

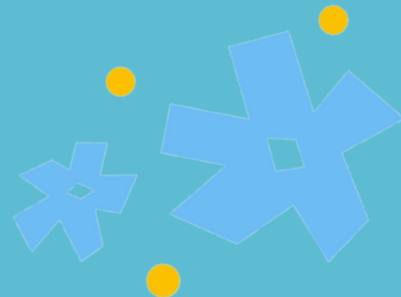
Forget-me-not Chorus

Annual report

2020-2021



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Introduction

2020 was a year we will never forget – overnight our core services were shut down by the Covid-19 global pandemic – and we had to quickly respond.

It was a difficult time for our participants, partners, care homes and hospitals who were absolutely in the eye of the storm. Many lives were lost and many were isolated alone at home, in their care home or in hospital wards.

We were determined to stay connected and to step up to deliver moments of relief, joy and togetherness.

We created Forget-me-not sessions through film, we led sessions through the smallest crack in an open window, and we strove to reach those who needed the joy of music in whatever way we could.

The silver lining is that the methods that we developed in response to the pandemic will allow us, in the future, to reach many, many more people living with and alongside dementia than we could have ever imagined.



Covid-19 Response

We had an exciting year of work planned for 2020/21, with an expansion of core and additional activity scheduled. However as the country went into national lockdown as a result of Covid-19, all sessions were immediately suspended with all staff members working from home or furloughed (as appropriate). We adapted our methods of delivery to enable us to continue to work despite the restrictions nationally and locally.

As we moved through the pandemic we set a number of game plans to address how we would deal with the shifting sands of the pandemic. Mindful that the situation was constantly evolving, and that the impact of Covid-19 would continue to be felt long even after the majority of restrictions are lifted our approach was to review our strategy every six months.



“ We were in good voice. We were so grateful for your ability to praise us as if you had heard our efforts. Isn't technology clever? Jane was joining you in Brahms Lullaby in GERMAN.

It became apparent very quickly that our traditional offering, ie weekly rehearsals meeting physically in homes/the community/hospitals could not be maintained (and would not be feasible for some time) and we therefore quickly evolved the offering to our existing established choirs, namely:

- By running and developing a scheme of sessions in care homes and hospital car parks where we were able to continue to work with residents/patients at a safe social distance, these became our **'Singing in the Spring/Summer'** programme.
- Initially running virtual sessions for our community and care homes (keeping choristers connected with the personal touch of referring to them by their name) and when it became clear that we needed a longer term strategy developing these into **weekly 'zoom' sessions**
- Reaching out and connecting with the most isolated and vulnerable FMNC choristers, residents in care homes by creating **dedicated virtual song performances.**
- Creating and developing a range of virtual singing sessions, initially produced in-house although once demand was established we had a **series of films** produced professionally.
- Increasing our reach to new care homes through offering the **free to access virtual singing sessions.** We initially connected with all care homes in Wales before working systematically through a number of cities including London, Manchester, Birmingham, Leeds.



How the power of song makes a real difference



We know the positive effect that music can have. People who may be quiet or reserved can be transformed when they hear a song they recognise - joining in with singing, or even having a dance.

DR JAMES PICKETT, HEAD OF RESEARCH, ALZHEIMER'S SOCIETY

For some time now, singing has been used as an accepted tool for engagement and therapy. At a basic level, the ability to sing in a choir alleviates isolation and offers families the opportunity to engage with others in a safe and fun environment and therefore does bring benefits. However, at this level the benefits are generally palliative.

There is a body of research that concludes that the benefits of music may be more than merely palliative and could actually alleviate some of the symptoms of this terrible disease. The challenge was therefore to take things to a higher level, through the power of song to stimulate a sense of pride and self-worth in our choristers and directly address the impact of dementia and thus bring real meaning back to the lives of those involved. The challenge was huge, but the charity willingly picked up the baton.



Our values



CREATING COMMUNITIES

A devastating impact of dementia is the sense of isolation that it can bring.

We provide a trusting environment that encourages a community of mutual support and understanding. FMNC creates a safe, inclusive space where all behaviours are accepted.



EXCELLENCE

A diagnosis of dementia is often accompanied by the perception that people are no longer able to contribute and consequently can be patronised and marginalised.

FMNC counters this perception by always working to the highest possible standards. Collaborating with professional artists creates performance works of the highest artistic merit, exceeding expectations and building self-esteem.



EMPOWERING

Dementia debilitates. As the disease progresses, it will reduce capabilities, making what were formerly everyday activities a huge challenge. This drains confidence and leads to a sense of isolation.

FMNC provides a meaningful artistic platform; restoring pride, bringing pleasure and raising awareness of the impact of living with and alongside dementia.



JOY

Dementia is devastating.

FMNC creates singing communities where joy and laughter are the norm, providing an escape from the relentless caring routine.



THE FLOWER OF EMOTIONAL NEEDS:

Kitwood Model



Thomas Kitwood, born in Lincolnshire was a pioneer in the field of dementia care. He identified a number of fundamental psychological and social human needs. These human needs have to be met for us all, in order to maintain a good sense of well-being. Kitwood's model, shows that when caring for, and supporting people with dementia,

we must remember six psychological needs:
love, comfort, identity, occupation, inclusion, and attachment.

SOURCE: <https://reflectionsgreenwich.com/2017/03/25/the-flower-of-emotional-needs/>

“ At MHM Wales, we are trained to deliver in accordance with the Kitwood flower of emotional needs and believe that the unique, person-centred service provided by the Forget-me-not Chorus fulfils each need identified by Kitwood, so crucial for the improvement of our patients' health and wellbeing.

Sally, Mental Health Matters Wales 7.

Impact



74

community zooms

supporting 76 people living with and alongside dementia in the community - in our local community choirs in Cardiff North, Cardiff South, Newport and North Wales but also those from further afield from Cornwall to Scotland.



26

car park sessions

We have run sessions in car parks, courtyards and gardens of 7 care homes and 3 hospitals to support residents, patients and staff.



“

Whilst mum's world was already shrinking because of dementia, the lockdown has accelerated things as we all stay at home. Her daily shopping trips have stopped. Her catch ups with her friends and the people she knows at her weekly groups have halted. It is like her anchors has been lost and she drifts between her todays and her yesteryears. Our Forget-me-not rehearsals fix that feeling of being adrift. Kate's enthusiasm, the familiar warm-ups and the chance to revisit some of our repertoire of songs is amazing. We have fun, we laugh lots and we exercise our breath, which is all important in these times. Forget-me-not Chorus is that punctuation in the week where we renew our love for song and share it with our very special, Forget-me-not family.

Community Participant



26

care home zooms

Care homes have had monumental challenges over the past 12 months and it has therefore been essential that we have been able to support them and bring some joy into the lives of residents and staff wherever we can.

7

Pre-recorded singing sessions

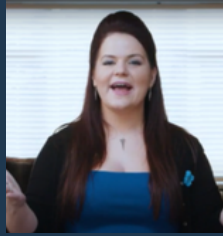
Available FREE for all to access. Via youtube, DVD and download. Professionally filmed resource specially designed to bring joy, movement and song to all.



Pre-recorded singing sessions

“The Forget-me-not Chorus is an amazing interactive resource that the residents engage in every time. Music has a way of reaching individuals with dementia when nothing else can and always raises spirits here at Llys Elan

Activities Co-ordinator, Llys Elan



VIRTUAL SESSION LIBRARY NOW LIVE!

No. of care homes using our virtual sessions

Location of care homes

Accessibility

Language/s

HOW IT STARTED 2020

52

Wales-wide

FREE via Youtube &
FMNC website

English

HOW IT'S GOING APRIL 2021

300+

UK-wide

FREE via Youtube, FMNC website
PLUS
DVDs now available
in direct response to feedback

English & Welsh

The commitment remains to offer our films and DVDs free of charge to any individual/care home that requests them.

staff team

Appropriate advantage has been taken of the applicable government job retention scheme, with staff members being furloughed on full- and part-time bases as required.

At the beginning of the scheme trustees unanimously took the decision to maintain staff salaries at 100% for as long as practicable, claiming back from the JRS the available proportion.

As much as possible, we looked to re-engage our wonderful team of freelance musicians, the majority of whose work was decimated by the pandemic.



music leaders



pianists



new music leaders

who have completed the bespoke training and have joined the team of freelance music leaders. Running sessions in the community, care homes and hospitals throughout Wales.



freelance project managers



freelance project assistants



trustees

Staff Team



Kate Woolveridge

Artistic Director



Sarah Teagle

Administrative Director



Katherine Harri

Head of Fundraising

Future Plans



In the next year we aim to:

- Have re-established all of the choirs in North and South Wales that existed before the pandemic.
- Continue to support our 'virtual' community via a weekly Zoom choir session.
- Create a bespoke support service for our partner care homes and offer in person sessions where possible.
- We will have systematically made contact with every care home in Wales and England and offered our films to them.
- Continue to offer a free to access weekly bespoke zoom session to care homes.
- Create further 'Pre-recorded singing sessions' which can be used on demand and via DVD to support the care home sector when they most need it.
- Expand our service into Cornwall, train new music leaders and understand what is required in terms of cost and resource to establish an offering in a new location.
- Run a new hospital project in partnership with Cardiff & Vale UHB as part of the HARP programme.



Fundraising

Clearly the impact of Covid-19 is a principal risk to the future delivery of the charity's aims and objectives and the trustees have been mindful of this, and to plan and act accordingly.

Appropriate advantage has been taken of the applicable government job retention scheme, with staff members being furloughed on full- and part-time bases as required. At the beginning of the scheme trustees unanimously took the decision to maintain staff salaries at 100% for as long as practicable, claiming back from the JRS the available proportion.

All of the charity's funders have been accepting of our alternative delivery model with trusts and foundations showing a great deal of flexibility and understanding of the difficulties faced. This support, the government job retention scheme, a small reduction in expenditure as we adapted our activities, has resulted in the financially strong position at the year end. However, we are very mindful that there is no way of knowing whether the fundraising environment will remain as favourable into subsequent financial years

Whilst certain fundraising avenues simply went off the radar during the pandemic (and note, the Big Give will not provide such a large proportion of our revenue this year compared to previous years), through a massively focussed effort we have secured substantive donations and have met our objective of continuing to maintain reserves sufficient to cover core costs for a 6 month period.



**FORGET ME NOT
100 MILE
CHALLENGE**

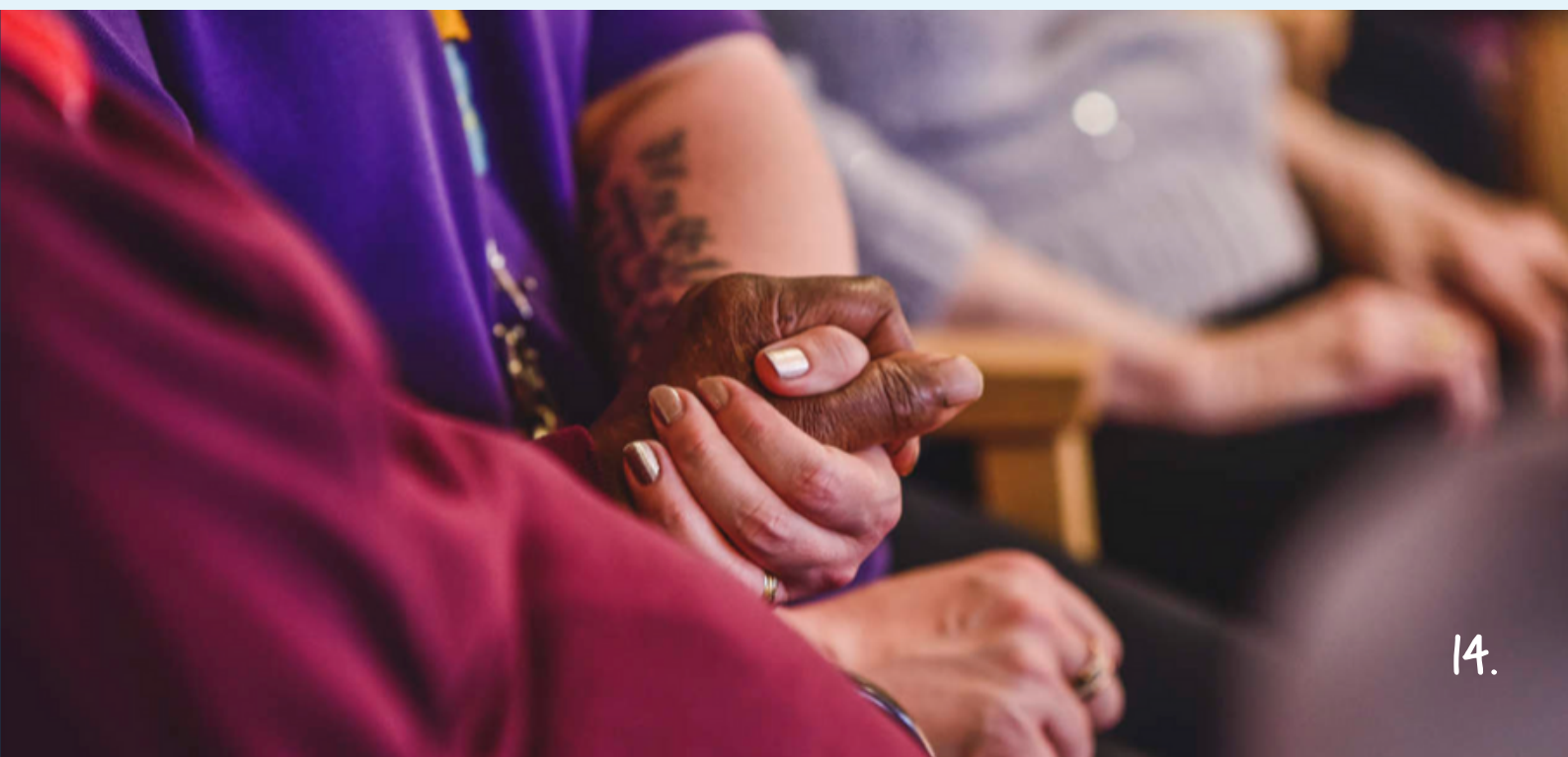


Forget-me not Chorus is grateful for every donation that helps us make a difference through the power of song. Each gift helps us to restore pride and pleasure to those affected by dementia, and raise awareness of the impact that the condition has on so many lives.

We extend sincere appreciation for all donations made by individuals, corporate supporters, and Friends of FMNC and would like to acknowledge the following Trust & Foundations for their specific and significant support in this financial year:



We say a special thank you to those whose gifts in memory of a loved one will ensure FMNC can continue to make a difference to everyone affected by dementia – now and in the future.



Financial Review

Brief Statement of the Charity's Policy on Reserves

The reserve policy is to hold a sum equivalent to approximately six months' average expenditure. Free reserves held at the year end which are surplus are allocated to a range of budgeted and planned activities for the forthcoming year or longer term. These are identified by the Board; and are in line with the charity's objects.

Details of Any Funds Materially in Deficit

None



Accounts

The Forget-me-Not Chorus For the 12 months ended 30 April 2021 Including VAT

Apr 2021

Income

Big Give	47,394
Cash Donations	170
Corporate Giving	5,500
External Fundraiser	511
Friends of FMNC	11,611
Fundraising dinner/event	83
Gift Aid Claim	3,209
Individual fundraiser	13,028
Legacy and funeral giving	2,253
Major Donor	500
Online cashback	36
Online donations	8,018
Online referral income	422
Other Revenue	19,797
Partnership income	8,995
Trusts & Foundations	103,861
Total Income	225,388

Less Operating Expenses

Advertising & Marketing	42
Audit & Accountancy fees	700
Bank Fees	1
Cleaning	3
Commissions	6,170
Cost of Goods Sold	2,120
Design costs	8,987
Direct Wages	3,714
Employers National Insurance	5,123
Equipment (Performance)	1,045
Freelance admin	325
Freelance creative team	26,315
Insurance	308
IT Software and Consumables	669
Memberships and subscriptions	288
Overheads	183
Pensions Costs	10
Postage, Freight & Courier	307
Printing & Stationery	265
Refreshments	16
Repairs & Maintenance	353
Salaries	101,381

	Apr 2021
Sheet music	108
Telephone & Internet	166
Unit rent	540
Venue Hire	50
Web hosting and email subscriptions	316
PAYE Payable	(2,359)
Pensions Payable	(21)
Student Loan Deductions Payable	(1,877)
Wages Payable - Payroll	4,676
Total Operating Expenses	159,924
Operating Surplus (Deficit)	65,464
Plus Non Operating Movements	
Computer Equipment	(630)
Total Non Operating Movements	(630)
Net Cash Movement	64,834
Summary	
Opening Balance	86,002
Plus Net Cash Movement	64,834
Closing Balance	150,836

Restricted reserves

51,644

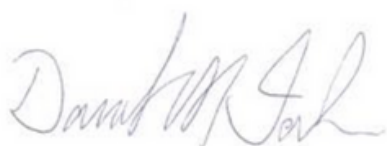
Unrestricted reserves

The trustees are pleased to present their annual report together with the consolidated financial statements of the charity and its subsidiary for the year ending 30 April 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 1993, the Companies Act 1985, the Memorandum and Articles of Association, and the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005).

The Trustees declare that they have approved the Trustees' Report above.
Signed on behalf of the Charity's Trustees.

Signature:



Full Name: David Jackson
Position: Chair
Date: 28/01/22

Signature:



Full Name: Jackie Askey
Position: Trustee (Carer Representative)
Date: 28/01/22



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

THE FORGET-ME-NOT CHORUS

On accounts for the year
ended

30 APRIL 2021

Charity no
(if any)

1151812

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD/MM/YYYY.

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Simon Shewring

Date:

26/01/2022

Name:

SIMON SHEWRING (SHEWRING ACCOUNTANCY LTD)

Relevant professional
qualification(s) or body

(if any):

Address:

7 MAES-Y-RHEDYN

CREIGIAU

CARDIFF, CF15 9JX

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Charity name: Forget-me-not Chorus
Other names charity is known by: The Forget-me-not Chorus Cardiff, FMNC
Charity number: 1151812
Charity's operating address: 5 Lewis Road, Llandough, CF64 2LW

Names of the Charity Trustees who Manage the Charity

	Trustee Name	Office (if any)	Appointed if not whole year	Retired
1:	David Jackson	Chair		
2:	Peter Curran	Treasurer		
3:	Dr. Rosie Tope			
4:	Bryan Hughes			
5:	Dr. Haydn Mayo			
6:	Gwyneth Oakman			April 2021
7:	Dr. Gavin Davies			
8:	Dr. Gwawr Ifan			
9:	Dendy Vickery			
10:	Hugh Child			April 2021

Names & Addresses of Advisors (Delete rows which are not relevant)

Name	Address & Postcode
Independent Simon Shewring Examiner:	7 Maes-y-Rhedynn, Cardiff, CF15 9JX

Names of Senior Staff with Delegated Responsibilities

Name	Role
1: Kate Woolveridge	Artistic Director
2: Sarah Teagle	Administrative Director
3: Katherine Harri	Head of Development



www.forgetmenotchorus.com
hello@forgetmenotchorus.com
Charity Number: 1151812

