

# **Memory Action Group**

Charity number 1203322

## **Annual Report and Financial Statements for the year ended 31 December 2024**



# **Memory Action Group**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# Memory Action Group

## Trustees' report for the year ended 31 December 2024

### 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	Chair	
Elizabeth Bullock	Vice Chair	
Janet Archbold	Treasurer	
Mark Gillen	Secretary	Appointed 18 July 2024
Monica Haley		Appointed 2 May 2023
Jane Spedding		Appointed 9 March 2024
		Resigned 4 March 2025
Richard Opasiak		Appointed 9 March 2024
		Resigned 5 February 2025
Helen Watkiss		Appointed 9 March 2024

**Charity number** 1203322 Registered in England and Wales

<b>Registered and principal address</b>	<b>Bankers</b>
28 Belgravia Road	Santander UK
St Johns	Bridle Road
Wakefield	Bootle
WF1 3JP	Mersyside
	L30 4GB

#### 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 year ended 31 December 2024**

### **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**

Numbers attending Memory Action Group (MAG) twice weekly drop in sessions are increasing exponentially. MAG is well known in the area and receives referrals from many organisations including NHS, Alzheimer's Society, Age UK, Carers Wakefield. MAG now offers a monthly Singalong session, Chair exercises session and a Music and Movement Session.

During the year we enjoyed three barge trips, day trips to York, Pickering, Whitby Steam Train with North Yorkshire Moors Railway and afternoon tea at Blackpool Tower Ballroom. We worked with Actual Size Theatre Company on their play 'Memory Palace, I am still here' about living with dementia.

Three crafting sessions were held with Recovery College, four get set goal sessions were held with nursing students from Huddersfield University including health checks, e.g. blood pressure and heart rate with talks covering exercise, sleep and anxiety etc.

Sessions were held with members from the Hepworth gallery, a music and movement session held with Hoot Creative and Spectrum People with two musicians and dancers from the Netherlands. MAG was chosen as the Wakefield Mayor's Charity, also the charity of the club captains and Lady captains at Waterton Park and Wakefield golf clubs. The Christmas party was attended by over 90 people.

Visitors at the centre included Wakefield Wheelchair Services; Open Country; Continence Team, Simon Lightwood MP; National Mining Museum; Live Well Wakefield; Health Watch Wakefield; MHA Communities; and representatives from Wakefield MDC Adult Wellbeing Programme. We carried out a survey with attendees which gave ideas for improvements and also highlighted what's going well. Larger premises are being sought to allow us to provide much more for more people.

#### **Financial review**

The net receipts for the year were £35,364, including net receipts of £31,002 on unrestricted funds and net receipts of £4,362 on restricted funds.

#### **Reserves policy**

The charity's free reserves, at the year end were £86,416.

The charity have agreed to keep at least 6 months reserves which is a minimum of £3,696, with view to amend in the future if required.

Approved by the board of trustees on 02/04/2025

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 year ended 31 December 2024, 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

07/04/2025

### **West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Memory Action Group**  
**Receipts and payments account**  
**for the year ended 31 December 2024**

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
<b>Receipts</b>					
Grants and donations	(2)	25,276	9,932	35,208	11,744
Events and activities		1,502	-	1,502	719
Market income		17,226	-	17,226	12,385
Transfer on incorporation		-	-	-	40,244
<b>Total receipts</b>		<u>44,004</u>	<u>9,932</u>	<u>53,936</u>	<u>65,092</u>
<b>Payments</b>					
Rent and storage costs		4,691	2,400	7,091	2,874
Equipment		2,148	-	2,148	48
Insurance		179	-	179	129
Events and activity costs		4,489	3,170	7,659	4,276
Donations		85	-	85	200
Refreshments and sundries		345	-	345	155
Printing, postage and stationery		340	-	340	130
Books and publications		63	-	63	197
Administration costs		134	-	134	19
Independent examination		528	-	528	-
<b>Total payments</b>		<u>13,002</u>	<u>5,570</u>	<u>18,572</u>	<u>8,028</u>
<b>Net receipts / (payments)</b>		<u>31,002</u>	<u>4,362</u>	<u>35,364</u>	<u>57,064</u>
<b>Fund balances brought forward</b>		<u>55,414</u>	<u>1,650</u>	<u>57,064</u>	<u>-</u>
<b>Fund balances carried forward</b>	(3)	<u>86,416</u>	<u>6,012</u>	<u>92,428</u>	<u>57,064</u>

**Memory Action Group**  
**Statement of assets and liabilities**  
**as at 31 December 2024**

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Cash funds</b>				
Cash at bank	86,406	6,012	92,418	57,033
Cash in hand	10	-	10	31
<b>Total cash funds</b>	<u>86,416</u>	<u>6,012</u>	<u>92,428</u>	<u>57,064</u>

**Debtors and prepayments**

	2024
	£
Prepayments	<u>149</u>
	<u>149</u>

**Liabilities**

	2024
	£
Accruals	<u>528</u>
	<u>528</u>

The financial statements were approved by the board of trustees on 02/04/2025

Janet Archbold (Trustee)

# **Memory Action Group**

## **Notes to the accounts**

### **for the year ended 31 December 2024**

#### **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 year ended 31 December 2024**

2 Grants and donations	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Sport England	-	2,040	2,040	-
Wakefield District Housing	-	1,750	1,750	-
Windmill Community Transport	-	6,142	6,142	-
NOVA Wakefield	-	-	-	3,960
Donations from organisations	10,619	-	10,619	2,625
Drop in donations	4,149	-	4,149	2,613
Other donations	10,508	-	10,508	2,546
	<u>25,276</u>	<u>9,932</u>	<u>35,208</u>	<u>11,744</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
NOVA Wakefield	1,650	-	1,650	-	-
Windmill Community Transport	-	2,000	2,000	-	-
Sport England	-	2,040	1,170	-	870
WDH Community Grant	-	1,750	-	-	1,750
NOVA Wakefield - Activites	-	4,142	750	-	3,392
	<u>1,650</u>	<u>9,932</u>	<u>5,570</u>	<u>-</u>	<u>6,012</u>

**Fund name**

**Purpose of restriction**

NOVA Wakefield

Towards the costs of room hire for the drop in centre.

Windmill Community Transport

To provide coach hire for three day trips during the year.

Sport England

Towards the costs of monthly Chair Exercises, and Music & Movement sessions plus four 'Get Set Goal' sessions with University of Huddersfield.

WDH Community Grant

To purchase stacking chairs for the drop in centre.

NOVA Wakefield - Activites

Towards the costs of providing support to individuals living with memory loss, and their carers / families including providing singing, movement to music and drop in sessions.

**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.