

TIBBS DEMENTIA FOUNDATION

**A company incorporated in England and Wales
Number 9442324**

Registered Charity number 1166596

FINANCIAL STATEMENTS AND REPORTS

FOR THE YEAR ENDED

31ST MARCH 2018

**Registered Office
19 Adelaide Square Bedford MK40 2RN**

**Administrative Office
5 Lansdowne Road Bedford MK40 2BY**

**Website
www.tibbsdementia.co.uk**



TIBBS DEMENTIA FOUNDATION
TRUSTEES (DIRECTORS) REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2018

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TIBBS DEMENTIA FOUNDATION TRUSTEES (DIRECTORS) REPORT

FOR THE YEAR ENDED 31st MARCH 2018

The Trustees (who are also Directors of the company for the purposes of Company Law) present their annual report with the financial statements for the year ended 31st March 2018. The financial statements comply with the requirements of the Companies Act 2006, the Charities Act 2011, the Memorandum and Articles of the company, Financial Reporting Standard 102 and follow the recommendations in Accounting and Reporting by Charities with the Financial Reporting Standard applicable to the UK (FRS 102 effective 1st January 2015).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Tibbs Dementia Foundation is a company limited by guarantee (company number 9442324) and was registered as a charity (charity number 1166596) on 18th April 2016. The governing instrument of the charitable company is the Memorandum and Articles of Association.

The membership has the legal responsibilities in the governance of the charity for electing the directors who are also the trustees. Its responsibilities also include : the admission and classification of members of the company/charity; agreeing procedures at general meetings and meetings of the directors/trustees; receiving the annual report and financial statements of the directors/trustees and appointing the independent examiner

Being a company limited by guarantee, there is also a board of directors who also act as trustees of the registered charity. The Directors and trustees of the Foundation during the year were:

Nick Wood (Chairman)
Christopher Ryan
Margaret Duggan
Neslyn Pearson (resigned 10 December 2017)
Harjinder Singh Gosal (appointed 12 December 2017)
Stephen Long (appointed 16 February 2018)

The trustees manage the business of the charity and are responsible for ensuring that the charity is solvent, well-run, and delivering the charitable outcomes for which it has been set up, ensuring the charity complies with charity law and with the requirements of the Charity Commission, that the charity does not breach any of the requirements of its governing document and that it remains true to the charitable purpose set out there, acting with integrity and avoiding any personal conflicts of interest or misuse of the charity's funds or assets, appoints and regulating the financial affairs of the charity. The trustees may enter into contracts, appoint and employ staff, determine staff remuneration and conditions of service. The trustees endeavour to consult the membership and to inform it of their decisions.

The trustees meet at least ten times a year. Time is given within trustees meetings to focus on their role and changes in legislation. When required formal training or advice from consultants is received.

TIBBS DEMENTIA FOUNDATION
TRUSTEES (DIRECTORS) REPORT
FOR THE YEAR ENDED 31st MARCH 2018 (continued)

OBJECTIVES AND ACTIVITIES (including Review of the year)

Tibbs Dementia Foundation has from the 1st April 2016 taken over responsibility for the projects previously provided by Tibbs Dementia Services CIC and has continued as its principal activity to develop these services to benefit people with dementia and their carers within the local Bedford community including:

“Music 4 Memory”, a creative musical space for carers and people with dementia drawing on the principles of music therapy and with opportunities for performance;

“Encompass Group” for family carers to explore some of the unique losses associated with dementia;

“Clear Voices” for those wishing to understand and talk about their diagnosis of dementia.

‘Cognitive Stimulation Therapy’ structured weekly sessions for people with mild – moderate dementia designed to stimulate different functions of the brain and allow participants space to practice skill as part of a social group.

“Activi-tea” a weekly group for all people with dementia or memory loss to participate in a wide range of stimulating activities.

“Challengers 4 Memory” regular sessions of a range of fun, sociable, physically stimulating activities, including canoeing, climbing, rowing, sailing, swimming, indoor bowls, and walking football.

1-2-1 counselling for carers of people with dementia

“Music 4 Memory at Home” providing one to one music therapy for people with dementia who are unable to access our other services.

“Support 4 Memory” a six week information course for those recently diagnosed or with substantive concern for their memory and their family and carers.

RISK REVIEW

The trustees regularly undertake a wide ranging appraisal in order to identify major risks to which the charity is exposed. Steps are taken with a view to mitigating these risks as far as is reasonably possible. Insurance, staff training and consciousness raising is regarded seriously and policies are in place and regularly reviewed to counter these risks.

The trustees are aware that continued financial stability of the charity relies on grant funding and service contracts together with donations from the local community. The trustees believe that the time frames for which its grant income is agreed is reasonably assured and that expenditure, linked to grants are also managed within similar time frames.

Tibbs Dementia Foundation is aware of the implications of the Disability Discrimination Act in all of its activities. Trustees and their staff have been made aware of, and are required to implement, data protection principles in line with GDPR.

TIBBS DEMENTIA FOUNDATION
TRUSTEES (DIRECTORS) REPORT
FOR THE YEAR ENDED 31st MARCH 2018 (continued)

PUBLIC BENEFIT

In compiling this report, the Trustees have given due regard to the public benefit guidance as issued by the Charity Commission. The trustees consider that the range of activities detailed above fulfill these requirements in that they benefit people with dementia and their carers throughout the geographical area in which the charity operates.

FINANCIAL REVIEW

The results for the year, as given in the Statement of Financial Activities, are considered satisfactory by the trustees.

RESERVES POLICY.

It is the policy of the trustees to ensure that the charity has adequate reserves to enable it to meet both its ongoing commitments in regard to general charitable activities, and its future funding requirements. The trustees ideally require as reserves a minimum of three months expenditure in order to meet any contractual and winding up costs. The trustees consider the current level of reserves, although below this limit, to be sufficient for the present situation and requirements of the charity particularly after taking into account the length of already agreed grants and funding agreements, but will continue to review the overall position and policy at regular intervals.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Tibbs Dementia Foundation for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the incoming resources and the application of those resources, including its income and expenditure for the period.

In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- observe the methods and principles in the Charities SORP 2015 (FRS102);
- state whether applicable UK Accounting Standards have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

TIBBS DEMENTIA FOUNDATION

TRUSTEES (DIRECTORS) REPORT

FOR THE YEAR ENDED 31st MARCH 2018 (continued)

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and the integrity of the corporate and financial information included on the company website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In so far as the Trustees are aware:

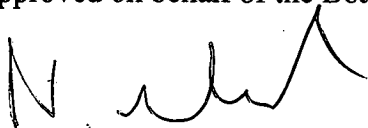
there is no relevant information which the company's independent examiners are unaware and the Trustees have taken all the steps that they ought to have taken in order to make themselves aware of any relevant information and to establish that the company's independent examiners are aware of the information.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

INDEPENDENT EXAMINERS

Andrew Upton FCCA of Collett Hulance 40, Kimbolton Road, Bedford MK40 2NR was appointed as Independent Examiner of the Company at an extraordinary general meeting and a resolution proposing his reappointment will be proposed at the next Annual General Meeting.

Approved on behalf of the Board of Directors/Trustees on *14 November 2018*



N Wood
Chairman of Trustees/Directors

**TIBBS DEMENTIA FOUNDATION
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF
TIBBS DEMENTIA FOUNDATION**

YEAR ENDED 31st MARCH 2018

I report on the accounts of the company for the year ended 31st March 2018.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Tibbs Dementia Foundation for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company and a comparison of the accounts presented with those records. It also include consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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.

**TIBBS DEMENTIA FOUNDATION
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF
TIBBS DEMENTIA FOUNDATION (continued)**

YEAR ENDED 31st MARCH 2018

INDEPENDENT EXAMINER'S STATEMENT

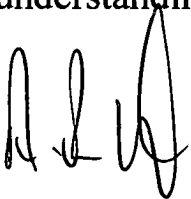
In connection with my examination no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006 and
- to prepare accounts which accord with the accounting records, comply with accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.



Andrew Upton FCCA
Independent Examiner
Collett Hulance LLP
40 Kimbolton Road
Bedford
Mk40 2NR

16.11.2018

TIBBS DEMENTIA FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account) FOR THE YEAR ENDED 31st MARCH 2018

	Notes	Unrestricted Funds	Restricted Funds	2018 Total Funds	2017 Total Funds
INCOME FROM					
Donations & Grants	2	168,544.46	334.15	168,878.61	140,576.89
Activities for Generating Funds	3	3,455.10	0.00	3,455.10	3,295.55
Charitable Activities	5	34,830.81	0.00	34,830.81	27,926.71
Investment Income	4	0.00	0.00	0.00	7.01
		-----	-----	-----	-----
TOTAL	£	206,830.37	334.15	207,164.52	171,806.16
		-----	-----	-----	-----
EXPENDITURE ON					
Raising Funds		310.44	0.00	310.44	0.00
Charitable Activities	6	182,810.90	371.50	183,182.40	155,871.56
Support Costs	8	6,923.94	0.00	6,923.94	4,048.88
		-----	-----	-----	-----
TOTAL	£	190,045.28	371.50	190,416.78	159,920.44
		-----	-----	-----	-----
NET INCOME		16,785.09	-37.35	16,747.74	11,885.72
Other gains		0.00	0.00	0.00	0.00
		-----	-----	-----	-----
NET MOVEMENT IN FUNDS £		16,785.09	-37.35	16,747.74	11,885.72
		-----	-----	-----	-----
RECONCILIATION OF FUNDS					
Funds brought forward		13,003.83	1,896.78	14,900.61	3,014.89
		-----	-----	-----	-----
TOTAL FUNDS					
CARRIED FORWARD £		29,788.92	1,859.43	31,648.35	14,900.61
		-----	-----	-----	-----

All the above activities represent ongoing activities.

All recognized gains and losses are reflected in the Statement of Financial Activities and therefore, no separate Statement of Total Recognized Gains and Losses is disclosed.

TIBBS DEMENTIA FOUNDATION

BALANCE SHEET as at 31st MARCH 2018

	£	2017 £
CURRENT ASSETS		
Stock of badges etc.	300.00	0.00
Debtors	2,500.00	0.00
Cash at Bank	58,989.31	50,932.77
Cash float	50.00	50.00
	----- 61,839.31	----- 50,982.77
Less: CURRENT LIABILITIES		
Sundry Creditors	14,365.96	14,393.16
Grants received in advance	15,825.00	21,689.00
	----- 30,190.96	----- 36,082.16
NET ASSETS	£ 31,648.35	£ 14,900.61
	-----	-----
REPRESENTED BY:		
Unrestricted Funds		
General Fund	29,788.92	13,003.83
Restricted Funds		
"Hear and Now" project	1,859.43	1,896.78
	-----	-----
	£ 31,648.35	£ 14,900.61
	-----	-----

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2018.

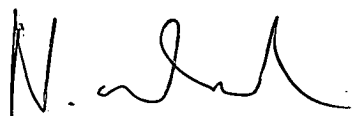
The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2018 in accordance with Section 476 of the Companies Act 2006.

The Directors/Trustees acknowledge their responsibilities for:

(a) ensuring that the company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements so far as is applicable to the company.

These financial statements were approved by the Board of Trustees on 14/6/18 on its behalf by .



TIBBS DEMENTIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2018

1. ACCOUNTING POLICIES

(a) Basis of preparation.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102) (effective 1st January 2015)

Tibbs Dementia Foundation meets the definition of a public benefit entity under FRS 102. assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

(b) Going Concern

After making enquires the Trustees have a reasonable expectation that the Charity has adequate resources to continue its activities for the foreseeable future. Accordingly they continue to adopt the going concern basis in preparing the financial statements as outlined in the Statement of Trustee's responsibilities on page 4.

(c) Grants receivable, donations and subscriptions

Grants receivable, donations and subscriptions are recognized in the period when the charity has entitlement to the funds, any performance conditions attached to the item of income has been met, it is probable that the income will be received and the amount can be measured reliably.

(d) Investment income.

Investment income is recognized on a receipts basis.

(e) Resources expended

Expenditure is recognized on an accruals basis as a liability is incurred. Expenditure include any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Costs are split between categories based on staff time.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities and include the charity's governance costs.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs relevant to the strategic management of the charity.

TIBBS DEMENTIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2018

(f) Pension costs.

The company has registered with NEST and has paid contributions as from 1st July 2017.

(g) Funds.

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as a general fund. Restricted funds are to be used for specific purposes laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of costs.

Transactions relating to the "Hear and Now Project" are accounted for as a restricted fund as this project is a joint activity run annually with other local community groups and the Philharmonia Orchestra. Any surplus resulting is carried forward towards the following year's project.

(h) Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments, these being cash at bank, debtors and creditors. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

			2018	2017
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
2 DONATIONS AND GRANTS				
Bedford Borough Council	12,260.80		12,260.80	17,990.00
Central Bedfordshire BC	33,951.00		33,951.00	11,400.00
The Harpur Trust	40,022.00		40,022.00	33,877.00
Carers in Bedfordshire	1,500.00		1,500.00	0.00
NHS England	16,808.00		16,808.00	30,000.00
Eileen Alexander Legacy Grant	10,000.00		10,000.00	0.00
Kempston Methodist Church	1,258.38		1,258.38	1,865.00
<i>Sports England</i>			0.00	11,946.00
<i>The Gale Trust</i>			0.00	2,000.00
	-----	-----	-----	-----
	115,800.18		115,800.18	109,078.00
Funeral Collections	4,990.05		4,990.05	4,426.18
Other Community Donations	47,695.98	334.15	48,030.13	27,072.71
Gift Aid Recovered	58.25		58.25	0.00
	-----	-----	-----	-----
TOTAL	£ 168,544.46	334.15	168,878.61	140,576.89
	-----	-----	-----	-----

TIBBS DEMENTIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2018

			2018	2017
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
3. ACTIVITIES FOR GENERATING FUNDS				
Sales of Merchandise	955.10		955.10	195.55
Fees for projects in nursing homes etc.	2,500.00		2,500.00	3,100.00
	-----	-----	-----	-----
TOTAL	£ 3,455.10	0.00	3,455.10	3,295.55
	-----	-----	-----	-----
4. INVESTMENT INCOME				
Bank Interest	£ 0.00	0.00	0.00	7.01
	-----	-----	-----	-----
5. INCOME FROM CHARITABLE ACTIVITIES				
Contributions from clients	£ 34,830.81	0.00	34,830.81	27,926.71
	-----	-----	-----	-----
6. EXPENDITURE ON CHARITABLE ACTIVITIES				
Staffing costs (note 7)	69,396.37	112.50	69,508.87	53,472.76
Facilitators Fees	90,260.32		90,260.32	85,089.86
Room Hire	13,854.60		13,854.60	11,101.61
Client Transport	6,116.42	259.00	6,375.42	3,671.45
Other project costs	2,175.45		2,175.45	1,837.90
Equipment	0.00		0.00	497.98
Training & Supervision	1,007.74		1,007.74	200.00
	-----	-----	-----	-----
TOTAL	£ 182,810.90	371.50	183,182.40	155,871.56
	-----	-----	-----	-----

TIBBS DEMENTIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2018

			2018	2017
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
7. STAFFING COSTS				
Salaries	65,975.57	112.50	66,088.07	51,482.44
Employer's National Insurance	2,982.05		2,982.15	1,990.32
Pension Contributions	438.75		438.75	0.00
Total (as above)	£ 69,396.37	112.50	69,508.87	53,472.76

No employees received remuneration greater than £60,000.

The average number of employees during the year was 3 (2017 2)

8. SUPPORT COSTS

Trustee/Directors Fees	0.00		0.00	0.00
Insurance	1,482.47		1,482.47	248.84
Other Administrative costs	3,693.74		3,693.74	3,800.04
Cost of goods for resale	1,304.40		1,304.40	0.00
Bank Charges	443.33		443.33	0.00
Governance costs	0.00		0.00	0.00
TOTAL	£ 6,923.94	0.00	6,923.94	4,048.88

TRUSTEES REMUNERATION. No remuneration is paid to trustees. Trustees can receive reimbursement of expenses for attending meetings which amounted to £nil. (2017 £nil)

9. FUNDS

	Balance at 1/04/17	Incoming Resources	Outgoing Resources	Balance 31/03/18
Unrestricted Fund				
General Fund	£13,003.83	206,830.37	190,045.28	29,788.92
Restricted Fund				
Hear & Now Project	£ 1,896.78	334.15	371.50	1,859.43
Total Funds	£14,900.61	207,164.52	190,416.78	31,648.35

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as a general fund.

Restricted funds are to be used for specific purposes laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of costs. (see note 1g)

TIBBS DEMENTIA FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2018

10. TAXATION

Tibbs Dementia Foundation is a registered charity and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.. Accordingly the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part II Corporation Tax Act 2010 or Section 256 of the Taxation of Capital Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

11. CAPITAL COMMITMENTS

There were no capital commitments at the year end £0.00 (2017 £0.00)