

APPENDIX 1

OSCr

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	1	August	2023		31	July	2024

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

Edinburgh Forget-Me-Not Garden

SC045756

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document

Constitution (using EVOC template for SCIOs)

Trustee recruitment and appointment

As set out in the charity's constitution, any person who subscribes to the purposes of the charity and wishes to see them fulfilled may apply to become a trustee. Any such applications are considered by the next meeting of the Board of trustees.

Objectives and activities

Charitable purposes

The provision and organisation of recreational activities with the object of improving the conditions of life for those individuals, and their families, who are affected by memory impairment.
The advancement of health and wellbeing of those individuals with memory impairment through the provision of gardening activities and information and guidance support.

Summary of the main activities in relation to these objects

The Charity has developed a garden at Lauriston Castle, Edinburgh for those with memory impairment and their carers.

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Achievements and performance

Summary of the main achievements of the charity during the financial period

For some years the Trust held a lease in respect of the gatekeeper's lodge and garden on the Lauriston Castle estate from Edinburgh City Council. This enabled the trust to develop the garden for those with memory impairment. The garden was opened by the Lord Provost of Edinburgh in September 2022.

However, it became plain that the Trust did not have the substantial financial resources needed for restoration of the lodge, as had been hoped. Following discussions between the Trust, Edinburgh City Council and Alzheimer Scotland, it was agreed by all parties that Alzheimer Scotland would undertake the restoration of the lodge, which, in tandem with the garden, would become a resource centre for those with dementia, their carers and families.

Accordingly, the Trust surrendered its lease in March 2024 in favour of Alzheimer Scotland who are undertaking the necessary building work. The Trust is now seeking to wind up its affairs and an application is to be made to OSCR accordingly.

Financial review

Brief statement of the charity's policy on reserves

At the present time there is no requirement for specific reserves. Should the need arise then our policy would be to create specific reserves to cater for future obligations.

Details of any deficit

None

Donated facilities and services (if any)

All of the charity's income to date is derived from donations, from organisations and individuals.

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Other optional information

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (e.g. Chair)

Date

CHAIR

SECRETARY

5th September 2024

5 Sept 2024

APPENDIX 3



Report to the trustees/members of

Registered charity number

On the accounts of the charity for the period

Set out on pages

Respective responsibilities of trustees and examiner

Basis of independent examiner's statement

Independent examiner's statement

Signed:
Name:

Relevant professional qualification(s) or body (if any):

Address:

Independent examiner's report on the accounts

v2

Charity name

Edinburgh Forget-Me-Not Garden

SC045756

Period start date

Day

Month

Year

1

August

2023

To

Period end date

Day

Month

Year

31

July

2024

One

(remember to include the page numbers of additional sheets)

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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, I do not express an audit opinion on the accounts.

In the course of my examination, no matter has come to my attention ~~other than that disclosed on the attached page*~~

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

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.

Date:

18/08/2024

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

Edinburgh Forget-me-not Garden

Accounts for year ending 31st July 2024

Income and Expenditure Account
From 1/08/2023 To 31/07/2024

	<u>2024</u>	<u>2023</u>
	£	£
INCOME		
Just Giving Donations		
Post Code Lottery	64	517
General Donations	148	144
	210	7,910
Total	<u>422</u>	<u>8,571</u>
Expenditure		
Garden Capital Costs		
General Garden Costs / Well Being Group	2710	9288
Spruce Garden Maintenance	380	364
Insurance	1040	1082
Miscellaneous	100	552
		440
Total	<u>4230</u>	<u>11,726</u>
Surplus/Deficit	<u>-3808</u>	<u>-3,155</u>

BALANCE SHEET
AS AT 31 JULY 2024

FUNDS:

Balance at 31 July 2023
Surplus/(Deficit) for year
Balance at 31 July 2024

13,436	16,591
- 3,808	- 3,155
<u>9628</u>	<u>13,436</u>

REPRESENTED BY:

Cash
Cash at Bank
TOTAL

0	0
9628	13,436
<u>9628</u>	<u>13,436</u>

Date

18th August 2024

Secretary

5 September 2024