
FRIENDS OF ADI

TRUSTEES REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2004

FRIENDS OF ADI

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FRIENDS OF ADI

LEGAL AND ADMINISTRATIVE INFORMATION For the year ended 31 December 2004

Trustees

Dr Nori Graham

Professor Anthony Mann

Roger Martyn, Secretary

John Murphy, Chair

Mary Shurman (appointed 11/04/2005)

Charity Registered Number

1076992

Principal Office

64 Great Suffolk Street, London, SE1 0BL

Accountants

Trustient, Buckingham House East, The Broadway, Stanmore, Middlesex, HA7 4EB

Bankers

Lloyds TSB, South Bank Branch, 2 York Road, London, SE1 7LZ

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

FRIENDS OF ADI

TRUSTEES' REPORT For the year ended 31 December 2004

The Trustees submit their annual report and the financial statements of Friends of ADI (the charity) for the year ended 31 December 2004. The Trustees confirm that the annual report and financial statements of the charity comply with current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2000.

Method of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed. There must be a minimum of three Trustees in office at any point in time. New Trustees are appointed by a resolution of the Trustees passed at special meeting. The Trustees meet at least twice each year.

Constitution policies and objectives

The charity is constituted under a Trust deed dated 14 May 1999 and is a registered charity number 1076992.

The objective of the charity as defined in its Trust deed is the relief of persons suffering from Alzheimer's Disease and related conditions in particular by assisting in the provision of support and assistance for the carers of such persons through the provision, at the discretion of the Trustees, of financial and other assistance to the body 'Alzheimer's Disease International'.

There have been no changes to this objective since the last financial report.

The Trust, Friends of ADI, exists to support the work of Alzheimer's Disease International (ADI) using our status as a registered UK charity.

ADI is a worldwide federation of Alzheimer associations, incorporated as a not for profit organisation in the United States. Each member of ADI is the national organisation in that country which supports people with dementia and their families. The mission of ADI is to improve the quality of life of people with dementia and their families throughout the world by building and strengthening the work of Alzheimer Associations and raising awareness about Alzheimer's disease and dementia.

Organisational structure and decision making

There are four Trustees of Friends of ADI, who are supported in their management of the charity by in kind administration from ADI. Day to day management is delegated to the Executive Director, Elizabeth Rimmer and Finance and technology manager, Michael Lefevre who report regularly to the board. Friends of ADI does not, itself, run any programmes or employ any staff. The part-time services of Elizabeth Rimmer and Michael Lefevre, who are both employed by ADI, are provided free of charge to Friends of ADI.

Review of activities and future developments

The financial results for the year and the financial position of the Trust are shown in the attached financial statements.

In 2004, Friends of ADI, received £18,781 in donations and investment income. £17,341 was given in grants to ADI to support its key activities.

World Alzheimer's Day is celebrated each year on September 21. ADI co-ordinates this by producing and distributing promotional materials to all its members. ADI supported a record 59 Alzheimer associations to participate in World Alzheimer's Day 2004. Alzheimer associations around the world were united by ADI's campaign 'No time to lose' on Tuesday 21 September as they raised awareness of dementia and the work of their associations. Friends of ADI gave a small restricted grant of £200 to ADI in support of World Alzheimer's Day.

FRIENDS OF ADI

TRUSTEES' REPORT (continued) For the year ended 31 December 2004

Review of activities and future developments continued...

Most people with dementia live in developing countries, where there are few resources to support people with dementia and their families. ADI is committed to building and strengthening Alzheimer associations so they are better able to meet the needs of people with dementia and their families. A grant of £2,250 was given to ADI to support the Sri Lankan Lavinia Lodge project. The Lanka Alzheimer's Foundation is a member of ADI. The Foundation is seeking to establish a centre of excellence in Sri Lanka for the care of people with Alzheimer's disease. So far the Foundation have been donated a building for this purpose and are currently raising the funds needed to convert this into a dementia services centre.

ADI's annual conference was the first international conference on dementia and is the longest running. Each year ADI's member groups and others come together to exchange information and to learn and share with one another. The ADI conference is unique in that it brings together a wide range of individuals and groups with an interest in dementia. Updates on research and the latest strategies for good dementia care are highlighted from around the world. Friends of ADI made a grant of £600 to ADI for the purpose of enabling carers to attend the 2005 conference which will be held in Istanbul, Turkey.

ADI runs the Alzheimer University, a program is a series of workshops and residential training courses to equip staff and volunteers of Alzheimer associations with the skills to develop their organisations. ADI produces booklets, factsheets and videos on a variety of dementia related topics in English and Spanish. ADI maintains a website and produces an international newsletter 'Global Perspective'. ADI members have access to an intranet site, providing information and resources from Alzheimer associations worldwide. ADI also supports the work of the 10/66 Dementia Research Group. This group looks at the impact of dementia in developing countries. Unrestricted contributions from Friends of ADI were used to support this work.

Friends of ADI would like to thank Gary Spencer Millidge, Harry Cayton, the Allen Lane Foundation and Luke FitzHerbert, the Thomas Sivewright Catto Charitable Settlement, the P H Holt Charitable Trust and the Ardwick Trust for their contributions.

Future Directions

Friends of ADI will continue to support the activities of Alzheimer's Disease International.

Reserves policy

The Trustees consider that the current level of unrestricted reserves, which are the general free reserves of the charity, are sufficient to allow the Trust to continue to operate at current levels of activity. The Trust has minimal administration costs and makes grant payments out of donated income.

Investment policy and performance

The Trustees policy is to maintain all monies not immediately required for charitable purposes in the form of deposits earning a market rate of interest.

Risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate our exposure to the major risks. The risk assessment is subject to regular review.

FRIENDS OF ADI

TRUSTEES' REPORT (continued) For the year ended 31 December 2004

Grant making policies

Friends of ADI only make grants to Alzheimer's Disease International. Grants are to support the key activities of ADI namely:

- ◆ Building and strengthening Alzheimer associations, including through the Alzheimer University programme
- ◆ World Alzheimer's Day
- ◆ An annual international conference
- ◆ Dissemination of Information
- ◆ Supporting the 10/66 Dementia Research Group

Trustees' responsibilities

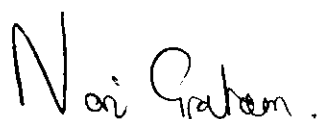
Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements the Trustees have:

- selected suitable accounting policies and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on a going concern basis (unless it is inappropriate to presume that the Trust will continue in operation).

The Trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

This report was approved by the Trustees on 11 April 2005 and signed on its behalf, by:

Dr Nori Graham



FRIENDS OF ADI

INDEPENDENT EXAMINERS REPORT For the year ended 31 December 2004

Independent examiner's report on the accounts.

Report to the Trustees/members for the year ended 31 December 2004 on the accounts set out on pages 6 to 12.

Respective responsibilities of Trustees and examiner

As described on pages 2 to 4 the Trustees are responsible for the preparation of the accounts, and they consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- 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 Commissioners. 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 I do not express an audit opinion on the accounts.

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 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave 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:

Sandra De Lord

Dated: 11/04/05

Sandra De Lord FCA

Trustient
Chartered Accountants
Buckingham House East
The Broadway
Stanmore
Middlesex
HA7 4EB

FRIENDS OF ADI

STATEMENT OF FINANCIAL ACTIVITIES For the year ended 31 December 2004

	Note	Restricted Funds 2004 £	Unrestricted Funds 2004 £	Total Funds 2004 £	Total Funds 2003 £
INCOMING RESOURCES					
Donations, legacies and similar incoming resources	2	4,050	11,117	15,167	136,612
Investment income	3	-	3,614	3,614	17
TOTAL INCOMING RESOURCES		4,050	14,731	18,781	136,629
RESOURCES EXPENDED					
Charitable expenditure:					
Grants payable	4	4,050	13,291	17,341	136,630
Resources expended on managing and administering the charity	5	-	947	947	940
TOTAL RESOURCES EXPENDED		4,050	14,238	18,288	137,570
MOVEMENT IN TOTAL FUNDS FOR THE YEAR		-	493	493	(941)
TOTAL FUNDS AT 1 JANUARY 2004		-	565	565	1,506
TOTAL FUNDS AT 31 DECEMBER 2004		£ -	£ 1,058	£ 1,058	£ 565

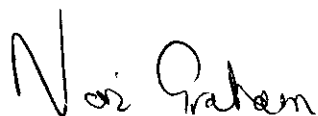
FRIENDS OF ADI

BALANCE SHEET As at 31 December 2004

	Note	£	2004 £	£	2003 £
CURRENT ASSETS					
Debtors	6	78		155	
Cash at bank		155,891		137,980	
		<u>155,969</u>		<u>138,135</u>	
CREDITORS: amounts falling due within one year					
	7	(154,911)		(137,570)	
			<u>1,058</u>		<u>565</u>
NET ASSETS	9		<u>£ 1,058</u>		<u>£ 565</u>
CHARITY FUNDS					
Unrestricted - General Funds	8		1,058		565
TOTAL FUNDS			<u>£ 1,058</u>		<u>£ 565</u>

The financial statements were approved by the Trustees on 11 April 2005 and signed on their behalf, by:

Dr Nori Graham



FRIENDS OF ADI

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2004

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in October 2000 and applicable accounting standards.

1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

No amounts are included in the financial statements for services donated free of charge.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.4 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled.

1.5 Cash flow

The financial statements do not include a cash flow statement because the charitable trust, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective June 2002).

1.6 VAT

The charity is not registered for VAT and its costs are therefore inflated by attributable input VAT which cannot be recovered.

FRIENDS OF ADI

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2004

2. DONATIONS, LEGACIES AND SIMILAR INCOMING RESOURCES

	Restricted Funds 2004 £	Unrestricted Funds 2004 £	Total Funds 2004 £	Total Funds 2003 £
City General Insurance Company Limited	-	-	-	134,262
Gift Aid donations	-	8,500	8,500	549
Gift Aid Tax Credit	-	2,397	2,397	155
Other Donations	4,050	220	4,270	1,646
	<hr/>	<hr/>	<hr/>	<hr/>
Donations, legacies and similar incoming resources	£ 4,050	£ 11,117	£ 15,167	£ 136,612
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

3. INVESTMENT INCOME

			Total Funds 2004 £	Total Funds 2003 £
Interest receivable			£ 3,614	£ 17
			<hr/> <hr/>	<hr/> <hr/>

4. GRANTS PAYABLE

			Total Funds 2004 £	Total Funds 2003 £
Grants - institutional (ADI)			£ 17,341	£ 136,630
			<hr/> <hr/>	<hr/> <hr/>

Five grants were made in total to ADI during the year. One general grant of £13,291 (2003: £135,780 - 1 grant) and four small grants totalling £4,050 (2003: £850 - 2 grants) for restricted purposes.

FRIENDS OF ADI

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2004

5. RESOURCES EXPENDED ON MANAGING AND ADMINISTERING THE CHARITY

	Total Funds 2004 £	<i>Total Funds 2003 £</i>
Accountancy fees	940	940
Other costs	7	-
 Total	£ 947	<i>£ 940</i>

During the year, no Trustees received any remuneration (2003 - £NIL).

During the year, no Trustees received any benefits in kind (2003 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2003 - £NIL).

The charity does not employ any staff and is administered free of charge by Alzheimer's Disease International.

6. DEBTORS

	2004 £	<i>2003 £</i>
Due within one year		
Gift Aid Tax recoverable	£ 78	£ 155
	£ 78	<i>£ 155</i>

7. CREDITORS: Amounts falling due within one year

	2004 £	<i>2003 £</i>
Creditors - Grants payable to ADI	153,971	136,630
Accruals	940	940
	£ 154,911	<i>£ 137,570</i>

FRIENDS OF ADI

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2004

8. STATEMENT OF FUNDS

	Brought Forward £	Incoming Resources £	Resources Expended £	Carried Forward £
UNRESTRICTED FUNDS				
General Funds	565	14,731	14,238	1,058
RESTRICTED FUNDS				
Asia Pacific Meeting	-	1,000	1,000	-
Carers Project	-	600	600	-
Sri Lanka Project	-	2,250	2,250	-
World Alzheimer's Day	-	200	200	-
Subtotal	-	4,050	4,050	-
Total of Funds	£ 565	£ 18,781	£ 18,288	£ 1,058

General Funds

General funds include general donations, Gift Aid, tax credit and other income which have been donated to Alzheimer's Disease International.

Restricted Funds

Asia Pacific Meeting:

Friends of ADI raised funds for ADI's Asia Pacific regional meeting, which was held on the 13 and 14 March 2004 in Sri Lanka. The meeting acted as a forum for networking and exchange between Alzheimer associations in the region.

Carers Project:

Friends of ADI raised funds to assist the carers of people with dementia to attend and participate in the 2005 ADI conference in Turkey.

Sri Lanka Project:

Friends of ADI have raised funds in support of 'The Lavinia Lodge Appeal' in Sri Lanka. The Lodge is being developed as Sri Lanka's National 'Centre of Excellence' for the care of people with Alzheimer's disease.

World Alzheimer's Day:

Friends of ADI raised funds in support of World Alzheimer's Day, an international day for raising awareness of Alzheimer's and dementia, which is coordinated and supported by ADI.

FRIENDS OF ADI

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2004

SUMMARY OF FUNDS

	Brought Forward £	Incoming Resources £	Resources Expended £	Carried Forward £
General Funds	565	14,731	14,238	1,058
Restricted Funds	-	4,050	4,050	-
Total of Funds	£ 565	£ 18,781	£ 18,288	£ 1,058
	£ 565	£ 18,781	£ 18,288	£ 1,058

9. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds 2004 £	Total Funds 2004 £	<i>Total Funds 2003 £</i>
Current assets	155,969	155,969	138,135
Creditors due within one year	(154,911)	(154,911)	(137,570)
Total	£ 1,058	£ 1,058	£ 565
	£ 1,058	£ 1,058	£ 565