

TIBBS DEMENTIA FOUNDATION

A company incorporated in England and Wales Number 9442324

Registered Charity number 1166596

**FINANCIAL STATEMENTS AND REPORTS
FOR THE YEAR ENDED
31ST MARCH 2023**

Registered Office
40 Kimbolton Road, Bedford MK40 2NR

Administrative Office
5 Lansdowne Road Bedford MK40 2BY

Website: www.tibbsdementia.co.uk

TIBBS DEMENTIA FOUNDATION
TRUSTEES' (DIRECTORS') REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023

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TIBBS DEMENTIA FOUNDATION

TRUSTEES' (DIRECTORS') REPORT FOR THE YEAR ENDED 31ST MARCH 2023

The Trustees (who are also Directors of the company for the purposes of Company Law) present their annual report with the financial statements for the year ended 31st March 2023. The financial statements comply with the requirements of the Companies Act 2006, the Charities Act 2011, the Memorandum and Articles of the company, Financial Reporting Standard 102 and follow the recommendations in Accounting and Reporting by Charities with the Financial Reporting Standard applicable to the UK (FRS 102 effective 1st January 2015 as updated from January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Tibbs Dementia Foundation is a company limited by guarantee (company number 9442324) and was registered as a charity (charity number 1166596) on 18th April 2016. The governing instrument of the charitable company is the Memorandum and Articles of Association.

The membership has the legal responsibilities in the governance of the charity for electing the directors who are also the trustees. Its responsibilities also include: the admission and classification of members of the company /charity; agreeing procedures at general meetings and meetings of the directors /trustees; receiving the annual report and financial statements of the directors /trustees and appointing the independent examiner.

Being a company limited by guarantee, there is also a board of directors who also act as trustees of the registered charity. The Directors and trustees of the Foundation during the year were:

Nick Willis (Chairman)
Harjinder Singh Gosal
Stephen Long
Richard Ward
Jennifer Tomlinson

The trustees manage the business of the charity and are responsible for ensuring that the charity is solvent, well-run, and delivering the charitable outcomes for which it has been set up, ensuring the charity complies with charity law and with the requirements of the Charity Commission, that the charity does not breach any of the requirements of its governing document and that it remains true to the charitable purpose set out there, acting with integrity and avoiding any personal conflicts of interest or misuse of the charity's funds or assets, appoints and regulating the financial affairs of the charity. The trustees may enter into contracts, appoint and employ staff, determine staff remuneration and conditions of service.

The trustees meet regularly during the year as required. Meetings provide an opportunity for Trustees to discuss their respective roles and responsibilities and be made aware of business and legislative changes. When required formal training or advice from consultants is received.

Day to Day management of the charity is delegated to the Chief Executive Officer, Sarah Russell.

TIBBS DEMENTIA FOUNDATION
TRUSTEES' (DIRECTORS') REPORT
FOR THE YEAR ENDED 31ST MARCH 2023

OBJECTIVES AND ACTIVITIES (including Review of the year)

Tibbs Dementia Foundation object is to provide services which promote the improved health of people affected by dementia and which provide relief, including care and support, to people with dementia and those who care for them.

Tibbs Dementia Foundation has from the 15th April 2016 taken over responsibility for the projects previously provided by Tibbs Dementia Services CIC and has continued as its principal activity to develop these services to benefit people with dementia and their carers within the local Bedford community and Central Bedfordshire. Tibbs Dementia Foundation provides five core services:

1. "Music 4 Memory" a creative musical space for carers and people with dementia drawing on the principles of music therapy and with opportunities for performance provided through regular group sessions, individual "at home" sessions, and group sessions in care homes.
2. Structured sessions designed to stimulate individuals with dementia, such as Activi-tea, Clear Voices and Cognitive Stimulation Therapy; and sessions to enable family carers to share their experiences with others helping to reduce isolation and opportunities to learn from others experiences, such as Encompass (carers support group) and 1-2-1 Counselling.
3. Challengers 4 Memory which include regular sessions of a range of fun, sociable, physically stimulating activities, including regular sessions of indoor bowls, walking football, a walking group, wellbeing session, circuit training and aerobics, yoga, and working on an allotment.
4. Information sessions offering opportunities for family carers and people with a diagnosis to develop their understanding of dementia and the support networks available.
5. Social activities through our drop in groups and Tibbs 4 Teas outings.

Tibbs Dementia Foundation employs 13 full/part time employees, a few contractors who support specific activities and over 60 unpaid volunteers without whom it would not be able to provide the range and quality of services provided. In the year to 31st March 2023, it is estimated that volunteers provided over 1000 hours of service to the charity.

In April 2022 the Charity, having been awarded a three year contract by Central Bedfordshire Council ("CBC") with commensurate grant funding provided by CBC, started to extend its services across Central Bedfordshire. In 2022/23 Tibbs Dementia Foundation steadily increased the number of services it provides across the region providing a comprehensive service by the end of the financial year.

TIBBS DEMENTIA FOUNDATION

TRUSTEES' (DIRECTORS') REPORT FOR THE YEAR ENDED 31ST MARCH 2023

RISK REVIEW

The trustees regularly undertake a wide ranging appraisal in order to identify major risks to which the charity is exposed. Steps are taken with a view to mitigating these risks as far as is reasonably possible. Insurance, staff training and consciousness raising is regarded seriously and policies are in place and regularly reviewed to counter these risks.

The trustees are aware that continued financial stability of the charity relies on grant funding and service contracts together with donations from the local community. The trustees believe that the time frames for which its grant income is agreed is reasonably assured and that expenditure, linked to grants are also managed within similar time frames.

Tibbs Dementia Foundation is aware of the implications of the Disability Discrimination Act in all of its activities. Trustees and their staff have been made aware of, and are required to implement, data protection principles in line with GDPR.

TIBBS DEMENTIA FOUNDATION
TRUSTEES' (DIRECTORS') REPORT
FOR THE YEAR ENDED 31ST MARCH 2023 (continued)

PUBLIC BENEFIT

In compiling this report, the Trustees have given due regard to the public benefit guidance as issued by the Charity Commission. The trustees consider that the range of activities detailed above fulfill these requirements in that they benefit people with dementia and their carers throughout the geographical area in which the charity operates.

FINANCIAL REVIEW

The results for the year, as given in the Statement of Financial Activities, are considered satisfactory by the trustees.

In the year to 31st March 2023 the charity has been dependent upon grant funding from Bedford Borough Council, Central Bedfordshire Council, and the Harpur Trust which represented roughly 60% of the charity's income with the other 40% originating from client donations and third party fund-raising.

In the year to 31st March 2023 Tibbs Dementia Foundation was able to revert to Pre Covid-19 face to face services and activities whilst continuing to provide Zoom meetings and activities to those less able to attend face to face meetings. The trustees believe that with the level of available reserves and careful planning and financial management the charity will be able to meet all of requirements of the CBC contract and continue to expand its services across Bedford and Central Bedfordshire as needs require.

RESERVES POLICY

It is the policy of the trustees to ensure that the charity has adequate reserves to enable it to meet both its ongoing commitments in regard to general charitable activities, and its future funding requirements. The trustees ideally require as reserves of a minimum of between three and six months expenditure in order to meet any contractual and winding up costs. The trustees consider the level of reserves as at 31st March 2023 to be sufficient for the present situation and requirements of the charity particularly after taking into account the length of already agreed grants and funding agreements, but will continue to review the overall position and policy at regular intervals.

As at 31st March 2023 the charity held reserves of £234,806.69.

TIBBS DEMENTIA FOUNDATION

TRUSTEES' (DIRECTORS') REPORT FOR THE YEAR ENDED 31ST MARCH 2023 (continued)

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Tibbs Dementia Foundation for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Company law 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 company and of the incoming resources and the application of those resources, including its income and expenditure for the period.

In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- observe the methods and principles in the Charities SORP 2015 (FRS102);
- state whether applicable UK 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 company will continue in operation.

TIBBS DEMENTIA FOUNDATION

TRUSTEES' (DIRECTORS') REPORT FOR THE YEAR ENDED 31ST MARCH 2023 (continued)

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and the integrity of the corporate and financial information included on the company website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In so far as the Trustees are aware:

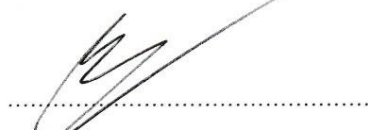
there is no relevant information which the company's independent examiner is unaware of and the Trustees have taken all the steps that they ought to have taken to make themselves aware of any relevant information and to establish that the company's independent examiner is aware of the information.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

INDEPENDENT EXAMINER

Andrew Upton FCCA of Collett Hulance 40, Kimbolton Road, Bedford MK40 2NR was appointed as Independent Examiner of the Company at an extraordinary general meeting and a resolution proposing his reappointment will be proposed at the next Annual General Meeting.

Approved on behalf of the Board of Directors/Trustees on 20th September 2023.



N Willis
Chairman of Trustees/Director

**TIBBS DEMENTIA FOUNDATION
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF
TIBBS DEMENTIA FOUNDATION
YEAR ENDED 31ST MARCH 2023**

I report on the accounts of the company for the year ended 31st March 2023.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Tibbs Dementia Foundation for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the company 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 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(6) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company 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 you as 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.

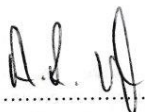
**TIBBS DEMENTIA FOUNDATION
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF
TIBBS DEMENTIA FOUNDATION (continued)
YEAR ENDED 31ST MARCH 2023**

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006 and
 - to prepare accounts which accord with the accounting records, comply with accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met; or
- (2) to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Andrew Upton FCCA
Independent Examiner
Collett Hulance
40 Kimbolton Road
Bedford
MK402NR

29th September 2023

Date

TIBBS DEMENTIA FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account) FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
INCOME FROM					
Donations & Grants	2	320,451.84	0.00	320,451.84	219,329.88
Activities for General Funding	3	11,182.52	0.00	11,182.52	10,301.00
Charitable Activities	5	32,192.93	0.00	32,192.93	17,673.37
Investment Income	4	842.07	0.00	842.07	4.94
TOTAL		364,669.36	0.00	364,669.36	247,309.19
EXPENDITURE ON					
Raising Funds		0.00	0.00	0.00	0.00
Charitable Activities	6	273,216.80	0.00	273,216.80	200,252.67
Support Costs	8	20,145.67	0.00	20,145.67	25,728.51
TOTAL		293,362.47	0.00	293,362.47	225,981.18
NET INCOME		71,306.89	0.00	71,306.89	21,328.01
Other Gains		0.00	0.00	0.00	0.00
NET MOVEMENT IN FUNDS		71,306.89	0.00	71,306.89	21,328.01
RECONCILIATION OF FUNDS					
Funds brought forward		163,499.80	0.00	163,499.80	142,171.79
TOTAL FUNDS CARRIED FORWARD		234,806.69	0.00	234,806.69	163,499.80

All the above activities represent ongoing activities.

No tax is payable for the year ended 31st March 2023 (Nil 2022).

All recognized gains and losses are reflected in the Statement of Financial Activities and therefore no separate Statement of Total Recognized Gains and Losses is disclosed.

TIBBS DEMENTIA FOUNDATION

BALANCE SHEET AS AT 31ST MARCH 2023

	2023 £	2022 £
CURRENT ASSETS		
Stock of badges, etc.	628.61	875.20
Debtors	49,826.66	27,573.57
Cash at Bank	211,145.29	153,043.68
Cash float	0.00	0.00
	<u>261,600.56</u>	<u>181,492.45</u>
Less: CURRENT LIABILITIES		
Sundry Creditors	12,920.67	14,042.65
Grants received in advance	12,973.20	3,950.00
Payments in Advance	900.00	0.00
	<u>26,793.87</u>	<u>17,992.65</u>
NET ASSETS	<u>234,806.69</u>	<u>163,499.80</u>
REPRESENTED BY:		
Unrestricted Funds		
General Fund	234,806.69	163,499.80
Restricted Funds		
"Hear and Now" project	0.00	0.00
	<u>234,806.69</u>	<u>163,499.80</u>

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies for the year ended 31st March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2023 in accordance with Section 476 of the Companies Act 2006.

The Directors /Trustees acknowledge their responsibilities for:

- ensuring that the company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements so far as is applicable to the company.

These financial statements were approved by the Board of Trustees on 20th September 2023 and signed on its behalf by:

.....
N. Willis
Chairman of Trustees/Director

TIBBS DEMENTIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

1. ACCOUNTING POLICIES

- (a) **Basis of preparation.**
The financial statements 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 to the United Kingdom and Republic of Ireland (FRS 102) (effective 15th October 2015) as amended by SORP 2 (effective 1st January 2019).

Tibbs Dementia Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

- (b) **Going Concern**
After making enquires the Trustees have a reasonable expectation that the Charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements as outlined in the Statement of Trustee's responsibilities on page 5.
- (c) **Grants receivable, donations and subscriptions**
Grants receivable, donations and subscriptions are recognized in the period when the charity has entitlement to the funds, any performance conditions attached to the item of income has been met, it is probable that the income will be received and the amount can be measured reliably.
- (d) **Investment income.**
Investment income is recognized on a receipts basis.
- (e) **Resources expended**
Expenditure is recognized on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Costs are split between categories based on staff time.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities and include the charity's governance costs.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs relevant to the strategic management of the charity.

TIBBS DEMENTIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

(f) Pension costs.

The company has registered with NEST and has paid contributions as from 15th July 2017.

(g) Funds.

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as a general fund. Restricted funds are to be used for specific purposes laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of costs.

Transactions relating to the "Hear and Now Project" are accounted for as a restricted fund as this project is a joint activity run annually with other local community groups and the Philharmonia Orchestra. Any surplus resulting is carried forward towards the following year's project.

(h) Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments, these being cash at bank, debtors and creditors. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
2. DONATIONS AND GRANTS				
Bedford Borough Council	37,126.80	0.00	37,126.80	28,239.00
Central Bedfordshire BC	127,910.00	0.00	127,910.00	34,252.00
The Harpur Trust	55,000.00	0.00	55,000.00	64,583.00
Bedford Castle Ward	1,200.00	0.00	1,200.00	0.00
University of Bedford	957.60	0.00	957.60	0.00
Independent Age	0.00	0.00	2,500.00	2,500.00
Beds & Luton Inequalities Fund	0.00	0.00	1,459.00	1,459.00
	222,194.40	0.00	222,194.40	131,033.00
Funeral Collections	1,475.89	0.00	1,475.89	2,241.52
Other Community Donations	95,738.14	0.00	95,738.14	85,278.90
Gift Aid Recovered	1,043.41	0.00	1,043.41	776.46
TOTAL	320,451.84	0.00	320,451.84	219,329.88

TIBBS DEMENTIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
3. ACTIVITIES FOR GENERAL FUNDS				
Sales of Merchandise	1,107.52	0.00	1,107.52	2,441.00
Fees for projects in nursing homes, etc.	10,075.00	0.00	10,075.00	7,860.00
TOTAL	11,182.52	0.00	11,182.52	10,301.00
4. INVESTMENT INCOME				
Bank Interest	842.07	0.00	842.07	4.94
5. INCOME FROM CHARITABLE ACTIVITIES				
Contributions from Clients	32,192.93	0.00	32,192.93	17,673.37
6. EXPENDITURE ON CHARITABLE ACTIVITIES				
Staffing costs (note 7)	209,662.21	0.00	209,662.21	128,413.48
Facilitators fees	38,658.00	0.00	36,658.00	59,557.58
Room Hire	18,019.36	0.00	18,019.36	8,883.42
Client Transport & Mileage	3,301.07	0.00	3,301.07	1,181.44
Refreshment Costs	348.25	0.00	348.25	0.00
Other project costs	0.00	0.00	0.00	0.00
Equipment	2,469.36	0.00	2,469.36	681.55
Training & Supervision	758.55	0.00	758.55	1,535.20
Hear & Now	0.00	0.00	0.00	0.00
TOTAL	273,216.80	0.00	273,216.80	200,252.67

TIBBS DEMENTIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
7. STAFFING COSTS				
Salaries	197,137.24	0.00	197,137.24	126,191.82
HMRC Job Retention Scheme	0.00	0.00	0.00	(5,724.87)
Employer's National Insurance	9,068.57	0.00	9,068.57	5,498.83
Pensions	3,456.40	0.00	3,456.40	2,447.70
TOTAL (as above)	209,662.21	0.00	209,662.21	128,413.48
8. SUPPORT COSTS				
Trustees'/Directors' Fees	0.00	0.00	0.00	0.00
Insurance	1,987.90	0.00	1,987.90	1,841.59
Other Administrative Costs	15,251.13	0.00	15,251.13	18,252.16
Cost of goods for resale	2,101.59	0.00	2,101.59	4,837.87
Bank charges	805.05	0.00	805.05	796.89
Government costs	0.00	0.00	0.00	0.00
TOTAL	20,145.67	0.00	20,145.67	25,728.51

No employees received remuneration greater than £60,000.
The average number of employees during the year was 12 (2022 6).

TRUSTEES' REMUNDERATION. No remuneration is paid to the trustees. Trustees can receive reimbursement of expenses of attending meetings which amounted to £nil. (2022 £nil).

EXAMINER'S REMUNERATION. No fees or expenses have been paid to the Examiner in respect of the view of the accounts. £360.00 has been paid during the year to Collett Hulance in respect of the payroll service they provide to the charity.

TIBBS DEMENTIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2023

9. FUNDS

	Balance At 01/04/22 £	Incoming Resources £	Outgoing Resources £	Balance 31/03/23 £
Unrestricted Fund				
General Fund	163,499.80	364,669.36	293,362.47	234,806.69
Restricted Fund				
Hear and Now Project	0.00	0.00	0.00	0.00
TOTAL FUNDS	163,499.80	364,669.36	293,362.47	234,806.69

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as a general fund.

Restricted funds are to be used for specific purposes laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of costs. (see note 1g)

9. TAXATION

Tibbs Dementia Foundation is a registered charity and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part II Corporation Tax Act 2010 or Section 256 of the Taxation of Capital Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

10. CAPITAL COMMITMENTS

There were no capital commitments at the year end £0.00 (2022 £0.00)