



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	12	2013	To	31	12	2014

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

1 Cedar Close	
Chard	
Somerset	
Postcode	TA20 1DB

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	Laura Corrick	Chair		
2	Matthew Corrick			
3	Kathryn Simpson			
4	Alison Turnbull	Secretary		
5	Helen Turnbull	Treasurer		

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
None	

Section A**Independent Examiner's Report****Report to the trustees/
members of**

Remembering Not to Forget

**On accounts for the
period ended**

31 December 2014

Charity no

N/A

Set out on pages

3-21

**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 statement**

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 matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 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: Daniel Stone**Date:** 1 October**Name:** Mr D P Stone ACA**Relevant professional
qualification(:**

ACA

Address:

2 Hangers Way, Dunster, Minehead, Somerset, TA24 6RT

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated association
Trustee selection methods (eg. appointed by, elected by)	Elected by the members

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The purposes of the charity are to:

- 1) Raise awareness of dementia and its effects
- 2) Raise money to support people impacted by dementia (patients, families and carers) and to fund research

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Trustees have had regard to the guidance issued by the Charity Commission on public benefit and remain satisfied that the purposes of the charity, and the way they have been undertaken, deliver public benefit.

The main activities undertaken during the year have been a series of fundraising challenges and events. The progress of these challenges has been communicated through regular newsletters and a website (www.rememberingnottoforget.org.uk) that have also profiled information about dementia in order to raise awareness of the issues for which funding is being sought. Trustees have also blogged to share their experiences of dementia to further raise awareness and create connections with others. Social media has been used to share these communications more widely.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Recipient charities were selected to receive funds by the Chair and Secretary, representing a cross section of activities in line with the purposes of Remembering Not to Forget, as outlined above. The list of recipient charities was subsequently approved by trustees.

The trustees would like to extend their thanks to everyone who took part in a challenge, joined an event or donated their money or time, including Dan Stone Accountancy for performing the independent examination of these accounts pro bono (donated services to the value of £500 have been recognised in the accounts).

Summary of the main achievements of the charity during the year

During the period of these accounts, Remembering Not to Forget trustees completed 10 challenges/events in 10 months with the target of raising £10,000 by 31 October 2014. In fact £12,502 (before gift aid) was raised by 31 October! The challenges/events completed were:

December – Tube Challenge

January – Swishing

February – Cold Swims (10 of them!)

March – Quiz

April – London to Paris cycle ride

May – 45 mile walk around Ten Tors on Dartmoor in 48 hours

June – Henley Classic 2.1km river swim and 5km Colour Run

July – Family Fun day

August – Mount Kilimanjaro climb and Coast to Coast walk (Hadrian's Wall) and cycle (100 miles across Devon in one day)

August – World record attempt: high 5s in a vertical wind tunnel in one minute

September – Bodium Triathlon

In addition, we had the amazing support of other crazy friends who joined in the fun.

In March, Heidi Lynes ran The Reading Half marathon and raised £135.

In May, Simon Grace cycled 300+ miles over 3 days in the Tour of Wessex and raised £300.

In September, Eileen Clark raised £70 by running a competition to guess the weight of a pumpkin.

We were also very touched to be selected as the charity recipient at the funeral of the grandmother of one of our trustees, receiving a total of £350.

And then to keep things going after the trustee team finished their challenges, Phil Crisp raised over £2,000 by undergoing a full body wax...the actual waxing took place on 3 January, but much of the money came in from kind supporters before 31 December.

In total we raised an amazing £17,218 (including gift aid and donated services) in the period to 31 December 2014. The trustees would like to extend their thanks to everyone who took part in a challenge, joined an event or donated through the year. An amazing result for year one.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity has no fixed overheads or running costs. All income is granted on to other organisations and everyone involved gives their time for free. Therefore, the trustees do not feel it is necessary to hold reserves. This will be kept under review as the charity develops.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Expenditure has supported the key objectives of the charity through grants to organisations operating at a national and local (Somerset and the South West) level which raise awareness of dementia and its effects, support people impacted by dementia (patients, families and carers) and carry out research.

Section F

Other optional information

N/a

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	A Turnbull	H Turnbull
Full name(s)	Alison Turnbull	Helen Turnbull
Position (eg Secretary, Chair, etc)	Secretary	Treasurer
Date	1 October 2015	



Remembering Not to Forget		Charity No (if any)		CC39a
Annual accounts for the period				
Period start date	1.12.13	To	Period end date 31.12.14	

Section A Statement of financial activities

Descriptions by natural category	Note	Restricted			Total this year £	Total last year £
		Unrestricted funds £	income funds £	Endowment funds £		
		F01	F02	F03	F04	F05
Incoming resources (Note 3)						
Donations, legacies and Grants		15,386	-	-	15,386	-
Gift Aid		1,832	-	-	1,832	
Total incoming resources	S01	17,218	-	-	17,218	-
Resources expended (Notes 4-7)						
Donations and Grants		11,096	-	-	11,096	-
Cost of fundraising		1,963	-	-	1,963	-
Governance costs		500	-	-	500	-
Total resources expended	S02	13,559	-	-	13,559	-
Net incoming/(outgoing) resources before transfers	S03	3,659	-	-	3,659	-
Gross transfers between funds	S04	-	-	-	-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)	S05	3,659	-	-	3,659	-
Other recognised gains/(losses)						
Gains and losses on revaluation of fixed assets for the charity's own use	S06	-	-	-	-	-
Gains and losses on investment assets	S07	-	-	-	-	-
Net movement in funds	S08	3,659	-	-	3,659	-
Total funds brought forward	S09	-	-	-	-	-
Total funds carried forward	S10	3,659	-	-	3,659	-

Section B Balance sheet

		Note	Total this year £ F01	Total last year £ F02
Fixed assets				
Tangible assets	(Note 8)	B01	-	-
		B02	-	-
Investments	(Note 9)	B03	-	-
	<i>Total fixed assets</i>	B04	-	-
Current assets				
Stock and work in progress		B05	-	-
Debtors	(Note 10)	B06	1,832	-
(Short term) investments		B07	-	-
Cash at bank and in hand		B08	14,573	-
	<i>Total current assets</i>	B09	16,405	-
Creditors: amounts falling due within one year	(Note 11)	B10	12,746	-
	<i>Net current assets/(liabilities)</i>	B11	3,659	-
	<i>Total assets less current liabilities</i>	B12	3,659	-
Creditors: amounts falling due after one year	(Note 11)	B13	-	-
Provisions for liabilities and charges		B14	-	-
	<i>Net assets</i>	B15	3,659	-
Funds of the Charity				
Unrestricted funds		B16	3,659	-
Designated funds		B17	-	-
Total unrestricted funds			3,659	-
Restricted income funds (Note 12)		B18	-	-
Endowment funds (Note 12)		B19	-	-
	<i>Total funds</i>	B20	3,659	-

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

Signature	Date of approval
A Turnbull	01-Oct-15
H Turnbull	01-Oct-15

Note 1 Basis of preparation

This section should be completed by all charities .

1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with* Accounting Standards;
- or Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years.

Note 2 Accounting policies

This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.

INCOMING RESOURCES

Recognition of incoming resources	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> the charity becomes entitled to the resources; the trustees are virtually certain they will receive the resources; and the monetary value can be measured with sufficient reliability.
Incoming resources with related expenditure	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
Grants and donations	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
Tax reclaims on donations and gifts	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
Contractual income and performance related grants	This is only included in the SoFA once the related goods or services have been delivered.
Gifts in kind	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
Donated services and facilities	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
Investment income	This is included in the accounts when receivable.
Investment gains and losses	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES

Liability recognition	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
Grants payable without performance conditions	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

ASSETS

Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
Investments	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
Stocks and work in progress	These are valued at the lower of cost or market value.

**POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM THOSE
ABOVE**

None

Note 3 Analysis of incoming resources

Analysis	Unrestricted £	restricted £	This year £	Last year £
Individual donations	14,886	0	14,886	-
Gift aid	1,832	0	1,832	-
Donated services (Independent Examination of accounts)	500	0	500	-
			-	-
Total			17,218	-

Section C**Notes to the accounts****(cont)****Note 4 Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

Analysis	Unrestricted £	restricted £	This year £	Last year £
Donations and grants:			-	-
Alzheimer's Society	3,751	-	3,751	-
Brace	3,751	-	3,751	-
Reminiscence Learning	1,250	-	1,250	-
Dementia UK	625	-	625	-
Alzheimer's Research	625	-	625	-
Playlist for life	625	-	625	-
Memory Café Taunton	469	-	469	-
Total	11,096	-	11,096	-
Costs of Fundraising:			-	-
Contribution to costs of Mount Kilimanjaro challenge (payable to Brace)	1,650	-	1,650	-
Paypal charges	313	-	313	-
Total	1,963	-	1,963	-

Note 5 Details of certain items of expenditure**5.1 Trustee expenses**

Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).

	This year	Last year
Number of trustees who were paid expenses	None	None
Nature of the expenses		
Total amount paid	£nil	£nil

5.2 Fees for examination or audit of the accounts

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).

	This year £	Last year £
Independent examiner's or auditors' fees for reporting on the accounts (pro bono)	500	Nil
Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor	Nil	Nil

Section C **Notes to the accounts** **(cont)**

Note 6 **Paid employees**
Please complete this note if the charity has any employees.

6.1 Staff Costs

	This year £	Last year £
Gross wages, salaries and benefits in kind	-	-
Employer's National Insurance costs	-	-
Pension costs	-	-
Total staff costs	-	-

6.2 Average number of full-time equivalent employees in the year

	This year Number	Last year Number
The parts of the charity in which the employees work	-	-
	-	-
	-	-
Total	-	-

6.3 Defined contribution pension scheme

Please complete if a defined contribution pension scheme is operated.

Brief details of the scheme

	This year £	Last year £
The costs of the scheme to the charity for the year		
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		

Note7 Grantmaking

Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.

7.1 Total value of grants

Purpose for which grants made	Grants to institutions	Grants to individuals
	Total amount	Total amount
	£	£
Grants to support people impacted by dementia	11,096	-
	-	-
Total	11,096	-

7.2 Grants made to institutions

If the charity has made grants to particular institutions that are material in the context of its grantmaking please give details of the institution supported, purpose of the grant and total paid to each institution listed. Sufficient information should be given to provide a reasonable understanding of the range of institutions supported.

Names of institutions	Purpose	Total amount of grants paid £
Alzheimer's Society	Supporting campaigning and research work at national level, providing direct services in Somerset & Dorset e.g. Memory cafes. 14% of all donations goes into general funds.	3,751
Brace	Supporting dementia research at universities in the West of England and Cardiff.	3,751
Reminiscence Learning	Supporting Somerset-based charity providing training for dementia care to individuals and professionals. The majority of the funds will be used to support the launch of their award winning intergenerational dementia awareness community project in a new location.	1,250
Dementia UK	Providing a specialist nurse to offer practical and emotional support to thirty one families affected by dementia.	625
Alzheimer's Research	Supporting work to find preventions, causes, treatments and cures for dementia.	625
Playlist for life	Developing and training volunteers to support the use of personally meaningful music in the care and treatment of people with dementia.	625
Memory Café Taunton (run by the local Alzheimer's Society branch)	Purchasing items for activities at a fortnightly support group: art supplies, Wii fit and projector, musical hand bells.	469
		-
		-
Total grants to institutions		11,096

Note8 Tangible fixed assets*Please complete this note if the charity has any tangible fixed assets***8.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Balance brought forward	-	-	-	-	-	-
Additions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	-	-	-	-	-	-

8.2 Accumulated depreciation and impairment provisions

**Basis	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB
** Rate					

Balance brought forward	-	-	-	-	-	-
Depreciation charge for year	-	-	-	-	-	-
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	-	-	-	-

8.3 Net book value

Brought forward	-	-	-	-	-	-
Carried forward	-	-	-	-	-	-

8.4 Revaluation*If any fixed assets have been revalued please give details of the valuer and method of valuation*

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* The "transfers" row is for movements between fixed asset categories.

** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

Note 9 Investment assets

Please complete this note if the charity has any investment assets.

9.1 Fixed assets investments

	£
Carrying (market) value at beginning of year	-
Add: additions to investments at cost	-
Less: disposals at carrying value	-
Add/(deduct): net gain/(loss) on revaluation	-
Carrying (market) value at end of year	-

Please provide below:

9.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.

9.3 A breakdown of the income from investments agreeing with SOFA.

Analysis of investments

	9.2 Market value at year end £	9.3 Income from investments for the year £
Investment properties	-	-
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	-	-
Investments in subsidiary or connected undertakings and companies	-	-
Securities not listed on a recognised Stock Exchange	-	-
Cash held as part of the investment portfolio	-	-
Other investments	-	-
Total	-	-

9.4 Material investment holdings

If any investments are material in terms of their value (for example each represents more than 5 per cent of the value of the charity's total investments) please provide details.

Investment held	Market value at year end £
	-
	-
	-
	-
Total	-

Section C **Notes to the accounts** **(cont)**

Note 10 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

Analysis of debtors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Prepayments and accrued income	1,832	-	-	-
Total	1,832	-	-	-

Note 11 Creditors and accruals

Please complete this note if the charity has any creditors or accruals.

11.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	12,746	-	-	-
Accruals and deferred income	-	-	-	-
Total	12,746	-	-	-

11.2 Security over assets

If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.

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Note 13 Transactions with related parties

If the charity has any transactions with related parties (other than the trustee expenses explained in note 5) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.

13.1 Remuneration and benefits

Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.

Name of trustee or related party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £
NONE		0	0

13.2 Loans

Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.

	Name of trustee or related party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties	NONE		0	0
Due from trustees and related parties	NONE		0	0

13.3 Other transaction(s) with trustees or related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £
NONE			0	0

Note 14**Additional Disclosures**

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

In Remembering Not to Forget's inaugural year, the team set out to complete 10 challenges in 10 months to raise £10,000. The 10 months ended on 31 October 2014, on which date fundraising income stood at £12,502. As communicated to supporters, this was allocated to pre-selected organisations in the following proportions:

Alzheimer's Society 30%
Brace 30%
Reminiscence Learning 10%
Dementia UK 5%
Alzheimer's Research 5%
Playlist for life 5%
Local 15%

The national organisations were notified of their awards prior to 31 December 2014. Of the local allocation only £469 to the Memory Café Taunton had been awarded by 31 December 2014. Discussions were ongoing with the other local organisations to whom funding will be distributed during 2015.

Income from November and December, including gift aid thereon, will be granted in 2015 together with future fundraising totals.

Gift aid income has been put towards the costs of fundraising, covering in full the £1,650 contribution to the Mount Kilimanjaro challenge.