

SILVERLINE MEMORIES CIO

England & Wales · Charity number 1163582

Details

Other names SILVERLINE

Status Registered

Legal form CIO

Registered 2015-09-15

Register [View on the Charity Commission register](#)

Contact

Address 177B Kirkwood Drive
Kenton Retail
Newcastle upon Tyne
NE3 3BE

Phone 0191 603 0095

Email hello@silverlinememories.com

Website www.silverlinememories.com

Activities

Objects: THE OBJECTS OF THE CIO ARE TO RELIEVE PERSONS WHO HAVE BEEN DIAGNOSED WITH DEMENTIA AND THEIR FAMILIES AND CARERS IN THE NORTH EAST OF ENGLAND BY THE PROVISION OF SOCIAL AND LEISURE ACTIVITIES AND SUPPORT TO PEOPLE SUFFERING FROM THE EFFECTS OF DEMENTIA AND THE EFFECTS OF CARING FOR DEMENTIA SURVIVORS.

Activities: Social opportunities for people affected by dementia

Classification

- **How:** Provides Services
- **What:** Recreation
- **Who:** Elderly/old People

Geography

- Durham
- Newcastle Upon Tyne City
- North Tyneside
- South Tyneside

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£221,573	£276,099	-	-
2023-12-31	£260,048	£217,492	-	-
2022-12-31	£108,021	£112,598	-	-
2021-12-31	£57,005	£67,440	-	-
2020-12-31	£63,334	£58,807	-	-

Trustees

Name	Role	Appointed
Kevin Hall	Chair	2023-04-03
Colin Kellett		2023-04-03
Dr Pamela Coipel		2023-12-20
John Thexton		2023-04-03
Susan Elizabeth Lee Thexton		2023-04-03
Susan Mary Carr		2018-04-19

SILVERLINE MEMORIES CIO

England & Wales - Charity number 1163582

Accounts

CHARITY REGISTRATION NUMBER: 1163582
COMPANY NUMBER: CE004701

Silverline Memories CIO
Trustees' Annual Report & Financial Statements
31 December 2024

STEPHENSON COATES AUDIT LIMITED

Chartered Accountants
West 2, Asama Court
Newcastle Business Park
Newcastle upon Tyne
NE4 7YD

Silverline Memories CIO
Financial Statements
Year ended 31 December 2024

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Silverline Memories CIO
Trustees' Annual Report
Year ended 31 December 2024

The trustees present their first report for Silverline Memories CIO ("the charity") and the unaudited financial statements of the charity for the year ended 31 December 2024.

Reference and administrative details

Registered charity name Silverline Memories CIO

Charity registration number 1163582

Company number CE0004701

Principal office 177b Kirkwood Drive
Kenton Retail
Newcastle upon Tyne
NE3 3BE

The trustees

Dr Susan Carr	
Dr Pamela Coipel	
Ian Moses	Resigned 1 June 2024
David Coulter	
Lee Briton	
Marion Kimberley-Ryan	
Maria Flanagan	Chair
Colin Kellett	
Debbie Ellor	Resigned 4 January 2024
Kevin Hall	Vice-chair
John Thexton	
Andrea Cheek	Appointed 2 June 2025

Independent examiner Peter Alexander
Stephenson Coates Audit Limited
West 2, Asama Court
Newcastle Business Park
Newcastle upon Tyne
NE4 7YD

Bankers Co-op

Solicitor Andrew Simpson

Silverline Memories CIO
Trustees' Annual Report (*continued*)
Year ended 31 December 2024

Structure, governance and management

Governing document and membership:

Silverline Memories CIO is a Charitable Incorporated Organisation (CIO), governed by its constitution, adopted on the 15th September 2015.

Recruitment and appointment of Trustees:

The Directors of the Company are also Trustees for the purposes of charity law and under the company's Articles are its members. Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting.

Trustees are selected skill and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member
- Copies of the main charity documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

Organisation

The trustees administer the charity and the Chief Executive is responsible for managing the work of the charity on a day-to-day basis.

The trustees are aware that the major risk to the organisation is lack of funding. Each quarter the risk is assessed when budgets are compared to actual spend and reserves are reviewed on a yearly basis to ensure that there are sufficient funds available to cover five months running costs and any possible redundancy costs.

Risk management

The management committee has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and for ensuring the consistent quality of the delivery of all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Objectives and activities

Our charity's purposes as set out in the constitution are to relieve persons who have been diagnosed with dementia and their families and carers in the Northeast of England by the provision of social and leisure activities and to support to people living with the effects of dementia and the effects of caring for dementia survivors.

Silverline Memories CIO

Trustees' Annual Report (*continued*)

Year ended 31 December 2024

Objectives, strategies and activities for the year

2024 has been a year of consolidation; of establishing new digital systems and managing several staff changes.

The priority for 2024 has been the development of our second premises, the Dementia Wellbeing Centre, and funding from Newcastle Council's Local Partnership Fund allowed us to establish the centre as our Young Onset Hub, offering a range of services from activities to employment support. Uptake has been slower than anticipated and the project will be reviewed early 2025.

Funding for growth and development has remained tricky, and we find ourselves in a position of being too "big" for small funds, and too small for the larger grants. We have remained stable but not achieved the growth we had hoped for in 2024. This is something we aim to address in 2025 with four priority areas to contribute to this transition.

Public Benefit Statement

Silverline Memories provides "places to go and things to do" for people with a diagnosis of Dementia and their families. We believe that people with Dementia should be supported to live as full and active a life as possible, for as long as possible. We provide the opportunities, help and support, to do so. We work with families for as long as they need us.

Contribution by Volunteers

Volunteers are contributing 400 hours per month. Volunteers provide essential support during the delivery of groups and activities, welcoming beneficiaries, providing refreshments, encouraging engagement and providing emotional and practical support. Volunteers also support community engagement exercises such as displays, exhibitions and information stand and promoting the benefits of volunteering to their own networks.

Achievements and performance

Evaluation and outputs

An evaluation of our services was conducted by Julian Prior of Priority Advice with interviews taking place with stakeholders at all levels. The conclusions were overwhelmingly positive with two development areas being identified. These were prioritised during 2024 and resulted in some changes to our chart of accounts and reporting, changes that have taken some time to "bed in". At the end of 2024 the decision was made to change accountants and accounting package, which we are confident will address the areas highlighted in the evaluation report. The successes the report demonstrated allowed us to succeed in securing continuation funding from Reaching Communities, with the first payment due very early in 2025.

Fundraising

Our income is made up of grants, the sale of donated items, and individual donations.

Silverline Memories CIO

Trustees' Annual Report (*continued*)

Year ended 31 December 2024

Financial review

During the year the Charity had income of £261,573 (2023: £260,048) of which £103,457 was restricted (2023: £112,456) and expenditure of £276,099 (2023: £217,492) of which £121,908 was restricted (2023: £85,324).

At 31 December 2024 the Charity had net assets of £24,397 (2023: £78,923) of which £21,855 was restricted (2023: £40,326).

Reserves policy/Going concern

The Trustees consider the level of reserves prudent for the Charity. Our Reserves Policy is reviewed annually.

The reserves are needed to maintain the current activities of the charity in the event of a significant drop in funding. We would plan to meet any future deficit through fundraising activities during through the sale of donated items in our charity shop, income from the Dementia Activity Centre and individual donations.

The trustees have reviewed its forecasts and there is a reasonable expectation that it has adequate resources to continue in operational existence for at least the next twelve months and on this basis the charity is considered to be a going concern.

Plans for future periods

We have identified four areas of priority to support our transition from micro/small charity to medium charity during 2025.

- Upskilling of Staff
- Profile Raising, both organisational and staff
- Income Diversification
- Expanded Services

Risk Management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and beneficiaries. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Related Parties

The CEO is married to a Trustee. There is a policy within the constitution, Conflict of interest and conflict of loyalty, ensure the safe and correct governance and to manage the conflict of interest. The CEO is also related to one volunteer. Funders have been made aware and are comfortable with the safeguards in place.

Silverline Memories CIO
Trustees' Annual Report (*continued*)
Year ended 31 December 2024

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 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; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate 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 charities governing document. 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' annual report was approved on 10th December 2025 and signed on behalf of the board of trustees by:

Kevin Hall
Trustee, Acting Chair

Silverline Memories CIO

Independent Examiner's Report to the Trustees of Silverline Memories CIO

Year ended 31 December 2024

I report to the trustees on my examination of the financial statements of Silverline Memories CIO ('the charity') for the year ended 31 December 2024, which are set out on pages 6 to 15.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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 2011 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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.

Peter Alexander

Stephenson Coates Audit Limited
West 2, Asama Court
Newcastle Business Park
Newcastle upon Tyne
NE4 7YD

10th December 2025

Silverline Memories CIO

Statement of Financial Activities (incorporating the income and expenditure account)

Year ended 31 December 2024

	Note	Unrestricted funds £	2024 Restricted funds £	Total funds £	2023 Total funds £
Income and endowments					
Donations, gifts and grants	4	17,397	2,742	20,139	17,788
Charitable Activities					
Grants and contracts	5	31,104	100,695	131,799	188,333
Other trading activities	6	69,635	-	69,635	53,927
Total income		<u>118,136</u>	<u>103,437</u>	<u>221,573</u>	<u>260,048</u>
Expenditure					
Raising Funds	7	4,010	-	4,010	2,588
Charitable Activities					
Operation of the charity	8,9	150,181	121,908	272,089	214,904
Total expenditure		<u>154,191</u>	<u>121,908</u>	<u>276,099</u>	<u>217,492</u>
Net income/ expenditure		(36,055)	(18,471)	(54,526)	42,555
Transfer between funds					-
Net incoming resources and net movement in funds		(36,055)	(18,471)	(54,526)	42,555
Reconciliation of funds					
Total funds brought forward		<u>38,597</u>	<u>40,326</u>	<u>78,923</u>	<u>36,368</u>
Total funds carried forward	20	<u><u>2,542</u></u>	<u><u>21,855</u></u>	<u><u>24,397</u></u>	<u><u>78,923</u></u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 9 - 15 form part of these financial statements.

Silverline Memories CIO

Balance Sheet

31 December 2024

		2024		2023	
	Note	£	£	£	£
Fixed assets	16		2,057		8,151
Current assets					
Debtors	17	212		1,450	
Cash at bank and in hand		<u>24,360</u>		<u>77,914</u>	
		24,572		79,363	
Creditors: amounts falling due within one year	18	<u>(2,232)</u>		<u>(8,591)</u>	
Net current assets			<u>22,340</u>		<u>70,772</u>
Total assets less current liabilities			<u>24,397</u>		<u>78,923</u>
Net assets			<u>24,397</u>		<u>78,923</u>
Funds of the charity					
Unrestricted funds			2,542		38,597
Restricted funds			<u>21,855</u>		<u>40,326</u>
Total charity funds	20, 21,		<u>24,397</u>		<u>78,923</u>

These financial statements were approved by the board of trustees and authorised for issue on 10th December 2025, and are signed on behalf of the board by:

Kevin Hall
Trustee, Vice Chair

The notes on pages 9 - 15 form part of these financial statements.

Silverline Memories CIO

Notes to the Financial Statements

Year ended 31 December 2024

1. General information

The charity is a registered charity in England and Wales and is a charitable incorporated organisation (charity number 1163582, company number CE0004701). The address of the principal office is 177b Kirkwood Drive, Kenton Retail, Newcastle upon Tyne NE3 3BE

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis. The financial statements are prepared in sterling, which is the functional currency of the entity. Silverline Memories CIO meets the definition of a public benefit entity under FRS 102.

Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees are confident that the charity has sufficient working capital to meet its liabilities as they fall due for a period of at least 12 months from the date of approval of the financial statements. Therefore, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no key sources of estimation uncertainty to report that have a significant risk of causing a material adjustment to the financial statements.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future projects or commitments.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Silverline Memories CIO

Notes to the Financial Statements (*continued*)

Year ended 31 December 2024

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT, and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures fittings and equipment - 33% straight line

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Silverline Memories CIO

Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

Voluntary assistance

Time is expended on the charity's activities and governance which is donated free of charge. It is impractical to quantify the value of the time given, and accordingly it is neither recorded as donated income nor as an expense in the financial statements.

4. Donations & legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Donations and gifts	17,397	2,742	20,139	17,788
	17,398	2,742	20,139	17,788

5. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Grants				
Community Foundation	-	6,500	6,500	15,000
Sport England	-	-	-	10,010
The DWF Foundation	-	2,000	2,000	-
RW Mann Trust	2,000	-	2,000	2,000
Big Lottery Reaching Communities	-	33,150	33,150	67,498
Big Lottery Café	-	19,998	19,998	-
Awards for All	-	-	-	9,948
Ballinger	20,000	-	20,000	20,000
Newcastle City Council	4,104	17,155	21,259	500
Sir James Knott	-	-	-	5,000
Zurich	-	9,500	9,500	31,000
Groundwork	-	375	375	1,125
Foyle foundation	-	-	-	10,000
The Neighbourly Foundation	-	-	-	10,000
Barchester	-	1,310	1,310	-
Masonic Charitable Trust	5,000	-	5,000	6,000
Mosaic	-	8,179	8,179	-
Other small grants	-	2,528	2,528	253
	31,104	100,695	131,799	188,333

6. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Trips	32,167	-	32,167	13,555
Fundraising	37,468	-	37,468	32,512
Other income	-	-	-	7,860
	69,635	-	69,635	53,927

Silverline Memories CIO

Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

7. Raising funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Staging fundraising events	4,010	-	4,010	2,588
	4,010	-	4,010	2,588

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Charitable activities				
Events and trips	6,344	10,845	17,189	4,714
Wages	24,975	85,506	110,481	71,126
Pension costs	2,313	-	2,313	1,916
Volunteers	-	-	-	387
Staff expenses	2,875	1,793	4,668	3,667
CEO Salary	41,963	-	41,963	41,844
Staff training/ conference	-	-	-	2,695
Memory bus	4,463	3,939	8,402	5,100
Community foundation Grant refund	-	-	-	360
Support Costs				
Rent	17,077	15,390	32,467	32,883
Office	9,425	-	9,425	7,240
Depreciation	8,625	-	8,625	8,118
Equipment and resources	2,665	-	2,665	9,274
Stationery	930	-	930	2,131
Telephone	3,821	213	4,034	2,289
Insurance	1,532	192	1,724	2,432
IT	7,322	-	7,322	7,788
Payroll fees	812	-	812	936
Bank charges	667	-	667	678
Professional fees	9,772	4,030	13,802	5,635
Other expenses	2,368	-	2,368	1,875
	147,949	121,908	269,857	213,086

9. Governance costs

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Trustee meeting expenses	-	-	-	1,318
Independent examiners fee	2,232	-	2,232	500
	2,232	-	2,232	1,818

Silverline Memories CIO

Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

10. Net incoming resources are stated after charging:

	2024	2023
	£	£
<i>Fees payable to the independent examiner for:</i>		
Independent examination and preparation of the financial statements	2,232	500
	2,232	500

11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	152,444	112,970
Employer contributions to pension plans	2,313	1,916
	154,756	114,886

No employee received remuneration above £60,000 (2022: nil)

The key management personnel of the charity, comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £43,102. (2023: £43,290).

12. Staff numbers

The average monthly head count was 6 staff (2023: 6 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2024	2023
	£	£
Charitable activities	4.0	3.0
Governance	2.00	2.00
	6.00	5.0

13. Trustee remuneration and expenses

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Silverline Memories CIO

Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

14. Transaction(s) with related parties

There have been no related party transactions in the reporting period.

The CEO of Silverline Memories CIO is on the board of Voluntary Organisations Network North East (VONNE).

David Coulter, Treasurer of Silverline Memories CIO is married to the CEO of Silverline memories CIO. There is a policy within the constitution, Conflict of interest and conflict of loyalty, to ensure the safe and correct governance and, to follow this policy. The CEO is also related to one volunteer. The trustees are considered to be the Key management personnel of the charity. No remuneration or other benefits from employment with the charity or a related entity were received by the trustees. During the year £Nil (2023: £nil) was reimbursed to Trustees for expenses relating to travel, accommodation and subsistence.

15. Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £2,313 (2023: £1,916). There was £Nil outstanding as at 31 December 2024 (2023: £556)

16. Fixed assets

	Office equipment	Fixture: and Fitting:	Premises	Total
Cost	£	£	£	£
At 1 January 2024	2,756	1,339	23,975	28,071
Additions	1,590	940	-	2,530
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2024	4,346	2,279	23,975	30,601
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Depreciation	£	£	£	£
At 1 January 2024	2,756	1,339	15,824	19,919
Depreciation	525	188	7,912	8,625
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2024	3,281	1,527	23,736	28,544
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Net Book Value				
31 December 2024	1,065	752	239	2,057
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
31 December 2023	-	-	8,152	8,152
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Silverline Memories CIO

Notes to the Financial Statements (*continued*)

Year ended 31 December 2024

17. Debtors

	2024	2023
	£	£
Debtors	170	118
Prepayment	-	1,332
Other debtors	42	-
	212	1,450
	212	1,450

18. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	-	247
Taxation and social security	-	2,340
Pension	-	556
Accruals	2,232	500
Deferred Income	-	990
Other creditors	-	3,959
	2,232	8,592
	2,232	8,592

19. Events after the end of the reporting period

No events (requiring adjustment to the financial statements) have occurred after the end of the reporting period but before the financial statements were authorised for issue which relate to conditions that arose after the end of the reporting period.

20. Analysis of charitable funds

Unrestricted funds

	At 1 January 2024	Income	Expenditure	Transfer	At 31 December 2024
	£	£	£	£	£
General fund	38,597	118,137	154,191	-	2,543
	38,597	118,137	154,191	-	2,543
	38,597	118,137	154,191	-	2,543

Silverline Memories CIO

Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

Unrestricted funds

	At 1 January 2023	Income	Expenditure	Transfer	At 31 December 2023
	£	£	£	£	£
General funds	15,463	147,592	(132,168)	7,710	38,597
	<u>15,463</u>	<u>147,592</u>	<u>(132,168)</u>	<u>7,710</u>	<u>38,597</u>

General funds are available to be spent for any use of the Charity.

Restricted funds

	At 1 January 2024	Income	Expenditure	Transfer	At 31 December 2024
	£	£	£	£	£
Big Lottery Reaching Communities	16,705	33,150	(49,855)	-	-
Awards for All	1,095	-	(1,095)	-	-
The Neighbourly Foundation	2,607	-	(2,607)	-	-
Sport England	7,984	-	(5,966)	-	2,018
Community Foundation	6,935	-	(6,935)	-	-
Community Foundation	5,000	-	(5,000)	-	-
The DWF Foundation	-	2,000	(2,000)	-	-
Barchester	-	1,310	(1,310)	-	-
Zurich	-	9,500	(9,500)	-	-
Community Foundation	-	1,500	(1,000)	-	500
Big Lottery Awards for All	-	19,998	(14,000)	-	5,998
Newcastle Partnership NCC	-	17,155	(17,155)	-	-
Proudfoot Family	-	8,179	-	-	8,179
Community Foundation	-	5,000	(340)	-	4,660
Other restricted funds	-	5,645	(5,145)	-	500
	<u>40,326</u>	<u>103,437</u>	<u>(121,908)</u>	<u>-</u>	<u>21,855</u>

Silverline Memories CIO

Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

Restricted funds

	At 1 January 2023	Income	Expenditure	Transfer	At 31 Decem ber 2023
	£	£	£	£	£
Memory Bus	1,476		(1,476)	-	-
Dementia café	140		(140)	-	-
Big Lottery Reaching Communities		67,498	(50,792)	-	16,705
Awards for All		9,948	(8,853)		1,095
The Neighbourly Foundation		10,000	(7,393)	-	2,607
Sport England		10,010	(2,026)		7,984
DAC	14,393	-	(3,165)	(11,228)	-
Welfare Support	4,896	-	(4,176)	(720)	-
Community Foundation	-	10,000	(7,303)	4,238	6,935
Community Foundation		5,000	-	-	5,000
	20,905	112,456	(85,324)	(7,710)	40,326
	20,905	112,456	(85,324)	(7,710)	40,326

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Big Lottery Reaching Communities	To open the Dementia Activity Centre and DAC
Awards for All	Mini bus costs
The Neighbourly Foundation	Furniture and costs
Sport England	Contribution to the delivery of seated exercise
Community Foundation Walking	To fund a walking group for people with dementia To fund a carer support group
Community Foundation Café & Trips	
Community Foundation	Sanctuary room
Newcastle Partnership NCC	Young onset Hub
The DWF Foundation	Seat exercise
Proudfoot family	LGBT+ Dementia cafe
Barchester	Equipment

Silverline Memories CIO

Notes to the Financial Statements (*continued*)

Year ended 31 December 2024

21. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Fixed assets	2,057	-	2,057	8,151
Current assets	2,717	21,855	24,572	79,364
Creditors less than 1 year	(2,232)	-	(2,232)	(8,592)
Net assets	2,542	21,855	24,397	78,923

SILVERLINE MEMORIES CIO

England & Wales - Charity number 1163582

Accounts

SILVERLINE MEMORIES CIO

REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2023

Charity number 1163582

SILVERLINE MEMORIES CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 December 2023

The trustees are pleased to present their annual report together with financial statements of the charity for the year ended 31 December 2023.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

1. Objectives and activities

Our charity's purposes as set out in the constitution are to relieve persons who have been diagnosed with dementia and their families and carers in the Northeast of England by the provision of social and leisure activities and to support to people living with the effects of dementia and the effects of caring for dementia survivors.

Objectives, strategies and activities for the year

Our objectives for 2023 were to develop the Dementia Activity Centre and Shop that we opened in September 2022 and this resulted in a period of intense growth and unprecedented demand for our services. We had to develop the infrastructure to manage that growth, while continuing to meet the needs of our beneficiaries, and in a way that ensured no drop in quality of our activities and services.

To do this we introduced new accounting and CRM systems, allowing us to digitise our record keeping.

At the end of 2022 we had four paid staff members, one full time and three part time and as we close our 2023 we have increased this to three full time staff members, and five part time. The increase in staff meant we had to take on additional office space and in March we signed a six-month lease on an office within a local serviced office block. While this met the immediate needs, it was apparent that there was a need for all staff to be near the delivery of services, and in September we signed the lease on a second unit, two doors away from our Dementia Activity Centre. This allowed all staff to work together and restored the unity of team relationships.

There were several staff changes. Recruitment in our sector is difficult now, and we mistakenly appointed based on the best of the applicants we had, rather than waiting for the *right* applicant. Some staff started roles and then left within a few months when it was apparent they did not have the skills that were needed. This was challenging and costly, and destabilised morale. During the same period a new Chair joined the Board along with five other new Trustees and there were pressures and challenges to overcome. There were too many plate spinning and a period of consolidation and prioritisation was essential. By the end of 2023 we had a stable staffing structure and clear definition of roles and responsibilities.

We opened the Wellbeing Centre in December of 2023 to house the Advocacy & Care

SILVERLINE MEMORIES CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 December 2023

Navigation Project and our admin base.

During 2023 our Jubilee Dementia Choir grew and gained in popularity, regularly being booked to perform at local residential and care homes. During the Summer of 2023 the choir performed at Widstock – an outdoor music festival in Northumberland. We also performed twice at a local church, raising funds to meet some of our transport and catering costs.

2. Public Benefit Statement

Silverline Memories provides “places to go and things to do” for people with a diagnosis of Dementia and their families. We believe that people with Dementia should be supported to live as full and active a life as possible, for as long as possible. We provide the opportunities, help and support, to do so. We work with families for as long as they need us.

3. Contribution by Volunteers

Volunteers are contributing 350 hours per month. Volunteers provide essential support during the delivery of groups and activities, welcoming beneficiaries, providing refreshments, encouraging engagement and providing emotional and practical support. Our shop window displays are dressed by a volunteers, and birthday and other greetings cards are sent by volunteers to all our members, staff, volunteers and Trustees.

4. Achievements and Performance

Evaluation and outputs

Our number of beneficiaries continued to rise, and by the end of 2023 we were supporting a little over 200 individuals.

We launched our new five year Strategy and we worked with our staff and volunteers to re-evaluate our Mission, Vision, Values and Culture, identifying what we term as The Silverline Way – a set of values and standards which define how we work with everyone at all levels, both internally and externally.

We recruited four new staff members and increased our volunteering numbers. We introduced long service awards as part of our volunteer recognition programme and we enjoy seeing our volunteers wearing their long service pins with pride.

5. Fundraising

Our income is made up of grants, the sale of donated items, and individual donations.

SILVERLINE MEMORIES CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 December 2023

6. Financial review

Review of the year

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £260,048 (2022: £108,021) of which £112,456 was restricted (2022: £53,878) and expenditure of £217,492 (2022: £112,598) of which £85,324 was restricted (2022: £52,025). There was an operating surplus of £42,555 (2022: deficit £4,577) of which a surplus of £19,421 was restricted (2022: deficit £8,495).

At 31 December 2022 the Charity had net assets of £78,923 (2022: £36,368) of which £40,326 was restricted (2022: £20,905).

Reserves policy/Going concern

The Trustees consider the level of reserves, £38,527 (2022: surplus £15,463), prudent for the Charity. Our Reserves Policy is reviewed annually.

The reserves are needed to maintain the current activities of the charity in the event of a significant drop in funding. We would plan to meet any future deficit through fundraising activities during through the sale of donated items in our charity shop, income from the Dementia Activity Centre and individual donations.

7. Risk Management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and beneficiaries. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

8. Plans for future periods

During 2024 we want to establish the Wellbeing Centre and continue to consolidate our systems and processes. We aim to obtain continuation funding for our Dementia Activity Centre and to replicate this offer in other areas. Decisions are to be made this year about our premises as we look towards our first break clause date in our lease on the activity centre and whether we continue or look to purchase property that meets our needs. We also seek new funding relationships.

SILVERLINE MEMORIES CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 December 2023

9. Reference and administrative details of the charity, its trustees and advisors

Charity Name Silverline Memories CIO

Registered Charity Number 1163582

Trustees

Dr Susan Carr	
Dr Pamela Coipel	Appointed 20 December 2023
Ian Moses	Resigned 01 June 2023
David Coulter	
Lee Briton	
Marion Kimberley-Ryan	
Maria Flanagan	Chair
Colin Kellett	
Susan Elizabeth Lee Thexton	
Debbie Ellor	Resigned 04 January 2024
Kevin Hall	
John Thexton	

Registered Office 177b Kirkwood Drive
Kenton Retail
Newcastle upon Tyne
NE3 3BE

Independent Examiner Michelle Wright
MW Accounting Services
Woodgate House
Wood Street
Gateshead
NE11 9NP

Bankers Santander

Solicitor Andrew Simpson

SILVERLINE MEMORIES CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 December 2023

10. Structure, governance and management

Governing documents

Silverline Memories CIO is a Charitable Incorporated Organisation, governed by its constitution, adopted on the 15th September 2015.

Recruitment and Appointment of the Board

The Directors of the Company are also Trustees for the purposes of charity law and under the company's Articles are its members. Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting.

Trustees are selected skill and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member
- Copies of the main charity documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

Organisation

The trustees administer the charity and the Chief Executive is responsible for managing the work of the charity on a day-to-day basis.

The trustees are aware that the major risk to the organisation is lack of funding. Each quarter the risk is assessed when budgets are compared to actual spend and reserves are reviewed on a yearly basis to ensure that there are sufficient funds available to cover five months running costs and any possible redundancy costs.

Risk management

The management committee has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and for ensuring the consistent quality of the delivery of all operational aspects of

SILVERLINE MEMORIES CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 December 2023

the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

11. Related Parties

The CEO is married to a Trustee. There is a policy within the constitution, Conflict of interest and conflict of loyalty, ensure the safe and correct governance and to manage the conflict of interest. The CEO is also related to one volunteer. Funders have been made aware and are comfortable with the safeguards in place.

12. Trustees responsibilities in relation to the financial 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 (United Kingdom Generally Accepted Accounting Practice).

The trustees are required 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, including the income and expenditure of the charity for the year. In preparing those 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 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 which disclose with reasonable accuracy at any time the financial position of the charity. 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.

Approved by the trustees on and signed on their behalf by:

Maria Flanagan
Chair

SILVERLINE MEMORIES CIO

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 December 2023

I report on the financial statements of Silverline Memories CIO for the year ended 31 December 2023, which are set out on pages 8 to 19.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not 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

In connection with my examination, no material matters have come to my attention 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 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.

Michelle Wright
Woodgate House
Gateshead
NE11 9NP
Date:

SILVERLINE MEMORIES CIO

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<u>Income from:</u>					
Donations and legacies	6	17,788	-	17,788	7,308
Charitable activities					
Grants and contracts	7	75,878	112,456	188,333	80,042
Other trading activities	8	53,927	-	53,927	20,671
Total income		147,592	112,456	260,048	108,021
<u>Expenditure on:</u>					
Raising funds	9	2,588	-	2,588	1,443
Charitable activities					
Operation of the charity	10	129,580	85,324	214,904	111,155
Total expenditure		132,168	85,324	217,492	112,598
Net income/(expenditure)		15,424	27,131	42,555	(4,577)
Transfers between funds		7,710	(7,710)	-	-
Net income/(expenditure) and net movement of funds		23,134	19,421	42,555	(4,577)
<u>Reconciliation of funds</u>					
Total funds brought forward		15,463	20,905	36,368	40,945
Total funds carried forward		38,597	40,326	78,923	36,368

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 10 to 19 form an integral part of these accounts.

BALANCE SHEET

As at 31 December 2023

	Notes	£	Total 2023 £	£	Total 2022 £
Fixed assets					
Tangible assets	17		8,151		16,269
Total fixed assets			8,151		16,269
Current assets					
Debtors	18	1,450		46	
Cash at bank and in hand	19	77,914		22,080	
Total current assets		79,363		22,126	
Creditors: amounts falling due within one year	20	(8,591)		(2,027)	
Total net assets or liabilities			78,923		36,368
Funds of the charity					
Unrestricted income funds			38,597		15,463
Restricted income funds			40,326		20,905
Total funds			78,923		36,368

The notes on pages 10 to 19 form an integral part of these accounts.

These financial statements were approved by the Board on:

and are signed on its behalf by:

Maria Flanagan
Chair

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Silverline Memories CIO meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £38,597 and the reserves are under review.

The trustees have reviewed and considered relevant information including the annual budget and the trustees are of the view that the immediate future of the organisation, for the next 12 months is secure, and on that basis it is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

3.5 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of work and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis, the charity does not currently have any tangible fixed assets:

Office equipment	Straight line at 15%
New office equipment from 2020	Straight line at 33%
Fixtures and fittings	Straight line at 20%

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
6 Donations and legacies				
Donations and gifts	17,788	-	17,788	7,308
	<u>17,788</u>	<u>-</u>	<u>17,788</u>	<u>7,308</u>
7 Charitable activities				
<u>Income from grants</u>				
Community Foundation	-	15,000	15,000	25,677
Sport England	-	10,010	10,010	3,000
RW Mann Trust	2,000	-	2,000	1,500
Big Lottery Reaching Communities	-	67,498	67,498	11,350
Awards for All	-	9,948	9,948	-
Ballinger	20,000	-	20,000	15,000
Newcastle City Council	500	-	500	5,000
Sir James Knott	5,000	-	5,000	5,000
Asda Foundation	-	-	-	1,750
Local Giving	-	-	-	500
Persimmon Homes	-	-	-	1,000
Zurich	31,000	-	31,000	10,000
Hadley Foundation	-	-	-	265
Groundwork	1,125	-	1,125	-
Foyle Foundation	10,000	-	10,000	-
Rothley Trust	-	-	-	-
The Neighbourly Foundation	-	10,000	10,000	-
Masonic Charitable Trust	6,000	-	6,000	-
Other small grants	253	-	253	-
	<u>75,878</u>	<u>112,456</u>	<u>188,333</u>	<u>80,042</u>
8 Other trading activities				
Trips	13,555	-	13,555	16,800
Fundraising	32,512	-	32,512	-
Other income	7,860	-	7,860	3,871
	<u>53,927</u>	<u>-</u>	<u>53,927</u>	<u>20,671</u>

Income was £260,048 (2022: £108,021) of which £147,592 was unrestricted or designated (2022: £54,143) and £112,456 was restricted (2022: £53,878)

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
9 Raising funds				
Staging fundraising events	2,588	-	2,588	1,443
	<u>2,588</u>	<u>-</u>	<u>2,588</u>	<u>1,443</u>
10 Charitable activities				
Events and trips	6	4,708	4,714	17,313
Wages	37,216	33,910	71,126	13,329
Pension costs	1,916		1,916	2,117
Volunteers	176	211	387	-
Staff expenses	3,188	479	3,667	3,815
CEO salary	41,844		41,844	33,338
Staff training/conference	2,120	574	2,695	-
Dementia cafes	-		-	4,172
Carers support group	-		-	690
Memory bus	653	4,447	5,100	-
Community Foundation Grant refund	-	360	360	-
Support costs				
Rent	11,256	21,627	32,883	14,218
Office	3,473	3,767	7,240	1,650
Advertising	-		-	-
Depreciation	8,118		8,118	8,230
Equipment and resources	74	9,199	9,274	433
Stationery	1,222	909	2,131	1,616
Telephone	1,914	375	2,289	715
Insurance	1,486	946	2,432	1,226
IT	7,698	90	7,788	2,816
Payroll fees	936	-	936	292
Bank charges	678		678	-
Professional fees	1,913	3,722	5,635	-
Other expenses	1,875		1,875	4,285
	<u>127,762</u>	<u>85,324</u>	<u>213,086</u>	<u>110,255</u>
	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Governance costs				
Trustee meeting expenses	1,318	-	1,318	-
Independent examiner's fees for reporting on the accounts	500	-	500	900
	<u>1,818</u>	<u>-</u>	<u>1,818</u>	<u>900</u>

Expenditure on charitable activities was £217,492 (2022: £112,598) of which £132,168 was unrestricted or designated (2022: £60,573) and £85,324 was restricted (2022: £52,025)

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

11 Fees for examination of the accounts

	2023 £	2022 £
Independent examiner's fees for reporting on the accounts	500	900
	<u>500</u>	<u>900</u>

There were no other fees paid to the examiner (2022: £nil)

12 Analysis of staff costs and the cost of key management personnel

	2023 £	2022 £
Salaries and wages	112,970	46,667
Pension costs (defined contribution pension plan)	1,916	2,117
	<u>114,886</u>	<u>48,784</u>

No employee received remuneration above £60,000 (2022: nil)

The key management personnel of the charity, comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £43,290 (2022: £35,455).

13 Staff numbers

The average monthly head count was 6 staff (2022: 6 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2023 Number	2022 Number
The parts of the charity in which the employee's work		
Charitable activities	3.0	0.5
Governance	2.0	1.0
	<u>5.0</u>	<u>1.5</u>

14 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

The CEO of Silverline Memories CIO is on the board of Voluntary Organisations Network North East (VONNE).

David Coulter, Treasurer of silverline Memories CIO is married to the CEO of Silverline memories CIO. There is a policy within the constitution, Conflict of interest and conflict of loyalty, to ensure the safe and correct governance and, to follow this policy. The CEO is also related to one volunteer.

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

15 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £1,916 (2022: £2,117). There was £556 outstanding as at 31 December 2023 (2022: £0)

16 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

17 Tangible fixed assets	Office equipment	Fixtures and fittings	Premises	Total
	£	£	£	£
Cost				
Balance brought forward	2,756	1,339	23,975	28,070
Additions	-	-	-	-
Disposals	-	-	-	-
Balance carried forward	2,756	1,339	23,975	28,070
Depreciation				
Basis	SL	SL	SL	
Rate	33%	20%	33%	
Balance brought forward	2,550	1,339	7,912	11,801
Depreciation charge for year	206	-	7,912	8,118
Disposals	-	-	-	-
Balance carried forward	2,756	1,339	15,824	19,919
Net book value				
Brought forward	206	-	16,063	16,269
Carried forward	-	-	8,151	8,151

18 Debtors and prepayments (receivable within 1 year)

	2023	2022
	£	£
Debtors	118	-
Prepayments	1,332	-
Other debtors	-	46
	1,450	46

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

19 Cash at bank and in hand

	2023 £	2022 £
Cash at bank	77,824	21,990
Cash in hand	90	90
	<u>77,914</u>	<u>22,080</u>

20 Creditors and accruals (payable within 1 year)

	2023 £	2022 £
Trade creditors	247	-
Taxation and social security	2,340	-
Pension	556	-
Accruals		
Independent examination of accounts	500	900
Deferred income		
Ball income	990	-
Other creditors	3,959	1,127
	<u>8,591</u>	<u>2,027</u>

21 Events after the end of the reporting period

No events (requiring adjustment to the financial statements) have occurred after the end of the reporting period but before the financial statements were authorised for issue which relate to conditions that arose after the end of the reporting period.

22 Analysis of charitable funds

Analysis of movements in unrestricted funds For the year ended 31 December 2023

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	15,463	147,592	(132,168)	7,710	38,597
Totals	<u>15,463</u>	<u>147,592</u>	<u>(132,168)</u>	<u>7,710</u>	<u>38,597</u>

For the year ended 31 December 2022

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	11,545	54,143	(60,573)	10,348	15,463
Totals	<u>11,545</u>	<u>54,143</u>	<u>(60,573)</u>	<u>10,348</u>	<u>15,463</u>

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

22 Analysis of charitable funds continued

Analysis of movement in restricted funds For the year ended 31 December 2023

Restricted funds	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Memory bus	1,476	-	(1,476)	-	-
Dementia cafes	140	-	(140)	-	-
Big Lottery Reaching Communities	-	67,498	(50,792)	-	16,705
Awards for All	-	9,948	(8,853)	-	1,095
The Neighbourly Foundation	-	10,000	(7,393)	-	2,607
Sport England	-	10,010	(2,026)	-	7,984
DAC	14,393	-	(3,165)	(11,228)	-
Welfare Support	4,896	-	(4,176)	(720)	-
Community Foundation	-	10,000	(7,303)	4,238	6,935
Community Foundation	-	5,000	-	-	5,000
Totals	20,905	112,456	(85,324)	(7,710)	40,326

For the year ended 31 December 2022

Restricted funds	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Lottery Fund	1,820	-	(1,820)	-	-
Community Foundation - PPE	239	-	(239)	-	-
Covid-19 Response Fund	1,522	-	(1,522)	-	-
Neighbourhood Community Fund	213	-	(213)	-	-
Memory bus	-	4,420	(4,354)	1,410	1,476
Dementia cafes	212	1,037	(912)	(197)	140
National Lottery A4A	10,630	-	(10,336)	(294)	-
Hub events	10,974	8,357	(10,136)	(9,195)	-
DWF Charitable Foundation	290	-	(290)	-	-
Local Giving - Doodle Art	3,000	-	(3,000)	-	-
DAC	500	-	(500)	-	-
Choir	-	22,387	(6,976)	(1,018)	14,393
Great North Run	-	3,810	(3,560)	(250)	-
Welfare Support	-	1,287	(843)	(444)	-
Operational Support	-	11,080	(5,824)	(360)	4,896
Balances carried forward	-	1,500	(1,500)	-	-
	29,400	53,878	(52,025)	(10,348)	20,905

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

For the year ended 31 December 2022 (continued)

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
Balances brought forward	43,616	15,250	(33,256)	-	25,610
ASDA - Coming back together	-	590	(300)	-	290
DWF Charitable Foundation	-	3,000	-	-	3,000
Local Giving - Doodle Art	-	500	-	-	500
Rothley Trust	-	750	(750)	-	-
Totals	43,616	20,090	(34,306)	-	29,400

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Memory bus	Funds to purchase and set up a bus for trips
Dementia cafes	Contribution to delivery of weekly dementia cafes
Big Lottery Reaching Communities	To open the Dementia Activity Centre and DAC
Awards for All	Mini bus costs
The Neighbourly Foundation	Furniture and costs
Sport England	Contribution to the delivery of seated exercise
Community Foundation Walking	To fund a walking group for people with dementia
Community Foundation Counselling	To fund a carer support group
Community Foundation Café & Trips	To contribute towards trips and café expenses
Community Foundation Newcastle Building Society	To contribute towards costs for the Dementia Café
DAC	Dementia Activity Centre set up and running costs
Welfare Support	Running costs of Befriending Service and support groups

Transfers between funds

For the year ended 31 December 2023

	Reason for transfer	Amount £
Between unrestricted and restricted funds	Funds reclassified as unrestricted/restricted.	7,710
Between restricted and restricted funds	Reallocation of funds from brought forward	4,238

23 Capital commitments

As at 31 December 2023, the charity had no capital commitments (2022 -£nil)

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

24 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Tangible fixed assets	8,151	-	8,151	16,269
Cash at bank and in hand	37,587	40,326	77,914	22,080
Other net current assets/(liabilities)	(7,142)	-	(7,142)	(1,981)
	<u>38,597</u>	<u>40,326</u>	<u>78,923</u>	<u>36,368</u>

25 Guarantee

There have been no guarantees given by the charity at 31 December 2023.

26 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 December 2023.

27 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 15 September 2015 as a body corporate under part 11 of the Charities Act 2011.

SILVERLINE MEMORIES CIO

England & Wales - Charity number 1163582

Accounts

SILVERLINE MEMORIES CIO

**REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2022**

Charity Number 1163582

SILVERLINE MEMORIES CIO

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2022

Contents	Page
Trustees annual report	1 to 6
Independent examiners report	7
Statement of Financial Activities (including income and expenditure account)	8
Balance sheet	9
Notes to the financial statements	10 to 19

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 31 December 2022.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)

1. Objectives and Activities

Our charity's purposes as set out in the constitution are to relieve persons who have been diagnosed with dementia and their families and carers in the North East of England by the provision of social and leisure activities and to support to people living with the effects of dementia and the effects of caring for dementia survivors.

Objectives, strategies and activities for the year

Our objectives for 2022 were to return to face to face activities following the Pandemic in as safe a way as possible, to introduce Income Generating activities and to secure long term funding.

We continued with our online/remote delivery of services for the first six months of the year while seeking our own premises. Our motivations for this included being able to provide a Covid Safe environment. While we had confidence in the measures taken by other venues, we felt that multi-use buildings posed a risk higher than we were prepared to take with our older and much older beneficiaries. After carrying our due diligence on more than one potential venue, we settled on a doubled fronted unit in a busy shopping centre in Kenton, Newcastle upon Tyne. We were able to secure funding for the project and using this and some reserves we renovated the building, dividing into two halves. One became the North East's (and possibly the UK's) first dedicated Dementia Activity Centre, and the second we fitted out as a charity shop to provide an income stream. We also extended the toilet and kitchen area for accessibility.

Since opening the Dementia Activity Centre we have seen a 63% increase in demand, 38% of which is coming from statutory referrals. We had planned to sell our minibus as it had not been used during the Pandemic, however it has proven invaluable since opening the Activity Centre and every seat is now filled for almost every activity, daily.

We had intended to register for CQC but given the increase in demand we felt it was better to do what we do, and do it well, rather than risk quality for quantity of services. This may be something we revisit in the future but unlikely in the coming year.

At the end of 2022 we introduced a new CRM tool to cope with the increase recording requirements. As well as recording all beneficiary and enquirer contacts, it also allows us to track attendances at our activities and to generate accurate output reporting for the first time.

We had a number of changes to the Board during 2022 which led to some challenges with communication with the CEO. This has been addressed and there are plans to recruit to the Board in early 2023.

2. Public Benefit Statement

Silverline Memories provides “places to go and things to do” for people with a diagnosis of Dementia and their families. We believe that people with Dementia should be supported to live as full and active a life as possible, for as long as possible. We provide the opportunities, help and support, to do so. We work with families for as long as they need us.

3. Policy on Grant Making

We do not provide grants.

4. Contribution by Volunteers

Our volunteer number have increased significantly during 2022. This was intentional in order to resource the Dementia Activity Centre and Shop. Volunteering hours have increased accordingly to 300 per month. Volunteers provide essential support during the delivery of groups and activities, welcoming beneficiaries, providing refreshments, encouraging engagement and providing emotional and practical support. They support our Befriending programme. We also have three volunteer drivers for the minibus.

5. Achievements and Performance

Evaluation and outputs

Our number of beneficiaries increased significantly over 2022. From 80 people in 2021, by the end of 2022 we were supporting 130 individuals.

We opened a Dementia Activity Centre and Charity Shop.

We introduced a matched Befriending Service to encourage people to get back out in the community following the Pandemic.

We doubled our volunteer numbers and employed three new members of staff.

6. Fundraising

Our income is made up of grants, the sale of donated items, and individual donations.

7. Investments

None.

8. Financial review

Review of the year

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £108,021 (2021: £57,005) of which £53,878 was restricted (2021: £53,910) and expenditure of £112,598 (2021: £67,440) of which £52,025 was restricted (2021: £34,306). There was an operating deficit of £4,577 (2021: deficit £10,435) of which a surplus of £1,853 was restricted (2021: deficit £14,216).

At 31 December 2022 the Charity had net assets of £36,368 (2021: £40,945) of which £20,905 was restricted (2021: £29,400).

Reserves policy/Going concern

The Trustees consider the level of reserves, £15,463 (2021: surplus £11,545), prudent for the Charity at this time taking into account the change in activities of the CIO from a drop in hub to shop and training facility. Our Reserves Policy is reviewed annually.

We plan to meet the deficit through fundraising activities during 2023 through the sale of donated items in our charity shop, income from the Dementia Activity Centre and individual donations.

9. Risk Management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and beneficiaries. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

10. Plans for future periods

Our priority for 2023 is to consolidate the current provision and to balance demand with capacity. Our Board of Trustees have a Strategic Planning Away Day booked in May 2023 at which time plans will be made to either manage, or embrace, the growth.

11. Reference and administrative details of the charity, its trustees and advisors

Registered charity name Silverline Memories CIO

Charity number 1163582

Registered office 177b Kirkwood Drive
Kenton Retail
Newcastle upon Tyne
NE3 3BE

Trustees and Members of the Board

Gill Dowey (resigned 17/01/23)
Dr..Susan Carr
Beverley Horton (resigned 17/01/23)
Ian Moses
David Coulter
Lee Briton (appointed 10/10/22)
Marion Kimberley-Ryan (appointed 17/1/22)
Maria Flanagan (appointed 03/04/23)
Colin Kellett (appointed 03/04/23)
Susan Elizabeth Lee Thexton (appointed 03/04/23)
Debbie Ellor (appointed 03/04/23)
Kevin Hall (appointed 03/04/23)
John Thexton (appointed 03/04/23)

Independent Examiner

Lilian Hetherington
Connected Voice Business Services Ltd
One Strawberry Lane
Newcastle upon Tyne.
NE1 4BX.

Bankers

Santander

Solicitor

Andrew Simpson

12. Structure, governance and management

Governing Document

The organisation is a Charitable Company Limited by Guarantee. The Company was established under a Memorandum of Association, which established the objects and powers of the Charitable Company and is governed under its Articles of Association. In the event of a winding up any member (who is a director) undertakes to contribute to the payment of liabilities, such amount as may be required not exceeding the total of £1.

Recruitment and Appointment of the Board

The Directors of the Company are also Trustees for the purposes of charity law and under the company's Articles are its members. Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting.

Trustees are selected on the basis of specialist skills and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member
- Copies of the main charity documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

13. Related parties

The CEO is married to a Trustee. There is a policy within the constitution, Conflict of interest and conflict of loyalty, ensure the safe and correct governance and to manage the conflict of interest. The CEO is also related to one volunteer. Funders have been made aware and are comfortable with the safeguards in place.

14. Statement of Trustee Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity SORP 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 incoming resources and application of resources, including the receipts and payments of the charity for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and 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 accounting records that disclose with reasonable accuracy at any time the financial position of the charity. 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.

Approved by the Trustees on 29.05.2023 and signed on their behalf by:

Maria Flanagan
Chair

SILVERLINE MEMORIES CIO

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 December 2022

I report on the financial statements of Silverline Memories CIO for the year ended 31 December 2022, which are set out on pages 8 to 19.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not 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

In connection with my examination, no material matters have come to my attention 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 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.

Lilian Hetherington
Connected Voice Business Services Ltd
One Strawberry Lane
Newcastle upon Tyne
NE1 4BX
Date: 12.07.2023

SILVERLINE MEMORIES CIO

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<u>Income from:</u>					
Donations and legacies	6	5,671	1,637	7,308	10,319
Charitable activities					
Grants and contracts	7	29,016	51,026	80,042	45,750
Other trading activities	8	19,456	1,215	20,671	936
Total income		54,143	53,878	108,021	57,005
<u>Expenditure on:</u>					
Raising funds	9	600	843	1,443	902
Charitable activities					
Operation of the charity	10	59,973	51,182	111,155	66,538
Total expenditure		60,573	52,025	112,598	67,440
Net income/(expenditure) before investment gains/(losses)		(6,431)	1,853	(4,578)	(10,435)
Transfers between funds		10,348	(10,348)	-	-
Net movement of funds		3,918	(8,495)	(4,578)	(10,435)
<u>Reconciliation of funds</u>					
Total funds brought forward		11,545	29,400	40,945	51,380
Total funds carried forward		15,463	20,905	36,368	40,945

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 10 to 19 form an integral part of these accounts.

BALANCE SHEET

As at 31 December 2022

	Notes	£	Total 2022 £	£	Total 2021 £
Fixed assets					
Tangible assets	17		16,269		524
Total fixed assets			16,269		524
Current assets					
Debtors	18	46		-	
Cash at bank and in hand	19	22,080		44,535	
Total current assets			22,126	44,535	
Creditors: amounts falling due within one year	20	(2,027)		(4,114)	
Net current assets			20,099		40,421
Total net assets or liabilities			36,368		40,945
Funds of the charity					
Unrestricted income funds			15,463		11,545
Restricted income funds			20,905		29,400
Total funds			36,368		40,945

The notes on pages 10 to 19 form an integral part of these accounts.

These financial statements were approved by the Board on:

29.05.2023

and are signed on its behalf by:

Maria Flanagan
Chair

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective October 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Silverline Memories CIO meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £15,463 and the reserves are under review.

The CIO during 2022 converted from a drop in hub to a shop and training facility which required a large amount of initial cost from reserves. The reserves are expected to recover during 2023.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

3.5 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of work and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis, the charity does not currently have any tangible fixed assets:

Office equipment	Straight line at 15%
New office equipment from 2020	Straight line at 33%
Fixtures and fittings	Straight line at 20%

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
6 Donations and legacies				
Donations and gifts	5,671	1,637	7,308	10,319
	<u>5,671</u>	<u>1,637</u>	<u>7,308</u>	<u>10,319</u>
7 Charitable activities				
<u>Income from grants</u>				
Community Foundation	-	25,677	25,677	1,160
Sport England	-	3,000	3,000	-
RW Mann Trust	-	1,500	1,500	-
Big Lottery	4,016	7,334	11,350	-
Ballinger	15,000	-	15,000	20,000
Newcastle City Council	5,000	-	5,000	-
Sir James Knott	5,000	-	5,000	5,000
Asda Foundation	-	1,750	1,750	-
Local Giving	-	500	500	-
Persimmon Homes	-	1,000	1,000	-
Zurich	-	10,000	10,000	-
Hadley Foundation	-	265	265	-
ASDA - Coming back together event	-	-	-	590
National Lottery A4A	-	-	-	10,000
Rothley Trust	-	-	-	750
DWF Charitable Foundation	-	-	-	3,000
The neighbourly B&Q Foundation	-	-	-	5,000
Alpkit Foundation	-	-	-	250
	<u>29,016</u>	<u>51,026</u>	<u>80,042</u>	<u>45,750</u>
8 Other trading activities				
Trips	15,585	1,215	16,800	310
Other income	3,871	-	3,871	626
	<u>19,456</u>	<u>1,215</u>	<u>20,671</u>	<u>936</u>

Income was £108,021 (2021: £57,005) of which £54,143 was unrestricted or designated (2021: £36,915) and £53,878 was restricted (2021: £20,090)

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
9 Raising funds				
Staging fundraising events	600	843	1,443	902
	<u>600</u>	<u>843</u>	<u>1,443</u>	<u>902</u>
10 Charitable activities				
<u>Direct costs</u>				
Events and trips	1,666	15,647	17,313	843
Wages	5,024	8,305	13,329	8,380
Pension costs	1,771	346	2,117	1,960
Volunteers	-	-	-	25
Staff expenses	894	2,921	3,815	244
CEO salary	33,338	-	33,338	29,527
Dementia cafes	-	4,172	4,172	1,727
Carers support group	-	690	690	940
Memory bus	-	-	-	1,653
Community Foundation Grant refund	-	-	-	1,143
<u>Support costs</u>				
Rent	1,957	12,261	14,218	2,361
Office	1,579	71	1,650	2,083
Advertising	-	-	-	149
Depreciation	8,230	-	8,230	7,467
Equipment and resources	148	285	433	98
Stationery	908	708	1,616	583
Telephone	606	109	715	736
Insurance	380	846	1,226	-
IT	2,340	476	2,816	3,515
Payroll fees	111	181	292	191
Bank charges	-	-	-	129
Other expenses	817	3,468	4,285	2,088
	<u>59,769</u>	<u>50,486</u>	<u>110,255</u>	<u>65,842</u>
	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	204	696	900	696
	<u>204</u>	<u>696</u>	<u>900</u>	<u>696</u>

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

11 Fees for examination of the accounts

	2022	2021
	£	£
Independent examiner's fees for reporting on the accounts	900	696
	<u>900</u>	<u>696</u>

There were no other fees paid to the examiner (2021: £nil)

12 Analysis of staff costs and the cost of key management personnel

	2022	2021
	£	£
Salaries and wages	46,667	37,907
Pension costs (defined contribution pension plan)	2,117	1,960
	<u>48,784</u>	<u>39,867</u>

No employee received remuneration above £60,000 (2021: nil)

The key management personnel of the charity, comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £34,245 (2021: £31,487).

13 Staff numbers

The average monthly head count was 6 staff (2021: 6 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2022	2021
	Number	Number
The parts of the charity in which the employees work		
Charitable activities	0.5	0.5
Governance	1.0	1.0
	<u>1.5</u>	<u>1.5</u>

14 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

The CEO of Silverline Memories CIO is on the board of Voluntary Organisations Network North East (VONNE).

David Coulter, Treasurer of Silverline Memories CIO is married to the CEO of Silverline Memories CIO. There is a policy within the constitution, conflict of interest and conflict of loyalty, to ensure the safe and correct governance and, to follow this policy. The CEO is also related to one volunteer.

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

15 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £2,117 (2021: £1,960). There was £0 outstanding as at 31 December 2022 (2021: £0)

16 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

17 Tangible fixed assets	Premises £	Office equipment £	Fixtures and fittings £	Total £
Cost				
Balance brought forward	-	2,756	1,339	4,095
Additions	23,975	-	-	23,975
Disposals	-	-	-	-
Balance carried forward	23,975	2,756	1,339	28,070
Depreciation				
Basis	SL	SL	SL	
Rate	33%	33%	20%	
Balance brought forward	-	2,267	1,304	3,571
Depreciation charge for year	7,912	283	35	8,230
Disposals	-	-	-	-
Balance carried forward	7,912	2,550	1,339	11,801
Net book value				
Brought forward	-	489	35	524
Carried forward	16,063	206	-	16,269

18 Debtors and prepayments (receivable within 1 year)

	2022 £	2021 £
Other debtors	46	-
	46	-

19 Cash at bank and in hand

	2022 £	2021 £
Cash at bank	21,990	44,445
Cash in hand	90	90
	22,080	44,535

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

20 Creditors and accruals (payable within 1 year)

	2022 £	2021 £
Accruals		
Independent examination of accounts	900	1,392
Other accruals	-	2,722
Other creditors	1,127	-
	<u>2,027</u>	<u>4,114</u>

21 Events after the end of the reporting period

No events (requiring adjustment to the financial statements) have occurred after the end of the reporting period but before the financial statements were authorised for issue which relate to conditions that arose after the end of the reporting period.

22 Analysis of charitable funds

Analysis of movements in unrestricted funds For the year ended 31 December 2022

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	11,545	54,143	(60,573)	10,348	15,463
Totals	<u>11,545</u>	<u>54,143</u>	<u>(60,573)</u>	<u>10,348</u>	<u>15,463</u>

For the year ended 31 December 2021

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	7,764	36,915	(33,134)	-	11,545
Totals	<u>7,764</u>	<u>36,915</u>	<u>(33,134)</u>	<u>-</u>	<u>11,545</u>

Purpose of unrestricted funds

General unrestricted fund The free 'reserves' of the charity.

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

**Analysis of movement in restricted funds
For the year ended 31 December 2022**

Restricted funds	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Lottery Fund	1,820	-	(1,820)	-	-
Community Foundation - PPE	239	-	(239)	-	-
Covid-19 Response Fund	1,522	-	(1,522)	-	-
Neighbourhood Community Fund	213	-	(213)	-	-
Memory bus	-	4,420	(4,354)	1,410	1,476
Dementia cafes	212	1,037	(912)	(197)	140
National Lottery A4A	10,630	-	(10,336)	(294)	-
Hub	10,974	8,357	(10,136)	(9,195)	-
ASDA - Coming back together events	290	-	(290)	-	-
DWF Charitable Foundation	3,000	-	(3,000)	-	-
Local Giving - Doodle Art	500	-	(500)	-	-
DAC	-	22,387	(6,976)	(1,018)	14,393
Choir	-	3,810	(3,560)	(250)	-
Great North Run	-	1,287	(843)	(444)	-
Welfare Support	-	11,080	(5,824)	(360)	4,896
Operational Support	-	1,500	(1,500)	-	-
Totals	29,400	53,878	(52,025)	(10,348)	20,905

For the year ended 31 December 2021

Restricted funds	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Community Foundation - Day trips	963	-	(963)	-	-
Lottery Fund	1,920	-	(100)	-	1,820
Connected Voice - Citylife	462	-	(462)	-	-
Community Foundation - PPE	250	-	(11)	-	239
Covid-19 Response Fund	3,684	-	(2,162)	-	1,522
Allen Lane Foundation	6,000	-	(6,000)	-	-
R W Mann	1,000	-	(1,000)	-	-
Neighbourhood Community Fund	400	-	(187)	-	213
Memory bus	1,298	-	(1,298)	-	-
Memory bus - fixed asset	6,711	-	(6,711)	-	-
Ballinger	6,101	-	(6,101)	-	-
Dementia cafes	1,839	-	(1,627)	-	212
National Lottery A4A	5,476	10,000	(4,846)	-	10,630
Hub	7,512	5,250	(1,788)	-	10,974
Balances carried forward	43,616	15,250	(33,256)	-	25,610

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

For the year ended 31 December 2021 (continued)

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
Balances brought forward	43,616	15,250	(33,256)	-	25,610
events	-	590	(300)	-	290
DWF Charitable Foundation	-	3,000	-	-	3,000
Local Giving - Doodle Art		500	-	-	500
Rothely Trust		750	(750)	-	-
Totals	43,616	20,090	(34,306)	-	29,400

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Community Foundation - Day trips	Day Trips - Digital Inclusion (Website rebuild) COVID
Lottery Fund	Seated exercise groups
Connected Voice - Citylife	Forum/Covid-19 Costs
Community Foundation - PPE	Funds to supply Covid-19 PPE equipment.
Covid-19 Response Fund	Funds to help with Covid-19 effects.
Allen Lane Foundation	Contribution to CEO salary.
R W Mann	Office support/operational support.
Neighbourhood Community Fund	Funds to help with Covid-19 effects.
Memory bus	Funds to purchase and set up a bus for trips.
Ballinger	Office costs and operational manager salary.
Dementia cafes	Contribution to delivery of weekly dementia cafes.
Big Lottery - Awards for all	To cover costs of salaries and related costs.
Hub	Funds for a new drop in centre.
ASDA - Coming back together events	Coming back together events.
DWF Charitable Foundation	Seated exercise groups.
Local Giving - Doodle Art	Doodle Art.
Rothely Trust	Purchase of I-Pad.
DAC	Dementia Activity Centre set up and running costs.
Choir	set up and running costs of Dementia Choir.
Great North Run	Fundraising donations (sponsorship) for Great North run participants.
Welfare Support	Running costs of Befriending Service and support groups.
Operational support	Funding towards operational support costs.

Transfers between funds

For the year ended 31 December 2022

	Reason for transfer	Amount £
Between unrestricted and restricted funds	Funds reclassified as unrestricted/restricted.	(12,442)
Between unrestricted and restricted funds	Transfer of funds for set up costs at premises.	22,789

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

23 Capital commitments

As at 31 December 2022, the charity had no capital commitments (2021 -£nil)

24 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Tangible fixed assets	16,269	-	16,269	524
Cash at bank and in hand	1,174	20,906	22,080	44,535
Other net current assets/(liabilities)	(1,981)	-	(1,981)	(4,114)
	<u>15,462</u>	<u>20,906</u>	<u>36,368</u>	<u>40,945</u>

25 Guarantee

There have been no guarantees given by the charity at 31 December 2022.

26 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 December 2022.

27 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 16 December 2016 as a body corporate under part 11 of the Charities Act 2011.

SILVERLINE MEMORIES CIO

England & Wales - Charity number 1163582

Accounts

SILVERLINE MEMORIES CIO

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2021

Charity Number 1163582

SILVERLINE MEMORIES CIO

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2021

Contents	Page
Trustees annual report	1 to 6
Independent examiners report	7
Statement of Financial Activities (including income and expenditure account)	8
Balance sheet	9
Notes to the financial statements	10 to 19

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 31 December 2021.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)

1. Objectives and Activities

Our charity's purposes as set out in the constitution are to relieve persons who have been diagnosed with dementia and their families and carers in the North East of England by the provision of social and leisure activities and to support to people living with the effects of dementia and the effects of caring for dementia survivors.

Objectives, strategies and activities for the year

The ongoing impact of the Covid-19 Pandemic continued to push our members further from vital connection, stimulation & human contact. The impact this has had on their mental health, escalating the symptoms of their dementia with the real possibility of long-lasting effects, has been heart breaking. At a time when social isolation, loneliness & confusion is heightened, we have worked to ensure that our members have been able to access our support and maintain as much of a connection to each other as possible.

We took the decision to continue with our Digital by Default approach, continuing to grow and develop the online provision of groups and activities, including our Dementia Café and Carers Support Group, Friday quiz, Singing for the Brain, Art Clubs, Early Onset Peer Support Group and Life Story working groups. We also continued to provide targeted individual support including Bereavement Support, Welfare and Benefits, Moving into Care and Financial guidance. We introduced a Telephone Befriending Service for those unable to use Digital Technology. We were shortlisted for the Digital Leader of the Year award for our work on Digital Inclusion for People with Dementia, and our CEO wrote blogs on our work in this area. Our CEO also wrote a blog for the British Institute of Human Rights about why the Human Rights Act is so important for people living with Dementia.

We continued to deliver Gift Boxes to boost service user's spirits and let them know that we were still there for them despite the challenges of Covid. This was complemented with a shopping and prescription delivery service.

There was also need of support for families as they experienced bereavement or planned/unplanned moves into long term care facilities during this time.

2. Public Benefit Statement

Silverline Memories was founded in December 2013 in order to provide “places to go and things to do” for people living with Dementia. In normal operating times, we facilitate an average of twenty social opportunities each month. We firmly believe that life should not stop following a diagnosis of dementia and that despite the media portrayal there is still much joy to be found and a fully and active life to be lived. We recognise that it is not just the person with the diagnosis who is “living with dementia” but everyone who loves and cares for that person, and we therefore welcome everyone who is affected by a diagnosis. We provide specialist support to Carers of people with dementia, as their needs are just as important. Silverline Memories is open to anyone requiring our support regarding of where they live.

3. Policy on Grant Making

We do not provide grants

4. Contribution by Volunteers

As in 2020, Volunteers of Silverline Memories contribute on average 80 hours per calendar month to the running of our activities. This has remained unchanged despite the Pandemic, but the activities of volunteers has adapted to meet the needs of the people using our service.

5. Achievements and Performance

Evaluation and outputs

We saw a 37% increase in demand during the past year. We are now supporting 80 individuals.

We have provided:

- 203 hours of online group activities
- Delivered 186 welfare packs including morale-boosting items.
- Delivered 7 bags of shopping
- Made 650 befriending telephone calls
- Provided bereavement support to four families

Worked alongside other organisations to provide collaborative support, including AgeUK, Alzheimer’s Society, Newcastle Carers and the British Institute of Human Rights. We also contribute to several cross sector working groups to improve services for people with Dementia.

We published our Life Story Book and Quiz Book, both available to buy on Amazon to provide an additional income stream.

6. Fundraising

Five people undertook the Great North Run for Silverline Memories in 2021, but no other fundraising activities were possible. Our income has been grant funding and individual donations.

7. Investments

None

8. Financial review

Review of the year

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £57,005 (2020: £63,334) of which £20,090 was restricted (2020: £53,910) and expenditure of £67,440 (2020: £68,807) of which £34,306 was restricted (2020: £50,254). There was an operating deficit of £10,435 (2020: surplus £4,527) of which a deficit of £14,216 was restricted (2020: surplus £3,656).

At 31 December 2021 the Charity had net assets of £40,945 (2020: £51,380) of which £29,400 was restricted (2020: £43,616).

Reserves policy/Going concern

The Trustees consider the level of reserves, £11,021 (2020: deficit £227), prudent for the Charity at this time taking into account potential liabilities in the event that the charity ceased. Our Reserves Policy is reviewed annually.

9. Risk Management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and beneficiaries. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

10. Plans for future periods

We plan to resume face-to-face activities in 2022, assuming it is safe to do so.

Several new income generation initiatives are also planned for 2022. These include:

Moving to a central base from which all activities can be delivered, saving on rent.
Opening a Charity Retail Shop including an EBay sister shop.
Registering with CQC to provide a paid for, enhanced, service to our users.
Divesting of the Charity mini bus which has not benefited the charity during the Pandemic but remains a financial liability.

Additional Fundraising Initiatives are also underway including a Virtual Journey, Head Shave by a Staff Member and a better support Great North Run.

11. Reference and administrative details of the charity, its trustees and advisors

Registered charity name	Silverline Memories CIO
Charity number	1163582
Registered office	The Dene Centre Castles Farm Road Newcastle upon Tyne NE3 1PH
Trustees and Members of the Board	Andrea Cheek (resigned 01.06.2021) Jane McKeough Stephanie Edwards (resigned 01.09.2021) Prof. Sue Carr Beverley Horton - Chair Ian Moses (appointed 09.08.2021) David Coulter – Treasurer (appointed 27.07.2021)
Independent Examiner	Doug Maltman FMAAT Connected Voice Business Services Ltd Higham House Higham Place Newcastle upon Tyne. NE1 8AF.
Bankers	Santander
Solicitor	Andrew Simpson

12. Structure, governance and management

Governing Document

The organisation is a Charitable Company Limited by Guarantee. The Company was established under a Memorandum of Association, which established the objects and powers of the Charitable Company and is governed under its Articles of Association. In the event of a winding up any member (who is a director) undertakes to contribute to the payment of liabilities, such amount as may be required not exceeding the total of £1.

Recruitment and Appointment of the Board

The Directors of the Company are also Trustees for the purposes of charity law and under the company's Articles are its members. Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting.

Trustees are selected on the basis of specialist skills and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member
- Copies of the main charity documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

13. Related parties

The CEO is now married to the Treasurer. There is a policy within the constitution, Conflict of interest and conflict of loyalty, ensure the safe and correct governance and to manage the conflict of interest. The CEO is also related to one volunteer. Funders have been made aware and are comfortable with the safeguards in place.

14. Statement of Trustee Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity SORP 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 incoming resources and application of resources, including the receipts and payments of the charity for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and 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 accounting records that disclose with reasonable accuracy at any time the financial position of the charity. 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.

Approved by the Trustees on 22.06.2022 and signed on their behalf by:

B Horton
Chair

SILVERLINE MEMORIES CIO

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 December 2021

I report on the financial statements of Silverline Memories CIO for the year ended 31 December 2021, which are set out on pages 8 to 19.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not 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

In connection with my examination, no material matters have come to my attention 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 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.

Doug Maltman FMAAT
Connected Voice Business Services Ltd
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF
Date: 22.06.2022

SILVERLINE MEMORIES CIO

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<u>Income from:</u>					
Donations and legacies	6	10,319	-	10,319	4,711
Charitable activities					
Grants and contracts	7	26,160	19,590	45,750	55,889
Other trading activities	8	436	500	936	2,734
Total income		36,915	20,090	57,005	63,334
<u>Expenditure on:</u>					
Raising funds	9	902	-	902	250
Charitable activities					
Operation of the charity	10	32,232	34,306	66,538	58,557
Total expenditure		33,134	34,306	67,440	58,807
Net income/(expenditure) and net movement of funds		3,781	(14,216)	(10,435)	4,527
<u>Reconciliation of funds</u>					
Total funds brought forward		7,764	43,616	51,380	46,853
Total funds carried forward		11,545	29,400	40,945	51,380

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 10 to 19 form an integral part of these accounts.

BALANCE SHEET

As at 31 December 2021

	Notes	£	Total 2021 £	£	Total 2020 £
Fixed assets					
Tangible assets	17		524		7,991
Total fixed assets			524		7,991
Current assets					
Debtors	18	-		1,600	
Cash at bank and in hand	19	44,535		44,011	
Total current assets		44,535		45,611	
Creditors: amounts falling due within one year	20	(4,114)		(2,222)	
Net current assets			40,421		43,389
Total net assets or liabilities			40,945		51,380
Funds of the charity					
Unrestricted income funds			11,545		7,764
Restricted income funds			29,400		43,616
Total funds			40,945		51,380

The notes on pages 10 to 19 form an integral part of these accounts.

These financial statements were approved by the Board on: 22.06.2022

and are signed on its behalf by: B Horton
Chair

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Silverline Memories CIO meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £11,545 and the reserves are under review.

Due to the COVID-19 pandemic, it has put pressure on all businesses in 2021. It should be noted that the debtors will be received and the creditors will be paid when the payments are falling due. No other significant events affecting the Charity since the year end.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

3.5 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of work and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis, the charity does not currently have any tangible fixed assets:

Office equipment	Straight line at 15%
New office equipment from 2020	Straight line at 33%
Fixtures and fittings	Straight line at 20%
Vehicle	Straight line at 20%

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
6 Donations and legacies				
Donations and gifts	10,319	-	10,319	4,711
	<u>10,319</u>	<u>-</u>	<u>10,319</u>	<u>4,711</u>
7 Charitable activities				
<u>Income from grants</u>				
National Lottery A4A Lottery Fund	-	10,000	10,000	9,768
Connected Voice - Citylife	-	-	-	1,920
Community Foundation - PPE	-	-	-	500
Neighbourhood Community Fund	-	-	-	2,500
Community Foundation - Day trips R W Mann	-	-	-	400
Allan Lane Foundation Community Foundation	-	-	-	3,000
Tyneside Rotary Charity Fund The Ashley Scriven	-	-	-	1,000
Sir James Knott	5,000	-	5,000	6,000
ASDA - Coming back together event	-	590	590	1,484
Rothley Trust	-	750	750	250
Edward Gosling - CEO Salary	-	-	-	245
Covid-19 Response Fund	-	-	-	-
Ballinger	20,000	-	20,000	-
DWF Charitable Foundation	-	3,000	3,000	20,000
The neighbourly B&Q Foundation	-	5,000	5,000	-
Alpkit Foundation	-	250	250	-
Community Foundation - Gateshead Café Community Foundation	-	-	-	1,000
	1,160	-	1,160	-
	<u>26,160</u>	<u>19,590</u>	<u>45,750</u>	<u>55,889</u>
8 Other trading activities				
Trips	310	-	310	740
Other income	126	500	626	1,994
	<u>436</u>	<u>500</u>	<u>936</u>	<u>2,734</u>

Income was £57,005 (2020: £63,334) of which £36,915 was unrestricted or designated (2020: £9,424) and £20,090 was restricted (2020: £53,910)

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
9 Raising funds				
Staging fundraising events	902	-	902	250
	<u>902</u>	<u>-</u>	<u>902</u>	<u>250</u>
10 Charitable activities				
<u>Direct costs</u>				
Events and trips	743	100	843	2,827
Wages	-	8,380	8,380	2,744
Pension costs	1,960	-	1,960	1,749
Volunteers	-	25	25	19
Staff expenses	244	-	244	-
CEO salary	19,156	10,371	29,527	23,475
Dementia cafes	-	1,727	1,727	1,366
Carers support group	-	940	940	530
Memory bus	355	1,298	1,653	938
Community Foundation Grant refund	1,143	-	1,143	-
<u>Support costs</u>				
Rent	-	2,361	2,361	3,080
Office	1,882	201	2,083	3,556
Advertising	149	-	149	301
Depreciation	756	6,711	7,467	7,532
Equipment and resources	98	-	98	893
Stationery	583	-	583	270
Telephone	736	-	736	1,387
Insurance	-	-	-	555
IT	1,340	2,175	3,515	3,537
Payroll fees	191	-	191	299
Bank charges	129	-	129	147
Other expenses	2,071	17	2,088	2,341
	<u>31,536</u>	<u>34,306</u>	<u>65,842</u>	<u>57,861</u>
	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	696	-	696	696
	<u>696</u>	<u>-</u>	<u>696</u>	<u>696</u>

Expenditure on charitable activities was £67,440 (2020: £58,807) of which £33,134 was unrestricted or designated (2020: £8,553) and £34,306 was restricted (2020: £50,254)

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

11 Fees for examination of the accounts

	2021	2020
	£	£
Independent examiner's fees for reporting on the accounts	696	696
	696	696

12 Analysis of staff costs and the cost of key management personnel

	2021	2020
	£	£
Salaries and wages	37,907	26,219
Pension costs (defined contribution pension plan)	1,960	1,749
	39,867	27,968

No employee received remuneration above £60,000 (2020: nil)

The key management personnel of the charity, comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £31,487 (2020: £27,968).

13 Staff numbers

The average monthly head count was 6 staff (2020: 6 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2021	2020
	Number	Number
The parts of the charity in which the employee's work		
Charitable activities	0.5	0.5
Governance	1.0	1.0
	1.5	1.5

14 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

CEO of Silverline Memories CIO is on the board of Voluntary Organisations Network North East (VONNE).

David Coulter, Treasurer of silver;ine Memories CIO is married to the CEO of Silverline memories CIO. There is a policy within the constitution, Conflict of interest and conflict of loyalty, to ensure the safe and correct governance and, to follow this policy. The CEO is also related to one volunteer.

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

15 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £1,960 (2020: £1,749). There was £0 outstanding as at 31 December 2021 (2020: £0)

16 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

17 Tangible fixed assets	Office equipment £	Fixtures and fittings £	Vehicle £	Total £
Cost				
Balance brought forward	2,756	1,339	33,568	37,663
Additions	-	-	-	-
Disposals	-	-	-	-
Balance carried forward	2,756	1,339	33,568	37,663
Depreciation				
Basis	SL	SL	SL	
Rate	15%	20%	20%	
Balance brought forward	1,713	1,103	26,856	29,672
Depreciation charge for year	554	201	6,712	7,467
Disposals	-	-	-	-
Balance carried forward	2,267	1,304	33,568	37,139
Net book value				
Brought forward	1,043	236	6,712	7,991
Carried forward	489	35	-	524

18 Debtors and prepayments (receivable within 1 year)

	2021 £	2020 £
Other debtors	-	1,600
	-	1,600

19 Cash at bank and in hand

	2021 £	2020 £
Cash at bank	44,445	43,921
Cash in hand	90	90
	44,535	44,011

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

20 Creditors and accruals (payable within 1 year)

	2021 £	2020 £
Accruals		
Independent examination of accounts	1,392	696
Other accruals	2,722	1,526
	<u>4,114</u>	<u>2,222</u>

21 Events after the end of the reporting period

Due to the COVID-19 pandemic, it has put pressure on all businesses in 2021. It should be noted that the debtors will be received and the creditors will be paid when the payments are falling due. No other significant events affecting the Charity since the year end.

22 Analysis of charitable funds

Analysis of movements in unrestricted funds

For the year ended 31 December 2021

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	7,764	36,915	(33,134)	-	11,545
Totals	<u>7,764</u>	<u>36,915</u>	<u>(33,134)</u>	<u>-</u>	<u>11,545</u>

For the year ended 31 December 2020

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	2,105	9,424	(8,553)	4,788	7,764
Totals	<u>2,105</u>	<u>9,424</u>	<u>(8,553)</u>	<u>4,788</u>	<u>7,764</u>

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

Analysis of movement in restricted funds For the year ended 31 December 2021

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
Community Foundation - Day trips	963	-	(963)	-	-
Lottery Fund	1,920	-	(100)	-	1,820
Connected Voice - Citylife	462	-	(462)	-	-
Community Foundation - PPE	250	-	(11)	-	239
Covid-19 Response Fund	3,684	-	(2,162)	-	1,522
Allen Lane Foundation	6,000	-	(6,000)	-	-
R W Mann	1,000	-	(1,000)	-	-
Neighbourhood Community Fund	400	-	(187)	-	213
Memory bus	1,298	-	(1,298)	-	-
Memory bus - fixed asset	6,711	-	(6,711)	-	-
Ballinger	6,101	-	(6,101)	-	-
Dementia cafes	1,839	-	(1,627)	-	212
National Lottery A4A	5,476	10,000	(4,846)	-	10,630
Hub	7,512	5,250	(1,788)	-	10,974
ASDA - Coming back together events	-	590	(300)	-	290
DWF Charitable Foundation	-	3,000	-	-	3,000
Local Giving - Doodle Art	-	500	-	-	500
Rothely Trust	-	750	(750)	-	-
Totals	43,616	20,090	(34,306)	-	29,400

For the year ended 31 December 2020

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
Community Foundation - Day trips	-	3,000	(2,037)	-	963
Lottery Fund	-	1,920	-	-	1,920
Connected Voice - Citylife	-	500	(38)	-	462
Community Foundation - PPE	-	2,500	(2,250)	-	250
Covid-19 Response Fund	-	5,322	(1,638)	-	3,684
Allen Lane Foundation	-	6,000	-	-	6,000
R W Mann	-	1,000	-	-	1,000
Neighbourhood Community Fund	-	400	-	-	400
Crisis	799	-	-	(799)	-
Memory bus	3,994	-	(2,696)	-	1,298
Memory bus - fixed asset	13,425	-	(6,714)	-	6,711
CEO Salary	150	2,500	(2,650)	-	-
Ballinger	6,713	20,000	(20,612)	-	6,101
Dementia cafes	1,659	1,000	(820)	-	1,839
Balances carried forward	26,740	44,142	(39,455)	(799)	30,628

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

For the year ended 31 December 2020 (continued)

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
Balances brought forward	26,740	44,142	(39,455)	(799)	30,628
Tea dance	846	-	-	(846)	-
Awards for all - Carers	1,139	9,768	(5,431)	-	5,476
Gateshead Thrive Fund	2,000	-	-	(2,000)	-
Hub	12,880	-	(5,368)	-	7,512
Respite	1,143	-	-	(1,143)	-
Totals	44,748	53,910	(50,254)	(4,788)	43,616

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Community Foundation - Day trips	Day Trips - Digital Inclusion (Website rebuild) COVID
Lottery Fund	Seated exercise groups
Connected Voice - Citylife	Forum/Covid-19 Costs
Community Foundation - PPE	Funds to supply Covid-19 PPE equipment.
Covid-19 Response Fund	Funds to help with Covid-19 effects.
Allen Lane Foundation	Contribution to CEO salary.
R W Mann	Office support/operational support.
Neighbourhood Community Fund	Funds to help with Covid-19 effects.
Crisis	Fund to support service users during periods of crisis.
Memory bus	Funds to purchase and set up a bus for trips.
CEO Salary	Contribution to CEO Salary.
Ballinger	Office costs and operational manager salary.
Operational support	Funding towards operational support costs.
Dementia cafes	Contribution to delivery of weekly dementia cafes.
Tea dances	Contribution to delivery of twice monthly tea dance.
Awards for all - Carers	Funds for the support and costs of carers.
Gateshead Thrive Fund	Provision for a new café in Gateshead.
Hub	Funds for a new drop in centre.
ASDA - Coming back together events	Coming back together events.
Big Lottery - Awards for all	To cover costs of salaries and related costs.
DWF Charitable Foundation	Seated exercise groups.
Local Giving - Doodle Art	Doodle Art.
Rothely Trust	Purchase of I-Pad.
Respite	To provide a residential weekend respite for carers and those whom they care for.

23 Capital commitments

As at 31 December 2021, the charity had no capital commitments (2020 -£nil)

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

24 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Tangible fixed assets	(6,188)	6,712	524	7,991
Cash at bank and in hand	15,135	29,400	44,535	44,010
Other net current assets/(liabilities)	(4,114)	-	(4,114)	(622)
	<u>4,833</u>	<u>36,112</u>	<u>40,945</u>	<u>51,379</u>

25 Guarantee

There have been no guarantees given by the charity at 31 December 2021.

26 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 December 2021.

28 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 16 December 2016 as a body corporate under part 11 of the Charities Act 2011.

SILVERLINE MEMORIES CIO

England & Wales - Charity number 1163582

Accounts

SILVERLINE MEMORIES CIO

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2020

Charity Number 1163582

SILVERLINE MEMORIES CIO

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2020

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SILVERLINE MEMORIES CIO
TRUSTEES ANNUAL REPORT
For the year ended 31 December 2020

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ended 31 December 2020.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)

1. Objectives and Activities

Aims of the Charity

Our charity's purposes as set out in the constitution are to relieve persons who have been diagnosed with dementia and their families and carers in the North East of England by the provision of social and leisure activities and to support to people living with the effects of dementia and the effects of caring for dementia survivors.

Objectives, strategies and activities for the year

Sadly, as with so many others, the pandemic has served to push our members further from vital connection, stimulation & human contact. The impact this has had on their mental health, escalating the symptoms of their dementia with the real possibility of long-lasting effects, has been heart-breaking. At a time when social isolation, loneliness & confusion is heightened, we have worked to ensure that our members have been able to access our support and maintain as much of a connection to each other as possible.

At the start of the pandemic, all of our groups and activities were suspended so we looked to find new ways of engaging and supporting our families with practical and emotional help, alongside continuing to provide social opportunities, by going online. Our Digital by Default approach meant we moved our existing provision of Dementia Café and our Carers Support Group online and introduced additional groups so we now host a Friday quiz, singalongs and art clubs via Zoom as well as our monthly Early Onset Peer Support Group and Life Story working group.

We rebranded our charity and updated our website to make it more stimulating and user-friendly and have launched an online forum as another way for our members to keep in touch with us and one another, and to reach out and encourage new people to join us. This is working well but it is difficult to replicate the feelings of togetherness our members usually experience so we hope to get back to face to face social opportunities as soon as it is safe to do so. We have determined this time to be when we can once again hug people outside of our household.

To help our members' sense of belonging and to preserve our connection with them we delivered quarterly Morale Boxes which included treats and gifts and carried out socially-distanced welfare doorstep checks. This helped in lifting their spirits and let them know that we were still there for them despite the challenges of Covid.

**SILVERLINE MEMORIES CIO
TRUSTEES ANNUAL REPORT**
For the year ended 31 December 2020

We complemented this with a weekly telephone befriending service and a shopping and prescription delivery service.

There was also need of support for families as they experienced bereavement or planned/unplanned moves into long term care facilities during this time.

We saw a 66.7% increase in demand for our services due to Covid and increase in social prescribing referrals due to lack of alternative support. In response to this we devised a new strategy – Through the Pandemic & Beyond - to ensure we were meeting the needs of our beneficiaries in the best possible way. We are working with Newcastle University on an evaluation of our service to understand how best to support our families moving forward post-lockdown.

Public Benefit Statement

Silverline Memories was founded in December 2013 in order to provide “places to go and things to do” for people living with Dementia. In normal operating times we facilitate an average of twenty social opportunities each month. We firmly believe that life should not stop following a diagnosis of dementia and that despite the media portrayal there is still much joy to be found and a fully and active life to be lived. We recognise that it is not just the person with the diagnosis who is “living with dementia” but everyone who loves and cares for that person, and we therefore welcome everyone who is affected by a diagnosis. We provide specialist support to Carers of people with dementia, as their needs are just as important. Silverline Memories is open to anyone requiring our support regarding of where they live.

Contribution by Volunteers

Volunteers of Silverline Memories contribute on average 80 hours per calendar month to the running of our activities. This has remained unchanged despite the Pandemic, but the activities of volunteers has adapted to meet the needs of the people using our service.

2. Achievements and Performance

We saw a 66.7% increase in demand for our services due to Covid and increase in social prescribing referrals due to lack of alternative support. We are currently supporting 54 families.

We have provided:

156 hours of online group activities

Delivered 164 welfare packs including morale boosting items.

Made 150 doorstep visits

Delivered 16 bags of shopping

Made 819 befriending telephone calls

Provided bereavement support to six families

Introduced three new group sessions including weekly quiz, weekly art group and monthly

SILVERLINE MEMORIES CIO
TRUSTEES ANNUAL REPORT
For the year ended 31 December 2020

young onset support group

Worked alongside other organisations to provide collaborative support, including AgeUK, Alzheimer's Society and Newcastle Carers.

Fundraising

It was not possible to undertake any fundraising activities during 2020. Our income came through grants and individual donations.

3. Financial review

Review of the year

The results for the year and the company's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £63,334 (2019: £68,201) of which £53,910 was restricted (2019: £57,803) and expenditure of £58,807 (2019: £83,135) of which £50,254 was restricted (2019: £60,329). There was an operating surplus of £4,527 (2019: loss of £14,934) of which a loss of £1,132 was restricted (2019: a loss of £2,526).

At 31 December 2020 the Charity had net assets of £51,380 (2019: £46,853) of which £43,616 was restricted (2019: £44,748).

Reserves policy/No reserves reason/Going concern

The Trustees consider the level of reserves, £7,764 (2019: £2,105), prudent for the Charity at this time taking into account potential liabilities in the event that the charity ceased. Our Reserves Policy is reviewed annually.

Risk Management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and beneficiaries. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

**SILVERLINE MEMORIES CIO
TRUSTEES ANNUAL REPORT**
For the year ended 31 December 2020

4. Plans for future periods

Our plan is to continue with the implementation of our three year strategy – Through the Pandemic and beyond. We are working with Newcastle University to evaluate the effectiveness of the organisation in meeting the needs of people who use our service during the Pandemic, and to develop face to face activities once we feel it is safe to do so. Some activities will remain online; others will be a hybrid system, which will give users of our service the choice of online activities and/or face to face. It is still too soon to have a clear understanding of the landscape post-landscape but future collaboration with other organisation is likely to feature in the development of services in the future.

5. Reference and administrative details of the charity, its trustees and advisors

Registered charity name	Silverline Memories CIO
Charity number	1163582
Registered office	The Dene Centre Castles Farm Road Newcastle upon Tyne NE3 1PH
Trustees and Members of the Board	Andrea Cheek (appointed 14.02.20) Jane McKeough (appointed 14.02.20) Stephanie Edwards - Chair Prof. Sue Carr Beverley Horton Rev, Ruth Hewett (resigned 01.11.20) Dr. Victoria Armstrong (resigned 22.05.20)
Independent Examiner	Doug Maltman FMAAT Connected Voice Business Services Ltd Higham House Higham Place Newcastle upon Tyne. NE1 8AF.
Bankers	Santander
Solicitor	Andrew Simpson

6. Structure, governance and management

Governing Document

The organisation is a Charitable Company Limited by Guarantee. The Company was established under a Memorandum of Association, which established the objects and powers of the Charitable Company and is governed under its Articles of Association. In the event of a winding up any member (who is a director) undertakes to contribute to the payment of liabilities, such amount as may be required not exceeding the total of £1.

Recruitment and Appointment of the Board

The Directors of the Company are also Trustees for the purposes of charity law and under the company's Articles are also its members. Under the requirements of the Memorandum and Articles of Association, at the Annual General Meeting one-third of the Directors, who are subject to retirement by rotation, shall retire. Retiring Directors can be re-appointed at the Annual General Meeting.

Trustees are selected on the basis of specialist skills and commitment to the objectives and aims of the organisation.

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Chief Executive
- An explanation of roles and responsibilities as a Board Member
- Copies of the main company documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

Related parties

There are no related Trustees or staff members. We have one volunteer related to the CEO

7. Statement of Trustee Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity SORP 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 incoming resources and application of resources, including the receipts and payments of the charity for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and 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 accounting records that disclose with reasonable accuracy at any time the financial position of the charity. 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.

Approved by the Trustees on 17.05.2021 and signed on their behalf by:

S Edwards
Chair

SILVERLINE MEMORIES CIO

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 December 2020

I report on the financial statements of Silverline Memories CIO for the year ended 31 December 2020, which are set out on pages 8 to 18.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not 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

In connection with my examination, no material matters have come to my attention 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 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.

Doug Maltman FMAAT
Connected Voice Charity Services Ltd
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF
Date: 17.05.2021

SILVERLINE MEMORIES CIO

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<u>Income from:</u>					
Donations and legacies	6	4,711	-	4,711	13,175
Charitable activities					
Grants and contracts	7	1,979	53,910	55,889	52,868
Other trading activities	8	2,734	-	2,734	2,158
Total income		9,424	53,910	63,334	68,201
<u>Expenditure on:</u>					
Raising funds	9	250	-	250	8,499
Charitable activities					
Operation of the charity	10	8,303	50,254	58,557	74,636
Total expenditure		8,553	50,254	58,807	83,135
Net income/(expenditure)		871	3,656	4,527	(14,934)
Transfers between funds		4,788	(4,788)	-	-
Net movement of funds		5,659	(1,132)	4,527	(14,934)
<u>Reconciliation of funds</u>					
Total funds brought forward		2,105	44,748	46,853	61,787
Total funds carried forward		7,764	43,616	51,380	46,853

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 10 to 18 form an integral part of these accounts.

BALANCE SHEET

As at 31 December 2020

	Notes	£	Total 2020 £	£	Total 2019 £
Fixed assets					
Tangible assets	17		7,992		15,021
Total fixed assets			7,992		15,021
Current assets					
Debtors	18	1,600		1,957	
Cash at bank and in hand	19	44,010		31,293	
Total current assets			45,610	33,250	
Creditors: amounts falling due within one year	20	(2,222)		(1,418)	
Net current assets			43,388		31,832
Total net assets or liabilities			51,380		46,853
Funds of the charity					
Unrestricted income funds			7,764		2,105
Restricted income funds			43,616		44,748
Total funds			51,380		46,853

The notes on pages 10 to 18 form an integral part of these accounts.

These financial statements were approved by the Board on: 17.05.2021

and are signed on its behalf by: S Edwards
Chair

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Silverline Memories CIO meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £7,764 and the reserves are under review.

Due to the COVID-19 pandemic, it has put pressure on all businesses in 2020. It should be noted that the debtors will be received and the creditors will be paid when the payments are falling due. No other significant events affecting the Company since the year end.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

3.5 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of work and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis, the charity does not currently have any tangible fixed assets:

Office equipment	Straight line at 15%
New office equipment from 2020	Straight line at 33%
Fixtures and fittings	Straight line at 20%
Vehicle	Straight line at 20%

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
6 Donations and legacies				
Donations and gifts	4,711	-	4,711	11,575
Gift Aid	-	-	-	1,600
	<u>4,711</u>	<u>-</u>	<u>4,711</u>	<u>13,175</u>
7 Charitable activities				
<u>Income from grants</u>				
Awards for All	-	9,768	9,768	-
Lottery Fund	-	1,920	1,920	-
Connected Voice - Citylife	-	500	500	-
Community Foundation - PPE	-	2,500	2,500	-
Neighbourhood Community Fund	-	400	400	-
Community Foundation - Day trips	-	3,000	3,000	-
R W Mann	-	1,000	1,000	-
Allan Lane Foundation	-	6,000	6,000	-
Community Foundation	1,484	-	1,484	-
Tyneside Rotary Charity Fund	250	-	250	-
The Ashley Scriven	245	-	245	-
Catherine Cookson Charitable Trust - Tea Dance	-	-	-	250
Hadrian Trust - Tea Dance	-	-	-	1,000
Community Foundation - Tea Dance	-	-	-	1,000
Edward Gosling - CEO Salary	-	2,500	2,500	-
Covid-19 Response Fund	-	5,322	5,322	-
Ballinger	-	20,000	20,000	20,000
Big Lottery - A4A	-	-	-	9,975
Rose Joicey Fund - Respite	-	-	-	1,143
Community Foundation - Memory Bus	-	-	-	3,000
Community Foundation - Thrive Fund	-	-	-	2,000
Community Foundation - Gateshead Café	-	1,000	1,000	-
W G Edwards - Dementia Cafes	-	-	-	1,200
Willian Charitable Trust - Hub	-	-	-	5,000
Community Foundation - Hub	-	-	-	6,300
Zurich Community Trust - Hub	-	-	-	2,000
	<u>1,979</u>	<u>53,910</u>	<u>55,889</u>	<u>52,868</u>
8 Other trading activities				
Trips	740	-	740	796
Other income	1,994	-	1,994	1,362
	<u>2,734</u>	<u>-</u>	<u>2,734</u>	<u>2,158</u>

Income was £63,334 (2019: £68,201) of which £9,424 was unrestricted or designated (2019: £10,398) and £53,910 was restricted (2019: £57,803)

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
9 Raising funds				
Staging fundraising events	250	-	250	8,499
	<u>250</u>	<u>-</u>	<u>250</u>	<u>8,499</u>
10 Charitable activities				
<u>Direct costs</u>				
Events and trips	666	2,161	2,827	337
Wages	46	2,698	2,744	1,322
Pension costs	1,599	150	1,749	909
Volunteers	-	19	19	968
Staff expenses	-	-	-	494
CEO salary	-	23,475	23,475	11,547
Ballinger	-	-	-	27,950
Operational support	-	-	-	2,167
Tea dance	45	270	315	2,296
Dementia cafes	20	1,346	1,366	3,068
Crisis	-	-	-	150
Fawdon CC	-	-	-	248
Carers support group	-	530	530	-
Memory bus	-	938	938	5,173
Awards for all - Carers	-	-	-	690
Monday café	-	-	-	558
Grant funding - Age UK	-	-	-	500
<u>Support costs</u>				
Rent	2,244	836	3,080	30
Office	747	2,809	3,556	3,425
Advertising	35	266	301	401
Depreciation	818	6,714	7,532	7,365
Equipment and resources	-	893	893	794
Stationery	47	223	270	824
Telephone	382	1,005	1,387	2,053
Insurance	510	45	555	270
IT	828	2,709	3,537	294
Payroll fees	205	94	299	-
Bank charges	81	66	147	30
Other expenses	30	2,311	2,341	113
	<u>8,303</u>	<u>49,558</u>	<u>57,861</u>	<u>73,976</u>

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	-	696	696	660
	<u>-</u>	<u>696</u>	<u>696</u>	<u>660</u>

Expenditure on charitable activities was £58,807 (2019: £83,135) of which £8,553 was unrestricted or designated (2019: £22,806) and £50,254 was restricted (2019: £60,329)

11 Fees for examination of the accounts

	2020 £	2019 £
Independent examiner's fees for reporting on the accounts	696	660
	<u>696</u>	<u>660</u>

12 Analysis of staff costs and the cost of key management personnel

	2020 £	2019 £
Salaries and wages	26,219	35,431
Pension costs (defined contribution pension plan)	1,749	2,871
	<u>27,968</u>	<u>38,302</u>

No employee received remuneration above £60,000 (2019: £nil)

The key management personnel of the charity, comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £25,223.

13 Staff numbers

The average monthly head count was 6 staff (2019: 5 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

The parts of the charity in which the employee's work	2020 Number	2019 Number
Charitable activities	0.5	1.5
Governance	1.0	1.0
	<u>1.5</u>	<u>2.5</u>

14 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

The Chair of Silverline Memories CIO is the CEO of Disability North who are the landlord for the premises used by Silverline Memories CIO.

Rev. Ruth Hewett is curate of St.Aiden's who, are the landlord of the premises used by the Monday Café Group.

15 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £1,749 (2019: £2,871). There was £0 outstanding as at 31 December 2020 (2019: £0)

16 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

17 Tangible fixed assets

	Office equipment £	Fixtures and fittings £	Vehicle £	Total £
Cost				
Balance brought forward	2,253	1,339	33,568	37,160
Additions	503	-	-	503
Disposals	-	-	-	-
Balance carried forward	2,756	1,339	33,568	37,663
Depreciation				
Basis	SL	SL	SL	
Rate	15%	20%	20%	
Balance brought forward	1,095	902	20,142	22,139
Depreciation charge for year	618	201	6,714	7,532
Disposals	-	-	-	-
Balance carried forward	1,713	1,103	26,856	29,671
Net book value				
Brought forward	1,158	437	13,426	15,021
Carried forward	1,043	236	6,712	7,992

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

18 Debtors and prepayments (receivable within 1 year)

	2020 £	2019 £
Debtors	-	357
Other debtors	1,600	1,600
	<u>1,600</u>	<u>1,957</u>

19 Cash at bank and in hand

	2020 £	2019 £
Cash at bank	43,920	31,203
Cash in hand	90	90
	<u>44,010</u>	<u>31,293</u>

20 Creditors and accruals (payable within 1 year)

	2020 £	2019 £
Accruals		
Independent examination of accounts	696	660
Other accruals	1,526	758
	<u>2,222</u>	<u>1,418</u>

21 Events after the end of the reporting period

Due to the COVID-19 pandemic, it has put pressure on all businesses in 2020. It should be noted that the debtors will be received and the creditors will be paid when the payments are falling due. No other significant events affecting the Company since the year end.

22 Analysis of charitable funds

Analysis of movements in unrestricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	2,105	9,424	(8,553)	4,788	7,764
Totals	<u>2,105</u>	<u>9,424</u>	<u>(8,553)</u>	<u>4,788</u>	<u>7,764</u>

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

Analysis of movement in restricted funds

Restricted funds	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Community Foundation - Day trips	-	3,000	(2,037)	-	963
Lottery Fund	-	1,920	-	-	1,920
Connected Voice - Citylife	-	500	(38)	-	462
Community Foundation - PPE	-	2,500	(2,250)	-	250
Covid-19 Response Fund	-	5,322	(1,638)	-	3,684
Allen Lane Foundation	-	6,000	-	-	6,000
R W Mann	-	1,000	-	-	1,000
Neighbourhood Community Fund	-	400	-	-	400
Crisis	799	-	-	(799)	-
Memory bus	3,994	-	(2,696)	-	1,298
Memory bus - fixed asset	13,425	-	(6,714)	-	6,711
CEO Salary	150	2,500	(2,650)	-	-
Ballinger	6,713	20,000	(20,612)	-	6,101
Dementia cafes	1,659	1,000	(820)	-	1,839
Tea dance	846	-	-	(846)	-
Awards for all - Carers	1,139	9,768	(5,431)	-	5,476
Gateshead Thrive Fund	2,000	-	-	(2,000)	-
Hub	12,880	-	(5,368)	-	7,512
Respite	1,143	-	-	(1,143)	-
Totals	44,748	53,910	(50,254)	(4,788)	43,616

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Community Foundation - Day trips	Day Trips - Digital Inclusion (Website rebuild) COVID
Lottery Fund	Seated exercise groups
Connected Voice - Citylife	Forum/Covid-19 Costs
Community Foundation - PPE	Funds to supply Covid-19 PPE equipment.
Covid-19 Response Fund	Funds to help with Covid-19 effects.
Allen Lane Foundation	Contribution to CEO salary.
R W Mann	Office support/operational support.
Neighbourhood Community Fund	Funds to help with Covid-19 effects.
Crisis	Fund to support service users during periods of crisis.
Memory bus	Funds to purchase and set up a bus for trips.
CEO Salary	Contribution to CEO Salary.
Ballinger	Office costs and operational manager salary.
Operational support	Funding towards operational support costs.
Dementia cafes	Contribution to delivery of weekly dementia cafes.
Tea dances	Contribution to delivery of twice monthly tea dance.
Awards for all - Carers	Funds for the support and costs of carers.
Gateshead Thrive Fund	Provision for a new café in Gateshead.
Hub	Funds for a new drop in centre.

SILVERLINE MEMORIES CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

Purpose of restricted funds (continued)

Respite To provide a residential weekend respite for carers and those whom they care for.

Transfers between funds

	Reason for transfer	Amount £
Between unrestricted and restricted funds	Funds reclassified as unrestricted.	4,788

23 Capital commitments

As at 31 December 2020, the charity had no capital commitments (2019 -£nil)

24 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Tangible fixed assets	1,280	6,712	7,992	15,021
Cash at bank and in hand	7,106	36,904	44,010	31,293
Other net current assets/(liabilities)	(622)	-	(622)	539
	<u>7,764</u>	<u>43,616</u>	<u>51,380</u>	<u>46,853</u>

25 Guarantee

There have been no guarantees given by the charity at 31 December 2020.

26 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 December 2020.

27 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 16 December 2016 as a body corporate under part 11 of the Charities Act 2011.