



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/04/2024 Period start date -To 31/03/2025 Period end date

Charity name: Dementia Carers Respite

Charity registration number: 1202451

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of the charity is the relief of persons caring for people with Dementia within the family or home (who do not qualify for NHS support and do not have sufficient resources for private carers services) by offering a respite service through the provision of community-based care attendants in Buckinghamshire.
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	We are developing strong ties with Stakeholders and potential partners. Stepping up awareness activities with media campaigns and appearances in key events
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes, we have

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Carry out research so we can focus on the few with winning chances
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The running of the charity depends almost exclusively on Volunteers.

		Although this may have to be reviewed in 25/26 as we seek to step up our development.
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>We have identified referral partners, signed up 2 main organisations to provide professional specific Dementia support in order to give respite to Family carers and commenced serving the public with a small number of families.</p> <p>Organisationally, we are becoming better equipped in covering more internal disciplines such as finance, admin and marketing.</p> <p>We are very proud also to have been invited to No10 Downing Street for The Barabra Windsor Dementia Reception</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We have successfully supported 12 families in the last 10 months and hope to do more, and have received positive feedback
Performance of fundraising activities against objectives set	Para 1.41	We have increased our income by 48%
Investment performance against objectives	Para 1.41	NA
Other		

## Structure, Governance and Management

Description of charity's trusts:		None
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
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	Trustee selection is through personal contacts and applications to announcements. Interviews carried out for suitability by 2 trustees and if agreed a motion to approve appointment, with 3 months probation period, is put to the board at a formal trustee meeting .

### 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	Charity induction Dementia basic training DBS and, if appropriate, safeguarding training Sharing existing internal policies
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We endeavour to have specific areas of the operational responsibility for each trustee.
Relationship with any related parties	Para 1.51	N/A
Other		

## Reference and Administrative details

Charity name	Dementia Carers Respite
Other name the charity uses	N/A
Registered charity number	1202451
Charity's principal address	Orchard House Amersham Road Chesham – HP5 1NE Buckinghamshire



### 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	Walid Marzouk	Chair		
2	Peter Dennis Healy			
3	Parveiz Aslam MBE			
4	Tim Garnham			
5				
6				
7				
8				
9				

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

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Income for the year was £37,350 Restricted fund £15,510
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Trustees will maintain the 3 months gross cost policy set for 24/25, which is £10,095 for 25/26. But also, as we grow in financial stability and financial visibility with a 12 months rolling forecast, we believe that the 3 months gross cost can be revised during the next financial year.
Amount of reserves held	Para 1.22	The total reserves at the end of the financial year 24/25 stood at £23,467. This is significantly higher than expected. From an income stand point, the golf and dinner events raised almost £4,000 higher than expected. Cost was lower than planned due to a higher than normal rate of attrition and referral from new sources taking longer than usual. Sources of referrals are now being addressed.
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	With a relatively low fixed cost we believe continuing as a going concern is not at any risk short term

### 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	Range of fund raising events Grants from charitable foundations
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	General Risk Assessment policy in place
Other		

**Additional information (optional)**

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

Type of adviser	Name	Address

**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)	Walid Marzouk	
Position (eg Secretary, Chair, etc)	Chairman	

Date 11th April 2025





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Dementia Carers Respite

No (if any)

## Receipts and payments accounts

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For the period  
from

01/04/2024

To

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 £
<b>A1 Receipts</b>					
Donations	9,094	-	-	9,094	9,116
Grants	2,000	-	-	2,000	1,250
Lottery Grant	-	-	-	-	9,750
Rothschilds	-	500	-	500	4,500
Carers Fund	-	15,010	-	15,010	-
Sales	8,270	-	-	8,270	-
Golf Day	1,510	-	-	1,510	-
Sponsorship	966	-	-	966	-
<b>Sub total (Gross income for AR)</b>	<b>21,840</b>	<b>15,510</b>	<b>-</b>	<b>37,350</b>	<b>24,616</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>21,840</b>	<b>15,510</b>	<b>-</b>	<b>37,350</b>	<b>24,616</b>
<b>A3 Payments</b>					
Marketing and Awareness	140	4,166	-	4,306	4,345
Insurance	466	-	-	466	390
Cost of Carers	2,950	3,650	-	6,600	-
Media	81	-	-	81	557
Events	2,175	-	-	2,175	-
Stationery/Printing	-	967	-	967	178
Training	99	-	-	99	154
Bank Charges	-	-	-	-	46
Care Co-ordination	-	4,820	-	4,820	-
Refund	560	-	-	560	-
Subscriptions	336	-	-	336	-
Software	-	327	-	327	-
Communication running cost	240	-	-	240	-
Auction cost	140	-	-	140	-
Admin cost	63	-	-	63	-
Office use	25	-	-	25	-
<b>Sub total</b>	<b>7,275</b>	<b>13,930</b>	<b>-</b>	<b>21,205</b>	<b>5,670</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>7,275</b>	<b>13,930</b>	<b>-</b>	<b>21,205</b>	<b>5,670</b>
<b>Net of receipts/(payments)</b>	<b>14,565</b>	<b>1,580</b>	<b>-</b>	<b>16,145</b>	<b>18,946</b>
<b>A5 Transfers between funds</b>	<b>1,250</b>	<b>- 1,250</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>7,652</b>	<b>11,294</b>	<b>-</b>	<b>18,946</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>23,467</b>	<b>11,624</b>	<b>-</b>	<b>35,091</b>	<b>18,946</b>

## 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	Bank balance	23,467	11,624	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))	23,467	11,624	-


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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	Restricted funds		11,624	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Waleed MARZOUK	11/4/25



**Dementia Carers Respite (Charity number 1202451)****Accounts for the year ended 31 March 2025****Independent Examiner's Report to the members of Dementia Carers Respite (Charity number 1202451)**

I have reviewed the accounts for the year ended 31 March 2025 which comprised the statement of financial activities and balance sheet. These financial statements have been prepared under the accounting policies set out therein.

The matters raised in this report are only those which came to my attention during the course of my review. This report has been prepared solely for the members. My work has been undertaken so that I might state to the members those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the members, for my examination, for this report, or for the opinions I have formed.

**Basis of examiner's statement**

My examination was carried out in accordance with the general directions given by the members of Dementia Carers Respite (Charity number 1202451).

An examination includes a review of the accounting and other records kept by the branch. It also includes consideration of any unusual items, and seeking explanations from the relevant branch officials. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**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 prepare accounts which accord with the accounting records and comply with the accounting requirements of the Organization 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.

Signed.....

Okechuku Ashley Mpi, MBA FCCA

Date: 9 April 2025