

**CAMBERLEY ALZHEIMER CAFÉ CIO
REGISTERED CHARITY NUMBR: 1164771
TRUSTEES REPORT
AUGUST 2022 – JULY 2023**

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Camberley Alzheimer Café CIO
Registered Charity No. 1164771
Trustees Report
August 2022 – July 2023

Introduction

With an especially talented group of volunteers the Camberley Alzheimer Café CIO, (CAC) prepared to open this facility in another part of town – the Old Dean Estate. The overall aim being to share the services with people in different localities – the nearby villages of Lightwater, Bagshot, Windlesham and as it turned out the town of Bracknell.

On Thursday 18th. August 2022, we welcomed our existing guests as well as those from nearby housing estates. We ran an Afternoon Tea and Cake session with Rev. Chris Richardson and myself (Maureen Hume Chairperson) providing the welcome to all. Including our 15 team members 75 people entered into the spirit of the event.

The incidence of Covid-19 being above the national average we acted in accordance with advice from the NHS Infection Prevention & Control Officer: hand washing, open windows, face masks, test and trace Covid testing.

We planned our international educational programme, freshly cooked meals and live music for the coming year. However, 'Man proposes and God disposes'. National events took precedence and yet we still delivered the programme.

Principal Objective:

To make available to the people in our vicinity the international programme supporting people in any of the dementias, their carers and those interested in the world of dementia. This to enable quality of life for all involved.

Key Objectives:

1. To work with specialists in the field today, so that they can deliver information that is timely and realistic for families; examples being the NHS Memory Clinic, the Alzheimer's Society, Citizen's Advice Bureau and the Surrey Council Memories Cafe
2. To enable people to learn and to understand the impact of dementia in society at large and the individual in particular including effective communication strategy.
3. To continue to be involved in the integrated care system – to contribute representing the needs of families where dementia is a feature and on a national level at the Westminster Forum for Health.
4. To sign post to the services available for people in distress in our locality.
5. To provide a place of safety where people can experience pleasure in the company of others.

Activities

This has been a time of unexpected change:

1. We had planned to open the CAC on Monday 19th. September. That being the day of the late Queen Elizabeth's funeral, out of courtesy we cancelled the opening at that time.
2. The opening of this year's session took place on Monday 17th. October. Yet another change, Dr. John Newland, clinical psychologist, was unable to attend. On this occasion I led the educational session, 'What is dementia? How is it diagnosed?' Eric Glover brought his keyboard and entertained with music from the past. Sue Ingram spoke about the Therapy Garden at Normandy and its benefits for many groups including those in dementia. This was a joyous event and one guest stated that his was an evening of 'love'. What could be better?
3. Thursday 8th. December, as a team 20 of us celebrated with a Christmas lunch at the Toby Jug. Lovely event with good food and lots of relaxed chatting. Four days later 16 of our team tested Covid – 19 positive. Of the remaining 4 their partners tested positive and more seriously ill than the 16. Another cancellation for the Café!
4. Come January we were off to a running programme with 'Grandpa's Spells Jazz Band' and Fay Freemantle as our lecturer 'How dementia affects us inside'.
5. Over the year we have had a number of different musicians, from Eric Glover on his keyboard, to Kevin Bull singing to taped music, Brian Ford and his Ukulele Band to 'Melody for the Mind' with Evelyn Dawes on her keyboard backed up by her team. Over this time our guests have become ever more relaxed and just dance when they feel like it. One man was so delighted that he exclaimed that 'This was the first time he had danced in 45 years!'
6. In my eyes one of the greatest strengths is the 10 Minutes of Armchair Exercises with Maureen Lomas. This seems to loosen people up not only with physical exercises but mentally as well: after these sessions our guests chat as not before. We all make so many mistakes that all we can do is laugh!
7. Dr. Gemma Jones ran a 'Care for Carers' three day course over April, May. The impact of this was equivalent to a miracle. For 2 days the carers bemoaned the state of their loved one in dementia and then on the 3rd. day they each reported at the amazing change in this person. Somehow each was cooperative, helpful and communicative; they were amazed at the change. This result could only come from the work undertaken by the carers on the course (just expressing their feelings and the ability of Dr. Gemma Jones to put these into context). And yes, you can imagine that I am now seeking funding to run this course again!
8. One more celebration – Coronation Day. On Sunday 7th. May our guests were invited to join with the St. Martin's Church congregation for 'Afternoon Tea and Cake'. Overall 50 people attended. On the Monday 8th. May a barbeque was held for volunteers. This again was a splendid occasion with 50 attending. From our angle we contributed funding donated to us for this special celebration.
9. We have continued to meet with others in the integrated care system. Maggie Rolfe, now in the role of 'Event's organiser' represents our organisation at the Voluntary Services Welcome Forum. Rajendra Chhetri is our representative with the Surrey Heath CCG. He is also our car parking marshal who often hears of the plight of families before they enter the building! Maureen Hume participates in the national Westminster Forum for Health. Three of us join in the 'Networking and Sharing Good Practice' days run by the Voluntary Services North Surrey. We too join in the 'Seniors Christmas, Easter and

Summer' Socials at St. Mary's Church. Here we meet too with some of our Café guests.
Networking Days

SHBC sharing good practice amongst the charities in Camberley Theatre.

Continued education for volunteers

We are fortunate to have access to the Westminster Forum and the topics discussed. With permission the recordings and transcripts were made available to our volunteers:

1. 8th. September 2022: Public Policy Exchange: Webinar Improving Dementia care.
2. 11th. January 2023: Priorities for improving care and support for pregnant women Zoom
3. 31st. January: Long Covid services, care and research Zoom
4. 2nd. February: The refreshed NHS Long Term Plan Zoom
5. 7th. June: Priorities for dementia care and research in England Zoom
6. 6th. July: Development and use of AI in health and social care Zoom
7. 13th July: Social Prescribing Zoom

The advantage to these programmes is that we download them to our computers and can revisit them at any time. We also become aware of what is happening in the various parts of England.

Achievements

1. That we were able to complete the planned programme despite the cancellations.
2. Planning and purchase of varied fresh meals for each Café by Mrs. Sheila Reid.
3. Acquaintance and provision of a range of musicians appropriate to this age group.
4. 'Keeping in touch' phone calls to what is now 14 families on a weekly basis.
5. Team meetings now planned 3 monthly; the recognition of when it would be wise to hold an extra meeting i.e. re changes that arise.
6. Sharing information as it becomes available from meetings and Westminster Forum.
7. Planning and implementation of relocating to St. Martin's Church.
8. Award of Best Volunteer Team Winner by Surrey Heath 2022, 24th. November 2022.
9. Facility to share this service with a greater audience: 50 – 75 guests at any session.
10. Team members taking a role on different bodies:
 - Maggie Rolfe – represents us on the Voluntary Services Welcome Forum (a group concerned with Mental Health issues)
 - Rajendra Chhetri is our representative on the council of Governors for Surrey and Borders Partnership NHS Foundation Trust.
 - Maureen Lomas – Armchair Exercise 10 minute sessions at monthly cafes.
11. Attendance by His Grace, Bishop Richard Moth of Arundel and Brighton Diocese.

Financial Review

1. National Lottery Awards for all
2. Waitrose Partnership

3. Surrey Heath Borough Council
4. Co op Partnership.
5. Groundwork One Stop and Tesco
6. Our Lady Queen of Heaven Church

The treasurer's report will provide the detail.

Financial Review contd.

The main items of expenditure have been:

1. Meals for 55 - 75 people
2. Hire of the church hall
3. Flowers for sickness and bereaved families
4. Office stationery
5. Phone call and IT service
6. Westminster Forum transcripts and recordings

Ethos:

We continue with the same ethos: To be fair and impartial to all who can benefit from our service. This to alleviate stress in families affected by dementia.

Access: Through both personal relationships and advertising:

1. U3A, Welcome Committee for Mental Health, Stakeholders Meetings, Westminster Forum, Frimley Health Memory Clinic.
2. Advertisement in 'Churches Together Camberley', Community and supermarket notice boards, General Practitioners Notice Boards, village newsletters.
3. Facebook
4. Website www.alzheimercafe.org.uk
5. Email: Camberley.alzheimercafe@aol.co.uk
6. Nursing and Care Homes
7. Weekly phone calls to 20 guests.

Policies: (updated annually)

Our Financial Policy and Constitution rest with the Charity Commission – others are:

- 1 First Aid and Safety
- 2 Equity, diversity and inclusion
- 3 Safeguarding
- 4 Safe Food Handling
- 5 DBS clearance – achieved for all
- 6 Risk management
- 7 Volunteer preparation policy
- 8 GDPR
- 9 Complaints
- 10 Corovid 19
- 11 Financial Reserves Policy.

Structure of the Camberley Alzheimer Café CIO

In respect to individual confidentiality the address of each:

c/o St. Martin's Church, 231 Upper College Ride, Camberley, Surrey, GU15 4HE.

Management Team

1. Chair Person – Maureen J. Hume (Trustee)
2. Treasurer – David Reed (Trustee) MA
3. Trustee – Vincent Ayres (Retired Facilities Manager)

Steering Committee / Planning Team

1. Vince Ayers,
2. Lindsey Brett,
3. Barbara Carroll
4. Paul Carroll
5. Rajendra Chhetri
6. Dorothy Dove,
7. Jennifer Finch,
8. Julian Holloway
9. Nuala Hume,
10. Maureen Lomas,
11. Helen Morgan
12. Norman Thompson
13. Betty Snelling,
14. Alan Charles Rolfe,
15. Maggie Rolfe (event organiser)
16. Edward Sant
17. Margaret Sant
18. Deirdre Timney,
19. Trevor Truman,
20. Paola Zabazi

Bank

CAF Bank
25, King Hill Ave.,
Kings Hill,
West Malling,
Kent, ME19 4JQ
Account Sort Code: 40-52-40
Account No.: 00028705

Auditor: Natalie Saunders MAAT
27, Brook St.,
Camberley, Surrey GU15 3AP

Insurance Provision: Ecclesiastical Employers' Liability Policy No. 02/CBP/0180827.

Optional information

1. We belong to different groups in the community, taking and giving to them. With the integrated care system in flow we have managed to gain resolution to some of guests' challenges and in a timely manner. Thus safeguarding has been arranged within 1 day.

3. Loneliness has had a heavy impact upon our elderly and at times the solution has been admission to a care facility. (Detail from a Westminster Forum – 30% of our people in dementia have no contact with a relative in any month.) At other times it is just a listening ear that seems to alleviate strain in carers. Our team know what carers are experiencing – they have been there too.

In the evaluation exercise at the end of this season, July 17th. 2023, the one thing that was appreciated above all else was **company**.

4. The relocation to St. Martin's has been achieved smoothly and with attendance to those in Bagshot, Lightwater, Windlesham and Bracknell, our membership has doubled.

Future Plans

The totality of running the Camberley Alzheimer Café requires contribution from a number of sources.

1. To continue to provide the international programme 'Camberley Alzheimer Café' and to be able to adapt as situations arise,
2. To be able to offer short courses under the tutelage of Dr. Gemma Jones
3. To raise sufficient funds for all our work so as to be able to service 'free of charge'.
4. To continue with live music at all sessions.
5. To be able to attract influential guests such as the Mayors, Councillors and representatives of the churches i.e. the bishoprics

Conclusion

The Volunteer Team of the Camberley Alzheimer Café have succeeded in providing the essential international education programme for those families, staff and friends experiencing dementia. Theirs has been the ability to provide a safe and secure locality where people can meet and experience friendship in doing so.

This recognises too that difficulty can arise and that there is resolution within the community. The 'circle of life' is continuous and where we all help one another there are only winners. Thus it is that we provide the facility for education, relaxation, company and pleasure for both guests and volunteers.

Declaration

The trustees declare that they have approved the trustees report above.

Signed on behalf of the charity's trustees

Full name ...David Reed.....

Position ...Trustee

Date11th November 2023.....



CHARITY COMMISSION
FOR ENGLAND AND WALES

Camberley Alzheimers Café CIO

1164771

Receipts and payments accounts

CC16a

For the period
from

8/1/2022

To

7/31/2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Members Allocation	-	-	-	-	-
Donations & Collections	3,483	-	-	3,483	2,441
Waitrose donations	-	-	-	-	375
Coop donations	-	-	-	-	1,765
Lottery funding	-	-	-	-	-
Grants	3,375	-	-	3,375	10,000
Bank Interest	35	-	-	35	1,000
	-	-	-	-	-
Sub total (Gross income for AR)	6,893	-	-	6,893	15,581
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,893	-	-	6,893	15,581
A3 Payments					
Monthly Alz Cafes	5,041	-	-	5,041	2,432
Pastoral Support	428	-	-	428	568
Cookery Courses	-	-	-	-	-
Printing, Eval, DBS & Admin	706	-	-	706	455
Hope Hub	-	-	-	-	-
Courses	3,175	-	-	3,175	-
Training, Bank & Resources	321	-	-	321	607
Auditor, Rent, DBS & Insurance	1,411	-	-	1,411	1,910
Telephone & IT Support	15	-	-	15	45
Depreciation	-	-	-	-	125
Sub total	11,096	-	-	11,096	6,141
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	11,096	-	-	11,096	6,141
Net of receipts/(payments)	- 4,204	-	-	- 4,204	9,440
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,191	-	-	19,191	9,750
Cash funds this year end	14,987	-	-	14,987	19,191

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at Bank	14,987	-	-
		-	-	-
		-	-	-
	Total cash funds	14,987	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

Camberley Alzheimer Café CIO
Registered Charity number 1164771
Accounts for the Year Ended 31st July 2023

Camberley Alzheimer Café CIO
Accounts for the year ended 31st July 2023

Statement of Financial Activities

August 2022 to July 2023

Incoming Resources

	Un- restricted	Restricted	Total	Prior Year
	£	£	£	£
Members Allocation	0.00	0.00	0.00	0
Donations	3,483.30	0.00	3,483.30	2,441
Johnson, Churchill, Lions	0.00	0.00	0.00	0
Waitrose donations	0.00	0.00	0.00	375
Coop donations	0.00	0.00	0.00	1,765
Course fees	0.00	0.00	0.00	0
Lottery Funding	0.00	0.00	0.00	10,000
Grants	3,375.00	0.00	3,375.00	1,000
Bank Interest	34.73	0.00	34.73	0

Total Incoming Resources	6,893.03	0.00	6,893.03	15,581
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Resources Expended

Direct Charitable Activities	8,658.82	0.00	8,658.82	3,045
Indirect Charitable Activities	2,437.64	0.00	2,437.64	3,096

Total Resources Expended	11,096.46	0.00	11,096.46	6,141
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Net Incoming Resources	-4,203.43	0.00	-4,203.43	9,440
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Net Movement in Funds	-4,203.43	0.00	-4,203.43	9,440
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Camberley Alzheimer Café CIO
Accounts for the year ended 31st July 2022

Statement of Assets and Liabilities at 31st July 2023

Incoming Resources

	Un- restricted	Restricted	Total	Prior Year
	£	£	£	£
Assets				
Equipment (see note)	0.00	0.00	0.00	0
Debtors & prepayments	0.00	0.00	0.00	185
Cash at bank and in hand	14,987.26	0.00	14,987.26	19,005
	14,987.26	0.00	14,987.26	19,191

Liabilities

Creditors & Accruals	0.00	0.00	0.00	0
	0.00	0.00	0.00	0

Net Assets	14,987.26	0.00	14,987.26	19,191
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Reserves

Balance brought forward	19,190.69	0.00	19,190.69	9,751
Surplus/(Deficit) in period	-4,203.43	0.00	-4,203.43	9,440
Balance Carried Forward	14,987.26	0.00	14,987.26	19,191

Approved by Trustees on:

And signed on its behalf by:

Position

Position

Camberley Alzheimer Café CIO

Accounts for the year ended 31st July 2023

Notes to the Accounts

1 Accounting Policies

The accounts have been prepared under the historical cost convention on an accruals basis and in accordance with the Charities Act 2011.

Depreciation has been provided at the following rates in order to write off the assets over their estimated life:

Equipment 16.67% per annum straight line

2 Analysis of resources expended:

	Un- restricted	Restricted	Total	Prior year
	£	£	£	£
Direct Charitable activities				
Advertising/Literature	0.00	0.00	0.00	0
Courses	3,175.00	0.00	3,175.00	0
Man With a Pan & Healthy Heart Courses	0.00	0.00	0.00	0
Cooking Course Reunion	0.00	0.00	0.00	0
IT Support	0.00	0.00	0.00	0
Telephone support	14.84	0.00	14.84	45
Café Expenses	5,041.13	0.00	5,041.13	2,432
Pastoral Support (Florist)	427.85	0.00	427.85	568
Hope Hub Donation	0.00	0.00	0.00	0
	8,658.82	0.00	8,658.82	3,045
Indirect Charitable activities				
Admin, Evaluation, DBS & Printing	705.69	0.00	705.69	455
Resources, training, bank fees, Adobe	320.95	0.00	320.95	607
Rent, auditor, DBS & insurance	1,411.00	0.00	1,411.00	1,910
Depreciation	0.00	0.00	0.00	125
	2,437.64	0.00	2,437.64	3,096
Debtors/Prepayments	0.00	0.00	0.00	185

Camberley Alzheimer Café CIO
Accounts for the year ended 31st July 2023

3 Fixed Assets

Equipment	Un- restricted £	Restricted	Total £
Cost - brought forward	749.00	0.00	749.00
Disposals	0.00	0.00	0.00
Additions	0.00	0.00	0.00
Cost - carried forward	749.00	0.00	749.00
Depreciation - brought forward	749.00	0.00	749.00
Eliminated on disposal	0.00	0.00	0.00
Charge for year	0.00	0.00	0.00
Depreciation - carried forward	749.00	0.00	749.00
<i>Net Book Value 31.07.23</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Net Book Value 31.07.22</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Net Book Value 31.07.21</i>	<i>125.00</i>	<i>0.00</i>	<i>125.00</i>
<i>Net Book Value 31.07.20</i>	<i>250.00</i>	<i>0.00</i>	<i>250.00</i>
<i>Net Book Value 31.07.19</i>	<i>375.00</i>	<i>0.00</i>	<i>375.00</i>
<i>Net Book Value 31.07.18</i>	<i>500.00</i>	<i>0.00</i>	<i>500.00</i>

Independent Examiners Report to the Trustees of Camberley Alzheimer Café CIO

(Registered Charity no. 1164771)

This report is on the accounts of The Camberley Alzheimer Café CIO for the year ended 31st July 2023 set out on the attached pages in respect of an examination carried out under section 145 of the Charities Act 2011 ("the Act").

Respective responsibilities of the Trustees and the examiner

The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Act and that an independent examination is needed.

It is our responsibility to:

- Examine the accounts under section 145 of the Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145 (5) (b) of the Act; and
- State whether particular matters have come to our attention.

Basis of independent examiner's statement

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiners statement

In connection with our examination, no matter has come to our attention:

1. Which gives us reasonable cause to believe that in any material respect the requirements
 - To keep accounting records in accordance with section 130 of the Act; and
 - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

Have not been met or:

2. To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Natalie Saunders MAAAT
27 Brook Road
Camberley
Surrey
GU15 3AP

Date: 04/11/2023