



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	01	01	2017	<b>To</b>	31	12	2017

## 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

**Address**

8 Bramble Drive  
 Bridport  
 Somerset  
**Postcode** DT6 4SN

### 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 2017

**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:****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)	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 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.

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.

Our grant making directly supports the delivery of our objects. Detail of the work that we have funded is included in the 'Achievements and Performance' section.

### 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)

Dementia Awareness Week (14<sup>th</sup> – 20<sup>th</sup> May) was marked by a series of posts on social media. In addition, trustees have 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.

The progress of the year-long Round the World challenge (whereby trustees and supporters aimed to travel the distance of the equator (24,902 miles or 40,076 km) through self-powered travel (e.g. running, swimming or cycling)) was communicated through regular newsletters and via the website ([www.rememberingnottoforget.org.uk](http://www.rememberingnottoforget.org.uk)) that also profiled information about dementia in order to raise awareness of the issues for which funding is being sought. In addition to being a fundraising vehicle, research shows that regular exercise can reduce the risk of dementia so by encouraging people to be more active we hope that we can help people reduce their risk of developing dementia in later life.

## 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 research and supporting younger people living with dementia. Subject to identifying appropriate recipients, and with consideration given to future fundraising pipeline, Trustees typically aim to allocate funding by the end of the year following that in which it was raised, e.g. all funds raised prior to 31 December 2016 have been granted out by 31 December 2017. Further information about our grant making can be found on our website.

As outlined below, we were again fortunate to have a number of volunteers fundraising for Remembering Not to Forget as part of the 'Round the World' challenge, in addition to fundraising led by trustees. The trustees would like to extend their thanks to everyone who took part in a challenge, joined an event or donated their distances, 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 £27,715.

Fundraising in 2017 was themed around the 'Round the World' challenge. Over 70 people contributed kilometres, the majority of whom had not been engaged with the charity previously. In total, three laps of the equator were completed, surpassing our expectations.

The challenge was designed to offer options for individuals to take on their own sponsored event to raise funds, or simply to contribute distances to the total. Funds were raised through events (a supper club and a guided walk around London) and through sponsored challenges.

The sponsored challenges completed/ fundraising events held were:

**April**

- Jenny Groom organised a supper club on the theme 'Memory Lane'.

**May**

- Michelle Beazley and Alastair Douglas took part in the 'London Revolution' cycling event.

**June**

- A guided walk was held in London.
- Pamela and Michael Wright undertook a 150 mile walking challenge.

**July/ August**

- Co-founders Ali Turnbull and Laura Lombard, together with Laura's husband Jon, completed the 1,000 miles Lands End to John O' Groats bike ride.

**August**

- Trustee Kate Simpson completed the Henley marathon 14km swim.

**September**

- Donations were received in memory of Bridget Turnbull.

**October**

- Kate Little ran Birmingham half marathon.

Georgina McMasters completed 10 marathons in 10 countries across 2017.

The trustees were very grateful that Sackers Law Firm chose to continue their support, selecting Remembering Not to Forget as their main charity of the year for 2017. They challenged their staff to travel the distance from London to Berlin, holding a wine tasting event and awards evening to celebrate the achievements of staff in collecting distances to add to the 'Round the World' total.

The following grants totalling £7,270 were approved by Trustees and paid out during 2017. These grants completed the allocation of funds raised in 2016, together with a small amount of 2017 income (£313) in order to meet the full cost of chosen projects for Playlist for Life and Thrive.

**Alzheimer's Research UK: £2,000**

Alzheimer's Research UK aims to defeat dementia. Their scientists have been behind some of the biggest breakthroughs in dementia research, and their pioneering work is bringing us closer to a future without dementia. They have also brought dementia research into the spotlight, campaigning for more funding and helping to put the condition at the top of the UK's health agenda, as well as attracting attention worldwide.

Our donation contributed to a research project at the University of Southampton investigating the abnormal build-up of amyloid beta and tau protein in the brains of people with Alzheimer's disease, and how this damages brain connections. The project is ongoing, but in the long term it will help us understand how the disease starts in human brain cells so that therapies can be developed to prevent or stop memory loss in Alzheimer's.

If you would like to read more about this project you can contact [Alzheimer's Research UK](#) and ask for more information about project reference ARUK-PPG2016A-8.

**Alzheimer's Society: £1,000**

The Alzheimer's Society is a national organisation providing information and local support services, research, training, campaigning and awareness raising. They believe passionately that life doesn't end when dementia begins and are there for anyone affected by dementia, including family, carers and friends. We supported the Alzheimer's Society with 2014 and 2015 funds, but with this donation we decided to focus on their campaigning work.

The Alzheimer's Society campaigning work strives to change communities, change policy, and change individuals' mindsets. Working with elected representatives, key decision makers and supporters the team aims to achieve the highest-level of public and political awareness and understanding of dementia in order to create meaningful and lasting improvements for everyone affected by this cruel condition.

We were inspired to support this area of work by their [Fix Dementia Care](#) campaign, investigating and finding policy solutions for the poor quality of dementia care in hospitals, care homes and care at home. We were invited by the Alzheimer's Society to contribute a blog to their website explaining more about why we chose to support this area of work, which you can read on our website.

**Young Dementia Network: £1,500.**

YoungDementia UK provides direct support to individuals with young onset dementia (35-65 yrs) and to their family members. This direct support enables people with dementia to live as well as possible and helps to keep family units together for as long as they can. They also increasingly campaign at a national level to improve services for people with dementia. We supported Young Dementia UK with 2015 funds, and were keen to support the development of the recently formed Young Dementia Network; the community of people living with young onset dementia, families affected by young onset dementia and professionals

supporting them.

£1,132 of our donation was used to cover the costs of a stand and speaking slot at the [Alzheimer's Show](#) in London in June 2017 to raise the profile of YoungDementia UK as well as of the Young Dementia Network. The event was attended by 1,670 visitors over two days. 52% of these were professionals working in the field of dementia and 48% were members of the public, many of who will be people with or affected by dementia. 87 new members of the Young Dementia Network were signed up at the event, and countless other important connections were made. The balance of the grant (£368) was used to support the costs of producing Young Dementia Network material for families and clinicians in specialist diagnostic clinics across the country. There are around 200 of these clinics, where people are generally first diagnosed with young onset dementia. We know from our own experiences how daunting such a diagnosis can be, so we were really pleased to be able to support this work.

#### **Playlist for Life: £1,270**

Playlist for Life supports people with dementia, their families and carers to use personally meaningful music to make life easier and happier. Research shows that such music can help to manage mood and emotions, promote well-being, prompt memories and abilities thought lost, and reconnect and strengthen relationships. Using music that is personal to the individual, the intervention can be scheduled and tailored to be used as when they need it. Its person-centred approach enables a strong connection between the person and the caregiver.

We supported Playlist for Life's volunteer scheme with 2014 funds, and have witnessed ourselves the power of music to reach someone living with dementia. This time our funds were used to deliver certified training at Yeovil District Hospital's Older Adult Ward for fourteen people (health and care staff as well as volunteers from the local community). Attendees reported that the training was engaging, informative, and reinforced their understanding and confidence in using Playlist for Life methodology to promote the wellbeing of people living with dementia, and to support the families of people living with dementia. Playlist for Life plan to build on the success of this project to extend the use of personal playlists amongst the people of Yeovil and the South West. The challenges and benefits identified during the work at Yeovil District Hospital will also feed into the development of Playlist for Life's growth strategy for the next three years.

#### **Thrive: £1,500**

Thrive use gardening to bring about positive changes in the lives of people whose lives have been touched by disability, providing programmes of social and therapeutic horticulture directly and offering training and consultancy to other health, social care and educational organisations. In 2008, Thrive carried out a [study into the benefits of horticultural therapy](#) for people with young onset dementia, and they also run training and projects to promote gardening activities for people living with dementia, their families and carers.

Our funding was used to deliver a 2-day specialist training course in using gardens and gardening to support people with dementia. A total of 16 people attended the course; 15 were either activity coordinators or gardeners within a care home setting in either Devon, Somerset, Dorset, or Cornwall. One person came from a community interest company in

Devon that ran gardening clubs in care home settings. As well as conveying new knowledge and skills to the participants, the training provided a framework to enable people with dementia to have greater advocacy and choice in relation to the outdoors and nature-based activities. In addition, we hope that it will impact the culture of care within each of the participants' settings with outdoor space being better utilised and made increasingly 'dementia-friendly' over time.



## 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.

We were fortunate to obtain a 2018 London Marathon charity place in the 2017 ballot and are very grateful to one of our supporters for donating the funds to cover the associated costs (£396). We also spent £40 to obtain a raffle license, the raffle being run in 2018.

## 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

**Date** 23/10/18



## Receipts and payments accounts

CC16a

For the period  
from

01-Jan-17

To

31-Dec-17

### 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	27,715	-	-	27,715	11,931
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>27,715</b>	<b>-</b>	<b>-</b>	<b>27,715</b>	<b>11,931</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>27,715</b>	<b>-</b>	<b>-</b>	<b>27,715</b>	<b>11,931</b>
<b>A3 Payments</b>					
Grants and donations paid	7,270	-	-	7,270	15,575
Paypal and MyDonate fees	104	-	-	104	46
Fundraising costs	436	-	-	436	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>7,810</b>	<b>-</b>	<b>-</b>	<b>7,810</b>	<b>15,621</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>7,810</b>	<b>-</b>	<b>-</b>	<b>7,810</b>	<b>15,621</b>
<b>Net of receipts/(payments)</b>	<b>19,904</b>	<b>-</b>	<b>-</b>	<b>19,904</b>	<b>- 3,690</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	6,957	-	-	6,957	10,647
<b>Cash funds this year end</b>	<b>26,861</b>	<b>-</b>	<b>-</b>	<b>26,861</b>	<b>6,957</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	26,228	-	-
	BT MyDonate	633	-	-
		-	-	-
	<b>Total cash funds</b>	<b>26,861</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	HMT Wright	HELEN MT WRIGHT	
	AC Turnbull	ALISON C TURNBULL	