



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2024 Period start date To 31st March 2025 Period end date

Charity name: The Forget Me Not's (Crawley)

Charity registration number: 1173729

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objects of the FMN are:-</p> <p>“To relieve the needs of carers, family members, friends or colleagues of people affected by dementia in Crawley and the surrounding area by:</p> <ul style="list-style-type: none">a. Providing opportunities for safe social interaction, emotional and social support, thereby reducing social isolation.b. Raising awareness of dementia amongst those affected and with voluntary and statutory organisations that provide services for those with dementia.c. Educating the general public in all areas relating to dementia and thereby raising awareness of the support and education available to those affected by dementia.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Main activities:</p> <ul style="list-style-type: none">- Tuesdays from 14:00 – 19:00 provides support, advice and information for carers and operated as more of a drop in service. Refreshments are available alongside companionship to help reduce feelings of isolation.- Friday lunch club 10:30 – 14:00 for carers and cared for including home-cooked lunch, supervised seated exercises, advice and information, games and quizzes and live entertainment, providing mental stimulation, friendship, support and fun aimed at giving respite for carers.

		<ul style="list-style-type: none"> - Adhoc community and fundraising events including Afternoon Teas, craft sales, craft sessions and one to one visits to individuals in hospitals and care homes. - Enabling and encouraging members to form their own social events
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees declare that they have complied with their duty to have due regard to the guidance issued by the Charity Commission on public benefit whilst carrying out their duties.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Our Volunteers are priceless, they turn up every week, spend time with our members, help us to set up and clear up, serve a meal. We could not exist without them or our dedicated management team and the Trustees who give so much of their time and energy to the Forget me nots.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>As the Chair of the Forget Me Nots and have been since we first registered as a charity, I am happy to give a brief outline of some of our activities and a taste of what our charity is.</p> <p>I am very proud of the service we provide.</p> <p>I worked for the Local Authority for 25 years, 15 of which I was a social worker for older people with mental health issues. It was during this time I was introduced to Beverly Loxston-Bown who had founded the club. We started very small, and have grown year on year, providing a service which did not exist prior to our club setting up. Local authorities have had to cut services year on year due to central government cuts and we feel our club has bridged some of the gaps that this has created.</p> <p>Carers continue to save local authorities a huge amount of money caring for their loved ones. If carers are looked after, they can often do this for many years. If they breakdown the person with dementia ends up needing residential care. My experience as a social worker enables me to speak with some authority, on the perils of carers not looking after themselves, and I often persuade them to take regular breaks.</p> <p>Ensuring all those who attend the club are claiming benefits they are entitled to means they can discuss with us what sort of support and help they require. If we are unable to offer the help they need, we will source someone who can help if this is what is asked for.</p> <p>We regularly help with form filling especially the AA forms that do actually change people's lives. Without our help these people would not have access to the extra funds they now receive each week. These funds can enable them to get extra home care in or transport by taxi to places where they can socialise or hospital visits (when a person has Dementia patient transport is often not</p>

		<p>appropriate) or will help to make ends meet.</p> <p>Our first point of contact is mainly by telephone. As well as the Carers that go on to join us on a Tuesday or Friday regularly, there are also people who may never attend. This is because they are either happy with the help they have received on the phone or are still in regular contact for help and advice. These people generally live out of the area but have parents living in Crawley and just need advice on other local services or funds that they can reach out to for help.</p> <p>But the most important part of our club continues to be the comradery that comes with carers leaning on each other, talking and finding solutions to problems that arise when you care for someone with dementia.</p> <p>Our Volunteers are priceless, they turn up every week, spend time with our members, sitting with their loved ones enabling them to take a short break from their caring responsibilities. They also set up and clear up, serve a meal and are very good at noting when someone is in need of support and alert us to any issues. We could not exist without them or our dedicated management team and the Trustees who give so much of their time and energy to the Forget Me Nots.</p> <p>We continue to support carers as they go through grief, offering reassurance and guidance. When someone lives with a loved one with dementia their grief is often two-fold, they lose the person they once knew and the relationship they had, and then face the loss of that person when they die, Grief takes many forms and understanding it can help someone to come to terms with the difficulties they are facing.</p> <p>Raising funds for the charity is an on-going task and we are always looking for new ideas. Over the last year we chose to finish our lease on a storage garage and did a boot sale raising much needed funds. An afternoon tea at a local church added to our pot. A local social club kindly raised funds for us at a darts event, raising £1,273. many of us attended in uniform spreading the word about our</p>
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		<p>organisation. Regular raffles at entertainment days keeps a trickle of money coming in.</p> <p>Our local charity champion from Tescos attended bringing cakes for our members.</p> <p>We have a seated exercise lady who we were paying to complete this each week, she so enjoyed attending she has now offered to do this free of charge. She also runs our face book page keeping the public informed of what we are all about.</p> <p>One of our carers who is in his 90's loves to do quizzes and has on several occasions presented us with some amazing entertainment.</p> <p>Local Choir's have come in to sing both for us, and with us, music is such a evoker of emotions, and so good for the soul. The Ukulele band who live locally join us on a regular basis.</p> <p>Using the local Community transport has enabled some of our less mobile members to continue to join us in spite of difficulties mobilising.</p> <p>We are supported by Crawley Borough Council and the National Lottery. We were also given donations from local organisations, such as Vinci UK foundation Gatwick Airport, to provide us with uniforms and two defibrillators, enabling us to practice some of our first aid training that we all completed.</p> <p>Whenever possible, and if invited, we offer talks to companies wanting more understanding of coping with a loved one with dementia and also finding ways of supporting their workers with caring responsibilities. We sometimes receive donations from them as a way of thanks. This also offers us an opportunity to recruit volunteers for our sessions.</p> <p>I look forward to another year of acting as Chair, we will be looking to recruit more Trustees and sharing the roles within our organisation.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The 2024-25 year was a time of consolidation of our service provided every Friday following our move to Tilgate Community Centre the previous year. The weekly combination of lunches, entertainment, seated exercises, guest support groups and, most importantly, an environment where our members can feel supported with lots of empathy to their situation has proved successful and resulted in an increase in weekly subscriptions of 20%, despite the rate being maintained at the same level yet again.</p> <p>Whilst income from Grants was significantly down against the previous year this was mostly due to a grant received in February the previous year of £17k from National Lottery for costs incurred this year and the following year. An additional grant provided by the Vinci UK Foundation for £5.5k was also received in the previous year and was used to purchase defibrillators and staff uniform this year</p> <p>Income from the provision of lunches on Fridays increased 34% following an increase in the unit price charged in January 2024 and greater numbers attending every week.</p> <p>Staff costs increased 13% following the first review of salaries for five years, whilst transport costs increased 84% owing to a change in the charging structure by Community Transport Sussex that equated to 45% more journeys per head in addition to higher</p>
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		<p>unit costs. Alternatives to using Community Transport Sussex were explored but none proved either logistically practical or economically viable.</p> <p>Overall income reduced from £50.3k to £28.2k due largely to Grants received in the previous year for drawdown in the current year. Expenditure increased from £36.9k to £46.7k mostly due to one-off expenditure from the purchase of defibrillators and staff uniform.</p> <p>The charity reported a deficit of £18.5k for the year with total funds at £80.8k of which £53.6k is ring-fenced.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22%	The charity maintains reserves to ensure it can continue to operate for a minimum of 1 year if grants or donations fall away.
Amount of reserves held	Para 1.22	£16k
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution last amended 25th January 2022
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by FMN club members at AGM

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	As such a small charity, we work as a team to support anyone interested in becoming a Trustee. Offering one to one support in how we operate and ensuring that the person has access to all relevant legal documents and instructions from the charities commission. We have a paper copy available for anyone preferring to learn in this manner, prior to them committing to working with us. Access to all relevant paperwork such as policies and procedures is also given.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	We work with other local charities such as Alzheimer's society, and carers support network. Offering support to them during fund raising or awareness raising events.
Other		

Reference and Administrative details

Charity name	The Forget Me Not's (Crawley)
Other name the charity uses	The Forget Me Nots
Registered charity number	1173729
Charity's principal address	24 Clive Way Pound Hill Crawley West Sussex RH10 7AH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1.	Wendy Wilson	Chair		FMN Club members
2.	Beverly Loxston-Bown	Vice Chair		FMN Club members
3.	Stephen Remfry	Treasurer		FMN Club members
4.	Alison Burke	General Fundraising Mgr		FMN Club members
5.	Carlos Portal Castro	Critical Funding Officer		FMN Club Members
6.	Mike Hotham	Compliance Officer		FMN Club Members

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)**Names and addresses of advisers (Optional information)**

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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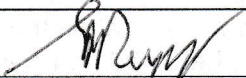
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Wendy Elizabeth Wilson	Stephen Andrew Remfry
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date

27 / 1 / 26



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Forget Me Not Club (Crawley)

No (if any)
1173729

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/04/2024		31/03/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Subscriptions	3,130	-	-	3,130	2,636
Grants	-	5,775	-	5,775	33,243
Donations	5,021	-	-	5,021	3,121
Fundraising Events	2,513	-	-	2,513	1,887
Tea/coffee/lunch	10,207	-	-	10,207	8,052
Interest	1,457	-	-	1,457	1,618
Other	76	-	-	76	304
Sub total (Gross income for AR)	22,404	5,775	-	28,179	50,253
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	22,404	5,775	-	28,179	50,253
A3 Payments					
Staff (Excl Trustee)	2,475	12,293	-	14,767	13,287
Staff (Incl Trustee)	2,834	2,834	-	5,668	4,737
Premises	2,907	-	-	2,907	3,827
Storage	985	-	-	985	903
Equipment	-	2,031	-	2,031	38
Staff Uniform	-	2,311	-	2,311	-
Training	-	-	-	-	120
Marketing	79	-	-	79	1,149
Entertainment	1,048	-	-	1,048	830
Events	1,724	-	-	1,724	700
Catering	8,815	-	-	8,815	6,707
Member Trips	-	-	-	-	329
Seated Exercises	680	-	-	680	450
Stationery	202	-	-	202	3
Travel	-	3,893	-	3,893	2,119
IT	942	-	-	942	811
Misc Costs	603	-	-	603	869
Sub total	23,294	23,362	-	46,655	36,879
A4 Asset and investment purchases, (see table)					
1 Year Fixed Deposit	-	-	-	-	42,000
Sub total	-	-	-	-	42,000
Total payments	23,294	23,362	-	46,655	78,879
Net of receipts/(payments)	- 890	- 17,587	-	- 18,477	- 28,627
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	28,078	29,245	-	57,323	85,950
Cash funds this year end	27,188	11,658	-	38,846	57,323

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at Bank	27,188	11,658	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	27,188	11,658	-

(agree balances with receipts and payments account(s))

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	1 Year Fixed Deposit		42,000	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

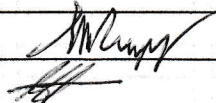
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval



STEVE REMARY
W Wilson

27/1/26
27/1/26

Trustees

Anthony Neale

23/01/2026

Dear Trustees

I can confirm that from the documents supplied and Income and Expenditure Analysis that the Receipts and Payments Accounts provided to the Charity Commission for the period 01/04/24 to 31/03/25 are verified and correct.

I acknowledge the Trustees kind words thanking me for the work undertaken and the support to The Forget Me Not's (Crawley) Charity, it is greatly appreciated.

Best Regards

A.D. Neale

Anthony Neale FCMA (retired)
(email: uktony61@aol.com) (Mobile No: 07814010336)