

Memory Action Group

Charity number 1203322

Annual Report and Financial Statements for the period 31 May 2023 to 31 December 2023



Memory Action Group

Annual Report and Financial Statements for the period 31 May 2023 to 31 December 2023

Contents	Page
Trustees' report	2 to 3
Examiner's report	4
Receipts and payments account	5
Statement of assets and liabilities	6
Notes to the accounts	7 to 8

Prepared by West Yorkshire Community Accountancy Service CIO

Memory Action Group

Trustees' report for the period 31 May 2023 to 31 December 2023

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Laura Williams	Trustee Chair	31 May 2023
Elizabeth Bullock	Trustee Vice Chair	31 May 2023
Janet Archbold	Trustee Treasurer	31 May 2023
Monica Haley	Trustee Secretary	31 May 2023
Jane Spedding	Trustee	09 March 2024
Richard Opasiak	Trustee	09 March 2024
Helen Watkiss	Trustee	09 March 2024

Charity number 1203322 Registered in England and Wales

Registered and principal address 28 Belgravia Road St Johns Wakefield WF1 3JP	Bankers Santander Banking Sunderland SR43 4FW
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Independent examiner

Sarah Coates

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 31 May 2023 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Memory Action Group

Trustees' report (continued) for the period 31 May 2023 to 31 December 2023

Objectives and activities

The charity's objects

The relief of those in need by reason of ill-health for the public benefit by providing support for people living with dementia their carers and families in Wakefield district. The area of benefit would be Wakefield Metropolitan District Council and surrounding areas.

The charity's main activities

The charity provides drop in sessions weekly for people with dementia and their carers, run monthly exercise and singing sessions. They also run events and activities throughout the year.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

Memory Action Group has provided twice weekly drop in sessions every week including Bank Holidays and between Christmas and New Year for a growing number of people living with dementia and their carers including a monthly chair exercises session and a monthly Singalong session. We also enjoyed three day trips to Southport, Blackpool Illuminations and Yorkshire Wildlife Park plus two barge trips with Safe Anchor Trust. A King Charles III Coronation Party and a Christmas Party were held. Visits to the centre from Wilding Adventures Pet Therapy, Ben Slack (Music & Memories Session), Co-op Legal Services, Turning Point and Healthy Heart Project.

Financial review

The net receipts for the year were £57,064, including net receipts of £55,414 on unrestricted funds and net receipts of £1,650 on restricted funds after transfers.

Reserves policy

The charity's free reserves, at the year end were £55,414.

The charity currently does not have a reserves policy in place. However, they plan to address this within the coming year and develop a comprehensive strategy regarding reserves management.

Approved by the board of trustees on 27/04/2024

Janet Archbold (Trustee)

Memory Action Group

Independent examiner's report to the trustees of Memory Action Group

I report to the charity trustees on my examination of the accounts of the CIO for the period ended 31 December 2023, which are set out on pages 5 to 8.

Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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

Sarah Coates

29/04/2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Memory Action Group
Receipts and payments account
for the period 31 May 2023 to 31 December 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £
Receipts				
Grants and donations	(2)	7,784	3,960	11,744
Events and activities		719	-	719
Market income		12,385	-	12,385
Transfer on incorporation		40,244	-	40,244
Total receipts		61,132	3,960	65,092
Payments				
Rent and storage costs		564	2,310	2,874
Equipment		48	-	48
Insurance		129	-	129
Events and activity costs		4,276	-	4,276
Donations		200	-	200
Refreshments and sundries		155	-	155
Printing, postage and stationery		130	-	130
Books and publications		197	-	197
Administration costs		19	-	19
Total payments		5,718	2,310	8,028
Net receipts / (payments)		55,414	1,650	57,064
Fund balances brought forward		-	-	-
Fund balances carried forward	(3)	55,414	1,650	57,064

Memory Action Group
Statement of assets and liabilities
as at 31 December 2023

	2023 Unrestricted £	2023 Restricted £	2023 Total £
Cash funds			
Cash at bank	55,383	1,650	57,033
Cash in hand	31	-	31
Total cash funds	<u>55,414</u>	<u>1,650</u>	<u>57,064</u>

Liabilities	2023 £
Accruals	528
	<u>528</u>

The financial statements were approved by the board of trustees on 27/04/2024

Janet Archbold (Trustee)

Memory Action Group

Notes to the accounts

for the period 31 May 2023 to 31 December 2023

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

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 or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Memory Action Group
Notes to the accounts continued
for the period 31 May 2023 to 31 December 2023

2 Grants and donations	2023	2023	2023
	Unrestricted	Restricted	Total
	funds	funds	funds
	£	£	£
NOVA Wakefield	-	3,960	3,960
Donations from organisations	2,625	-	2,625
Drop in donations	2,613	-	2,613
Other donations	2,546	-	2,546
	<u>7,784</u>	<u>3,960</u>	<u>11,744</u>

3 Restricted funds	Balance b/f	Incoming	Outgoing	Balance c/f
	£	£	£	£
NOVA Wakefield	-	3,960	2,310	1,650
	<u>-</u>	<u>3,960</u>	<u>2,310</u>	<u>1,650</u>

Fund name

NOVA Wakefield

Purpose of restriction

towards the costs of room hire for the drop in centre

4 Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.