

**ACTION ON DEMENTIA SUNDERLAND**

**REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31ST MARCH 2021**

**COMPANY REGISTRATION NO. 10478790**

**CHARITY NUMBER 1177401**

## FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2021

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REFERENCE AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31ST MARCH 2021

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The Trustees present their report and financial statements for the year ended 31st March 2021.

**CONSTITUTION**

Action on Dementia Sunderland is a company limited by guarantee and a registered charity.

**DIRECTORS AND TRUSTEES**

The Trustees of the charitable company (the charity) are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

**CHARITY NAME**

Action on Dementia Sunderland

**COMPANY NUMBER**

10478790

**CHARITY NUMBER**

1177401

**REGISTERED OFFICE**

34 Frederick Street  
Sunderland  
United Kingdom  
SR1 1LP

**BOARD OF TRUSTEES**

Ernest Thompson (Chairman)  
Maurice Surtees Errington (Secretary)  
George Albert Malt (Treasurer)  
Beatrice Smith  
Ian Cockburn  
Kathleen Martin  
Malcolm Watson

The following Trustees are also Members of the company:

Ernest Thompson  
Maurice Surtees Errington  
George Albert Malt  
Beatrice Smith  
Ian Cockburn  
Kathleen Martin  
Malcolm Watson

**ACCOUNTANTS**

Westwaters  
34 Frederick Street  
Sunderland  
SR1 1LP

**BANKERS**

The Co-operative Bank

## TRUSTEES REPORT

## YEAR ENDED 31ST MARCH 2021

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The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31st March 2021.

**Objects of the charity**

The objects of the charity are set out in the memorandum and articles of association.

**Organisation and background**

The charity is administered by its board of Trustees in accordance with the Articles of Association. For the year to 31st March 2021, the board was comprised of the Trustees listed at page 2.

The memorandum and articles of the charitable company were incorporated on 15th November 2016 as amended by special resolution on 6th December 2017, registration with the Charity Commission taking place on 2nd March 2018. The charitable company commenced operating on 1st October 2017 with all of the charity's operations after that date being carried out through the charitable company.

Prior to 1st October 2017 the charity's operations had been conducted through Action on Dementia Sunderland - charity number 1147346 - an unincorporated charity whose constitution was adopted on 22nd June 2011 and whose registration with the Charity Commission took place on 21st May 2012.

**Aims**

The charity aims to promote and protect the mental and physical health of sufferers of dementia and their carers (family carers) within the City of Sunderland through the provision of support and information. In addition to this primary objective the charity also aims to advance the education of the general public in all areas relating to dementia.

**Achievements In Period**

As with many charities and other organisations our activities have been severely curtailed due to the covid-19 pandemic, which was prevalent throughout the year ending 31st March 2021 and which is unfortunately still ongoing. In the case of Action on Dementia Sunderland this has been exacerbated due to people who use our services being advanced in years and many of whom have underlying health issues.

Due to the acute, potentially fatal impact that contracting covid-19 could have on those who use our services the only acceptable course of action on our part has been to suspend all activities that involve a human proximity element. Sadly as this covered a very large proportion of the services we provide this has had a dramatic impact on our operations. We have attempted to mitigate the negative consequences as far as possible by maintaining contact with those who rely on our services by telephonic and other means of communication that don't rely on face to face interaction. However, this is evidently a suboptimal situation and we look forward to the day when we can resume our usual services and activities in a safe and secure manner.

**Future Developments**

At the present time the world remains in the shadow of the covid-19 pandemic and whilst there are promising signs, particularly in relation to the vaccine rollout and its efficacy, there clearly remains a great deal of uncertainty as to what the future holds and when we can safely begin to restart our activities. When this happens will be dependant on the relevant Government legislation and advice and in addition to that will be when we are satisfied we can do so without endangering the health and wellbeing of any of our stakeholders.

We remain extremely grateful to those who have provided and continue to provide financial and other support to enable us to safely navigate the very difficult times in which we currently find ourselves. This support is absolutely essential if we are to be in a position to be ready to offer our full range of activities and support, which are very much relied upon by so many people, when circumstances allow us to do so.

ACTION ON DEMENTIA SUNDERLAND

TRUSTEES REPORT (Continued)

YEAR ENDED 31ST MARCH 2021

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**Trustees Responsibilities**

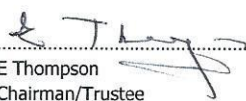
Company law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for that period. In preparing those accounts, the trustees are required to:

- \* select suitable accounting policies and apply them consistently;
- \* observe the methods and principles in the Charities SORP (FRS 102);
- \* make judgements and estimates that are reasonable and prudent;
- \* prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts 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.

By order of the Board

13th August 2021

  
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E Thompson  
Chairman/Trustee

## INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31ST MARCH 2021

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We report on the accounts of the ACTION ON DEMENTIA SUNDERLAND for the year ended 31st March 2021, which are set on pages 6 to 11. These accounts have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), under the historical cost convention and accounting policies set out on pages 8 and 9.

**RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND EXAMINERS**

As the charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of Charities Act 2011 (the 2011 Act) does not apply. It is our responsibility to state, on the basis of procedures specified in the General Direction given by the Charity Commission under section 145(5)b of the 2011 Act, whether any particular matters have come to our attention.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently we do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with our examination, no matter has come to our attention:

- 1) Which gives us reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met;
- 2) To which, in our opinion, attention should be drawn in order to enable a proper understanding of accounts to be reached

  
.....  
WESTWATERS

13th August 2021



## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE)

YEAR ENDED 31ST MARCH 2021

	Notes	UNRESTRICTED FUNDS £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020
<b>INCOMING RESOURCES</b>						
Incoming resources from generated funds	2					
- Voluntary income		46297	0	21500	67797	38218
- Activities for generating funds		0	0	0	0	0
- Investment income		0	0	0	0	0
Other Incoming resources		15312	0	0	15312	0
<b>TOTAL INCOMING RESOURCES</b>		<b>61609</b>	<b>0</b>	<b>21500</b>	<b>83109</b>	<b>38218</b>
<b>RESOURCES EXPENDED</b>						
Activities for generating funds	4	216	0	0	216	216
Charitable activities		22997	0	21500	44497	47371
Governance costs		924	0	0	924	882
<b>TOTAL RESOURCES EXPENDED</b>		<b>24137</b>	<b>0</b>	<b>21500</b>	<b>45637</b>	<b>48469</b>
<b>NET INCOMING/OUTGOING RESOURCES BEFORE TRANSFERS</b>		<b>37472</b>	<b>0</b>	<b>0</b>	<b>37472</b>	<b>-10251</b>
Transfer from unincorporated body		0	0	0	0	0
<b>NET MOVEMENT IN FUNDS</b>		<b>37472</b>	<b>0</b>	<b>0</b>	<b>37472</b>	<b>-10251</b>
<b>TRANSFER BETWEEN FUNDS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNDS BROUGHT FORWARD</b>		<b>9373</b>	<b>9000</b>	<b>0</b>	<b>18373</b>	<b>28624</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>46845</b>	<b>9000</b>	<b>0</b>	<b>55845</b>	<b>18373</b>

## BALANCE SHEET

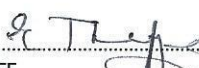
YEAR ENDED 31ST MARCH 2021


	Notes	2021	2020
<b>Fixed Assets</b>			
Tangible Assets	8	106	141
<b>Current Assets</b>			
Cash at bank and in hand		68803	47219
Debtors		<u>1205</u>	<u>63</u>
<b>Total Current Assets</b>		<b>70008</b>	<b>47282</b>
<b>Current Liabilities</b>			
Creditors: Amounts falling due within one year	9	7243	7024
Deferred Income		<u>7026</u>	<u>22026</u>
<b>Total Current Liabilities</b>		<b>14269</b>	<b>29050</b>
<b>Net Current Assets</b>		<b>55739</b>	<b>18232</b>
<b>Net Assets</b>		<b><u>55845</u></b>	<b><u>18373</u></b>
<b>Funds of the Charity</b>			
Restricted funds	11	0	0
Designated funds	11	9000	9000
Unrestricted funds	11	46845	9373
<b>Total Charity Funds</b>		<b><u>55845</u></b>	<b><u>18373</u></b>

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and in accordance with the 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)

For the financial year ended 31st March 2021, the company was entitled to exemption from audit under section 477 Companies Act 2006; and no notice has been deposited under section 476. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts were approved by the board on 13th August 2021

 Ernest Thompson  
 TRUSTEE

 Maurice Surtees Errington  
 TRUSTEE



## NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2021

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**1. Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

**(a) Basis of Accounting**

The financial statements have been prepared under the historical cost convention in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

**(b) Fund Accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

**(c) Incoming Resources**

All incoming resources are included in statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

- Voluntary income is received by way of subscriptions, donations and gifts and is included in full in the Statement of Financial Activities when receivable.

**(d) Resources Expended**

Expenditure is recognised 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:

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the deliverance of its activities and services 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.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis i.e. floor areas, per capital or estimated usage as set out in Note 4.

## NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2021

**(e) Fixed Assets**

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Office equipment - 25% reducing balance

**2. Incoming Resources from Generated Funds**

Voluntary Income

	Unrestricted	Restricted	2021 Total	2020 Total
Donations	21297	0	21297	19630
Grants received	25000	21500	46500	18588
	<u>46297</u>	<u>21500</u>	<u>67797</u>	<u>38218</u>

**3. Incoming Resources Charitable Activities**

Unrestricted	Restricted	2021 Total	2020 Total
0	0	0	0
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**4. Resources Expended**

	Basis of Allocation	Voluntary Income	Activities for generating Funds	Advice and Information	Charitable Activities	Governance	2021 Total	2020 Total
Costs directly allocated to activities								
Direct costs allocated to project	Direct	0	216	0	42800	0	43016	46436
Administrative Costs	Direct	0	0	0	1001	0	1001	816
Professional Fees	Direct	0	0	0	696	924	1620	1217
Building, General Costs	Direct	0	0	0	0	0	0	0
		<u>0</u>	<u>216</u>	<u>0</u>	<u>44497</u>	<u>924</u>	<u>45637</u>	<u>48469</u>

## NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2021

**5. Net Incoming Resources for the Period**

This is stated after charging:-

	2021	2020
Depreciation	35	47
Accountants Fee	924	882

**6. Trustee Remuneration & Related Party Transactions**

No members of the M/ment Committee received any remuneration during the year ended 31st March 2021.

No Trustee or other person related to the charity had any personal interests in any contract or transaction entered into by the charity during the year.

**7. Taxation**

As a charity Action on Dementia Sunderland is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

**8. Tangible Fixed Assets**

	Office equip.	Total
<u>Cost or Valuation</u>		
At 1st April 2020	292	292
Additions	0	0
Revaluations	0	0
Disposals	0	0
At 31st March 2021	<u>292</u>	<u>292</u>
<u>Depreciation</u>		
At 1st April 2020	151	151
Charge for year	35	35
Disposals	0	0
At 31st March 2021	<u>186</u>	<u>186</u>
<u>Net Book Values</u>		
At 31st March 2021	<u>106</u>	<u>106</u>
At 1st April 2020	<u>141</u>	<u>141</u>

**9. Creditors: Amounts Falling Due within One Year**

	2021	2020
Amounts falling due within one year:		
Accruals	1098	966
Staff wages	3024	3005
PAYE	1357	1204
Expenses owed to staff	0	85
Other creditors	1764	1764
	<u>7243</u>	<u>7024</u>

**10. Analysis of Net Assets Between Funds**

	General Funds	Designated Funds	Restricted Funds	Total Funds
Tangible Fixed Assets	106	0	0	106
Current Assets	61008	9000	0	70008
Current Liabilities	-14269	0	0	-14269
Net Assets at 31st March 2021	<u>46845</u>	<u>9000</u>	<u>0</u>	<u>55845</u>

**11. Movement in Funds**

	At 1 April 2020	Incoming Resources	Outgoing Resources	Transfers	At 31 Mar 2021
<b>Restricted Funds</b>	0	21500	-21500	0	0
Total Restricted Funds	<u>0</u>	<u>21500</u>	<u>-21500</u>	<u>0</u>	<u>0</u>
<b>Designated Funds</b>	9000	0	0	0	9000
Total Designated Funds	<u>9000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9000</u>
<b>Unrestricted Funds</b>	9373	61609	-24137	0	46845
Total Unrestricted Funds	<u>9373</u>	<u>61609</u>	<u>-24137</u>	<u>0</u>	<u>46845</u>

**12. Restricted Funds**

	At 1 Mar 2020	Incoming Resources	Outgoing Resources	Transfers	At 31 Mar 2021
Sir James Knott Trust	0	10000	-10000		0
National Lottery Covid Grant	0	11500	-11500		0
Total Restricted Funds	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

## ACTION ON DEMENTIA SUNDERLAND

## APPENDIX

## INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31ST MARCH 2021

	2021 £	2020 £
<b>INCOME AND EXPENDITURE</b>		
<b>Incoming resources</b>		
Donations	12797	19630
Gentoo Donation	8500	0
JRS Grants	15312	0
Sir James Knott Trust	10000	0
National Lottery Covid Grant	11500	0
Garfield Weston Foundation	10000	0
Ballinger Charitable Trust	15000	0
Awards For All	0	7200
Joicey Trust	0	5000
Edward Gostling Foundation	0	4167
Newcastle Building Society	0	2221
Total Incoming Resources	<u>83109</u>	<u>38218</u>
<b>Resources Expended</b>		
Wages and salaries	41694	39775
Pension contributions	960	960
Outings and activities	52	3586
Fundraising	216	216
Insurance	421	407
Staff Mileage	0	1055
Accountancy	924	882
PAYE recording	696	335
Printing, stationery & I.T.	580	409
Advertising	0	567
General expenses	59	230
Depreciation - Office equipment	35	47
	<u>45637</u>	<u>48469</u>
Net Movement in Funds	<u>37472</u>	<u>-10251</u>