

Dementia Forward

Annual Report and Accounts

For the year ended 31 March 2022

Company Registration number 08010259

Charity Registration Number 1148225

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Trustees Report

The Trustees of the Charity are also the Directors of the Company. The Trustees present their report and financial statements for the year ended 31 March 2022.

Foreword from the Chair

It seems incredible to be writing this in our tenth anniversary year. Not because ten years is a particularly long time – it is not. Nor because there was any real doubt – at least not recently – that we wouldn't be celebrating this and many more birthdays to come.

Incredible because, as we transition into our second decade, and bring together our strategy for the next five years, we find ourselves in a position of great strength, and poised to take further bold steps supporting people affected by dementia.

Centred around the people we serve – those with a dementia diagnosis, those undiagnosed, and the people around them who love, care for, and support them – we have made excellent progress in re-opening our services post-pandemic.

We have been able to extend our services to support more people, both by improving our coverage of the considerable North Yorkshire geography by the inclusion of the City of York, and by working alongside and within primary care providers to improve diagnosis rate and support those waiting for diagnoses.

Our leadership and staff have once again exceeded our expectations, as you will see in the remainder of this report. As a board of trustees, we are privileged to have such a talented team.

Our successes and growth continuously challenge us, and we have certainly felt some of the “growing pains” this year. Our scale brings with it increased regulatory and compliance requirements, and ensuring our operations remain in line with these – and wholly fit-for-purpose – has required changes, with more to come.

I am excited at the momentum building behind the vital young onset work we have begun. The positive impact already made has been wonderful to see, and there is much more to come in this area.

Finally, I am hugely grateful to our supporters. We have a fantastic team of volunteers supporting our staff in the delivery of services, and we are fortunate to have so many generous donors – both individuals and organizations – who have enabled us to undertake so much work beyond our basic commissioned services: thank you.

Chris Lees

Chair of the Board of Trustees

Our Mission

To provide accessible and inclusive support, based on a person's needs, that promotes living well with dementia in our local communities; and to work collaboratively with our partners to achieve this.

Our Vision

When a person is concerned about their memory or has been diagnosed with dementia they will continue to live well, along with the people they choose, and their local communities. They will feel supported, informed and included.

Our Values

Passion Putting our hearts and minds into everything we do

Quality Using our knowledge, skills and passion to ensure the best possible experience for people living with dementia

Innovation listening to the voices of people affected by dementia, so that we can identify and share creative solutions that have the potential to improve people's experience of living with dementia.

Community working collaboratively with local communities, organisations and networks.

Leadership Being pioneers in the transformation of dementia support by responding to inadequate provision and poor experience, and championing positive change.

Inclusion Proactively seeking out the needs of all and ensuring that our services provide what is needed to support people to live well with dementia and that we achieve the necessary diversity and equity of access.

CEO Message

This was our tenth anniversary year and we were thrilled to receive the Queen's Award for Voluntary service, acknowledging the amazing commitment of over 200 Dementia forward volunteers. In addition we were winners of a Kings fund Impact Award. Both of these have further encouraged us in our bid to keep up with the growing demand for dementia support.

This was a year of two halves, starting with Covid restrictions still in place and then beginning the gradual return to normal services. The Trustees, staff and volunteers have done a remarkable job of steering their way through the pandemic and out of the other side. Whilst there are probably still unknown consequences, Dementia Forward has really stepped up to the challenge and will continue stronger than before.

Probably the most significant success, in terms of service delivery, has been the timely introduction of Dementia Care Coordinators (DCCs). These roles were commissioned by the Clinical Commissioning groups in North Yorkshire and in York, to work in primary care. Whilst one of the main drivers was to improve the diagnostic rates, they came into post in April 2021 and at that point, as a result of Covid, the waiting lists for diagnosis became longer than ever experienced. We have managed to work flexibly and the DCCs have worked within GP surgeries supporting people who are on the waiting list. In turn this has meant that pre diagnosis referrals into Dementia Forward have increased significantly.

We did, like many other charities, lose fund raised income because of lockdowns but we have seen this come back in this financial year with donations up 60% and donations up 40% on the previous year. In September 21 we recruited our first ever Fund Raiser with the ambition of extending our reach across all of North Yorkshire.

Along with the growth in service delivery we have had to ensure that the infrastructure can support the services. Another effect that the Covid lockdowns had was that we closed offices and transferred a lot of our staff to home based working. At April 2021 we had 31 staff but at the end of the year at April 2022 we had 48 and still rising. All this has meant that we needed to focus on good communication systems and paperless processes. There has been investment in this that should make us fit for a few years to come as we continue to grow in an effort to match the increasing numbers of people affected by dementia.

Our strategy was due for renewal in 2020 but yet again Covid meant a delay. We have worked to an interim plan but we now look forward to launching our new strategy in 2022, which will have a focus on our model for day care, our 'Hub clubs' and our young onset dementia services.

We continue to work collaboratively with our statutory and voluntary sector colleagues to ensure that we are designing our services to fit the need and importantly we listen to families to understand just what those needs are. *Jill Quinn - CEO*

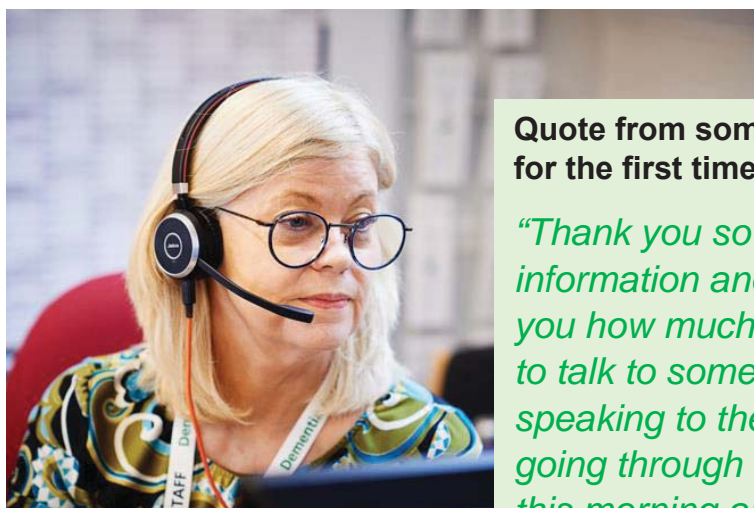
Our Services

Help Line

Our North Yorkshire wide Help line is open from 9am to 4pm Monday to Friday. Trained staff are available to answer dementia related questions, offer emotional and practical support and to take referrals into our service. The Help line capacity has been increased since Covid because we are 50% busier and we have extended the support to cover people who are waiting for a diagnosis, sometimes for months.

This vital service supports our aim of avoiding crisis. Having someone to talk to is often all that is needed in the moment, but most calls turn into a referral. The person is allocated a named Dementia Support Advisor, who will be with them throughout their journey.

In addition many professionals and colleagues from voluntary, private and voluntary sector organisations can use the Help line for advice and information.



Quote from someone who rang the help line for the first time

"Thank you so much for sending all the information and for the chat. I can't tell you how much good it did just being able to talk to someone who understood. I'm speaking to the doctor today and I am going through all the information you sent this morning and then I can put a plan in place."

Help line calls April 2021 – March 2023



Dementia Support Advisors

Teams are based in all areas of the County and the City of York. This part of our service is commissioned by health and social care and at the time of writing this we receive upwards of 150 new referrals every month. Each new referral has a named Dementia Support Advisor who will meet with the person diagnosed and their family to begin supporting and planning with them, and that same Dementia Support Advisor will continue throughout the person's journey. We cover such things as legal and financial guidance, encouraging planning for the future. We give practical and emotional support and advice and this is importantly delivered at the right time for the person and their family. Dementia Support Advisors have knowledge of what people are entitled to and also what is available in their local area and how to access it. We signpost and refer to many other agencies including guidance when a person needs full time care.

Quote from someone following a Dementia Support Advisor home visit

"Thank you for the time spent with my parents today. They seem really positive about your visit and as you say receptive to both the social and the singing groups. One comment was - we talked about lots of matters, not just 'the thing' (dementia!) which was really good. The advice and information is great but also we understand the benefits of just being able to talk...."

Dementia Care Coordinators

Again a commissioned service, these posts are based in primary care, working with GP surgeries to proactively seek out people who need a diagnosis and supporting them through the process. The role gives extra support to NHS colleagues by gathering information and offering support to patients that can speed up the process of diagnosis. Importantly at the time of writing this strategy, the waiting lists for Memory services are extremely long and this can be a very worrying time for people, so the role of Dementia Care Coordinator is vital.

Dementia Specialist Nurse

We are fortunate to have one Specialist nurse on our team. This gives our workers access to expert guidance when we have particularly complex cases, but in addition it gives us a conduit between our services and health colleagues and a sharing of knowledge and experience. This post is partially commissioned and partially voluntary funded.

Quote from someone in crisis who received support from our Specialist Nurse

"I can't thank you enough for your help and I'm sorry I didn't make contact with Dementia Forward sooner. Even in this brief time your support has made a big difference. "

Hub Clubs

This is the Dementia Forward way of delivering day services that provide meaningful activity for the person diagnosed and a day of respite for the family carers. At the time of writing we have these established in 8 places and our new strategy will focus on building this model. We are also aware that other organisations may have the building or the human resource to deliver a Hub club and part of our strategy is to offer training and support to other agencies so that they can run Hub Clubs. As part of our core service across the county our Dementia Support Advisors will meet people who need this service and can assess and refer people in as well as supporting families, when the time is right, to move from the hub club model to something else. Hub Clubs are run by our trained Dementia Activity Workers, with support from trained volunteers, and the approach is very focused on what works for the person attending with activities ranging from music and craft to pool and table tennis.



Quote from a carer whose wife attends Hub Club

“ You (DF) understand better than most what we deal with. Being able to drop Linda off at the hub club this morning and sit here with my feet up, feeling confident that she is being properly looked after is brilliant. You also offer services at a price that makes it available to everyone which is wonderful.”



Young Onset service

At the time of writing this report we have a specialist service offering advice, information and support and an exciting outward bound respite day running in 3 parts of the county every week. However, this work is lottery funded and our new strategy will look at ways to ensure that it is sustained and grown. Young Onset is poorly understood and recorded, and the result is that there is no provision other than what we offer. We will be developing our work, beginning with a campaign that will actually need to have a National reach in order to effect the changes we believe are necessary – for example the correct recording of Covid-19 so that we properly understand the number of people affected.

Quote from a carer whose sister attends our weekly outward bound group in York

"Instead of sitting in front of the television most of the day, Chris has been taken to a range of interesting places. The visits have helped improve her use of language & enhanced her confidence. As a family, it has been a relief & support to know our sister is being stimulated & supported in this way. We sincerely hope Dementia Forward will be able to carry on this work with young onset clients. Keep up the good work!"

Wellbeing cafes and groups

We run weekly drop in afternoons in 9 locations at the time of writing. This service, although staff led, is dependent on our wonderful volunteers and we will continue to grow and nurture this element of our charity. A Wellbeing café is a place where dementia can be left at the door while people enjoy refreshments, activities and good company that fosters peer support. There is also the opportunity for informal advice and information either from a Dementia Forward staff member, a volunteer or from other group members.

Quote from a volunteer who supports our wellbeing groups

"I Didn't realise how much I missed you all during lockdown until I watched the Christmas memories film – and David's carol service on zoom reduced me to tears. After witnessing so much cruelty to individuals with dementia, when my Mum was in care, I am grateful to be a (very) small part of such a kind and caring group. One day I hope every person with dementia will be treated this way."

Education and Awareness raising

Every week we are out and about running sessions with groups, organisations, businesses, schools etc. This is a vital part of what we do as it encourages more understanding and support within the communities that people live in and is reducing the stigma sometimes attached to dementia. There is a correlation between good awareness of dementia and timely diagnosis. A long term plan within the strategy is to look at using our experience and case studies to develop a training package that can be delivered externally.

Quote following one of our Awareness and education sessions

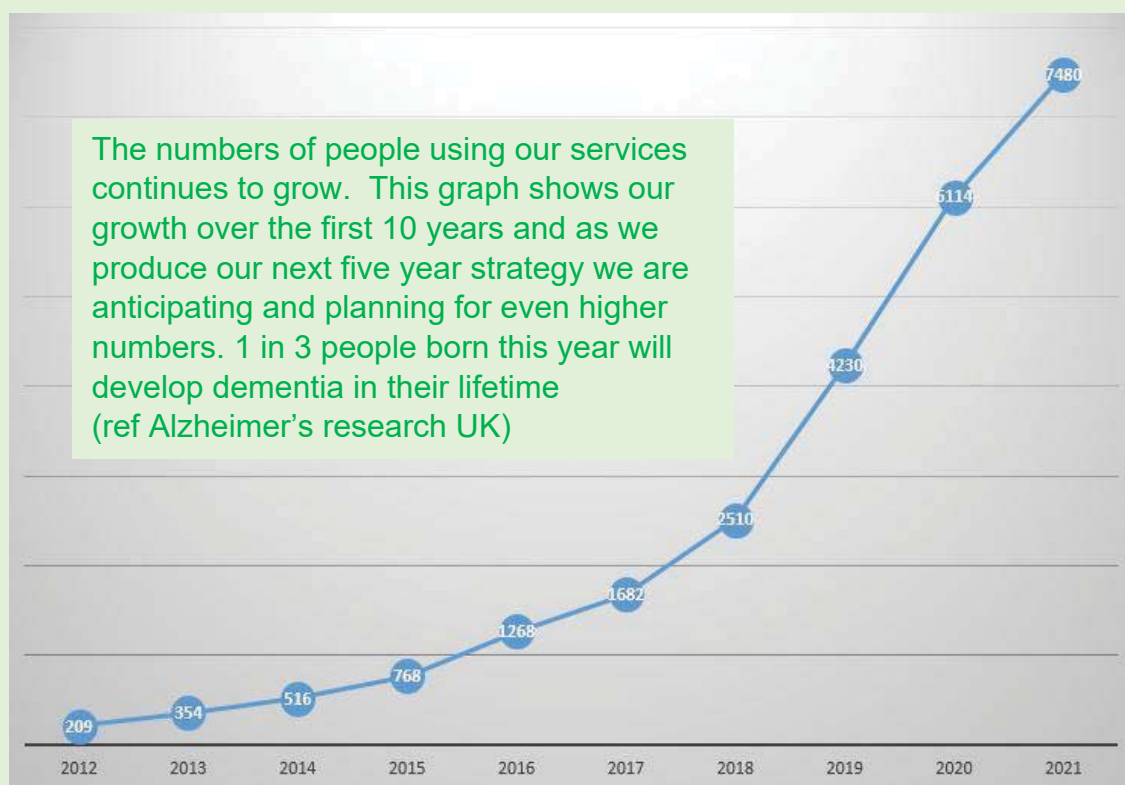
“On behalf of York Cruse, thank you so much for your fantastic presentation last night. The feedback has been extraordinary - everyone was riveted by your talk about Dementia Forward. We learned not only about the work that Dementia Forward does, but about Dementia and the effects on both the family of the person with dementia, but on the person themselves and how it affects them in so many ways we had not even thought about.”

Campaigning and lobbying

Until now we have done this simply by ensuring that we sit on relevant boards and groups and use our information and experience to influence. We feel ready to make our voices heard more as a leader than a follower and our planned Young Onset Campaign will be the start of this. We already capture the voices of many people who have the lived experience of dementia, but after 10 years of successful delivery we have formed more robust ways of making those voices heard as part of the strategy moving forward.

Message from a North Yorkshire County Councillor following Dementia Forward’s training of over 200 taxi drivers in Richmondshire, where it is really rural and taxis are a lifeline.

“I can confirm that this training will now be mandatory as determined by the Licensing Committee. Failure to attend the training could result in the driver being summoned before the Licensing Sub-Committee and (where necessary) their license being suspended until the training has been undertaken. The training is also now part of the initial application process for new applicants. “



Structure, Governance and Management

The Charity was established by a constitution adopted on 28 March 2012, amended on 10 July 2012, and was entered on the register of Charities effective from 20 July 2012.

The Trustees who served during the year are listed on page 12. New Trustees are appointed following application and interview by a minimum of 2 current Trustees. References are taken up and there is an induction process.

The HR sub group is responsible for the annual consideration of remuneration and National Joint Council (NJC) pay scales are used as a guide. The Charity risk register is updated annually in September and referred to regularly and approved by the full Trustee board. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) in preparing the annual report and financial statements of the Charity.

Objectives

To relieve the needs and promote and protect the good health and wellbeing of people living with dementia, their carers and families, living in North Yorkshire, through the provision of such support activities as the Trustees see fit.

Public Benefit

In shaping our objectives for the year and planning our activities the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance on fee charging. Dementia Forward relies on contracts, grants and the income from fees and charges to cover its operating costs. In setting the level of charges and concessions the Trustees give careful consideration to the accessibility for those on low incomes.

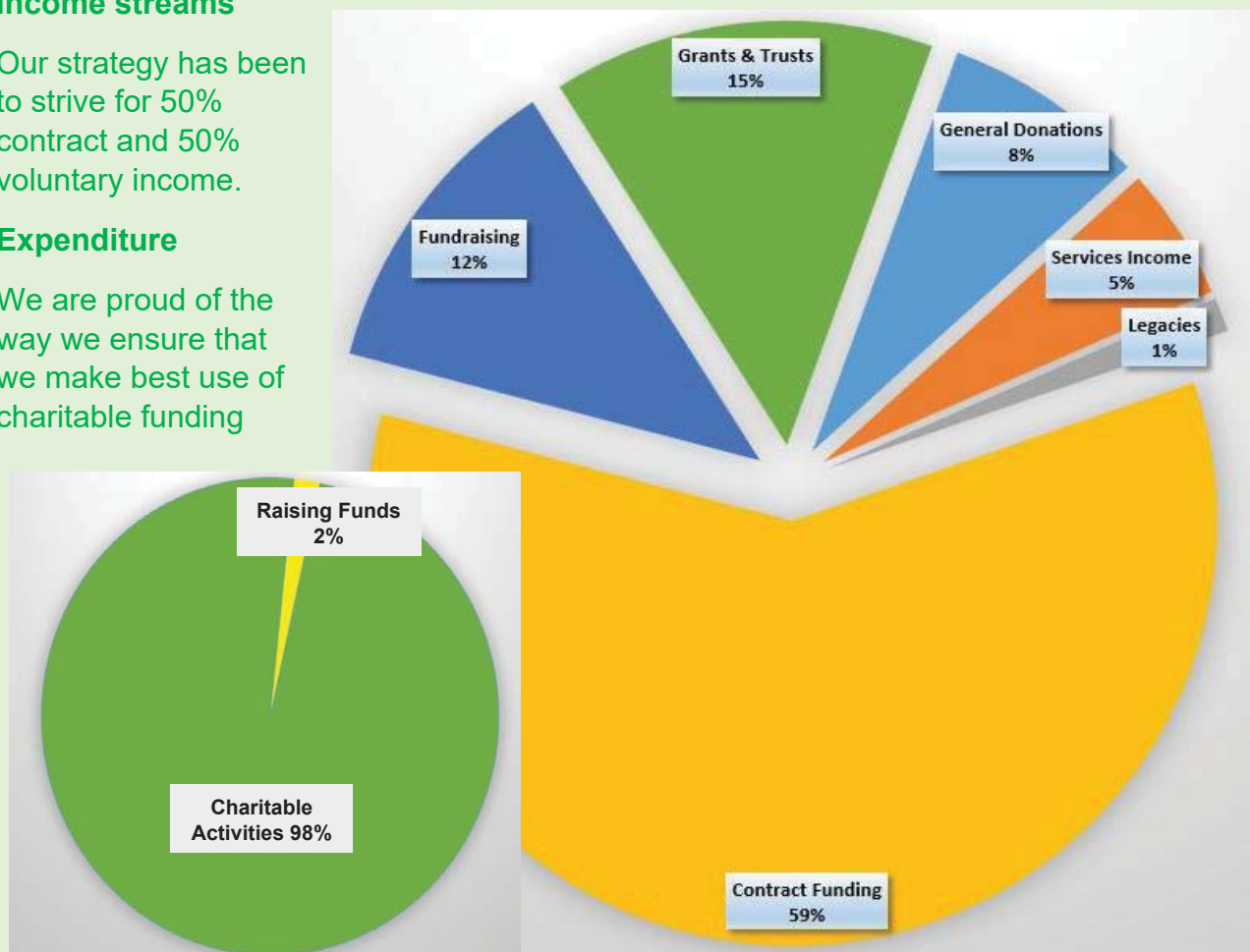
Income and Expenditure 2021/2022

Income streams

Our strategy has been to strive for 50% contract and 50% voluntary income.

Expenditure

We are proud of the way we ensure that we make best use of charitable funding



The charity has achieved an acceptable level of reserves and at 31 March 2022 £582,954 of the Charity's income is from Government Contracts. However, the streams of voluntary income are now becoming more robust, allowing a more consistent reserve.

Total funds amounted to £847,316 with restricted funds being £10,813 and designated funds being £520,695. Free reserves at the year end amounted to £315,808.

Reserves Policy

The Trustees consider that the Charity should aim to maintain Free Reserves at between three and six months of general operating expenditure in order to fund any shortfalls in income. At the year end the Free Reserves represented 4 months' worth of general operating expenditure. The Contracts give ongoing sustainability and the reserves are steadily building. Reserves have been allowed to run high to provide an added buffer against uncertainty as the economy reacts to the effects of COVID-19.

Company Information

Chief Executive Officer Jill Quinn

Trustees

Chris Lees – Chair

David Wells – Vice Chair

John Paul McGowan – Finance

Pet Fowler-Watts MBE

Hilary Paxton

Stuart Rhodes

Maxine Blake

Jeremy Trigg

Neil Cutler

Douglas Waugh – Appointed 26/09/2022

Registered Charity Number 1148225

Company Reg. No. 08010259

Company Secretary Jill Quinn

Principal address George Armitage House, Burton Leonard, Ripon HG3 3SD

Independent Examiner Adrian Rodaway
HPH Chartered Accountants,
Conyngham Hall Business Centre
Bond End
Knaresborough
HG5 9AY

Trustees' Responsibilities for Financial Statements

Charity law requires the Trustees to prepare financial statements for each financial period which show the state of affairs of the Charity and of net income or expenditure of the charity for that 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
- Prepare the financial statements on the going concern bases unless it is inappropriate to presume that the charity will continue in operation.
- State whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable the Trustees to prepare the financial statements.

The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

The Board of Trustees has supported all actions taken by the staff and management during what has been a year of recovery, following the Covid lockdowns. Succession planning for the Board continues to be carefully managed and we will continue to diligently maintain our governance and strategic role in the coming year.

This report was approved by the Trustees on 24 October 2022 and is signed on their behalf by:

Chris Lees

Director and Trustee

Independent Examiner's Report

I report to the Charity Trustees on my examination of the accounts of the Charitable Company for the year ended 31 March 2022.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and the Charitable Company's Trustees as a body in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company, the Charitable Company's members as a body and the Charitable Company's Trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the Charity's Trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 accounts to be reached.

Adrian Rodaway, FCA, BFP, DChA
24 October 2022

HPH, Chartered Accountants
Conyngham Hall Business Centre
Bond End
Knaresborough
HG5 9AY

DEMENTIA FORWARD
(A company limited by guarantee)
STATEMENT OF FINANCIAL ACTIVITIES (INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 MARCH 2022

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
INCOME					
Donations and legacies	3	128,411	105,832	234,243	309,726
Charitable activities	4	-	582,954	582,954	414,927
Other trading activities	5	158,686	8,968	167,654	74,084
Investments	6	196	-	196	264
TOTAL INCOME		287,293	697,754	985,047	799,001
EXPENDITURE					
Costs of raising funds		7,462	-	7,462	758
Charitable activities	7	242,074	699,805	941,879	636,531
TOTAL EXPENDITURE		249,536	699,805	949,341	637,289
Net expenditure before transfers		37,757	(2,051)	35,706	161,712
Transfers between funds	15	-	-	-	-
Net movement in funds		37,757	(2,051)	35,706	161,712
Reconciliation of funds					
Total funds brought forward	15	798,746	12,864	811,610	649,898
Total funds carried forward	15	£ 836,503	£ 10,813	£ 847,316	£ 811,610

All activities derive from continuing operations.
The notes on pages 18 to 26 form part of the accounts.

DEMENTIA FORWARD
(A company limited by guarantee)
BALANCE SHEET
AS AT 31 MARCH 2022
Company registration number: 08010259

	Note	2022		2021	
		£	£	£	£
FIXED ASSETS					
Tangible Assets	10		528,364		536,986
CURRENT ASSETS					
Stock	11	-	-	-	-
Debtors	12	191,565		113,051	
Cash at Bank and in hand	17	510,847		416,868	
		<hr/>		<hr/>	
		702,412		529,919	
LIABILITIES: amounts falling due within one year	13	(383,460)		(255,295)	
		<hr/>		<hr/>	
NET CURRENT ASSETS			318,952		274,624
TOTAL ASSETS LESS CURRENT LIABILITIES			<hr/>		<hr/>
			847,316		811,610
NET ASSETS			<hr/>		<hr/>
			£ 847,316		£ 811,610
THE FUNDS OF THE CHARITY					
Restricted Funds	15		10,813		12,864
Unrestricted Funds					
- Designated Funds	15		520,695		528,127
- Undesignated Funds	15		315,808		270,619
			<hr/>		<hr/>
TOTAL FUNDS			<hr/>		<hr/>
			£ 847,316		£ 811,610

For the financial year ended 31 March 2022, the Charitable Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The Members have not required the Charitable Company to obtain an audit of its accounts for the year in question in accordance with section 476. The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies.

The notes on pages 18 to 26 form part of the accounts.

These financial statements were approved by the Trustees on 24 October 2022 and signed on their behalf by:

David Wells
Director and Trustee

DEMENTIA FORWARD
(A company limited by guarantee)
STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2022

	Note	2022 £	2021 £
Net cash provided by / (used in) operating activities	16	96,306	254,339
Cash flows from investing activities			
Purchase of property, plant and equipment		(2,327)	(3,329)
Net cash provided by investing activities		(2,327)	(3,329)
Change in cash and cash equivalents in the year		93,979	251,010
Cash and cash equivalents at beginning of the year		416,868	165,858
Cash and cash equivalents at end of the year		£ 510,847	£ 416,868



Your North Yorkshire Charity
Care and Support for Life

DEMENTIA FORWARD
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2022

1 GENERAL INFORMATION

The Charitable Company is a private company limited by guarantee, which is incorporated and registered in England and Wales (no.08010259). It was registered as a charity on 20 July 2012. The Charity number is 1148225.

The address of its registered office is Community House, Allhallowgate, Ripon, North Yorkshire, HG4 1LE.

2 ACCOUNTING POLICIES

2.1 Basis of preparation of accounts

The financial statements have been prepared in accordance with the Charities SORP (FRS 102): The Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (the SORP) issued in October 2019, the Companies Act 2006 and UK Generally Accepted Accounting.

Dementia Forward meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

2.2 Going Concern policy

Special consideration has been given to COVID-19. The Trustees have a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. They continue to adopt the going concern basis of accounting in preparing the annual financial statements.

2.3 Limited by guarantee

Each member's liability is limited to £1 in the case of winding up of the Charitable Company.

2.4 Fund accounting

The Trustees have a defined policy for identification of different types of income:

- a) Designated funds are unrestricted funds but are specifically earmarked by the Trustees for a particular purpose.
- b) Restricted funds are only to be used for the specific purpose laid down by the donor. Expenditure which meets this criteria is charged to the fund.
- c) Unrestricted funds are the residue of incoming resources receivable or generated from the objects of the Charity without further specified purposes and are available as general funds.

2.5 Income

All income is recognised in the statement of financial activities when the conditions for receipt have been met and there is reasonable assurance of receipt. Except for the following:

Grants receivable

Grants for immediate expenditure are accounted for when they become receivable. Grants received for specific purposes are treated as restricted funds. Grants which are received for a future accounting period are deferred and recognised in those periods.

Capital Grants for specific fixed assets are included in restricted income when received. Once the asset is purchased these monies are transferred to unrestricted funds unless there is a restriction on the disposal of the asset. If so, the net book value of the asset is shown as a restricted fund.

DEMENTIA FORWARD
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2022

2 ACCOUNTING POLICIES (continued)

2.6 Expenditure

Expenditure is recognised on a cash basis. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Costs of generating funds	- costs associated with attracting voluntary income.
Charitable activities	- costs incurred by the Charitable Company in delivering its services to clients.
Support costs	- allocated to charitable activities on an equal basis.

2.7 Tangible fixed assets and depreciation

Fixed assets for the Charitable Company to use are capitalised at cost, for items above £100. Donated assets are valued at market value on donation. They are stated in the accounts at cost/original value less depreciation.

Depreciation is calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Land and buildings	No depreciation
Improvements to property	2% reducing balance
Computer equipment	33% straight line
Fixtures, fittings and equipment	25% reducing balance

2.8 Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stock. Net realisable value is based on selling price less anticipated costs to completion and selling costs.

2.9 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

2.10 Cash at bank and in hand

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

2.11 Creditors

Creditors are recognised where the Charitable Company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

2.12 Financial Instruments

The Charitable Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.13 Pension costs

The Charitable Company operates a defined contribution pension scheme. Contributions are charged in the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

DEMENTIA FORWARD
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2022

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
3 DONATIONS AND LEGACIES				
General donations	28,129	1,978	30,107	17,297
Regular donations	26,121	-	26,121	26,996
In memoriam	20,105	-	20,105	10,359
Legacies	12,765	-	12,765	3,000
Gift aid	2,928	-	2,928	4,176
Non-performance grants	34,060	103,854	137,914	183,751
Special grants	4,303	-	4,303	64,147
	£ 128,411	£ 105,832	£ 234,243	£ 309,726

Restricted donations and legacies in 2021 was £52,697.

Income received from Government grants totalled £4,303 (2021 - £64,147).

The Charitable Company also benefits from the involvement and enthusiastic support of its many volunteers. In accordance with Charities SORP, the economic contribution of general volunteers is not recognised in the accounts.

4 INCOME FROM CHARITABLE ACTIVITIES

Contract fees	-	582,954	582,954	414,927
	£ -	£ 582,954	£ 582,954	£ 414,927

Income received from Government contracts totalled £582,954 (2021 - £414,927).

Restricted income from charitable activities in 2021 was £375,528.

5 INCOME FROM OTHER TRADING ACTIVITIES

Fundraising events	117,500	-	117,500	67,273
Client contributions	40,967	8,968	49,935	921
Training fees	150	-	150	-
Other income	69	-	69	5,890
	£ 158,686	£ 8,968	£ 167,654	£ 74,084

Restricted income from other trading activities in 2021 was £5,822.

6 INCOME FROM INVESTMENT INCOME

Bank interest receivable	196	-	196	264
	£ 196	£ -	£ 196	£ 264

Restricted income from investment income in 2021 was £nil.

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7 ANALYSIS OF TOTAL EXPENDITURE

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
7.1 Charitable activities				
Staff costs	108,557	679,361	787,918	549,236
Premises costs	22,402	5,567	27,969	23,582
Office costs	34,904	3,580	38,484	26,405
Day services costs	7,856	3,877	11,733	-
Volunteer costs	416	-	416	71
Membership fees	35	-	35	46
Travel and subsistence	42,869	7,420	50,289	15,443
Bad debts	110	-	110	883
Support costs (Note 7.2)	24,925	-	24,925	20,865
	<u>£ 242,074</u>	<u>£ 699,805</u>	<u>£ 941,879</u>	<u>£ 636,531</u>
7.2 Support costs				
Independent Examiner's fee	750	-	750	750
Accountancy	6,384	-	6,384	3,722
Other professional fees	2,230	-	2,230	3,500
Advertising	4,165	-	4,165	1,506
Depreciation	10,949	-	10,949	11,184
Bank charges and interest	447	-	447	203
	<u>£ 24,925</u>	<u>£ -</u>	<u>£ 24,925</u>	<u>£ 20,865</u>

Restricted expenditure in 2021 was £422,169

8 TOTAL STAFF COSTS

	2022 £	2021 £
Wages and salaries	717,657	486,124
Redundancy pay	-	12,323
Social security costs	48,998	33,186
Employer pension contributions	17,464	14,973
Life insurance	3,799	2,630
	<u>£ 787,918</u>	<u>£ 549,236</u>

No employee earned £60,000 per annum or more in the year (2021 - none).

Number of employees

The head count of employees on the payroll as at 31 March 2022 was 45 (2021 - 26).

The average number of full-time equivalent employees during the year was 38 (2021 - 26).

The key management personnel of the Charitable Charity comprise the Trustees and the senior management team. The total employee benefits of the key management personnel, with only senior management team members being paid, was £126,909 (2021 - £103,009).

9 RELATED PARTIES

No Trustees received remuneration or expenses during the year (2021 - £nil).

There were no related party transactions in the reporting year which require disclosure (2021 - nil).

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10 TANGIBLE FIXED ASSETS

	Land and buildings £	Improvements to property	Computers £	Fixtures, fittings & equipment £	Total £
Cost					
At 1 April 2021	145,000	420,301	18,895	18,397	602,593
Additions	-	-	2,137	190	2,327
At 31 March 2022	145,000	420,301	21,032	18,587	604,920
Depreciation					
At 1 April 2021	-	37,174	16,656	11,777	65,607
Charge for year	-	7,432	1,812	1,705	10,949
At 31 March 2022	-	44,606	18,468	13,482	76,556
Net Book Amounts					
At 31 March 2022	£ 145,000	£ 375,695	£ 2,564	£ 5,105	£ 528,364
At 31 March 2021	£ 145,000	£ 383,127	£ 2,239	£ 6,620	£ 536,986

	2022 £	2021 £
11 STOCK		
Stock	£ -	£ -
12 DEBTORS		
Trade debtors	188,478	111,064
Prepayments	3,087	1,987
	£ 191,565	£ 113,051

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	2022 £	2021 £
13 LIABILITIES: Amounts falling due within one year		
Trade creditors	17,557	1,142
Social security and other taxes	14,135	9,410
Pension contributions	3,091	2,356
Accruals	5,573	3,453
Deferred income	343,104	238,934
	<u>£ 383,460</u>	<u>£ 255,295</u>
Deferred income		
Balance brought forward	238,934	80,439
Amount released in the year	(238,934)	(80,439)
Amount deferred in the year	343,104	238,934
	<u>£ 343,104</u>	<u>£ 238,934</u>
Balance carried forward	<u>£ 343,104</u>	<u>£ 238,934</u>

At the balance sheet date the Charitable Company was holding funds received in advance of providing contracted services, which will be fully released in the following financial year.

14 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Undesignated Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Current year				
Tangible fixed assets	7,669	520,695	-	528,364
Current assets	691,599	-	10,813	702,412
Current liabilities	(383,460)	-	-	(383,460)
	<u>£ 315,808</u>	<u>£ 520,695</u>	<u>£ 10,813</u>	<u>£ 847,316</u>
At 31 March 2022	<u>£ 315,808</u>	<u>£ 520,695</u>	<u>£ 10,813</u>	<u>£ 847,316</u>
	Unrestricted Undesignated Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Comparative year				
Tangible fixed assets	8,859	528,127	-	536,986
Current assets	517,055	-	12,864	529,919
Current liabilities	(255,295)	-	-	(255,295)
	<u>£ 270,619</u>	<u>£ 528,127</u>	<u>£ 12,864</u>	<u>£ 811,610</u>
At 31 March 2021	<u>£ 270,619</u>	<u>£ 528,127</u>	<u>£ 12,864</u>	<u>£ 811,610</u>

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15 FUNDS

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2022 £
Restricted Funds					
Harrogate District Community Project	986	-	(986)	-	-
Dementia Support Advisors	-	361,757	(361,757)	-	-
Dementia Support Nurse	-	22,920	(22,920)	-	-
Dementia Care Coordinators	-	128,216	(128,216)	-	-
Young onset Dementia	-	103,854	(95,021)	-	8,833
Café in a Box	4,536	8,289	(12,825)	-	-
Golf in Society	2,750	21,842	(22,612)	-	1,980
Flood repairs	4,592	1,978	(6,570)	-	-
Coronavirus support	-	8,968	(8,968)	-	-
Harrogate Transport	-	8,576	(8,576)	-	-
Memory Service York	-	23,004	(23,004)	-	-
Winter Pressure Funding	-	8,350	(8,350)	-	-
	12,864	697,754	(699,805)	-	10,813
Unrestricted Funds					
Designated					
Fixed Assets	528,127	-	(7,432)	-	520,695
	528,127	-	(7,432)	-	520,695
Undesignated					
Free reserves	270,619	287,293	(242,104)	-	315,808
Total Unrestricted Funds	798,746	287,293	(249,536)	-	836,503
Total Funds	£ 811,610	£ 985,047	£ (949,341)	£ -	£ 847,316

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
Restricted Funds					
Harrogate District Community Project	986	-	-	-	986
Dementia Support Advisors	-	361,757	(361,757)	-	-
Dementia Support Nurse	-	9,191	(9,191)	-	-
Dementia Care Coordinators	-	12,398	(12,398)	-	-
Young onset Dementia	-	15,519	(15,519)	-	-
Café in a box	-	8,270	(3,734)	-	4,536
Golf in Society	-	2,750	-	-	2,750
Flood repairs	-	5,822	(1,230)	-	4,592
Coronavirus support	-	18,340	(18,340)	-	-
	986	434,047	(422,169)	-	12,864
Unrestricted Funds					
Designated					
Fixed Assets	535,711	-	(7,584)	-	528,127
	535,711	-	(7,584)	-	528,127
Undesignated					
Free reserves	113,201	364,954	(207,536)	-	270,619
Total Unrestricted Funds	648,912	364,954	(215,120)	-	798,746
	£ 649,898	£ 799,001	£ (637,289)	£ -	£ 811,610



Your North Yorkshire Charity
Care and Support for Life

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15 FUNDS (continued)

Restricted Funds

Harrogate District Community Project: This is money from Stronger Communities restricted for Harrogate district dementia friendly communities.

Dementia Support Advisors: This is money restricted for Dementia Support Advisors received from North Yorkshire NHS Foundation Trust and Tees, Esk and Wear Valley NHS Foundation Trust.

Dementia Nurses: This is money restricted for Dementia Nurses received from Vale of York NHS Foundation Trust.

Dementia Care Co-ordinators: This is money restricted for Dementia Care Co-ordinators from North Yorkshire NHS Foundation Trust.

Young Onset Dementia: This is money received from the Lottery. It is restricted for work for Young Onset Dementia care.

Café in a box: This is money restricted for Café in a box. This scheme was developed due to the Coronavirus pandemic where activity boxes are tailored to each individual and their interests and will involve activities like puzzles and jigsaws, books and games, jokes and sheets with activities plus tips for carers, such as varying days by not doing everything in the same room.

Golf in Society: This is money restricted for golf event days.

Flood repairs: This is money restricted for repairing the damage caused by flooding.

Coronavirus support: This money was restricted to negate the effects of the Coronavirus pandemic.

Winter Pressure Funding: This is money from NHS North Yorkshire for the additional demands on services over the winter period.

Designated Funds

The monies transferred into the Fixed Asset Fund in the year is for the net book value of the assets required to be held for the ongoing work of the Charitable Company and therefore do not form part of the distributable reserves.

16 RECONCILIATION OF CASH FLOWS FROM OPERATING ACTIVITIES

	2022	2021
	£	£
Net income for the reporting period	35,706	161,712
<i>Adjustments for:</i>		
Depreciation charges	10,949	11,184
Decrease / (Increase) in stock	-	1,625
Increase in trade and other debtors	(78,514)	(77,301)
Increase / (Decrease) in trade and other creditors	128,165	157,119
Net cash provided by / (used in) operating activities	£ 96,306	£ 254,339

17 ANALYSIS OF CASH AND CASH EQUIVALENTS

Cash in hand	510,847	416,868
Total cash and cash equivalents	£ 510,847	£ 416,868

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18 ANALYSIS OF CHANGES IN NET DEBT

	At 01/04/2021 £	Cash-flows £	At 31/03/2022 £
Cash	416,868	93,979	510,847
	<u>£ 416,868</u>	<u>£ 93,979</u>	<u>£ 510,847</u>

19 OPERATING LEASES

The total future value of minimum lease payments is as follows:

Within one year	10,646	4,734
Within one to two years	10,646	4,734
In two to five years	25,959	-
	<u>£ 47,251</u>	<u>£ 9,468</u>

The amount of non-cancellable operating lease payments recognised as an expense during the period was £13,136 (2021 - £8,424).