

Registered Charity Number: 1186175

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP
REPORT AND ACCOUNTS
YEAR ENDED 31 DECEMBER 2022

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

REPORT AND ACCOUNTS

YEAR ENDED 31 DECEMBER 2022

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BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 DECEMBER 2022

Full Name: **BUTTERFLIES DEMENTIA SUPPORT AND
ACTIVITIES GROUP**

Registered Charity No: 1186175

Contact Address: 5 Wood Walk
Royston
Barnsley
S71 4FH

Trustees: Stephen Allott (Chair)
Susan Bowler
Sarah Lindley
Liam Morgan
Julie Rollin
Andrea Welford

Bank: NatWest Bank plc
Barnsley Branch
26 Market Hill
Barnsley
S70 2QE

Independent Examiner: Angela Hayes
Community Accountant
BCVS Services Limited
23 Queens Road
Barnsley
S71 1AN

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

TRUSTEES' REPORT

YEAR ENDED 31 DECEMBER 2022

The Trustees present their report and accounts for the period 01 January to 31 December 2022.

Structure, governance and management

Butterflies Dementia Support and Activities Group is a registered charity with the Charity Commission, governed by its Constitution, adopted April 2019.

Membership of the charity is open to any individual or organisation interested in promoting the Objects of the charity.

Appointment of Trustees

Trustees are elected at the AGM (Annual General Meeting). The Board of Trustees, when complete, consists of at least three and not more than ten individuals, all of whom must be members or authorised representatives of the charity.

Every Trustee after appointment or reappointment must sign a declaration of willingness to act as a charity trustee before being eligible to vote at any meeting of the Trustees.

The Trustees who served during the year, and to the date of signing these accounts, are listed on page 3 of this report.

Charitable Objects

The objects of the charity are:

To provide support and relief for carers and loved ones with dementia, within a safe environment, offering activities, motivation and stimulation in order to maintain as full and varied a lifestyle as possible.

Risk Management

The trustees have ultimate responsibility for identifying and managing risk. The main risk to the organisation is the loss of funding to continue the operational running of the charity. The financial position and level of reserves is reviewed at each trustee meeting and funding applications are ongoing. For other areas, the charity has a risk management policy which is reviewed regularly by the trustees.

Public Benefit Statement

The Trustees have paid due regard to the Charity Commission guidance on public benefit reporting in deciding what activities the charity should undertake. This report illustrates the activities undertaken to support the public benefit requirement.

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

TRUSTEES' REPORT continued

YEAR ENDED 31 DECEMBER 2022

Activities undertaken for the Public Benefit

Butterflies Dementia Support and Activities Group hosts events, outings and holidays for our members. We also support members who cannot attend groups, if needed.

Our events during 2022 consisted of:

- Music afternoons where members enjoy professional entertainment for dancing, followed by cakes and tea with raffles and a table-top sale:
 - Monday Boatman's Rest music afternoon (approx. 55 members)
 - Wednesday Barugh Green music afternoon (approx. 60 members)
 - Friday East Dene music afternoon tea (approx. 68 members)
- Thursday Friendship Walk – a supervised walk held at Locke Park in Barnsley (approx. 15 members).
- Monthly Lunch Club at the Boatman's Rest.
- Crisis support - a service to provide support where a crisis occurs, eg medication, shopping, care required, respite needed. Staff help to deal with the crisis and offer their support.
- Weekly support group for people with dementia and carers. This is held in the Learning Lab in the Barnsley Museum and is run by Carol Himsworth, a contracted sessional worker.

The following trips and events were held in 2022:

- Evening event at the Lamproom Theatre, with Oliver Harris and the Cardi Boys, in February – 70 people attended.
- Day Trip to Cast Theatre Doncaster, with lunch, in March – 54 people attended.
- Day Trip to Filey, with lunch, in July – 108 people attended.
- Sunday afternoon event with Cardi Boys at the East Dene Club in September – 80 people attended.
- Day outing to Sheffield Barracks in October, for meal and entertainment – 108 people attended.
- Afternoon event at Barugh Green Club in December, with performers – 95 people attended.
- Christmas Meal at Boatman's Rest, with live entertainment – 110 people attended.

Three Holidays were held in 2022:

1. April – 5 day holiday at Potters Resort, Hopton-on-Sea – 54 people attending.
2. July – 5 day holiday at Potters Resort, 5 Lakes, Chichester – 54 people attending.
3. November – 5 day holiday to Warners Hotel, Gunten Hall, incorporating a Christmas show – 54 people attending.

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

TRUSTEES' REPORT continued

YEAR ENDED 31 DECEMBER 2022

Financial Review

Trustees responsibilities for the financial statements

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity at any time and enable the trustees to prepare financial statements for each financial year. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The Charity's policy on reserves

The trustees recognise the need to keep reserves at a level which will give the charity stability to enable it to continue to operate in the future and aim to keep a minimum of £25,000 in reserve at any one time. The actual level of reserves held by the charity on 31.12.22, represented by unrestricted funds, was £67,890 (2021: £54,230). The trustees consider the level of reserves at the year-end to be appropriate, given the short term nature of the grant funding that supports the charity. Any excess reserve will be spent to develop and expand the charity's activities.

In addition to the General Reserve, the trustees have established a designated fund for future projects and match funding. At the year-end the designated fund stands at £49,592 (2021: £9,592).

Financial Review of the Year

The financial statements are set out in pages 8 to 12. The Receipts and Payments Account shows a surplus for the year of £43,256 (2021: £44,004). The total funds of the charity at year-end stand at £152,637 (2021: £109,381). The reserves of the charity, represented by unrestricted funds, stand at £67,890 at the year-end (2021: £54,230).

The trustees declare that they have approved the report above.

Signed on behalf of the charity's trustees:

Signed:  Date: 11 April 2023

Stephen Allott, Chair of Trustees

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 DECEMBER 2022

I report on the accounts of the charity, which are set out on pages 8 to 12.

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.

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 report

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:

- accounting records were not kept in accordance with section 130 of the Charities Act, or
- the accounts do not accord with the accounting records

I have no concerns and I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed: *A Hayes*

Date: 11 April 2023

Angela Hayes, FMAAT
Community Accountant
BCVS Services Limited
23 Queens Road
Barnsley
S71 1AN

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2022 £	2021 £
Receipts						
Donations		51,755	-	-	51,755	16,804
Grants Received	3	-	-	58,354	58,354	64,552
Trips, Events & Fundraising		83,008	-	-	83,008	26,855
Other Income		181	-	-	181	880
Total receipts		134,944	-	58,354	193,298	109,091
Payments						
Staff Costs		628	-	45,931	46,559	35,954
Rent		1,175	-	735	1,910	1,140
Insurance		188	-	-	188	187
Admin Expenses		321	-	-	321	430
Activities & Events		73,411	-	21,561	94,972	21,589
Volunteer Expenses		1,312	-	-	1,312	830
Travel & Expenses		2,287	-	-	2,287	926
In-Kind Direct		651	-	531	1,182	481
Equipment		360	-	-	360	1,519
Marketing & Publicity		57	-	-	57	201
Fundraising Costs		-	-	-	-	648
Accountancy Fee		550	-	-	550	450
Sundries/Other		344	-	-	344	732
Total payments		81,284	-	68,758	150,042	65,087
Surplus/(Deficit)		53,660	-	(10,404)	43,256	44,004
Fund Transfers	4	(40,000)	40,000	-	-	-
Balance Brought Forward		54,230	9,592	45,559	109,381	65,377
Total Funds		67,890	49,592	35,155	152,637	109,381

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

STATEMENT OF ASSETS & LIABILITIES

YEAR ENDED 31 DECEMBER 2022

	Total 2022	Total 2021
Monetary Assets:		
Bank Current Account	£151,841	£109,097
Cash in hand	£796	£284
Total Monetary Assets	<u>£152,637</u>	<u>£109,381</u>

Liabilities:		
Accruals	£600	£550

The trustees declare that they have approved the accounts above.
Signed on behalf of the charity's trustees:



Date: 11 April 2023

Stephen Allott, Chair of Trustees

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

1. Accounting policies

Basis of the preparation of the accounts

The financial statements have been prepared on a Receipts & Payments basis which summarises the movement of cash in and out of the organisation. In this context 'cash' includes cash equivalents, such as bank accounts where cash can be readily available to pay debts as they fall due. This format of accounts is available to non-company charities with gross annual income of £250,000 or less.

Classification of income & expenditure

Income and expenditure has been analysed in the accounts using natural classification.

Funds structure

The charity maintains an unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Unrestricted funds may arise from general donations, grants of a general nature, fees for service provision and payment for service delivery contracts.

Designated funds may be established as the trustees see fit, to set aside unrestricted funds for future projects or commitments.

Restricted funds may be provided to the charity for particular purposes and may only be spent for the purposes for which they were given. Any balance remaining outstanding on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding. Restricted funds will arise from grants and donations given to the charity for specific purposes.

2. Trustee remuneration, benefits and expenses

Trustee out of pocket expenses of £880 were paid to one trustee in this financial year. There was no other trustee remuneration, benefits or expenses during the financial year.

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 DECEMBER 2022

3. Fund Analysis

	Opening Balance £	Receipts £	Payments £	Transfers £	Closing Balance £
Unrestricted Funds					
General Fund	54,230	134,944	(81,284)	(40,000)	67,890
	54,230	134,944	(81,284)	(40,000)	67,890
Designated Funds					
Butterflies Projects & Match Funding	9,592	-	-	40,000	49,592
	9,592	-	-	40,000	49,592
Restricted Funds					
Creative Minds	499	18,840	(15,289)	-	4,050
Awards for All	9,378	-	(8,730)	-	648
BMBC Ward Alliance	5,013	-	(5,013)	-	-
Age UK Barnsley	-	4,050	-	-	4,050
Coalfields Regeneration Trust	-	9,840	(5,836)	-	4,004
BMBC Local Support Grant	16,007	-	(15,227)	-	780
Persimmon Homes	-	1,000	(899)	-	101
Neighbourhood Postcode Lottery	14,662	24,624	(17,764)	-	21,522
	45,559	58,354	(68,758)	-	35,155
Total Funds	109,381	193,298	(150,042)	-	152,637

4. Fund Transfers

- A sum of £40,000 was transferred from the General Fund to the Designated Project Fund.

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 DECEMBER 2022

5. Restricted Funds

- Creative Minds – funding to contribute towards staff costs of the Project Manager.
- Awards for All – funding for creative sessions and other staff costs.
- BMBC Ward Alliance – a grant to support the weekly Barugh Green afternoon tea dance.
- Age UK Barnsley: Dementia Action Alliance – funding of group support roles for a period of 3 months.
- Coalfields Regeneration Trust – A grant to enable the charity to continue to provide a range of social and wellbeing activities to its service users.
- BMBC Local Support Grant – funds to purchase items related to food, heating, lighting and cooking needs.
- Persimmon Homes – a grant to cover expenses at tea dances and other events.
- Neighbourhood Postcode Lottery – a grant to cover the cost of the Management Sessional Worker for a period of 12 months.