

Registered Charity Number: 1186175

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

REPORT AND ACCOUNTS

YEAR ENDED 31 DECEMBER 2023

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

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YEAR ENDED 31 DECEMBER 2023

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BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 DECEMBER 2023

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

Registered Charlty 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 (resigned December 23)

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

Independent Examiner: Stephanie Tolson
Community Accountant
BCVS Services Limited
23 Queens Road
Barnsley
S71 1AN

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

TRUSTEES' REPORT

YEAR ENDED 31 DECEMBER 2023

The Trustees present their report and accounts for the period 01 January to 31 December 2023.

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 2023

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 2023 consisted of:

- Music afternoons where attendees enjoy tea/coffee with cakes followed by live entertainment and dancing. There is also a shop, where items include household /personal hygiene products at reduced cost.
- Monday Boatman's Rest music afternoon with served buffet and live entertainment. Approx. 60 attendees.
- Wednesday Barugh Green tea/coffee and cakes followed by live entertainment and dancing. Approx. 70 attendees.
- Friday East Dene tea/coffee and cakes followed by live entertainment and dancing. Approx. 80 attendees.
- Thursday Friendship Walk – A supervised walk held at Locke Park Barnsley. Approx. 15 attendees.
- Thursday afternoon activities group - for people with dementia and their carers, held in the Learning Lab in the Barnsley Museum, run by the contracted sessional worker Carol Himsworth.
- Crisis support to provide practical and emotional support for people with various issues, including recent bereavement.

Other events held on a monthly basis include:

- A lunch club held at the Boatman's Rest on the first Monday in the month, which includes a hot 2-course meal with live entertainment. Approx. 120 attendees.
- A free buffet on one Saturday for members and their family and friends, with live entertainment. Approx. 180 attendees.
- On the first Tuesday of each month a visit to Carlton Bowl in Barnsley, including a hot meal followed by a game of 10 pin bowling with tea/coffee and biscuits afterwards. Approx. 20 attendees.
- From November we trialled a visit to the Parkway Cinema in Barnsley town centre, which consisted of tea/coffee on arrival, 1 hour of live entertainment, then ice cream or popcorn, followed by a feature film. Approx. 100 attendees. This event will now continue into 2024.

Other trips and events are as follows:

- Pantomime at the Lamproom theatre in January, 38 attendees.
- Supply of hot meal at Barugh Green in May, 75 attendees.
- A day trip to Blackpool including a 2-course lunch in June, 115 attendees.

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

TRUSTEES' REPORT continued

YEAR ENDED 31 DECEMBER 2023

- A celebration party after securing funding from the People's Lottery in July at East Dene, 240 attendees.
- Visit to the Lamproom theatre for a comedy/music evening, 40 attendees.
- A 2-course hot meal with entertainment at Rogerthorpe Manor Hotel in September, 95 attendees
- A stage show at Penistone Cinema, 60s through the ages, 40 attendees.
- A 2-course Christmas dinner at the Boatman's Rest with live entertainment, 120 attendees.

Four Holidays Were Held in 2023:

- January: 5-day holiday to the CLIFFS HOTEL In Blackpool, 60 attendees.
- April: 5-day all-inclusive holiday at POTTERS RESORT HOPTON-ON-SEA, 54 attending.
- July: 5-day all-inclusive holiday at POTTERS FIVE LAKES RESORT in Colchester, 54 attending.
- November: 4-day turkey and tinsel holiday at the RUSKIN HOTEL Blackpool.

The priority of the charity is to ensure that all the events are sustainable and therefore prioritise the health and wellbeing of all our attendees.

The trustees ensure that the financial viability of the charity will not be compromised and therefore maintain tight fiscal control.

Going forward into 2024, the aim will be to consolidate what has already been achieved and to build on the successes of 2023.

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

TRUSTEES' REPORT continued

YEAR ENDED 31 DECEMBER 2023

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 £50,000 in reserve at any one time. The actual level of reserves held by the charity on 31.12.23, represented by unrestricted funds, was £116,272 (2022: £67,890). 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 £45,831 (2022: £49,592).

Financial Review of the Year

The financial statements are set out in pages 9 to 13. The Receipts and Payments Account shows a surplus for the year of £59,334 (2022: £43,256). The total funds of the charity at year-end stand at £211,971 (2022: £152,637). The reserves of the charity, represented by unrestricted funds, stand at £116,272 at the year-end (2022: £67,890).

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

Signed:  Date: 7 May 2024

Stephen Allott, Chair of Trustees

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 DECEMBER 2023

I report on the accounts of the charity, which are set out on pages 9 to 13.

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:



Date: 7 May 2024

Stephanie Tolson
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 2023

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2023 £	2022 £
Receipts						
Donations		72,042	-	-	72,042	51,755
Grants Received	4	-	-	93,346	93,346	58,354
Trips, Events & Fundraising		82,663	-	-	82,663	83,008
Other Income		50	-	-	50	181
Total Receipts		154,755	-	93,346	248,101	193,298
Payments						
Staff Costs		5,896	3,761	49,009	58,666	46,559
Rent		820	-	1,905	2,725	1,910
Insurance		378	-	-	378	188
Admin Expenses		93	-	107	200	321
Activities & Events		92,770	-	23,561	116,331	94,972
Volunteer Expenses		686	-	-	686	1,312
Travel & Expenses		1,260	-	140	1,400	2,287
In-Kind Direct		2,039	-	3,752	5,791	1,182
Equipment		1,543	-	-	1,543	360
Marketing & Publicity		210	-	159	369	57
Accountancy Fee		550	-	-	550	550
Sundries/Other		128	-	-	128	344
Total Payments		106,373	3,761	78,633	188,767	150,042
Surplus/(Deficit)		48,382	(3,761)	14,713	59,334	43,256
Fund Transfers	5	-	-	-	-	-
Balance Brought Forward		67,890	49,592	35,155	152,637	109,381
Total Funds		116,272	45,831	49,868	211,971	152,637

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP**STATEMENT OF ASSETS & LIABILITIES****YEAR ENDED 31 DECEMBER 2023**

	Total 2023 £	Total 2022 £
Monetary Assets:		
Bank Current Account	211,312	151,841
Cash in hand	659	796
Total Monetary Assets	<u>211,971</u>	<u>152,637</u>
 Debtors & Prepayments:		
Insurance prepaid	189.00	-
 Liabilities:		
Accountancy Fee 2022	50.00	600.00
Accountancy Fee 2023	700.00	-
Staff Costs	448.00	-
	<u>1,198.00</u>	<u>600.00</u>

Assets retained for the charity's own use:

A list of assets retained for the charities use is included in note 7 of the accounts (page 13)

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



Date: 7 May 2024

Stephen Allott, Chair of Trustees

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2023

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

There were no payments, remuneration or benefits to trustees during the period, other than out of pocket expenses that were reasonably incurred by trustees in promoting the purposes of the Charity.

3. Related Party Transactions

No payments were made to related parties during the period.

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 DECEMBER 2023

4. Fund Analysis

	Opening Balance £	Receipts £	Payments £	Transfers £	Closing Balance £
Unrestricted Funds					
General Fund	67,890	154,755	(106,373)	-	116,272
	67,890	154,755	(106,373)	-	116,272
Designated Funds					
Projects & Match Funding	49,592	-	(3,761)	-	45,831
	49,592	-	(3,761)	-	45,831
Restricted Funds					
Creative Minds	4,050	5,976	(4,100)	-	5,926
Awards for All	648	-	(648)	-	-
Age UK Barnsley	4,050	-	(4,050)	-	-
Coalfields Regeneration Trust	4,004	-	(4,004)	-	-
BMBC Local Support Grant	780	-	(780)	-	-
Persimmon Homes	101	-	(101)	-	-
Neighbourhood Postcode Lottery	21,522	-	(15,452)	-	6,070
BMBC Household Support Grant	-	19,644	(8,708)	-	10,936
People's Choice National Lottery	-	64,728	(39,735)	-	24,993
BMBC Barnsley Museum Grant	-	2,000	(200)	-	1,800
Northern Railway Grant	-	998	(855)	-	143
	35,155	93,346	(78,633)	-	49,868
Total Funds	152,637	248,101	(188,767)	-	211,971

5. Fund Transfers

- There were no fund transfers during the period.

BUTTERFLIES DEMENTIA SUPPORT AND ACTIVITIES GROUP

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 DECEMBER 2023

6. 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.
- 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.
- BMBC Household Support Grant – two grants to fund music afternoons, tea dances and other activities.
- National Lottery People's Choice Award – a grant to fund core costs, including staff costs, room hire, events and activities.
- BMBC Barnsley Museum – a grant to cover weekly entertainment and activity expenses.
- Northern Railways – a grant to cover weekly entertainment and activity expenses.

7. Assets retained for the Charity's Own Use

- Computers x 2
- Water boiler
- Office security alarms
- Office furniture
- Filing cabinet