former carers) has grown and become a stalwart support for our other activities.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Aim for the year was to continue to increase membership and to ensure that we ran an activity on every Wednesday throughout the year (in addition to other ad hoc activities). Both goals have been achieved.
		No substantial grants were attracted but fundraising combined with some smaller grants enabled us to fund our

Performance of fundraising activities against objectives set	Para 1.41	coordinator. Since her departure the outgoings have significantly reduced.
Investment performance against objectives	Para 1.41	Trustees have commenced consideration of investment options.
Other		Focus since January has been to recruit a suitable co-ordinator.

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	Reserves are to meet the costs of a coordinator to ensure our activities can run for at least 12 months without income.
Amount of reserves held	Para 1.22	£15,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity is currently being managed without a Co-ordinator and essential tasks are undertaken by the Trustees (see para 1.38) and volunteers. This is a temporary arrangement and the future stability of the charity depends on being able to identify and employ another coordinator.

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	Grants, donations, in memoria, fundraising, charity draw.
Investment policy and objectives including any social investment policy adopted	Para 1.46	In process
A description of the principal risks facing the charity	Para 1.46	Without a dedicated coordinator, the current temporary arrangement may not be able to maintain the profile of the charity locally (ie through networking), due mainly to time constraints and the capacity of volunteers.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	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 as per Constitution

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	Health & Safety Equality & Diversity Safeguarding Adults Grievance Procedure Risk Management Trustee expenses Trustee Conflicts of Interest Serious Incident Reporting Policy Financial Reserves Investing charity funds
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Overall responsibility lies with the Trustees. There is also a Social Organising Committee and a paid coordinator (role currently vacant) Memory Lane networks with : Eastbourne 3VA Eastbourne Dementia Action Alliance Wealden DAA
Relationship with any related parties	Para 1.51	MLE works in partnership with: Catholic Church of Christ the King, Langney St Andrews Prep School Intergenerational Opera CIC Arlington Bluebell Walks
Other		

Reference and Administrative details

Charity name	Memory Lane Eastbourne
Other name the charity uses	N/A
Registered charity number	1163541

Charity's principal address	109 Madeira Way Eastbourne BN23 5UN

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
Accountant	Steve Smith	6 Trossachs Close, Eastbourne, BN23 8HA

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

Exemptions from disclosure



Reason for non-disclosure of key personnel details

Other optional information

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)	MEG ANN LANSOM	SARAH BAX-JAEGER
Position (eg Secretary, Chair, etc)	CHAIR	TREASURER
Date	27-09-23	

The trustees declare that they have read the above and are satisfied that the same is true and correct.

Signed on behalf of the charity: _____

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

Receipts and payments accounts

CC16a

For the period from 06/04/22 To 05/04/23

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 AT ACTIVITIES	2987			2987	1122
DONATIONS IN MEMORY	1930			1930	1508
FUNDRAISING	7465			7465	5624
GRANTS	10000	500		10500	1960
OTHER DONATIONS	6508			6508	7917
OTHER INCOME	340			340	0
Sub total (Gross income for AR)	29230	500		29730	18131
A2 Asset and investment sales, (see table).					
	0	0	0	0	
	0	0	0	0	0
Sub total	0	0	0	0	0
Total receipts	0	0	0	0	0
A3 Payments					
EMPLOYEE COSTS	17250	377		17627	23180
ACTIVITY COSTS	4840	918		5758	6835
FUNDRAISING	2315			2315	2060
OTHER	2547	141		2688	3271
Sub total	26952	1436		28388	35346
A4 Asset and investment purchases, (see table)					
	0	0	0	0	
	0	0	0	0	0
Sub total	0	0	0	0	0
Total payments	0	0	0	0	0
Net of receipts/(payments)	2278	-936	0	1342	-1725
A5 Transfers between funds					
A6 Cash funds last year end	24485	2361	0	26846	44061
Cash funds this year end	26762	1425	0	28187	26846

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 £
31 Cash funds				
	SPECIFIC ACTIVITIES		1425	
	OTHER	26762		
	OTHER ACTIVITIES	26762		
	Total cash funds	26762	1425	
	(agree balances with receipts and payments account(s))	OK 26762	OK	OK
		Unrestricted	Restricted funds	Endowment

B2 Other monetary assets

Details	funds to nearest £	funds to nearest £	funds to nearest £
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		0	0
		0	0
		0	0
		0	0
		0	0

**B4 Assets retained for the
charity's own use**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		0	
		0	
		0	
		0	
		0	

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

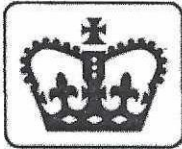
Signature

Print Name

Date of approval




SAMAH BAX-JAEGER 27/09/23
MEG ANN LANSOM 27/9/2023



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Memory Lane Eastbourne

On accounts for the year
ended

5 April 2023

Charity no
(if any)

1163541

Set out on pages

attached.

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05/04/2023.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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:

- 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 order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

3/10/2023

Name:

Stephen C D Smith

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

F.C.C.A.

Address:

6 Trossachs Close, Eastbourne, East Sussex BN23 8HA

Section B

Disclosure

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



Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name Memory Lane Eastbourne		
On accounts for the year ended	5 April 2023	Charity no (if any)	1163541
Set out on pages	attached. <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05/04/2023.

Responsibilities and basis of report As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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Date:

3/10/2023

Name:

Stephen C D Smith

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

F.C.C.A.

Address:

6 Trossachs Close, Eastbourne, East Sussex BN23 8HA

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Disclosure

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