



WYMONDHAM DEMENTIA SUPPORT GROUP

REPORT OF THE TRUSTEES AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

Charity Number: 1143347

WYMONDHAM DEMENTIA SUPPORT GROUP

REPORT OF THE TRUSTEES AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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WYMONDHAM DEMENTIA SUPPORT GROUP

Report of the Trustees for the year ended 31 March 2021

REFERENCE AND ADMINISTRATION INFORMATION

Charity Name:

Wymondham Dementia Support Group

Charity Registered Number:

1143347

Operational Address:

Fairland Church Centre, Fairland Hill, Wymondham, Norfolk, NR18 0AW

Patron:

The Lady Dannatt MBE

President:

T Brown

Trustees:

A E Scott (Chair)
P J Whiscombe (Hon Secretary)
M J Gibbins (Hon Treasurer)
T Barrett
S G Colk
M J Lucas
A J Shead
J D Sheldrake

Independent Examiner:

P Goddard FCCA

WYMONDHAM DEMENTIA SUPPORT GROUP

Report of the Trustees for the year ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. Governing Document

Constitution adopted on 24th June 2011 as amended on 4th October 2013.

b. Appointment of Trustees

Trustees are appointed either by the Charity in general meeting or by the other Trustees. They serve for a period of four years, being eligible to seek re-election for a further three years, after that they retire.

c. Risk management

Trustees have identified that the major risk to the organisation is its over dependence on funding by way of grants and donations. Consequently, the charity has attempted to increase the amount it raises from its own fund raising events to improve its financial sustainability. The Trustees will continue to monitor and review risk.

OBJECTIVES AND ACTIVITIES

a. Objectives

The following objects are for the benefit of people with dementia and their carers within the area of Wymondham and district in the county of Norfolk:

1. to promote and protect good health; and
2. to provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation with the object of improving their conditions of life.

b. Activities

The Wymondham Dementia Support Group mainly serves the town of Wymondham and its surrounding villages, although some individuals with dementia and their carers come from other parts of Norfolk where the service we provide may not be available.

The objectives of the Charity have been met by providing a variety of activities for people living with dementia and their carers. Our main activity is the Pabulum Café held every Friday which provides a safe, friendly and understanding meeting place where refreshments and light lunches are served.

WYMONDHAM DEMENTIA SUPPORT GROUP

Report of the Trustees for the year ended 31 March 2021

ACHIEVEMENTS AND PERFORMANCE

This has been a year like no other. The new year started with the country already in a government imposed lockdown due to the Covid - 19 pandemic with all Pabulum Café's and other events cancelled. Our organisers Sarah and Deborah, having only taken over running the café at the beginning of 2020, were faced with the challenge of how to continue supporting our members and their carers in an entirely different manner. The immediate action was to maintain contact by setting up regular telephone calls with as many members as possible with both organisers and volunteers making calls. The publication of the Group's newsletter was increased from bi-monthly to fortnightly with a rebranding to "Keeping in Touch" reflecting the change in emphasis in content to include hints on how to deal with lockdown. Printed copies of the newsletter were distributed to members unable to access the internet and we thank Waitrose for donations of paper and stamps to assist this process.

Zoom conferences became the favoured method for meetings with the organisers, Chair and Secretary in contact every Friday to discuss how our members were coping with lockdown and deal with any necessary actions. Members, carer's and volunteers were invited to join the WhatsApp Group to enable continued contact, share experiences, jokes and photographs. After some initial reluctance the Group was able to set up Zoom meetings every two weeks which were open to all, with Trevor Brown acting as Master of Ceremonies. These proved very popular with break out groups for poetry and crafts. March saw a Zoom meeting with our good friends from the Umbrella Café's in Australia organised by Kirsty Porter.

The pandemic restrictions have made face to face contact with volunteers and members very difficult, but limited Covid safe meetings have taken place. The gardening team work parties led by Tony and Maz kept the garden in good health throughout the year with social distancing and limits on numbers to comply with the regulations. We took part in Wymondham in Bloom in July with planters and a scarecrow display in front of the Church.

For Christmas, Danny O'Hara produced a light hearted Pabulum Christmas Film using the talents of many of our members and volunteers which raised the spirits of the Pabulum community. DVD's of the film, stars and wreaths made by the pupils of Ashleigh School, and sweets and treats donated by local businesses were made into 60 festive packages which were delivered to our members homes by the organisers and volunteers.

WYMONDHAM DEMENTIA SUPPORT GROUP

Report of the Trustees for the year ended 31 March 2021

ACHIEVEMENTS AND PERFORMANCE (continued)

Sadly a number of our members have passed away during the year but we have been fortunate to introduce new members through referrals from Admiral Nurses, GP's and direct from family carers via our Facebook page or personal recommendation. Welcoming new members to the Group has been particularly challenging without the regular Café's.

There have been no changes to the Trustees during the year. All Trustee meetings have been on Zoom which has enabled all Trustees to continue active involvement and oversee the activities of the Group. The 2020 Annual General Meeting was also held remotely due to the pandemic restrictions.

With the partial relaxation of lockdown in October it was possible to open a restricted Café. Working in close co-operation with the Church, the Café's resumed with members having to pre book, numbers restricted to 15 and with temperature checks, sanitising and social distancing in operation. Each member, their family carer and a volunteer were seated at tables and refreshments were served at the tables to minimise movement around the hall. This was a very different experience to the normal Café's but did provide an opportunity for our members to have a short break after many months being restricted to their own homes.

We were fortunate to receive a "Magic Table" as a donation from Aviva, this was installed in the rear lounge and it was heartening to see this facility was able to provide stimulation and entertainment to our members.

Unfortunately the Café's only lasted until 5th November when the lockdown rules were reintroduced. The experience of running the Café's under partial lockdown was invaluable and proved that this format can be used once the government guidance permits.

In common with the experience of other charities, income has been much reduced during the pandemic. The cessation of normal activities has produced some cost savings, but the charity did not furlough its staff as their services were still very necessary in maintaining contact with our members. Fortunately the healthy level of reserves has enabled the charity to emerge relatively unscathed financially and we were able to claim £4000 from the South Norfolk Council Covid Fund.

WYMONDHAM DEMENTIA SUPPORT GROUP

Report of the Trustees for the year ended 31 March 2021

ACHIEVEMENTS AND PERFORMANCE (continued)

We were very pleased to be able to hand over the proceeds from the Admiral Nurses Walk held in the previous year in collaboration with Rogers and Norton solicitors. The event enabled the charity to present a cheque for £17,000 to be used to fund Admirals Nurses in the local region.

The Group originally envisaged introducing a Home Visiting Service during summer 2020, but due to the pandemic the interviews for an organiser were not completed until November. Diane Jenkins a nurse with substantial experience of working with people living with dementia was recruited and has been fully engaged in setting up the necessary systems and documentation to establish the service. There is still work to be done on volunteer training, lone-worker procedures and sourcing equipment. It is hoped to commence this service during 2021 once sufficient volunteers have been trained and the lockdown provisions permit. This service is initially funded by the John Laing Charitable Trust and they have been kept informed on the progress to date.

Our thanks as ever go to our organisers Deborah Anstee and Sarah Green for all their efforts during this very difficult year. Thanks to Diane Jenkins for her work on the Home Visiting Service, and no report would be complete without expressing the Trustee's thanks to the many multi-talented and committed volunteers who give up so much of their time freely to support the Group creating a caring environment, and without whom, the Group could not function.

Finally, we thank Lady Dannatt, our Patron, for her continued interest in and support of the Group throughout the year.

WYMONDHAM DEMENTIA SUPPORT GROUP

Report of the Trustees for the year ended 31st March 2021

FINANCIAL REVIEW

a. Receipts and Payments

The charity reported a net outflow of resources of £17,291 for the year (£45,298 net income for 2020)

b. Balances

Our balances as at 31st March 2021 totalled £71,114 (£88,405 as at 31st March 2020).

c. Reserves Policy

The Trustees had previously determined that a reserve equivalent to at least twelve months expenditure would be prudent in view of the uncertain nature of the main income sources. In view of the uncertainty caused by the Covid-19 pandemic, no decision on the future level of reserves will be made until the outcome of the pandemic is known.

d. Principal Sources of Funds

Grants and donations are the Charity's main source of funds.

DECLARATION

This report was approved by the Trustees on 29th June 2021 and signed on their behalf by



A E Scott

WYMONDHAM DEMENTIA SUPPORT GROUP

Independent examiner's report on the accounts

I report on the accounts of the Wymondham Dementia Support Group for the year ended 31st March 2021, which are set out on pages 8 to 10.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the 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 applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

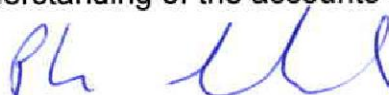
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or 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 material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

 26/8/2021

P Goddard FCCA - Corner Cottage, Church Road, Colby, Norfolk -

WYMONDHAM DEMENTIA SUPPORT GROUP

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST MARCH 2021

	General Unrestricted Funds £	Other Funds £	2021 £	2020 £
INCOMING RESOURCES				
Grants	4434.80		4434.80	0.00
Donations	4443.29	10000.00	14443.29	60474.16
Fund Raising	2169.39	7799.55	9968.94	15388.82
Outings, Trips and Functions	0.00		0.00	2934.00
Refreshments	0.00		0.00	3769.79
Miscellaneous Sales	200.00		200.00	31.00
Other Income	83.60		83.60	297.72
TOTAL INCOMING RESOURCES	11331.08	17799.55	29130.63	82895.49
RESOURCES EXPENDED				
Wages	11022.13	1387.50	12409.63	12293.85
Volunteer costs	62.15		62.15	3406.83
Property expenses	773.00	154.00	927.00	4160.50
Outings, Trips and Functions	0.00		0.00	8342.42
Refreshments	28.51		28.51	1094.09
Administration	2673.46		2673.46	3943.51
Pabulum Café expenses	627.08		627.08	1026.76
Happiness Garden	204.43		204.43	484.61
Property Improvements	2489.20	10000.00	12489.20	0.00
Miscellaneous costs	0.00	17000.00	17000.00	2845.38
TOTAL RESOURCES EXPENDED	17879.96	28541.50	46421.46	37597.95
NET OUTGOING RESOURCES	-6548.88	-10741.95	-17290.83	45297.54
Transfers from Designated Funds	9843.02	-9843.02	0.00	0.00
NET MOVEMENT IN FUNDS	3294.14	-20584.97	-17290.83	45297.54
FUNDS BROUGHT FORWARD	64089.37	24315.56	88404.93	43107.39
FUNDS CARRIED FORWARD	67383.51	3730.59	71114.10	88404.93
REPRESENTED BY				
Barclays Community Account			13666.12	25476.69
Barclays Savings Account			51282.25	61253.65
HSBC Current Account			4154.88	0.00
Petty Cash			450.00	274.76
Cash in Hand			10.85	399.83
Wages Float			1550.00	1000.00
			71114.10	88404.93

WYMONDHAM DEMENTIA SUPPORT GROUP

NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2021

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the historical cost convention and assume that the Charity will remain a going concern for the foreseeable future.

Fixed assets

All expenditure on fixed assets is written off as a resource expended in the year that it is incurred.

Taxation

The Charity is not liable to pay tax on any surpluses generated. The Charity is not registered for Value Added Tax, and all figures shown in the accounts include this tax where appropriate.

Pensions

The Charity has complied with its obligation to offer a Workplace Pension Scheme. No employee has currently indicated that they wish to join such a scheme.

Fund Accounting

General Fund assets represent those resources which may be used towards meeting any Charity purposes at the discretion of the Trustees

Restricted Funds are resources which are to be applied for the specified purposes only.

Designated Funds are resources earmarked by the Trustees for specified future purposes to be applied at the Trustee's discretion

2 OTHER FUNDS

	Balance At 1/4/2020	Income	Expense	Transfer	Balance At 31/3/2021
	£	£	£	£	£
Restricted Funds					
Admiral Nurses	10280.53	7799.55	-17000.00		1080.08
Home Visiting Service	4192.01		-1541.50		2650.51
Tovartafel Magic Table		10000.00	-10000.00		0.00
Designated Funds					
Property Improvement Fund	5843.02			-5843.02	0.00
Transport Fund	4000.00			-4000.00	0.00
	24315.56	17799.55	-28541.50	-9843.02	3730.59

WYMONDHAM DEMENTIA SUPPORT GROUP

NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2021

3 GRANTS AND DONATIONS

Thanks go to the following individuals and organisations who made grants or donations in the year

A McDonald
EBC Value Challenge
D Fernee
J and K Gray
Marola's
Norwich Cathedral
D Nuttall
C Tooke
South Norfolk Council
Unite the Union
Wymondham Town Council

Special thanks to Rogers and Norton and the many individuals who took part in the Sponsored Walk which resulted in £17000.00 being donated to the Admirals Nurses during the year.