

DEMENTIA FRIENDLY HAMPSHIRE
(CHARITY NUMBER : 1165292)

REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

**DEMENTIA FRIENDLY HAMPSHIRE
YEAR ENDED 31 MARCH 2021
TRUSTEES ANNUAL REPORT**

Introduction

The Trustees present their report and unaudited financial statements for the year ended 31 March 2021.

The legal and administrative information set out on below forms part of this report. The financial statements comply with current statutory requirements, the CIO's governing constitution, the requirements of the Charities Act 2011 and the Charities SORP (FRS 102).

Reference and administrative details

The CIO registered with the Charity Commission in England and Wales on 25 January 2016 and commenced operation on 1 April 2016.

The CIO was established under a governing constitution, which established the objects and powers of the CIO.

Registered Charity Number	1165292
Principal / registered address	Communities First Wessex 13 City Road Winchester SO23 8SD
Trustees during the year and to date:	Mrs S Scott Mr A Fisher
Bankers	Yorkshire Bank, 7 Gold Street, Northampton, NN1 1EN

DEMENTIA FRIENDLY HAMPSHIRE

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

Structure Governance and Management

Appointment, retirement and training of the Trustees

We remain stable with our minimum of two trustees, we had hoped to recruit new trustees in the near future, however this has not been possible due to the Covid-19 lockdown. We aim to recruit at least one new trustee in the next financial year.

Governance of the Charity

A long-term business plan has been drawn up and includes short term objectives.

Risk management

The Trustees are satisfied that systems and procedures are in place to manage those risks or that action is being taken to establish such systems and procedures.

Objects of the charity

Our Objective

To inspire and drive forward the development of Dementia Friendly Communities across Hampshire and to support dementia action groups in those communities.

The Charitable aim of the charity

To promote social inclusion for the public benefit of people diagnosed with dementia who are excluded from society, or part of society because of their illness

Our vision

To enable the charitable aim through raising public awareness of the issues faced by people with dementia and their families:

- By undertaking campaigns, workshops and other events,
- Supporting the development of local network groups and linking these to make them more effective,
- Supporting the increase and co-ordination of opportunities for people affected by dementia to engage within the communities and enable those communities to adapt services to better meet their needs,
- Maintaining the Hampshire Dementia Action Alliance (HDAA) link with Dementia Action Alliance (DAA).

Background

In response to the growing problem of dementia, in March 2012 David Cameron, as Prime Minister, set the Dementia Challenge - to deliver major improvements in dementia care and research. In that challenge, there was a commitment to the development of dementia friendly communities across the UK. A dementia friendly community (DFC) is one where people with dementia are enabled to live as independently as possible and to continue to be part of their community, but at the same time, are met with understanding and given support when needed. At the forefront of the work nationally Hampshire County Council awarded an initial two year contract to conduct a pilot project to Andover Mind in March 2013. On 1 April 2016, Dementia Friendly Hampshire, established as a new charity separate from Andover Mind, took over the DFH project.

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TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

Public Benefit

The information and support we offer are aimed at encouraging communities to take responsibility for making their localities dementia friendly. We seek to ensure people affected by dementia are given a voice. We explore innovative projects to support people with dementia to live as well as possible.

Achievements and performance

Due to Covid-19 lockdowns, it has been necessary for the charity's staff to be put on furlough for much of this period. Furlough payments have been received from HMRC in from April to August and November to March. Some months were full furlough, others partial furlough.

Charity Activities:

We have opened new bank accounts (charity and savings) with Yorkshire bank to eliminate bank charges and to provide some interest on long term funds. All regular payments into and out of the bank accounts have been successfully transferred to the new account and the old account with Barclay's Bank was closed on 31st March 2021. The Charity's bank account details on the Charity Commission website have been updated to reflect the new account details.

A zoom subscription has been taken out to enable online meetings and training. This was paid for by the Capacity Building Grant.

Several training sessions covering various aspect of online zoom training were attended in preparation for the Capacity Building work. This was done within furlough.

Dementia Awareness/Dementia Friendly activities:

Very little awareness has been possible in this period due to Covid-19 and most activities have been suspended including:

Memory Days at the Ageas Bowl - Unfortunately, due to COVID-19 we were unable to run any of the planned dates in 2020. It is unlikely we will be offered any dates in the summer of 2021 due to continued restrictions and availability of the free box at the Ageas Bowl. We hope to resume Memory Days in 2022.

Cage Cricket - The Cage sessions in Winchester and Havant were suspended in March due to Covid-19, we hope they will resume as restrictions ease. There is a further complication that the leisure centre in Winchester has moved to a new building and the contract awarded to a new provider. They are hoping to resume Cage sessions but will need to train new staff. We are in talks with the new centre manager.

Walking4Health - The accessible walks in Fareham have ceased due to Covid-19. We will start walks again as lockdown eases but will be cautious due to the vulnerable nature of our target participants. We have been in discussion with the museum about extending the programme to include additional activities partnering with the Hampshire Cultural Trust. Unfortunately the staff member assigned to the project has recently moved on and we are uncertain who will take on this role when their staff returns from furlough.

Purple Tuesday - The Purple Tuesday event did not run in 2020 due to the second COVID-19 lockdown, we will await information from the Mall management about a possible date in 2021. We continue to promote the Sunflower Lanyard initiative.

Gosport Men Shed - We were supporting men living with dementia at the Gosport Men Shed with monthly visits this has been suspended for the foreseeable future.

Southampton ISPACE

We received funding for this project in the last financial year. Katherine Barbour (formerly with Wessex AHSN and lead for the original ISPACE project) is contracted to support on this project. We need to complete 8 surgeries for the pilot. We contacted 11 surgeries in an attempt to recruit for the programme and have had a varied response. Following the first lockdown, work was being completed via zoom with agreement from the CCG that we can convert unused travel expenses to zoom subscription. The training has been converted for use online. We were working with 3 surgeries and had training booked with 2 but this work was suspended following the second lockdown and planning for COVID vaccination. We await confirmation from the Southampton CCG that the surgeries are in a position to resume working with us.

Young Onset Dementia:

We began working with a GP Primary Network to explore our options to set up a DEEP (Dementia Engagement and Empowerment Project) group and this will probably consist predominantly of those with Young Onset Dementia. This work is currently paused due to lockdown constraints.

Other Activities:

We had hoped to set up gardening projects in Ringwood at a community allotment run by the local Dementia Action Group, unfortunately due to COVID-19 this has been postponed to summer 2021

New Projects:

COVID-19 Capacity Building Grant

We were awarded a £1k grant to convert our training and awareness programmes to paper based and online since Covid-19 has prevented normal face to face sessions. This work was completed in March 2021 and the final report submitted to the funders.

Fareham & Gosport Support Group online coffee sessions

As part of the Capacity Building Grant we have used the zoom licence to host fortnightly coffee sessions for members of the Fareham & Gosport Alzheimer's support groups while their face to face groups have been suspended.

Dementia Friendly Mottisfont:

Prior to Lockdown we had been in discussions with Mottisfont and were scheduled to meet with them in early June. The plan is that we help Mottisfont create some DF activities within their gardens. This has been postponed until later in 2021 when lockdown eases.

Support to Dementia Friendly Petersfield:

DFH provided support to DF Petersfield in their bid to gain funding for their support groups for the next 3 years. The support included providing an Annual Financial report for the group.

DEMENTIA FRIENDLY HAMPSHIRE

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2021

Financial review

For the financial year ended 31 March 2021 the total income in the period was £13,943.80 and total expenditure amounted to £8,270.24.

Total funds at 31 March 2021 were £12,070.93 which is a mix of general funds and restricted funds.

Reserves Policy

The charity aims to maintain minimum reserves equating to 3 months running costs. The trustees continue to keep levels of reserves under review.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with the applicable law and the United Kingdom Generally Accepted Accounting Practice (UK GAAP).

The Charities Act requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

DEMENTIA FRIENDLY HAMPSHIRE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

(Including Income and Expenditure Account)

		Restricted	Unrestricted	Total
		Funds	funds	2021
	Notes	£	£	£
INCOME				
Donations and legacies		5,881.94	2,236.28	8,118.22
Funding		1,000.00		1,000.00
Investment income			3.15	3.15
Lottery income		324.80		324.80
Other (HMRC Furlough scheme)			4,497.63	4,497.63
TOTAL INCOME		7,206.74	6,737.06	13,943.80
EXPENDITURE				
Charitable activities		2,100.36	6,169.88	8,270.24
Payments to Creditors				
TOTAL EXPENDITURE				8,270.24
NET INCOME FOR THE YEAR				5,673.56

The Statement of Financial Activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

	2021
	£
CURRENT ASSETS	
Debtors	
Cash at bank and in hand	28,562.45
CREDITORS: amounts falling due within one year	16,491.52
NET ASSETS	12,070.93
FUNDS	
Restricted funds	10,933.19
Unrestricted funds	1,137.74
TOTAL FUNDS	12,070.93

DEMENTIA FRIENDLY HAMPSHIRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

1 ACCOUNTING POLICIES

a) Accounting convention

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The charity meets the definition of the 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.

The accounts have been prepared on the going concern basis. There are no material uncertainties about the charity's ability to continue.

b) Income

All income is included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

- Donations and legacies income is accounted for when receivable.
- Income from charitable activities is accounted for when earned

c) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. It includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

d) Fund accounting

Funds held by the charity are either:

Unrestricted general funds

Funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds

Funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

DEMENTIA FRIENDLY HAMPSHIRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)

LEGAL STATUS

The CIO was registered on 25 January 2016 with the Charity Commission in England and Wales. The registered number is 1165292. The charity is a public benefit entity.

The registered office of the charity is c/o Communities First Wessex, 13 City Road, Winchester, SO23 8SD.

CHARITABLE ACTIVITIES INCOME	Restricted	Unrestricted	Total
	funds	funds	2021
	£	£	£
Project income	-	-	-
Grant Funding	1,000.00	-	1,000.00
STAFF COSTS			
			2021
			£
Wages and salaries			6,164.73
Pension costs			432.21

The average number of employees in the year was 1.

No employees received emoluments over £60,000 during the current or prior year.

Total pension contributions of £432.21 were paid by the charity and are included in the SOFA.

DEMENTIA FRIENDLY HAMPSHIRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)

CHARITABLE ACTIVITIES EXPENDITURE	Restricted	Unrestricted	Total
	funds	funds	2021
	£	£	£
Wages and salaries	1,517.48	4,647.25	6,164.73
Pension	-	432.21	432.21
Printing, postage & stationery	25.00	104.89	129.89
Publicity & promotion	-	-	-
Insurance	-	257.83	257.83
Subscriptions	143.88	-	143.88
Travel	-	14.64	14.64
Telephone	50.00	245.67	295.67
DBS checks	-	-	-
Computer costs – website domain fee	-	12.00	12.00
Accountancy	-	-	-
Payroll processing	-	60.00	60.00
Bank charges	-	95.39	95.39
Sundry	-	-	-
Fundraising materials	-	-	-
Invoices	364.00	300.00	664.00
Total Charitable activities expenditure	2,100.36	6,169.88	8,270.24
Payments to creditors	-	-	-
Total expenditure	2,100.36	6,169.88	8,270.24

<u>CREDITORS</u>	2021
	£
	2021
CREDITORS: amounts falling due within one year	£
Amounts held as Custodian Trustee (see note 12)	16,491.52
CREDITORS: amounts falling due within three years	-
Total Creditors	16,491.52

DEMENTIA FRIENDLY HAMPSHIRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)

RESTRICTED FUNDS	At beginning of period	Incoming Resources	Resources expended	At end of period
	£	£	£	£
Whitehill & Bordon	250.41	-	-	250.41
Havant Consultation	625.40	-	115.00	510.40
Fareham Consultation	1,599.14	-	172.50	1,426.64
Southampton ISPACE	2,676.64	-	812.84	1,863.80
Hants CC - Havant	1,000.00	-	-	1,000.00
Havant Mayor's funds	-	5,881.94	-	5,881.94
Capacity Building Grant	-	1,000.00	1,000.00	-
	6,151.59	6,881.94	2,100.34	10,933.19

Whitehill and Bordon

Funding was provided by grants from Radian and a local councillor to support work in the Whitehill & Bordon area, some support was provided to the 'Right at Home' support group including consultation with its members. This Support group is currently suspended due to Covid.

Havant Consultation

Consultation within Havant Borough to understand what people affected by dementia within the borough need in the way of support and activities is currently paused for face-to-face consultations, but has been converted to online consultation and some results have been received.

Fareham Consultation

Consultation within Fareham Borough to understand what people affected by dementia within the borough need in the way of support and activities is currently paused for face-to-face consultations, but has been converted to online consultation and some results have been received.

Southampton ISPACE

ISPACE accreditation for 8 surgeries within Southampton City commenced using Katherine Barbour as a consultant; however we are paused due to recent lockdown and the vaccination programme.

Hants CC – Havant

A Councillor's Grant was awarded for work within Havant Borough. The scope of this project will be agreed in a meeting with the Councillor, this has not been possible due to Covid.

Havant - Mayor's Charity of the Year funds

We have also now received the Mayor's Charity of the Year funds, but again it has not been possible to work with the local Action Group on plans for using these funds.

COVID-19 Capacity Building Grant

This project enabled us to obtain a zoom licence, move consultation work on line and to create online and paper based training materials. Work was completed in March 2021.

DEMENTIA FRIENDLY HAMPSHIRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)

ANALYSIS OF NET ASSETS BETWEEN FUNDS	Restricted funds	Unrestricted funds	Total 2021
	£	£	£
Current assets	27,424.71	1,137.74	28,562.45
Current liabilities	16,491.52	-	16,491.52
Total	10,933.19	1,137.74	12,070.93

RELATED PARTY TRANSACTIONS

Neither the trustees nor any persons connected with them have received any remuneration or received any expenses during the year.

AMOUNTS HELD AS CUSTODIAN TRUSTEES

The charity holds money on behalf of other Dementia Friendly organisations as follows:

	2021
	£
Winchester Dementia Action Group	1,161.30
Bransgore and Ringwood Dementia Action Group	761.22
Petersfield Dementia Action Group	9,497.42
Portsmouth Dementia Action Group	433.90
Hayling Island Dementia Action Group	353.13
Three Parishes Dementia Action Group	51.00
Liss Dementia Action Group	884.07
Havant Dementia Action Group	186.15
Fareham & Gosport Dementia Action Group	2,563.33
Waterlooville	600.00
Total	16,491.52

*BHH Dementia Action Group has set up as a charity with a separate bank account. All funds have now been transferred to this account.¹