

Charity registration number 1159657 (England and Wales)

Charity registration number SC045422 (Scotland)

**REMEMBER MY BABY REMEMBRANCE PHOTOGRAPHY
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022**

REMEMBER MY BABY REMEMBRANCE PHOTOGRAPHY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs K L Hood Mrs M Selvey Mrs C J Johnson Mrs N Heppenstall Mr M Pendry Mr A Rawlinson	(Appointed 14 July 2022) (Appointed 14 July 2022)
Charity number (England and Wales)	1159657	
Charity number (Scotland)	SC045422	
Registered office	16 Quarn Drive Allestree Derby Derbyshire United Kingdom DE22 2NQ	
Independent examiner	Azets Audit Services Ruthlyn House 90 Lincoln Road Peterborough Cambridgeshire United Kingdom PE1 2SP	
Bankers	Lloyds Bank 95-97 Regent Street Cambridge United Kingdom CB2 1BQ	

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TRUSTEES REPORT

FOR THE YEAR ENDED 31 AUGUST 2022

The trustees present their annual report and financial statements for the year ended 31 August 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The object of the RMB is to:

assist the grieving process for families who have lost a baby before, during or shortly after childbirth, by providing a skilled photographer to photograph their baby free of charge, and gift these images to the family.

Our values

- we are compassionate, dedicated and strive for excellence in everything we do;
- our aim is to provide the gift of remembrance photography to as many bereaved families as possible; our response is individual and sensitive;
- we are passionate about sharing and improving the service we offer.

The Trustees confirmed that they have complied with their duty under Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit. RMB has continued to provide public benefit in line with the objects of the charity.

With the absence of any paid staff, volunteering plays a pivotal role within RMB. Volunteer levels are routinely around the 250 mark, and they take on a variety of roles; photographers, session coordinators, regional coordinators, digital retouchers, and other supporting roles such as marketing and fundraising.

Without the support of volunteers, the charity would have to decline to help many families. Our volunteers often put their own family time on hold to visit hospitals in order to take photographs. Babies pass away at weekends and on bank holidays, and our volunteers maintain our service 365 days per year to ensure that we respond to requests from bereaved families in a timely fashion.

The trustees of RMB would like to take this opportunity to thank all of our volunteers for their ongoing support, dedication, and commitment.

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TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

Achievements and performance

As the restrictions from the Covid-19 pandemic fully lifted, RMBs activities gradually increased over the year, but were still not back at pre-pandemic levels as the year ended. This was partly due to loss of existing connections within hospitals, and a drop-off in volunteer numbers which are still recovering.

The Office for National Statistics reports that there was a total of 2,628 stillbirths in 2021. This is an increase of 8.2% and brings the statistics back to pre-pandemic levels. Our ultimate ambition is to be able to provide our service to as many of these bereaved families as possible and post-pandemic we will be looking at ways to try and help or wider audience through a recruitment drive and concentrate on charity awareness.

In the eight years of providing support to bereaved families in the form of photography, we have delivered photographs, free of charge to 5,448 families. In the charity's eighth year, 790 families were in receipt of the gift, which shows a 26% increase from the previous year. In addition, many families also took advantage of our editing service.

RMB operates in over 30% of UK hospitals. Efforts continue to seek agreement for more Trusts and Foundations to agree to host RMB photographers, so that all bereaved parents have the same opportunity to receive professional photographs of their baby.

A strategic review of the charity continued, and it was agreed to recruit a full-time Director to manage the charity's day-to-day operational activities and to formalise structures. Early recruitment activity commenced in late summer 2022 and it is expected that the new Director will be in post early in 2023. Further plans to recruit more operational staff will follow.

Financial review

Total income for the year to 31st of August 2022 was £61,900 (2021:£56,631) which represents an increase in income of 9.3%. This is almost wholly attributable to donation levels increasing during the period.

Charitable activities increased to £29,823 from a low of £22,875 in the previous year. This was to be expected as more photographic sessions were carried out and so the associated costs such as postage, photographer supplies and volunteer expenses increased. RMB also attended trade shows again after these were paused during the pandemic.

This has resulted in a surplus of £30,619 for the year (2021: £32,339). This has helped increase total unrestricted reserves to £241,854 (2021: £211k) and provides a healthy basis on which to commence plans for development and expansion.

The trustees would like to thank parents, families, friends, supporters, and volunteers who worked tirelessly to raise the money necessary to achieve our objectives.

RMB needs to hold an appropriate reserve fund to ensure continuity of services in the event of a decrease of donations and maintain the ability to meet unforeseen costs. Currently, RMB's total reserves, excluding the value of fixed assets and restricted funds held, are held to an average which is more than six months running costs.

The trustees reviewed the reserves policy during year with a focus on identifying and utilising surplus reserves to fund the achievement our core objectives, in line with charity commission guidance.

The charity has healthy reserves with minimal cash commitments.

Structure, governance and management

The charity is a charitable incorporated organisation (CIO) which was registered on 17th December 2014.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs K L Hood

Mrs M Selvey

Mrs C J Johnson

Mrs N Heppenstall

Mr M Pendry

Mr A Rawlinson

(Appointed 14 July 2022)

(Appointed 14 July 2022)

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TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

Disclosure of information to independent examiners

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the examination, but of which the independent examiner is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the independent examiners are aware of such information.

Future plans

RMB's main objective during the coming year will be to recruit a small team of staff to take over the day-to-day running of the charity, and greatly reduce the operational burden on trustees and other volunteers. In the eight years since the charity was started, the levels of operational activity have increased hugely and are now too demanding for RMB to continue to be run by volunteers.

Focus, as always, will also be on recruiting additional volunteers to ensure that requests from bereaved parents can continue to be met; and to recruit additional NHS Trusts and Foundations, hospices and other birth centres to offer Remember My Baby's services to parents and families.

The trustees report was approved by the Board of Trustees.

Mrs N Heppenstall

Chair of Trustees

25 May 2023

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INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF REMEMBER MY BABY REMEMBRANCE PHOTOGRAPHY

I report to the trustees on my examination of the financial statements of Remember my Baby Remembrance Photography (the charity) for the year ended 31 August 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 (the 2005 Act), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011 (the 2011 Act). You are satisfied that your charity is not required by charity law to be audited and have chosen instead to have an independent examination.

I report in respect of my examination of the charity's financial statements carried out under section 44 (1) (c) of the 2005 Act and section 145 of the 2011 Act. In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity has prepared its accounts on an accruals basis and is also registered in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 44 (1) (a) of the 2005 Act and Regulation 4 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Mark Jackson FCA DChA
Azets Audit Services

Ruthlyn House
90 Lincoln Road
Peterborough
Cambridgeshire
PE1 2SP
United Kingdom

Dated: 30 May 2023

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STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

		Unrestricted funds 2022 £	Unrestricted funds 2021 £
	Notes		
<u>Income from:</u>			
Donations and legacies	3	60,531	55,300
Charitable activities	4	1,320	1,331
Investments	5	49	4
Total income		61,900	56,635
<u>Expenditure on:</u>			
Raising funds	6	1,458	1,421
Charitable activities	7	29,823	22,875
Total expenditure		31,281	24,296
Net income for the year/ Net movement in funds		30,619	32,339
Fund balances at 1 September 2021		211,235	178,896
Fund balances at 31 August 2022		241,854	211,235

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

REMEMBER MY BABY REMEMBRANCE PHOTOGRAPHY

BALANCE SHEET

AS AT 31 AUGUST 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	11		273		777
Current assets					
Debtors	12	94		-	
Cash at bank and in hand		246,385		215,405	
		<u>246,479</u>		<u>215,405</u>	
Creditors: amounts falling due within one year	13	<u>(4,898)</u>		<u>(4,947)</u>	
Net current assets			241,581		210,458
Total assets less current liabilities			<u>241,854</u>		<u>211,235</u>
Income funds					
Unrestricted funds			241,854		211,235
			<u>241,854</u>		<u>211,235</u>

The financial statements were approved by the Trustees on 25 May 2023

Mrs N Heppenstall
Trustee

REMEMBER MY BABY REMEMBRANCE PHOTOGRAPHY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	2.5 years straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Donations and gifts	38,086	30,519
Membership fees	1,770	1,885
Fundraising events	20,675	22,896
	<u>60,531</u>	<u>55,300</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

4 Charitable activities

	Photography	Photography
	2022	2021
	£	£
Sale of merchandise	1,320	1,331
	<u> </u>	<u> </u>

5 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	49	4
	<u> </u>	<u> </u>

6 Raising funds

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
<u>Fundraising and publicity</u>		
Other fundraising costs	1,458	1,421
	<u> </u>	<u> </u>
	<u>1,458</u>	<u>1,421</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

7 Charitable activities

	Photography 2022 £	Photography 2021 £
Staff costs	2,000	5,200
Depreciation and impairment	528	518
Advertising & marketing	559	1
Trade shows	3,671	-
Postage, freight & courier - sessions	2,249	1,729
Items for sessions (USBs, bags and envelopes)	4,185	2,071
Staff training	1,491	1,884
	<u>14,683</u>	<u>11,403</u>
Share of support costs (see note 8)	13,078	9,156
Share of governance costs (see note 8)	2,062	2,316
	<u>29,823</u>	<u>22,875</u>

8 Support costs

	Support costs £	Governance costs £	2022 £	Support costs £	Governance costs £	2021 £
Travelling expenses	5,484	-	5,484	2,899	-	2,899
Printing, postage & stationery	1,965	-	1,965	1,933	-	1,933
IT software & website costs	2,212	-	2,212	1,475	-	1,475
Bank fees, subscriptions & general expenses	720	-	720	524	-	524
Telephone & internet	2,210	-	2,210	1,904	-	1,904
Insurance	487	-	487	421	-	421
Accountancy fees	-	2,062	2,062	-	1,596	1,596
Legal fees	-	-	-	-	720	720
	<u>13,078</u>	<u>2,062</u>	<u>15,140</u>	<u>9,156</u>	<u>2,316</u>	<u>11,472</u>
Analysed between Charitable activities	<u>13,078</u>	<u>2,062</u>	<u>15,140</u>	<u>9,156</u>	<u>2,316</u>	<u>11,472</u>

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year. 6 trustees were reimbursed a total of £1,677 travelling expenses (2021- 5 trustees were reimbursed £2,802).

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

10 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Total	-	-

Employment costs

	2022 £	2021 £
Wages and salaries	2,000	5,200

There were no employees whose annual remuneration was more than £60,000.

11 Tangible fixed assets

	Computers £
Cost	
At 1 September 2021	1,295
Additions	24
At 31 August 2022	1,319
Depreciation and impairment	
At 1 September 2021	518
Depreciation charged in the year	528
At 31 August 2022	1,046
Carrying amount	
At 31 August 2022	273
At 31 August 2021	777

12 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Prepayments and accrued income	94	-

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

13 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	4,298	4,130
Accruals and deferred income	600	817
	<u>4,898</u>	<u>4,947</u>

14 Related party transactions

Transactions with related parties

During the year the charity entered into the following transactions with related parties:

During the year the charity paid M Selvey, Trustee, £1,600 for services provided to the charity in relation to a project. She was not paid for her role as trustee.