

**Trustees Annual Report for the Camberley Alzheimer's Café UK CIO 1164771
for the duration of 1 August 2023 – 31 July, 2024**

[Abbreviations: CAC = Camberley Alzheimer Café; AC = Alzheimer Café]

Reference and administrative details

Answerphone: 07843 846 191

Email: camberleyac@gmail.com

Website: www.alzheimercafe.co.uk

Principal office: St Martin's Church Office, Upper College Ride, Camberley. GU15 4HE

Trustees who served during this reporting period are Maureen Hume, David Reed,

What is an Alzheimer Café? Definition and purpose

CAC is a monthly, post-diagnostic, education and support intervention for people with dementia, their family and friends. They, and anyone else interested in dementia, can attend, free of charge, without prior registration. CAC is planned and hosted by trustees, a steering committee, dementia-related professionals, and volunteers.

CAC provides dementia-related education, support, information, and opportunities to socialize -for people with dementia, their family carers, and anyone else interested in dementia. CAC gatherings are held in a safe, café-like setting and atmosphere.

The aims of the CAC aims are to:

- help prevent social isolation of people with dementia and their family/ friend carers
- make dementia 'openly discussable', through education and by including and acknowledging people with dementia
- reduce stigma about dementia by making it easier to talk about dementia – about having it, and being a carer

CAC is an economical 'education and support intervention'. The venue, refreshments, education, insurance, and equipment require financing. The trustees, advisors, steering committee, and volunteers are not paid.

Structure, governance, and management

The charity's governing document is its Constitution. The ACUK converted to a Charitable Incorporated Organisation (CIO) in 2016 and requires a minimum of two trustees.

Recruitment and appointment of new trustees is through resolution passed at the trustees' AGM meeting. Trustees have regard for matching the candidates' skills, knowledge, and experience to the current CAC needs.

Objectives of the CAC Constitution

The objectives of the Camberley Alzheimer Café UK CIO are twofold:

- To relieve the needs and to promote the good health of people living with dementia, their families and carers. The overall aim being to share the services with people in different localities – the nearby villages of Lightwater, Bagshot, Windlesham and the town of Bracknell.

- To advance the education of the public about dementia and about care and support for people living with dementia, their families and carers.

Trustees manage the Camberley AC by:

- planning the annual programme of the Camberley AC, and promoting it locally
- maintaining and updating the AC UK website on behalf of all cafes following the 'AC model' in the UK
- helping new ACs to start; visiting and giving talks for existing ACs
- monitoring post, email, and phone - for requests for information about ACs
- holding ACUK Networking and conference events for AC leaders in the UK
- commissioning and offering dementia-related education.

Education includes:

- speaking about dementia to the press, radio, TV, and to schools, and organizations and charities

Education for volunteers at the Camberley AC

Volunteers are given the Volunteers Booklet; they attend courses when there are sufficient people to offer them. These include:

- Adult protection (safeguarding)
- Risk assessment at Alzheimer Cafés
- Food and Hygiene
- First Aid
- 1-day course about the dementia and the AC, for AC Volunteers

The Camberley AC - Activities and achievements this past year

CAC hosts monthly gatherings for people with dementia, their families and carers, volunteers, professionals, and other persons with an interest. The Dementia-related talks and presentations are provided in a safe environment, with opportunities for guests/attendees to socialize, make contacts, learn, and ask questions of trustees and attending professionals. The presentations follow a set of themes, which broadly follow the dementia process. (Details provided in the Book, *The Alzheimer Café; why it works*, by GMM Jones, 2010).

CAC is popular with its attendees and guests, typically hosting between forty to sixty people each month. Sign-posting to the CAC is by local GPs, dementia services, and AC guests; others have started attending after finding information on the ACUK website.

Volunteer numbers remain stable at between 15 – 20. Dementia courses held for volunteers this past year, were about the AC, adult protection, first aid, and food and hygiene.

Financial review

Cash reserves are held for expenditures related to meeting the CAC objectives. At the end of the relevant accounting period (for this fiscal year 1 August 2023 to 31 July 2024) the charity held £28,987.38 in cash reserves, £26,987.88 of un-restricted funds and £1,999.50 of restricted funds. All funds received in this reporting interval were as follows.

Incoming Resources	August 2023 to July 2024	
	Un-restricted	Restricted
Donations	4,536.81	-
Course Fees	3,815.00	-
Grants	11,750.00	5,500.00
Bank Interest	52.48	-
	20,154.29	5,500.00

CAC Financial Summary	Current Year 01Aug23- 31Jul24	Prior Year 01Aug22- 31Jul23
Assets starting at year	14,987.26	19,190.69
Income	25,654.29	6,893.03
Total Expenditure	11,654.17	11,096.46
Bank and Cash Balance at year end	28,987.38	14,987.26

Post-Covid Expenditure has returned to normal since AC activities resumed, and attendance at the Camberley Café has increased beyond pre-Covid numbers again. As seen above, from the current funds held, CAC is in a good financial position to continue all aspects of its functioning for the next two years.

Trustees' plans for the near to medium future

Plans include maintaining the items described above and:

- To continue publicizing the AC locally, to support other ACs, and to promote dementia education – especially for family carers
- To ensure continuity of help – by having sufficient trustees, steering committee members, and volunteers
- To evaluate and update CAC practice regarding any new Charity Guidelines Ongoing evaluation is part of the CAC's accountability; evaluations are used to maintain the quality of the café gatherings, and for planning and teaching purposes. CAC is evaluated in several ways, by:

- direct verbal and non-verbal feedback to organisers, volunteers, and from guests attending an AC
- written responses in the 'AC Comments Book'
- a monthly 'AC Summary Evaluation Form' recorded by AC organisers. This includes records of attendance, topics, speakers, equipment glitches, and surprises. [Summary notes help complete the Quality Control Criteria form.]
- word-of-mouth accounts in the media, i.e. AC guests expressing themselves in articles, verbal interviews for the radio, TV, and at talks and public events
- the annual self-evaluation using the prescribed European AC Quality Control Criteria (33 items, published on the ACUK website), completed by the trustees.

Acknowledgements

The trustees would like to extend thanks to the volunteers for their contribution to the continuing success of the Camberley Alzheimer Café. We also wish to express our appreciation to our donors.



Jonathan Moutia (Trustee) 21/05/2025

On behalf of the CAMBERLEY ALZHEIMER CAFE CIO Trustees,

Camberley Alzheimer Café CIO

Registered Charity number 1164771

Accounts for the Year Ended 31st July 2024

Camberley Alzheimer Café CIO
Accounts for the year ended 31st July 2024

Statement of Financial Activities

August 2023 to July 2024

Incoming Resources

	Un-restricted		Restricted	Total	Prior Year
	£	£		£	£
Donations	4,536.81		0.00	4,536.81	3,483
Course fees	3,815.00		0.00	3,815.00	0
Grants	11,750.00		5,500.00	17,250.00	3,375
Bank Interest	52.48		0.00	52.48	35
Total Incoming Resources	20,154.29		5,500.00	25,654.29	6,893

Resources Expended

Direct Charitable Activities	3,879.41		3,500.50	7,379.91	8,659
Indirect Charitable Activities	4,274.26		0.00	4,274.26	2,438

Total Resources Expended	8,153.67		3,500.50	11,654.17	11,096
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Net Incoming Resources	12,000.62		1,999.50	14,000.12	-4,203
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Net Movement in Funds	12,000.62		1,999.50	14,000.12	-4,203
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Camberley Alzheimer Café CIO
Accounts for the year ended 31st July 2024

Statement of Assets and Liabilities at 31st July 2024

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	0
Cash at bank and in hand	28,987.38	0.00	28,987.38	14,987
	28,987.38	0.00	28,987.38	14,987
Liabilities				
Creditors & Accruals	0.00	0.00	0.00	0
	0.00	0.00	0.00	0
Net Assets	28,987.38	0.00	28,987.38	14,987
Reserves				
Balance brought forward	14,987.26	0.00	14,987.26	19,191
Surplus/(Deficit) in period	12,000.62	1,999.50	14,000.12	-4,203
Balance Carried Forward	26,987.88	1,999.50	28,987.38	14,987

Approved by Trustees on:

And signed on its behalf by:

Position

Position

Camberley Alzheimer Café CIO
Accounts for the year ended 31st July 2024

Notes to the Accounts

1 Accounting Policies

The accounts have been prepared under the historical cost convention on a receipts and payments 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	0.00	3,500.50	3,500.50	3,175
Man With a Pan & Healthy Heart				
Courses	0.00	0.00	0.00	0
Cooking Course Reunion	0.00	0.00	0.00	0
Telephone support	0.00	0.00	0.00	15
Café Expenses	3,612.95	0.00	3,612.95	5,041
Pastoral Support (Florist)	266.46	0.00	266.46	428
Hope Hub Donation	0.00	0.00	0.00	0
	3,879.41	3,500.50	7,379.91	8,659
Indirect Charitable activities				
Admin, Evaluation, DBS & Printing	476.36	0.00	476.36	706
Resources, training, bank fees, Adobe	1,189.20	0.00	1,189.20	321
Rent, Professional Fees & insurance	2,608.70	0.00	2,608.70	1,411
Depreciation	0.00	0.00	0.00	0
	4,274.26	0.00	4,274.26	2,438
Debtors/Prepayments	0.00	0.00	0.00	0

Camberley Alzheimer Café CIO
Accounts for the year ended 31st July 2024

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 31.07.24</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<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 2024 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.

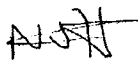
Independent examiners statement

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
 - o To keep accounting records in accordance with section 130 of the Act; and
 - o 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 MAAT
27 Brook Road
Camberley
Surrey
GU15 3AP

Date: 26/10/2024