

Registered number 07285140

**MEMORY MATTERS SOUTH WEST CIC
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**



SJC Accounting
Association of Accounting Technicians
The White Cottage
36 The Village Milton Abbot
Tavistock
Devon
PL19 0PB

**Memory Matters South West CIC
Directors' Report and Financial Statements
For The Year Ended 30 June 2015**

Contents

	Page
Company Information	1
Directors' Report	2
Accountant's Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Accounts	7
 The following pages do not form part of the statutory accounts	
Income and Expenditure Account	10–11

**Memory Matters South West CIC
Company Information
For The Year Ended 30 June 2015**

Directors

Dr Stephen Pearson
Mrs Catherine Smith
Mrs Laura Walker
Mr Gareth Hart

Company Number

07285140

Registered Office

Airport Business Centre
Thornbury Road
Estover
Plymouth
PL6 7PP

Accountants

SJC Accounting
Association of Accounting Technicians
The White Cottage
36 The Village Milton Abbot
Tavistock
Devon
PL19 0PB

Memory Matters South West CIC
Company No. 07285140
Directors' Report For The Year Ended 30 June 2015

The directors present their report and the financial statements for the year ended 30 June 2015

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the surplus or deficit for that period. In preparing the financial statements the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and 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

Principal Activity

The company's principal activity continues to be that of providing Demential therapy, Training and Consultancy

Directors

The directors who held office during the year were as follows

Dr Stephen Pearson

APPOINTED 28/04/2015

Mrs Catherine Smith

Mrs Laura Walker

Mr Gareth Hart

Small Company Rules

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

On behalf of the board



Mrs Catherine Smith

30/09/2015

**Memory Matters South West CIC
Accountant's Report
For The Year Ended 30 June 2015**

In accordance with the engagement letter dated 15.06.2010 and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company from the accounting records and information and explanations you have given to us

This report is made to the Company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Association of Accounting Technicians and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements

You have acknowledged on the balance sheet as at year ended 30 June 2015 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements

Signed

...  ...

30-9-15

30/09/2015

SJC Accounting
Association of Accounting Technicians

The White Cottage
36 The Village Milton Abbot
Tavistock
Devon
PL19 0PB

**Memory Matters South West CIC
Income and Expenditure Account
For The Year Ended 30 June 2015**

	Notes	2015 £	2014 £
TURNOVER		81,418	48,371
Cost of sales		<u>(12,224)</u>	<u>(9,445)</u>
GROSS SURPLUS		69,194	38,926
Administrative expenses		(81,866)	(53,566)
Other operating income		<u>12,883</u>	<u>13,527</u>
OPERATING SURPLUS/(DEFICIT)	2	211	(1,113)
SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE INTEREST		<u>211</u>	<u>(1,113)</u>
Other interest receivable and similar income		13	-
Interest payable and similar charges		<u>(220)</u>	<u>(353)</u>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR	9	<u>4</u>	<u>(1,466)</u>

**Memory Matters South West CIC
Balance Sheet
As at 30 June 2015**

	Notes	2015		2014	
		£	£	£	£
FIXED ASSETS					
Tangible assets	5		837		716
			837		716
CURRENT ASSETS					
Debtors	6	2,033		2,424	
Cash at bank and in hand		4,738		-	
			6,771		2,424
Creditors: Amounts Falling Due Within One Year	7	(10,934)		(5,525)	
NET CURRENT ASSETS (LIABILITIES)			(4,163)		(3,101)
TOTAL ASSETS LESS CURRENT LIABILITIES			(3,326)		(2,385)
Creditors: Amounts Falling After More Than One Year	8		(5,171)		(6,116)
NET ASSETS			(8,497)		(8,501)
RESERVES					
Capital redemption reserve			(8,501)		(7,035)
Income and Expenditure account			4		(1,466)
MEMBERS' FUNDS	9		(8,497)		(8,501)

**Memory Matters South West CIC
Balance Sheet (continued)
As at 30 June 2015**

For the year ending 30 June 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

Directors' responsibilities:

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2008)

On behalf of the board



Mrs Catherine Smith

30/09/2015

**Memory Matters South West CIC
Notes to the Unaudited Accounts
For The Year Ended 30 June 2015**

1 Accounting Policies

1.1 Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

1.2 Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, net of Value Added Tax and trade discounts.

1.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases

Computer Equipment	20% WDV
--------------------	---------

1.4 Government grant

Government grants have been disclosed in the financial statement in line with the SSAP 4 disclosure requirements. Government grants are recognised in the income and expenditure account in an appropriate manner that matches them with the expenditure towards which they are intended to contribute. Grants for immediate financial support or to cover costs already incurred are recognised immediately in the income and expenditure account. Grants towards general activities of the entity over a specific period are recognised in the income and expenditure account over that period. Grants towards fixed assets are recognised over the expected useful lives of the related assets and are treated as deferred income and released to the income and expenditure account over the useful life of the asset concerned. All grants in the income and expenditure account are recognised when all conditions for receipt have been complied with.

2. Operating Surplus/Deficit

The operating surplus is stated after charging

	2015	2014
	£	£
Directors' Remuneration	24,000	22,200
Depreciation of tangible fixed assets	311	235
	24,311	22,435

3 Directors' Remuneration

	2015	2014
	£	£
Emoluments	24,000	22,200
	24,000	22,200

4 Tax on Surplus/Deficit on Ordinary Activities

	2015	2014
	£	£
UK Corporation Tax	-	-
	-	-

Memory Matters South West CIC
Notes to the Unaudited Accounts (continued)
For The Year Ended 30 June 2015

5 Tangible Assets

	Computer Equipment
	£
Cost	
As at 1 July 2014	1,242
Additions	432
As at 30 June 2015	<u>1,674</u>
Depreciation	
As at 1 July 2014	526
Provided during the period	311
As at 30 June 2015	<u>837</u>
Net Book Value	
As at 30 June 2015	<u>837</u>
As at 1 July 2014	<u>716</u>

6 Debtors

	2015	2014
	£	£
Due within one year		
Trade debtors	<u>2,033</u>	<u>2,424</u>

7 Creditors: Amounts Falling Due Within One Year

	2015	2014
	£	£
Trade creditors	1,037	815
Bank loans and overdrafts	-	2,052
Other taxes and social security	381	2,269
Government grants within one year	5,648	389
Directors loan accounts	<u>3,868</u>	<u>-</u>
	<u>10,934</u>	<u>5,525</u>

8 Creditors: Amounts Falling After More Than One Year

	2015	2014
	£	£
Directors loan account	<u>5,171</u>	<u>6,116</u>

Loan to the Company from the Directors The two Directors have signed agreements stating that they will not request repayment until such times as funds allow No interest is being charged and notice will be given prior to repayment

Memory Matters South West CIC
Notes to the Unaudited Accounts (continued)
For The Year Ended 30 June 2015

9 Reconciliation of Reserves

	Capital Redemption	Income and Expenditure Account
	£	£
As at 1 July 2014	(7,035)	(1,466)
Surplus for year	-	4
Transfer to Capital Redemption Reserve	-	1,466
Transfer to/from Profit & Loss Account	(1,466)	-
As at 30 June 2015	<u>(8,501)</u>	<u>4</u>

**Memory Matters South West CIC
Income and Expenditure Account
For The Year Ended 30 June 2015**

	2015		2014	
	£	£	£	£
TURNOVER				
Sales		81,418		48,371
COST OF SALES				
Purchases	9,942		3,940	
Purchases - Training Venue Costs	1,548		1,653	
Purchases - Trainer costs	360		3,599	
Purchases Other Direct Expenses - CRB	374		253	
		(12,224)		(9,445)
GROSS SURPLUS		69,194		38,926
Other Operating Income				
Government grant receipts - net	12,883		13,527	
		12,883		13,527
Administrative Expenses				
Directors' salaries	24,000		22,200	
Wages and salaries	37,673		23,994	
Employers NI	1,183		-	
Travel and subsistence expenses	2,436		4,798	
Travel expenses	1,934		-	
Rent	2,334		-	
Insurance	896		1,194	
Postage	163		111	
Stationery	530		313	
Advertising and marketing costs	770		186	
Telecommunications	493		-	
Accountancy fees	315		314	
Legal fees	97		221	
Consultancy fees	8,731		-	
Depreciation of computer equipment	311		235	
		(81,866)		(53,566)
SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE INTEREST		211		(1,113)
Interest Receivable				
Bank interest receivable	13		-	

CONTINUED

**Memory Matters South West CIC
Income and Expenditure Account (continued)
For The Year Ended 30 June 2015**

	13	-
Finance Costs		
Bank interest payable	45	199
Bank charges	175	154
	(220)	(353)
NET SURPLUS/(DEFICIT)	4	(1,466)

02204/16

CIC 34

Community Interest Company Report

For official use
(Please leave blank)

Please complete in typescript, or in bold black capitals.

Company Name in full	Memory Matters South West CIC
Company Number	7285140
Year Ending ^{30th}	June 2015

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a fair and accurate description of how they have benefited the community, or section of the community, which the company is intended to serve.

We continue to run our activity worker programme, employing workers who we have trained to be able to deliver cognitive therapy and enable people with dementia to stay in touch with their communities, develop and maintain relationships whilst their carers can take respite hours for themselves.

The activity day club in Lostwithiel, Cornwall continues, where members of the community who have memory difficulties can access stimulating activity, peers support & friendship and respite for carers. This year also saw the opening of a new Activity clubs in Plymouth. This year we were successful in receiving a grant from the awards for all lottery programme to run courses for carers of people living with dementia who wish to prepare for the transition of long term care.

We provided training to care homes and health staff in activity and occupation and cognitive stimulation therapy.

This year we also worked with other 3rd sector partners including Promas CIC and the Sensory Trust to provide therapy for people living with dementia in the community.

(If applicable, please just state "A social audit report covering these points is attached")

(Please continue on separate continuation sheet if necessary)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are, how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear

We continue our relationships with Local Care Home managers, Older persons mental health teams and nurses -Improvement to care consultation resulting in training for Mental Health Teams

Consultation with Social care managers who have asked to find out more about our services resulting in talks and presentations for frontline staff

Domicillary Care agencies consultation - to improve care in the community for those with mild to moderate dementia - training sessions for staff to enable the commencement of community CST

Consulation with Plymouth City Council and Plymouth Museum

Consultation with people living with dementia, their carers and other third sector organisations eg Alzheimers society dementia action alliances in Cornwall and Plymouth resulting in a feasibility srudy to look at the provision of a dementia caf/ hub in Plymouth City centre

(If applicable, please just state "A social audit report covering these points is attached")

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes) If no remuneration was received you must state that "no remuneration was received" below

There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for directors loss of office,which require to be disclosed

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e g Donations to outside bodies If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below

No tansfer of assets other than for full consideration has been made


(Please continue on separate continuation sheet if necessary)

(N.B. Please enclose a cheque for £15 payable to Companies House)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed



Date

10 7 14

Office held (tick as appropriate) Director Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

Catherine Smith	
Airport Business Centre, Thornbury Rd, Estover	
Plymouth	
PL6 7PP	Telephone 01752 692264
DX Number	DX Exchange

When you have completed and signed the form, please send it to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG