



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	01	01	2015	<b>To</b>	31	12	2015

## Section A Reference and administration details

Charity name

Remembering Not to Forget

Other names charity is known by

RNF

Registered charity number (if any)

1166415

Charity's principal address

79 Edwina Drive

Poole

Dorset

Postcode

BH17 7JG

### 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 Lombard (née Corrick)	Chair		
2	Matthew Corrick			
3	Kathryn Simpson			
4	Alison Turnbull	Secretary		
5	Helen Wright (née 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 2015

**Charity no**

1166415

**Set out on pages**

3-8

**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:** 22 December 2016**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 charitable objects of Remembering Not to Forget (updated April 2016) are:

1. To relieve the needs and promote and protect the good health of people living with dementia, their carers and families in such ways as the trustees may think fit.
2. To protect and promote the health of the public in particular by the funding of research into the nature, causes, diagnosis, prevention, treatment and care of all forms of dementia.

### 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. Remembering Not to Forget began the process of applying to be a registered charity at the end of 2015, we received confirmation from the Charity Commission of our registered status in April 2016.

The main activities undertaken during the year have been a series of fundraising challenges and events. The trustees were fortunate to be approached by fundraisers who offered to take on physical challenges to raise funds for the charity. This represented the majority of the income for 2015, although the trustees also took on fundraising challenges. The progress of these challenges has been communicated through regular newsletters and a website ([www.rememberingnottoforget.org.uk](http://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.

Grants are made to organisations for activities in line with our charitable objects, outlined above. Grants reflect priority areas for the organisation such as supporting younger people living with dementia and family members fulfilling carer roles. Further information about our grant making can be found on our website.

As outlined below, the majority of the fundraising was undertaken by volunteers this year. 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.

**Summary of the main achievements of the charity during the year**

During the period of these accounts, Remembering Not to Forget raised £8,622 (before gift aid of £1,832 that was received on prior year donations).

The sponsored challenges completed were:

January

- Phil Crisp had all of his body hair waxed (this was referred to in the 2014 accounts; the actual waxing took place on 3 January, but much of the money came in from kind supporters before 31 December 2014)

April

- Jo Evans ran the London Marathon.
- Trustees Alison Turnbull and Laura Lombard (plus husband Jon Lombard) completed a sky dive.

May

- Fiona O'Driscoll took part in the Chiltern 100 cycle challenge.

November

- Trustee Helen Wright ran the Brighton 10km race.

Payments made in 2015 reflect the grant making and other activity communicated in the 2014 accounts together with additional local grants from 2014 fundraising that were approved by trustees in 2015. Grant payments of £12,502 (representing the fundraising total at the end of RNF's inaugural 10 months of challenges) break down as follows:

Alzheimer's Society: £3,751 (30%)  
 Brace: £3,751 (30%)  
 Reminiscence Learning: £1,250 (10%)  
 Dementia UK: £625 (5%)  
 Alzheimer's Research: £625 (5%)  
 Playlist for life: £625 (5%)  
 The Acorn Suite at Oaklodge Care Centre Chard; £938 (7.5%)  
 Memory Café Taunton: £469 (3.75%)  
 Braemar House Day Care Centre Taunton: £469 (3.75%)

In early 2016 the trustees approved grants totalling £10,000 (representing the balance of funds raised in 2014, and money raised in 2015) to the following organisations in the listed proportions:

Alzheimer's Society: £3,000 (30%)  
 Brace: £3,000 (30%)  
 Dementia UK: £500 (5%)  
 Young Dementia UK: £1,000 (10%)  
 Carer's Trust: £1,000 (10%)  
 Innovations in Dementia/ Dementia Engagement & Empowerment Project (DEEP): £500 (5%)  
 Local donations: £1,000 (10%) *Taunton & Somerset NHS Foundation Trust – Dementia Team: £500 (5%) + Chard TBC: £500 (5%)*

Discussions with the planned recipient organisation of this final 5% will be finalised soon and the all the awards made by the end of 2016.

## Section D Achievements and performance

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## 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 charitable 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

<b>Signature(s)</b>	A Turnbull	HMT Wright
<b>Full name(s)</b>	Alison Turnbull	Helen Wright
<b>Position (eg Secretary, Chair, etc)</b>	Secretary	Treasurer
<b>Date</b>	22 December 2016	



Remembering Not to Forget	1166415
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## Receipts and payments accounts

For the period from	01/01/2015	To	31/12/2015
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### 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 including gift aid	10,454	-	-	10,454	14,886
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>10,454</b>	<b>-</b>	<b>-</b>	<b>10,454</b>	<b>14,886</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>10,454</b>	<b>-</b>	<b>-</b>	<b>10,454</b>	<b>14,886</b>
<b>A3 Payments</b>					
Grants and donations paid	12,502	-	-	12,502	-
Cost of fundraising events (Kilimanjaro)	1,650	-	-	1,650	-
Bank interest and charges (Paypal)	228	-	-	228	313
	-	-	-	-	-
<b>Sub total</b>	<b>14,380</b>	<b>-</b>	<b>-</b>	<b>14,380</b>	<b>313</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>14,380</b>	<b>-</b>	<b>-</b>	<b>14,380</b>	<b>313</b>
<b>Net of receipts/(payments)</b>	<b>- 3,926</b>	<b>-</b>	<b>-</b>	<b>- 3,926</b>	<b>14,573</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>14,573</b>	<b>-</b>	<b>-</b>	<b>14,573</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>10,647</b>	<b>-</b>	<b>-</b>	<b>10,647</b>	<b>14,573</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 £
<b>B1 Cash funds</b>	Bank	10,611	-	-
	Paypal	36	-	-
		-	-	-
	<b>Total cash funds</b>	<b>10,647</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	Details		-	-
			-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Details		-	-
			-	-
			-	-
			-	-
		Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Details	Unrestricted	10,000	2016
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	HMT Wright	HMT WRIGHT	22/12/2016	
	A Turnbull	A TURNBULL	22/12/2016	