

DEVON MEMORY CAFE CONSORTIUM

England & Wales · Charity number 1170159

Details

Other names DMCC

Status Registered

Legal form CIO

Registered 2016-11-14

Register [View on the Charity Commission register](#)

Contact

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Activities

Objects: THE PROMOTION OF THE EFFICIENT AND EFFECTIVE USE OF RESOURCES FOR CHARITABLE PURPOSES AMONG THE NETWORK OF MEMORY CAFÉS IN DEVON FOR THE PUBLIC BENEFIT BY ACTING AS AN UMBRELLA ORGANISATION FOR THE MEMORY CAFÉS IN DEVON AND PROVIDING TRAINING AND SETTING A BENCH MARK FOR QUALITY ASSURANCE OF SERVICE FOR MEMBER MEMORY CAFÉS.

Activities: The promotion of the efficient and effective use of resources for charitable purposes among the network of Memory Cafes in Devon for the public benefit by acting as an umbrella organisation for the Memory Cafes in Devon and providing training and setting a bench mark for quality assurance of service for member Memory Cafes.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Elderly/old People, Other Charities Or Voluntary Bodies

Geography

- Devon
- Plymouth City
- Torbay

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£31,010	£40,754	-	-
2024-03-31	£31,268	£28,612	-	-
2023-03-31	£31,320	£32,556	-	-
2022-03-31	£32,635	£37,519	-	-
2021-03-31	£38,340	£14,132	-	-

Trustees

Name	Role	Appointed
Mary Garvey	Chair	2022-11-03
Cindy Furse		2023-11-16
Jill Mary Dudding		2024-11-27
Stephen Milton		2022-11-03

DEVON MEMORY CAFE CONSORTIUM

England & Wales - Charity number 1170159

Accounts

Charity registration number 1170159

DEVON MEMORY CAFE CONSORTIUM
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

DEVON MEMORY CAFE CONSORTIUM

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

C Furse
M Garvey
S Milton
J Dudding

(Appointed 27 November
2024)

Charity number

1170159

Auditor

Prydis Accounts Limited
Clyst House
Manor Drive
Clyst St. Mary
Exeter
Devon
EX5 1GB



DEVON MEMORY CAFE CONSORTIUM

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DEVON MEMORY CAFE CONSORTIUM

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)".

Objectives and activities

Devon Memory Café Consortium (DMCC) is a membership organisation which aims to support memory cafes across Devon to provide a quality service to people living with dementia and their carers.

We provide our members with quality information, guidance and training on running memory cafes, and also opportunities to meet, learn and share with each other. We encourage and support our members to achieve our Quality Assurance Mark. We always welcome new memory cafes to join DMCC.

The DMCC promotes the efficient and effective use of resources for charitable purposes among the current network of over 50 independently run Memory Cafes in Devon. Our website contains contact information for all member memory cafes in Devon as well as the Memory Café Hub, a valuable training and learning resource for volunteers, trustees and the public.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

During the year we support just over 50 Memory Cafes operating across Devon County, some meeting weekly, some fortnightly, some monthly.

The number of people affected by dementia and carers registered as visiting Memory Cafes across the county has gradually risen throughout the year to just over 3,000, though not all attend every session.

Throughout the previous year 2023/24 there were approximately 1080 Memory Cafe meetings held across the county, this has now risen to 1130, with approximately 21,000 individual visits to these Memory Cafes.

We started organising bi-annual area forums in north, south, east, west and mid-Devon in May 2022 and these have grown the frequency and size. The locally organised face-to-face meetings for Memory Cafe coordinators and volunteers are valued opportunities to share good practice and learn from each other.

DEVON MEMORY CAFE CONSORTIUM

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Our main aims for the year were:

1. To strengthen links and communications between Memory Cafes and DMCC, and between DMCC and other stakeholders.

We achieve this by developing local forums in consultation with Memory Café coordinators, agreeing geographical areas and leads in each area. We hold two local forums in each of the five areas during the year, as well as our annual Convention and AGM where we have external speakers as well as internal discussions.

2. To make the Memory Café Hub more accessible as a learning tool for Memory Cafes in Devon.

Our Memory Café Hub <https://memorycafehub.org.uk> contains free resources for co-ordinators, volunteers and others running memory cafes, or similar community services for people living with dementia. We have now publicised the Hub beyond Devon. It contains five modules explaining how to set up and manage a memory café including legislation, volunteers, fundraising, activities and publicity, and a video titled 'What is a Memory Café' that can be used for marketing purposes by our Memory Cafes.

In addition, the Hub contains free on-line training resources for use of all Memory Café co-ordinators, volunteers and trustees. The dementia awareness training is in nine parts that can be completed individually or used for group training. It has the option of obtaining a certificate on completion by correctly answering questions after watching each of the nine training sections.

3. To address training needs of Memory Cafe Coordinators and volunteers

In the last year we set up 3 one-day First Aid training sessions across the county.

We have raised dementia awareness by inviting the virtual Dementia Bus visits provided by Training2Care to two more locations across Devon. Visitors to the bus included Memory Café staff and volunteers, carers and colleagues in other areas of health and social care. Over 80% of attendees report courses were good or excellent.

All our volunteers have access to free online Safeguarding and Mental Capacity Act training provided for us by Devon County Council. Approximately 70 of our members have now signed up for the course.

We also commissioned a Cognitive Stimulation Course specifically aimed at Memory Cafes from Memory Matters, Plymouth. This course was delivered to 5 locations with 16 coordinators and volunteers at each event.

The Memory Café Hub (see 2 above) provides excellent free dementia awareness training as well as how to set up and run a Memory Café, accessible to all our members and the public.

4. To support Memory Cafes to meet quality assurance standards

We have continued to develop the DMCC dedicated Quality Assurance' Mark (QAM) working in conjunction with Teignbridge CVS. Our QAM demonstrates that a Memory Café has reached a high standard of provision of support, services and activities to improve the health and wellbeing of people living with dementia and their carers. It also evidences to professionals and the public that the policies and practices of the Café are robust and ensure a safe, caring, effective and responsive service.

5. To support the development of new MCs

In the last year 6 new Memory Cafes opened. DMCC provides a small grant of £250 to help with the set-up of all new Memory Cafes in the county. We also support newer and smaller cafes with information, mentoring, and buddying.

Our Memory Café Hub provides detailed guidance on setting up new Memory Cafes. All report being appreciative of receiving this support.

DEVON MEMORY CAFE CONSORTIUM

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Our annual Convention took place in November 2024, bringing together our members from Memory Cafes across Devon and providing the opportunity to share, learn and support one another. Guest speakers included Emma Elston who on the development of the new Dementia Strategy for the Devon, also speakers Devon Carers, The Filo Project and Devon Access to Services. Attendees valued the opportunity to listen and learn from external speakers and meet and share with each other.

Our principal funding to enable us to support Devon Memory Cafes continues to be provided by Devon County Council (DCC). We have a small number of other benefactors who kindly donate money to our charity from events and activities.

Financial review

Total income for the year was £31,010

Total expenditure £40,754

The bank balance on 31 March 2025 was £77,238

Amount of reserves held as of the 31st March 2024 was £81,275

The amount owed by the charity: Nil

All projects remain within budget.

Our current structure allows us to continue to keep core costs to an absolute minimum. We have no office and our administrator is part-time, usually working two days a week.

For 2024 - 25, core costs were £8,967

Our financial position is reviewed annually. As a charity, we are dependent on external funding which is unpredictable. To limit risk to the organisation in the event of a significant lack of funding, the trustees have agreed to hold a Reserve Fund equivalent to six months core running costs.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

DEVON MEMORY CAFE CONSORTIUM

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Our activities as set out in our contract with Devon County Council are

- To strengthen links and communications between Memory Cafes and DMCC, and between DMCC and other stakeholders.
- To make the Memory Café Hub more accessible as a learning tool for Memory Cafes in Devon and beyond, and to other relevant groups
- To address training needs of Memory Cafe Coordinators and volunteers.
- To ensure that our website remains up-to-date and relevant.
- To support the development of new Memory Cafes in the county.
- In conjunction with Teignbridge CVS, to support our Memory Cafes to meet quality assurance standards as set out in our Quality Assurance Mark.
- To ensure DMCC is well supported administratively.

In addition, the trustees have agreed five areas of focus for the three-year period 2025-2028. These are

Awareness raising and publicity

- More people will be aware of memory cafes in Devon.
- More and new people will be coming to memory cafes in Devon.

Accessibility and diversity

- At least 10% more memory cafes have opened
- Transport to more memory cafes is available

Volunteers

- More volunteers are helping in memory cafes
- All volunteers have received core training on supporting people with dementia

Quality

- All memory cafes in Devon will have self-assessed as good against a bespoke memory café quality tool
- All memory café co-ordinators have received annual refresher training
- All memory café staff and volunteers have had access to networking opportunities

Being a well-run sustainable organisation

- We have a long term sustainable financial situation
- We have a sufficient number of trustees to ensure the long-term running of DMCC
- We have delivered projects and actions against our plan using our own people and trusted partners / individuals that have benefitted memory cafes and their users

Structure, governance and management

The Devon Memory Café Consortium (DMCC) is controlled by its governing document as a Charitable Incorporated Organisation (CIO) registered on 14 November 2016. The charity is governed by a group of trustees with relevant skills and experience. Trustees meet bi-monthly.

The trustees have adopted the provisions of 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).

The trustees meet bi-monthly. They review the risk register on an annual basis.

DMCC continues to be reliant upon volunteers. The charity has just one part-time self-employed administrator and does not have offices or other infrastructure to maintain. It has a small amount of IT equipment. This structure continues to allow us to keep core costs to an absolute minimum. Trustee selection methods are followed in accordance with our Constitutional document, Items 13 to 18.

The trustees who served during the year and up to the date of signature of the financial statements were:

A McKiernan

(Resigned 30 June 2025)

DEVON MEMORY CAFE CONSORTIUM

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025


C Furse	
G Tregoning	(Resigned 13 April 2025)
J Tregoning	(Resigned 13 April 2025)
M Garvey	
S Milton	
T Peters	(Resigned 3 June 2025)
J Dudding	(Appointed 27 November 2024)

Our trustees are elected from our membership or from application to the charity, interviewed by the committee and ratified at the AGM.

Public benefit statement

The training we provide is aimed at Memory Café organisers and volunteers to equip them with the skills and knowledge needed to enable Memory Cafés to operate safely and successfully. Our Memory Cafes are open to members of the public affected by dementia and we follow the guidance issued by the Charity Commission on public benefit.

The trustees' report was approved by the Board of Trustees.


.....
M Garvey
Chair
Dated:12/04/25.....

DEVON MEMORY CAFE CONSORTIUM

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2025

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

DEVON MEMORY CAFE CONSORTIUM

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Income from:						
Donations and legacies	10	31,000	31,010	31,268	-	31,268
Expenditure on:						
Charitable activities	31,970	8,784	40,754	26,612	2,000	28,612
Gross transfers between funds	-	-	-	60	(60)	-
Net (expenditure)/income for the year/						
Net movement in funds	(31,960)	22,216	(9,744)	4,716	(2,060)	2,656
Fund balances at 1 April 2024	86,019	5,000	91,019	81,303	7,060	88,363
Fund balances at 31 March 2025	<u>54,059</u>	<u>27,216</u>	<u>81,275</u>	<u>86,019</u>	<u>5,000</u>	<u>91,019</u>

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

DEVON MEMORY CAFE CONSORTIUM

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Tangible assets			4,037		4,037
Current assets					
Cash at bank and in hand		77,238		86,982	
Net current assets			77,238		86,982
Total assets less current liabilities			<u>81,275</u>		<u>91,019</u>
Income funds					
Restricted funds			27,216		5,000
Unrestricted funds			54,059		86,019
			<u>81,275</u>		<u>91,019</u>

The financial statements were approved by the Trustees on12/11/25.....

M. H. Garvey

M Garvey
Trustee

12/11/25

DEVON MEMORY CAFE CONSORTIUM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

Devon Memory Café Consortium is a membership organisation which aims to support memory cafes across Devon to provide a quality service to people living with dementia and their carers.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

2 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

DEVON MEMORY CAFE CONSORTIUM

England & Wales - Charity number 1170159

Accounts

DEVON MEMORY CAFE CONSORTIUM
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

DEVON MEMORY CAFE CONSORTIUM

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	A McKiernan C Furse	(Appointed 16 November 2023)
	G Tregoning J Tregoning M Garvey S Milton T Peters	(Appointed 16 November 2023)
Charity number	1170159	
Auditor	Prydis Accounts Limited Clyst House Manor Drive Clyst St. Mary Exeter Devon EX5 1GB	

DEVON MEMORY CAFE CONSORTIUM

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DEVON MEMORY CAFE CONSORTIUM

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Charities Act 2011 and "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 2019)".

Objectives and activities

Devon Memory Café Consortium (DMCC) is a membership organisation which aims to support memory cafes across Devon to provide a quality service to people living with dementia and their carers.

We provide our members with quality information, guidance and training on running memory cafes, and also opportunities to meet, learn and share with each other. We encourage and support our members to achieve our Quality Assurance Mark. We always welcome new memory cafes to join DMCC.

The DMCC promotes the efficient and effective use of resources for charitable purposes among the current network of 50 independently run Memory Cafes in Devon. Our website contains a web map containing contact information for all member memory cafes and the Memory Café Hub, a valuable training and learning resource for volunteers, trustees and the public.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

We have approximately 50 Memory Cafes operating across Devon County, some meeting weekly, some fortnightly, some monthly.

The number of people affected by dementia and carers registered as visiting Memory Cafes across the county has gradually risen throughout the year from 1,530 to just over 2,000, though not all attend every session.

Throughout the year there were approximately 1080 Memory Cafe meetings held in the county, with approximately 28,000 individual visits to these Memory Cafes.

We started organising area forums in May 2022 and these have grown the frequency and numbers attending, with Memory Cafe coordinators and volunteers meeting face-to-face to share and learn from each other.

DEVON MEMORY CAFE CONSORTIUM

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Our main aims for the year were:

1. **To strengthen links and communications between Memory Cafes and DMCC, and between DMCC and other stakeholders.**

We achieved this by developing local forums in consultation with Memory Café coordinators, agreeing geographical areas and leads in each area. We held two local forums in each of the five area during the year, as well as our annual Convention and AGM.

1. **To make the Memory Café Hub more accessible as a learning tool for Memory Cafes in Devon.**

We have developed and disseminated promotional materials for use on our website, Facebook, newsletters, flyers, etc. We also implemented improvements as suggested by our members. We continue to encourage the use of Memory Café Hub materials at area forums.

1. **To address training needs of Memory Cafe Coordinators and volunteers**

We undertake an annual survey of Memory Cafes to establish their training needs. In the last year we set up one-day First Aid training sessions across the county and increased dementia awareness by inviting the virtual Dementia Bus provided by Training2Care to visit each of our five areas across Devon. Over 80% of attendees report courses were good or excellent.

1. **To support Memory Cafes to meet quality assurance standards**

We have continued to develop the DMCC dedicated Quality Assurance' Mark (QAM) working in conjunction with Teignbridge CVS. Our QAM demonstrates that a Memory Café has reached a high standard of provision of support, services and activities to improve the health and wellbeing of people living with dementia and their carers. It also evidences to professionals and the public that the policies and practices of the Café are robust and ensure a safe, caring, effective and responsive service.

Since the start of the scheme 20 of our 50 cafes have succeeded in gaining our QAM, several of the remaining Cafes have their own quality mark

1. **To support the development of new MCs**

Our membership numbers have hardly changed over the year with some closing and a similar number opening. Trustees decided to provide a small amount of financial support to all new Memory Cafes opening in the county. DMCC also supports newer and smaller cafes in the form of resources, information, mentoring, buddying or financial advice. All new Memory Cafes reported being appreciative of receiving this support.

Our Memory Café Hub contains an on-line training resource, created by Picturing Health, for use of all our Memory Café co-ordinators, volunteers and trustees. Included in this is free online dementia awareness training in nine parts that can be completed individually or used for group training. In this current year we opened this training up making it available to the general public. It has the option of obtaining a certificate on completion by correctly answering questions after watching each of the nine training sections.

Additionally, the Memory Café Hub contains five modules explaining how to set up and manage a memory café including management and legislation, volunteers, fundraising, activities and publicity, and a video titled 'What is a Memory Café' that can be used for marketing purposes by our Memory Cafes.

All our volunteers have access to free online Safeguarding and Mental Capacity Act training provided for us by Devon County Council. Approximately 30 of our members have signed up for the course.

Our sixth AGM and Convention took place in November 2023 and was an opportunity for all our members to meet up, share good practice and support one another. Guest speakers from Devon County Council, NHS Devon and Devon Partnership NHS trust updated the meeting on the development of integrated dementia care plans for the county. Dr Lisa Burrows from Plymouth University presented the findings from her doctorate research entitled 'More than tea and cake', describing why Memory Cafes work for people living with dementia and their carers. Dr Jonathan Witton from the University of Exeter Medical School discussed the findings of latest research into new Alzheimer's drugs.

Our principal funding to enable us to support Devon Memory Cafes continues to be provided by Devon County Council (DCC). DCC also supports our DMCC Quality Assurance Scheme and the other services we provide to all our Memory Cafés. We have a small number of other benefactors who kindly donate money to our charity from events and activities.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

Financial review

Total income for the year was £31,268

Total expenditure £28,612

The bank balance on 31 March 2024 was £86,982

Amount of reserves held as of the 31st March 2024 was £86,019 (unrestricted funds) and £5,000 (restricted funds)

The amount owed by the charity: Nil

All projects remain within budget.

Our current structure allows us to continue to keep core costs to an absolute minimum. We have no office and our administrator is part-time, usually working two days a week.

For 2023 - 24, core costs were £13,513

Core costs for 2024-25 are expected to be approximately £8,000

Our financial position is reviewed annually. As a charity, we are dependent on external funding which is unpredictable. To limit risk to the organisation in the event of a significant lack of funding, the trustees have agreed to hold a Reserve Fund equivalent to six months core running costs.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

- To strengthen links and communications between Memory Cafes and DMCC, and between DMCC and other stakeholders.
- To make the Memory Café Hub more accessible as a learning tool for Memory Cafes in Devon and beyond, and to other relevant groups
- To address other training needs of Memory Cafe Coordinators and volunteers.
- To ensure that our website remains up-to-date and relevant.
- To support the development of new Memory Cafes in the county.
- In conjunction with Teignbridge CVS, to support our Memory Cafes to meet quality assurance standards as set out in our Quality Assurance Mark.
- To ensure DMCC is well supported administratively.

Structure, governance and management

The Devon Memory Café Consortium (DMCC) is controlled by its governing document as a Charitable Incorporated Organisation (CIO) registered on 14 November 2016. The charity is governed by a group of trustees with relevant skills and experience. Trustees meet bi-monthly.

The trustees have adopted the provisions of 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).

DMCC continues to be reliant upon volunteers. The charity has just one part-time self-employed member of staff and does not have offices or other infrastructure to maintain. It has a small amount of IT equipment. This structure continues to allow us to keep core costs to an absolute minimum. Trustee selection methods are followed in accordance with our Constitutional document, Items 13 to 18.

DEVON MEMORY CAFE CONSORTIUM

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees who served during the year and up to the date of signature of the financial statements were:

A McKiernan

C Palmer

(Resigned 7 December 2023)

C Furse

(Appointed 16 November 2023)

G Tregoning

J Tregoning

J Hadley

(Resigned 28 September 2023)

M Garvey

S Milton

T Peters

(Appointed 16 November 2023)

Our trustees are elected from our membership or from application to the charity, interviewed by the committee and ratified at the AGM.

The trustees' report was approved by the Board of Trustees.

M. H. Garvey

M Garvey

Chair

Dated: *7/11/24*

DEVON MEMORY CAFE CONSORTIUM

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2024

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

The law applicable to charities in England and Wales 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 and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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 sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They 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.

DEVON MEMORY CAFE CONSORTIUM

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF DEVON MEMORY CAFE CONSORTIUM

I report to the trustees on my examination of the financial statements of Devon Memory Cafe Consortium (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.

Prydis Accounts Limited

Clyst House
Manor Drive
Clyst St. Mary
Exeter
Devon
EX5 1GB

Dated:

DEVON MEMORY CAFE CONSORTIUM**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT****FOR THE YEAR ENDED 31 MARCH 2024**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Notes						
Income from:						
Donations and legacies	31,268	-	31,268	31,320	-	31,320
Expenditure on:						
Charitable activities	26,612	2,000	28,612	32,466	-	32,466
Net incoming/(outgoing) resources before transfers	4,656	(2,000)	2,656	(1,146)	-	(1,146)
Gross transfers between funds	60	(60)	-	-	-	-
Net income/(expenditure) for the year/ Net movement in funds	4,716	(2,060)	2,656	(1,146)	-	(1,146)
Fund balances at 1 April 2023	81,303	7,060	88,363	82,449	7,060	89,509
Fund balances at 31 March 2024	86,019	5,000	91,019	81,303	7,060	88,363

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

DEVON MEMORY CAFE CONSORTIUM

BALANCE SHEET

AS AT 31 MARCH 2024

Notes	2024 £	£	2023 £	£
Fixed assets				
Tangible assets		4,037		4,037
Current assets				
Cash at bank and in hand	86,982		84,326	
Net current assets		<u>86,982</u>		<u>84,326</u>
Total assets less current liabilities		<u><u>91,019</u></u>		<u><u>88,363</u></u>
Income funds				
Restricted funds		5,000		7,060
Unrestricted funds		86,019		81,303
		<u>91,019</u>		<u>88,363</u>

The financial statements were approved by the Trustees on7/11/24..

M.H. Garvey
.....
M Garvey
Trustee

DEVON MEMORY CAFE CONSORTIUM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

Devon Memory Café Consortium is a membership organisation which aims to support memory cafes across Devon to provide a quality service to people living with dementia and their carers.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011 and "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 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

DEVON MEMORY CAFE CONSORTIUM

England & Wales - Charity number 1170159

Accounts

Charity Registration Number: 1170159

DEVON MEMORY CAFÉ CONSORTIUM

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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REFERENCE AND ADMINISTRATIVE DETAILS**Trustees**

J Wildman (Chair)	Resigned 03 November 2022
R Johnstone	Resigned 02 March 2023
C Palmer (Treasurer)	
E Bird	Resigned 03 March 2023
D Mitchell	Resigned 04 July 2022
M Garvey (Chair)	Appointed 03 November 2022
A McKiernan	Appointed 03 November 2022
J Hadley	Appointed 03 November 2022
J Tregoning	Appointed 07 October 2022
G Tregoning	Appointed 07 October 2022
S Milton	Appointed 03 November 2022

Advisors

A Francis - IT Consultant
J Edwards - Administrator

Charity Registration Number 1170159

Principal address
Hansford Bell
Culver House
13 West Street
Tavistock
PL19 8AN

Independent Examiner
Dawn O'Connor FCA
Yannons Chartered Accountants
The Gallery
New Quay Street
Teignmouth
Devon
TQ14 8DA

TRUSTEES' REPORT

The Management Committee of Devon Memory Café Consortium(DMCC) presents its Trustees' Annual Report and financial statements for the year ended 31 March 2023.

OBJECTIVES AND ACTIVITIES

Devon Memory Café Consortium is a membership organisation which aims to support memory cafes across Devon to provide a quality service to people living with dementia and their carers.

We provide our members with quality information, guidance and training on running memory cafes, and also opportunities to meet, learn and share with each other. We encourage and support our members to achieve this through our Quality Assurance Mark process. We always welcome new memory cafes to join DMCC.

The DMCC promotes the efficient and effective use of resources for charitable purposes among the current network of 50 independently run Memory Cafes in Devon. Our website contains a web map containing contact information for all member memory cafes and the Memory Café Hub; a valuable learning resource for volunteers, trustees and the public.

ACHIEVEMENTS AND PERFORMANCE

We have continued to develop the DMCC dedicated Quality Assurance' Mark (QAM) working in conjunction with Teignbridge CVS. Our QAM demonstrates, for public benefit, that a Memory Café has reached the required standard by providing support, services and activities to improve the health and wellbeing of people living with dementia and their carers. It also shows both professionals and the public that the policies and practices of the Café are robust and ensure a safe, caring, effective and responsive service. We want to ensure that most of the Memory Café volunteers have an understanding of dementia, so are in a good position to provide the safe and stigma free environment a Memory Café should deliver.

Our Memory Café Hub contains an on-line training resource for all our Memory Cafes, created by Picturing Health. There is a free on-line dementia awareness training course for Memory Cafe coordinators and volunteers in nine-parts that can be completed individually or used for group training. It is designed to be used with or without the guidance and feedback of a memory cafe coordinator.

The Memory Café Hub also contains five modules explaining how to set up and manage a memory café and includes information on: management and legislation, volunteers, fundraising, activities and publicity. There is also a video titled 'What is a Memory Café' that can be used for marketing purposes by our Memory Cafes. There are five modules explaining how to set up and manage a memory café and includes information on: management and legislation, volunteers, fundraising, activities and publicity.

We re-introduced regional forums in May 2022 to encourage our Memory Cafes to meet up in person after the three-year break due to the pandemic. We set up regional locations to enable the coordinators to easily travel to meetings and combined this with a delivery of marketing materials for Platinum Jubilee parties as a way of encouraging clients to re-engage with their Cafes – many of our Cafes had not met up in person since the start of Covid.

Our second group of regional forums took place in March 2023. At these we asked participants to identify their training needs and used this information to create a training plan going forward. The top training priorities were safeguarding and first aid.

The Jubilee celebration packs were well received and several Cafes - that had previously closed, decided to re-open and client numbers at our Memory Cafes increased back to nearly pre-pandemic figures. It also provided an ideal opportunity for their clients to talk about their memories of the Queen and her many years on the throne.

Our sixth AGM and Convention took place in November 2023, and was a good opportunity to share information about our new Memory Café Hub. The Convention allows all our members to meet up, share good practice and support one another. We had two guest speakers one from Picturing Health, who talked and demonstrated the new videos that had become available for training of their volunteers, the other being the Commissioning Development Officer, Adult Commissioning and Health from Devon County Council, who provided an insight into the County perspective of Dementia in Devon. It was an opportunity for her to find out first-hand what is happening in Memory Cafes throughout the county.

We continued to produce our quarterly newsletters, as a way of keeping in contact with all our 50 plus Memory Cafes, giving them the space to share information and photographs about their activities in their local area. We also linked with Cornwall Memory Cafe Network as they started to develop their own Memory Cafe network.

Public benefit statement

The training we provide is aimed at Memory Café organisers and volunteers to equip them with the skills and knowledge needed to enable Memory Cafés to operate safely and successfully in meetings that are open to members of the public and follow the guidance issued by the Charity Commission on public benefit.

Fundraising activities

Our principal funding continues to be provided by Devon County Council (DCC) to enable us to support Devon Memory Cafes. DCC also supports our Devon Memory Café Consortium Quality Assurance Scheme and the other services we provide to all our Memory Cafés. We have a small number of other benefactors who kindly donate money to our charity from events and activities.

Statistical information about Memory Cafés

We continue to recognise that Devon's Memory Cafés, with the support of the Devon Memory Café Consortium, are providing a valuable financial contribution to the County. The statistical information we gather is shared with our members and Devon County Council. The provision of this service to those who live with dementia and those who care for them, has no comparable service to date.

FINANCIAL REVIEW**Financial position**

The accounts include activities in the year to 31 March 2023.

Total income for the year was £31,320

Total expenditure £32,556

The bank balance on 31 March 2023 was £84,325

Amount of reserves held: Reserves held as at 31 March 2023 were £84,325 (£77,265 unrestricted funds and £7,060 restricted funds).

Amount owed by the charity : £500 for accounts preparation and the independent examiner's fee for 2022/23 and £548 for hours worked by J Edwards and associated travel and telephone expenses.

All projects remain within budget.

Our current structure will allow us to continue to keep core costs to an absolute minimum.

For 2022-23, core costs were £12,380

Core costs for 2023-24 are expected to be around £15,000.

Investment and reserves policy

Our financial position is reviewed annually. Devon Memory Café Consortium acts as an umbrella organisation for Memory Cafés in Devon, providing training and setting a benchmark for quality assurance of service for member Memory Cafés. As a charity, it is dependent on external funding which is unpredictable.

To limit risk to the organisation in the event of a significant lack of funding, the trustees have agreed to hold a Reserve Fund equivalent to six months core running costs.

Projected activities for next year 2023-24

To strengthen links and communications between Memory Cafes and DMCC, and between DMCC and other stakeholders.

To make the Memory Café Hub more accessible as a learning tool for Memory Cafes in Devon and beyond, and to other relevant groups

To address other training needs of Memory Cafe Coordinators and volunteers.

To re-design and re-launch our website

To support the development of new Memory Cafes in the county.

To support our Memory Cafes to meet quality assurance standards as directed in our Quality Assurance Mark in conjunction with Teignbridge CVS and Devon County Council.

To ensure DMCC is well supported administratively.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Devon Memory Café Consortium (DMCC) charity is controlled by its governing document as a Charitable Incorporated Organisation (CIO) registered on 14 November 2016. The charity is governed by a group of five trustees with relevant skills and experience. Trustees meet bi-monthly.

The trustees have adopted the provisions of 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).

The Devon Memory Consortium registered as a CIO on 14 November 2016 and has been set up to promote the efficient and effective use of resources for charitable purposes among the network of Memory Cafés in Devon.

DMCC continues to be reliant upon volunteers; the charity has just one part time self-employed member of staff and does not have offices or other infrastructure to maintain and only a small amount of IT equipment that has recently been updated. This structure continues to allow us to keep core costs to an absolute minimum. Trustee selection methods are followed in accordance with our Constitution document Items 13 to 18.

Trustee selection methods

Our trustees are elected from our membership or from application to the charity, interviewed by the committee and ratified at the AGM.

NOTES TO THE FINANCIAL STATEMENTS**ACCOUNTING POLICIES****Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on a cash basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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 particular restricted purposes.

TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits during the year.

Expenses of £312 (2022: £4,062) were reimbursed to 1 (2022: 3) of the trustees during the year to 31 March 2023 for room hire and refreshments (2022: computer costs and travel).

REPORT OF THE TRUSTEES for the year to 31 March 2023

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

Signed on behalf of the charity's trustees

Signature(s)	M. M. Conway
Full name(s)	MARY MARGARET CONWAY
Position	CHAIR
Date	16/11/23

Independent examiner's report on the accounts

Report to the trustees/members of Devon Memory Café Consortium
Charity number 1170159
On accounts for the year ended 31 March 2023
Set out on pages 10 - 11

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2023.

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:**Date:** 7th December 2023**Name:**

Dawn O'Connor FCA

Relevant professional body:

The Institute of Chartered Accountants in England and Wales

Address:

Yannons Chartered Accountants
The Gallery
New Quay Street
Teignmouth
Devon

TQ14 8DA

Receipts and payments accounts**For the year ended 31 March 2023**

<u>Receipts and payments</u>	2023	2023	2023	2022
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Receipts				
Members' Subscriptions	280		280	130
Grants and Donations	31,040		31,040	32,505
Training Contributions			-	-
Total receipts	31,320	-	31,320	32,635
Payments				
Grants Paid	780		780	3,080
Admin fees	7,409		7,409	5,401
Accountancy	450		450	840
Project Management	1,000		1,000	-
Printing, Postage and Stationery	204		204	110
Insurance	96		96	-
Bank Charges	61		61	20
Sundry Expenses	94		94	100
Gifts for Jubilee / Coronation Packs	4,517		4,517	6,120
Venue Hire & Refreshments	975		975	-
Website Costs	2,806		2,806	2,856
Travel & Subsistence	745		745	98
ICT	144		144	550
Consultancy Support	9,030		9,030	5,880
Training	4,155		4,155	8,950
sub total	32,466	-	32,466	34,005
Asset purchases	90		90	3,514
Total payments	32,556	-	32,556	37,519
Net of receipts/(payments)	- 1,236	-	- 1,236	- 4,884
Reserve fund	7,500		7,500	
Cash funds last period end	71,001	7,060	78,061	90,445
Cash funds this year end	77,265	7,060	84,325	85,561

Statement of assets and liabilities at the end of the period

	Unrestricted funds £	Restricted funds £	Total £
Cash funds			
HSBC Bank Account	77,265	7,060	84,325
Assets retained for the charity's own use			
Computer equipment (at cost)	4,037	-	4,037
Liabilities	1,048	-	1,048

Signed by one trustee on behalf of all the trustees

Signature

M. H. Garvey

Print Name

MARY H. GARVEY

Date of approval

16/11/22

DEVON MEMORY CAFE CONSORTIUM

England & Wales - Charity number 1170159

Accounts

Charity Registration Number:

1170059

DEVON MEMORY CAFÉ CONSORTIUM

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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Trustees

J Wildman (Chair)

R Jahnstone

C Palmer (Treasurer)

E Jones

D Mitchell

Appointed 07 February 2022, Resigned 04 July 2022

Advisors:

A Francis - IT Consultant

J Edwards - Administrator

Charity Registration Number:

1170159

Principal address

Hansford Bell
Culver House
13 West Street
Tavistock
PL19 8AN

Independent Examiner

Dawn O'Connor FCA
Yannons Chartered Accountants
The Gallery
New Quay Street
Teignmouth
Devon
TQ14 8DA

TRUSTEES' REPORT

The Management Committee of Devon Memory Café Consortium (DMCC) presents its Trustees' Annual Report and financial statements for the year ended 31 March 2022.

OBJECTIVES AND ACTIVITIES

Our objective of Devon Memory Café Consortium (DMCC) is to promote the efficient and effective use of resources for charitable purposes among the network of over 50 independently run Memory Cafés in Devon. Acting as an informed voice, representing Memory Cafés in Devon, providing training and setting a benchmark for quality assurance of service for member Memory Cafés we continue to act in the public interest.

The Memory Café Matters Project continued with Picturing Health, working on creating our bespoke training package specifically designed for Memory Cafés in Devon. This project is now nearly finished and being tested by Memory Cafés throughout Devon. We were able to demonstrate the newly created 'Memory Café Hub' developed by the project at our annual Convention and then made it available to all our members via our website.

The DMCC dedicated 'Quality Assurance' Mark (QAM) sets a benchmark intended to reassure members of the public that the Memory Café they choose to visit recognises the difficulties that dementia can pose. This QAM demonstrates, for public benefit, that a Memory Café has reached the required standard by providing support, services and activities to improve the health and wellbeing of people living with dementia and their carers. It also shows both professionals and the public that the policies and practices of the Café are robust and ensure a safe, caring, effective and responsive service. We like to think this ensures most of the Memory Café volunteers have an understanding of dementia, so are in a good position to provide the safe and stigma free environment a Memory Café should deliver.

Public benefit statement:

The training we provide is aimed at Memory Café organisers and volunteers to equip them with the skills and knowledge needed to enable Memory Cafés to operate safely and successfully in meetings that are open to members of the public and follow the guidance issued by the Charity Commission on public benefit.

ACHIEVEMENTS AND PERFORMANCE

We continued to encourage our members to work towards achieving the DMCC Quality Assurance Mark for Memory Cafés by working in conjunction with Teignbridge CVS - even during the pandemic. Up-to-date, eighteen Memory Cafés have successfully demonstrated they are working to the designated level and have been awarded a DMCC QA certificate, with several more working towards the QAM and many others now renewing their certificates.

Activities have been once again severely restricted due to the continued Covid crisis regulations.

Our regular Newsletters and Covid update sheets continue to keep all Memory Cafés in Devon informed of the latest developments. Zoom meetings were encouraged and used to keep members in touch.

Our Start-up Fund has been well-used and we have encouraged all cafes to re-open for meetings in person as and when they can but as soon as possible. We are hoping this will be achieved in the coming year ahead, which will be the Queen's Platinum Jubilee anniversary and we will be planning special activities throughout Devon.

We undertook two additional Memory Café Covid surveys to obtain up-to-date information about how our Memory Cafés were managing to keep in contact with their members and volunteers during Covid. From their replies we produced summary documents we could share with them and with the Joint Commissioning Manager of Adult Mental Health in Devon County Council to assist them with their strategic planning for dementia in the county.

We designed Zoom Start-up workshops for all our members to discuss how to operate safely in the Covid crisis in conjunction with Teignbridge CVS. We developed a Risk Assessment Workshop to advise our members about Covid issues to be considered when opening in the ever-changing situation. We held our second session of Start-up meetings online.

We held our fourth AGM and Convention in November 2021 (on-line once again because of Covid). It continues to be a good opportunity for all members to share good practice and support one another. At the Convention we had an introductory talk about our new DMCC Memory Café Hub learning resource and how coordinators, volunteers and others involved in Memory Cafés could make use of it. Our guest speaker was Sarah Dent (Commissioning Development Officer, Adult Commissioning and Health, Devon County Council) providing an update on Dementia in Devon.

Fundraising activities

Our principal funding continues to be provided by Devon County Council (DCC) to enable us to support Memory Cafés, their Coordinators and volunteer training. DCC also supports our Devon Memory Café Consortium Quality Assurance Scheme and other services we provide to all our Memory Cafés in Devon county. We have a small number of other benefactors who kindly donate money to our charity from events and activities.

Statistical information about Memory Cafés

We continue to recognise that Devon's Memory Cafés, (with the support of the Devon Memory Café Consortium), are providing a valuable financial contribution to the County. The statistical information we gather is shared with our members and Devon County Council to assist with their strategic planning. The provision of this post diagnosis support service to those who 'Live with Dementia' and those who care for them has no comparable service to date.

FINANCIAL REVIEW

Financial position

The accounts include activities in the year to 31 March 2022.

Total income for the year was £32,635.

Total expenditure £37,519

The bank balance on 31 March 2022 was £85,561

Amount of reserves held: Reserves held as at 31 March 2022 were £85,561 (£78,500 unrestricted funds and £7,060 restricted funds).

Amount owed by the charity: £450 for accounts preparation and the independent examiner's fee for 2021/22.

All projects remain within budget.

Our current structure will allow us to continue to keep core costs to an absolute minimum.

For 2021-22, core costs were £24,805.

Core costs for 2022-23 are expected to be around £15,000.

Investment and reserves policy

Our financial position is reviewed annually. Devon Memory Café Consortium acts as an umbrella organisation for Memory Cafés in Devon, providing training and setting a benchmark for quality assurance of service for member Memory Cafés. As a charity, it is dependent on external funding which is unpredictable.

To limit risk to the organisation in the event of a significant lack of funding, the trustees aim to hold a Reserve Fund equivalent to six months core running costs.

Projected activities for next year 2022-23

We will continue to support our Memory Cafés as they re-open after the disruption caused by the Covid pandemic. Also to work with Devon County Council on their long-term strategic plan for dementia in the county.

Promotion and development remains a priority of our Quality Assurance-Mark for Memory Cafés in Devon in conjunction with Teignbridge CVS and Devon County Council.

The Memory Café Matters project is now nearing completion. We hope to finalise our bespoke training films and provide resources to support the training that we have specifically created for Memory Cafés. As this evolves, we will continue to develop our website for the Memory Café Hub to make it as accessible as possible for our members and their volunteers.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Devon Memory Café Consortium (DMCC) charity is controlled by its governing document as a Charitable Incorporated Organisation (CIO) registered on 14 November 2016. The charity is governed by a group of five trustees with relevant skills and experience. Trustees meet bi-monthly.

The trustees have adopted the provisions of 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).

DMCC has policy documents that include: management of funds, risk assessment and drawing up a risk register which will be reviewed on a regular basis by the Trustees. The main risk identified is potential delay in bringing projects to a successful conclusion during COVID.

The Devon Memory Consortium registered as a CIO on 14 November 2016 and has been set up to promote the efficient and effective use of resources for charitable purposes among the network of Memory Cafés in Devon.

DMCC continues to be reliant upon volunteers; the charity has just one part time self-employed member of staff and does not have offices or other infrastructure to maintain and only a small amount of IT equipment that has recently been updated. This structure continues to allow us to keep core costs to an absolute minimum. Trustee selection methods are followed in accordance with our Constitution document Items 13 to 18.

Trustee selection methods:

Our trustees are elected from our membership or from application to the charity, interviewed by the committee and ratified at the AGM.

NOTES TO THE FINANCIAL STATEMENTS

ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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 particular restricted purposes.

TRUSTEES' REMUNERATION AND BENEFITS


There were no trustees' remuneration or other benefits during the year.

Expenses of £4,062 (2021: £584) were reimbursed to 3 (2021: 2) of the trustees during the year to 31 March 2022 for computer costs and travel.

REPORT OF THE TRUSTEES for the year to 31 March 2022

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

Signed on behalf of the charity's trustees

Signature(s)	
Full name(s)	EMMA JONES
Position	TRUSTEE
Date	31/11/22

Independent examiner's report on the accounts

Report to the trustees/members of	Devon Memory Café Consortium
Charity number	1170159
On accounts for the year ended	31 March 2022
Set out on pages	9-10

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2022.

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Dawn O'Connor

Date: 30 November 2022

Name:

Dawn O'Connor FCA

Relevant professional body:

The Institute of Chartered Accountants in England and Wales

Address:

Yarmons Chartered Accountants
 The Gallery
 New Quay Street
 Teignmouth
 Devon
 TQ14 8DA

Receipts and payments accounts

For the year ended 31 March 2022.

Receipts and payments	2022	2022	2022	2021
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Receipts:				
Members' Subscriptions	130		130	90
Grants and Donations	32,505		32,505	38,250
Training Contributions			-	-
Total receipts	32,635	-	32,635	38,340
Payments				
Grants Paid	-	3,080	3,080	-
Admin fees	5,401		5,401	5,358
Accountancy	840		840	-
Printing, Postage and Stationery	110		110	174
Insurance	-		-	386
Bank Charges	20		20	-
Sundry Expenses	100		100	-
Gifts for Jubilee Packs	6,120		6,120	-
Website Costs	2,856		2,856	835
Travel & Subsistence	98		98	99
ICT	550		550	227
Consultancy Support	5,880		5,880	-
Training	8,950		8,950	7,059
sub-total	30,925	3,080	34,005	14,132
Asset purchases	3,514		3,514	-
Total payments	34,439	3,080	37,519	14,132
Net of receipts/(payments)	- 1,804	- 3,080	- 4,884	24,208
Cash funds last period end	80,305	10,140	90,445	66,237
Cash funds this year end	78,501	7,060	85,561	90,445

As at 31 March 2022 the restricted funds represented grants from the Provincial Grand Lodge of Devonshire to be used for the benefit of memory cafes in Devon.

Statement of assets and liabilities at the end of the period

	Unrestricted funds	Restricted funds	Total
	£	£	£
Cash funds			
HSBC Bank Account	78,501	7,060	85,561
Assets retained for the charity's own use			
Computer equipment (at cost):	3,947	-	3,947
Liabilities			
Accounts preparation and independent examiner's fee:	450	-	450

Signed by one trustee on behalf of all the trustees:

Signature

Emma Jones

Print Name

EMMA
JONES

Date of approval

3-11-22

DEVON MEMORY CAFE CONSORTIUM

England & Wales - Charity number 1170159

Accounts

Charity Registration Number:

1170159

BEYOND MEMORY CAFÉ CONSORTIUM

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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Trustees

J Delves	Died 21 April 2020
J Wildman (Chair)	
R Johnstone	
C Palmer (Treasurer)	
A McKiernan	Resigned 11 February 2021
E Jones	Appointed 06 April 2020
J Hadley	Appointed 07 May 2020, resigned 18 February 2021

Advisors

A Francis - IT Consultant
J Edwards - Administrator

Charity Registration Number 1170159

Principal address
Hansford Bell
Culver House
13 West Street
Tavistock
PL19 8AF

Independent Examiner
Dawn O'Connor FCA
Yannons Chartered Accountants
The Gallery
New Quay Street
Teignmouth
Devon
TQ14 8DA

TRUSTEES' REPORT

The Management Committee of Devon Memory Café Consortium (DMCC) presents its Trustees' Annual Report and financial statements for the year ended 31 March 2021.

OBJECTIVES AND ACTIVITIES

Our objective of Devon Memory Café Consortium (DMCC) is to promote the efficient and effective use of resources for charitable purposes among the network of over 50 independently run Memory Cafés in Devon. Acting as an informed voice, representing Memory Cafés in Devon, providing training and setting a benchmark for quality assurance of service for member Memory Cafés we continue to act in the public interest.

We continued developing two major projects despite the year being very difficult because of the Coronavirus pandemic that started in January 2020 and forced all our Memory Cafés to close down for an unknown amount of time. We encouraged all our Members to keep in contact with their membership and held Zoom meetings with our Memory Cafés to share ideas.

Our members were encouraged to work towards achieving the DMCC Quality Assurance Mark for Memory Cafés by working in conjunction with Teignbridge CVS.

During Covid we continued to keep in regular contact with our members via Zoom, through our quarterly newsletters and creating a Covid Bulletin sheet to keep people informed of developments. We also did a survey of all our members to find out how they were managing during the pandemic and as a result set up our first re-start meeting in September 2020 to discuss the situation and what would be expected.

The Memory Café Matters Project continued working on creating a bespoke training package specifically designed for Memory Cafés in Devon by engaging Tom Gibb of Picturing Health to create several videos based on our Dementia Awareness training session held for Memory Café staff and volunteers in the previous year.

Public benefit statement

The training we provide is aimed at Memory Cafés' organisers and volunteers to equip them with the skills and knowledge needed to enable Memory Cafés to operate safely and successfully in cafés that are open and free to members of the public and follows the guidance issued by the Charity Commission on public benefit.

ACHIEVEMENTS AND PERFORMANCE

The DMCC dedicated 'Quality Assurance' Mark (QA) sets a bench mark intended to reassure members of the public that the Memory Café they choose to visit recognises the difficulties dementia can pose. Most Memory Café volunteers have an understanding of dementia so are in a good position to provide the safe and stigma free environment a Memory Café should deliver. To date seventeen Memory Cafés have successfully demonstrated that they are working to the designated level and have been awarded a DMCC QA certificate, with several more working towards the QA.

We held our third AGM and Convention on 3rd December 2020, online because of COVID. Once again it was a good opportunity for all members to share good practice and support each other (in a COVID safe way). At the online Convention we launched nine DMCC Memory Café Matters training videos based on Dementia Awareness that was then made available for them on our website.

During the year we continued to produce our newsletter for Memory Cafés in Devon with regular updates of the work the DMCC is undertaking on their behalf. This newsletter enables us to advertise current events, to share good practice and to publicise local news stories about activities taking place in Devon Memory Cafés.

In June 2020 we created our first DMCC Covid Information Sheet that was sent out to all members to keep them informed of developments as the situation was constantly changing. This was appreciated by everyone so continued to create these on a regular basis during Covid.

We would like to thank both Anne McKiernan and Julia Hadley for their work as Trustees recently. Both retired this year.

Fundraising activities

Our principal funding continues to be provided by Devon County Council (DCC) to enable us to support Memory Cafés, their Coordinators and volunteer training. DCC also support our Devon Memory Café Consortium Quality Assurance Scheme and other services we provide to all our Memory Cafés in Devon county. We have a few other benefactors who kindly donate money to our charity from events and activities.

Statistical information about Memory Cafés

We continue to recognise that Devon's Memory Cafés, (with the support of the Devon Memory Café Consortium), are providing a valuable financial contribution to the County. The statistical information we gather is shared with our members and Devon County Council to assist with their strategic planning. The provision of this post diagnosis support service to those who 'live with Dementia' and those who care for them has no comparable service to date.

FINANCIAL REVIEW

Financial position

The accounts shown contain activities in the year to 31 March 2021.

Total income for the year was £38,340

Total expenditure £14,132

The bank balance on 31 March 2021 was £90,445

Amount of reserves held: Reserves held as at 31 March 2021 were £90,445 (£80,305 unrestricted funds and £10,140 restricted funds).

Amount owed by the charity : £840 for accounts preparation and the independent examiner's fee for 2019/20 and 2020/21.

All projects remain within budget.

Our current structure will allow us to continue to keep core costs to an absolute minimum.

For 2021, core costs were only £14,132.

Core costs for 2021-22 are expected to be around £20,000.

Investment and reserves policy

Reviewed annually Devon Memory Café Consortium acts as an umbrella organisation for Memory Cafés in Devon, providing training and setting a benchmark for quality assurance of service for member Memory Cafés. As a charity it is dependent on external funding which is unpredictable.

To limit risk to the organisation in the event of a significant lack of funding, the trustees aim to hold a Reserve Fund equivalent to six months core running costs.

Projected activities for next year 2021-22

We plan to continue developing our two projects in the coming year.

Our Quality Assurance Mark for Memory Cafés in Devon in conjunction with Teignbridge CVS, Devon County Council and NEW Devon. This QA mark demonstrates, for public benefit, that a Memory Café has reached the required standard of the Mark by providing support, services and activities to improve the health and wellbeing of people living with dementia and their carers. It also shows both professionals and the public that the policies and practices of the Café are robust and ensure a safe, caring, effective and responsive service.

The Memory Café Matters Project will continue to design bespoke training films and resources - not currently available from any other source, specifically designed for our Memory Cafés, by working closely with Devon County Council and Devon Carers to support volunteers working with people in the early stages of Dementia.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Due to the death of Jim Delves (Chairman), June Wildman (vice Chair and a founding member of the charity) was appointed as the Chairperson in May 2020 and ratified at the AGM in December 2020.

The Devon Memory Café Consortium (DMCC) charity is controlled by its governing document as a Charitable Incorporated Organisation (CIO) registered on 14 November 2016. The charity is governed by a group of five trustees with relevant skills and experience. Trustees meet bi-monthly.

The trustees have adopted the provisions of 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).

DMCC has policy documents that include: management of funds, risk assessment and drawing up a risk register which will be reviewed on a regular basis by the Trustees. The main risk identified is potential delay in bringing projects to a successful conclusion during COVID.

The Devon Memory Consortium registered as a CIO on 14 November 2016 and has been set up to promote the efficient and effective use of resources for charitable purposes among the network of Memory Cafés in Devon.

DMCC continues to be reliant upon volunteers, the charity has one part time self-employed member of staff and does not have offices or other infrastructure to maintain and only a small amount of IT equipment. This structure continues to allow us to keep core costs to an absolute minimum. Trustee selection methods are followed in accordance with our Constitution document items 13 to 18.

Trustee selection methods

Our trustees are elected from our membership or from application to the charity, interviewed by the committee and ratified at the AGM.

NOTES TO THE FINANCIAL STATEMENTS

ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The accounts have been prepared on a cash basis so no account is taken of monies due or liabilities at the year end. These are however, shown in the statement of assets and liabilities.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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 particular restricted purposes.

TRUSTEES' REMUNERATION AND BENEFITS

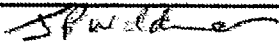
There were no trustees' remuneration or other benefits during the year.

During the year to 31 March 2021 reimbursement of trustees' expenses for travel, stationery and public liability insurance of £584 (2020: £2,077), were paid.

REPORT OF THE TRUSTEES for the year to 31 March 2021

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

Signed on behalf of the charity's trustees

Signature(s)	
Full name(s)	DEANE PATRICIA NEULMAN
Position	Chairperson
Date	16.11.21

Independent examiner's report on the accounts

Report to the trustees/members of	Devon Memory Café Consortium
Charity number	11701159
On accounts for the year ended	31 March 2021
Set out on pages	9-10

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2021.

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:*Dawn O'Connor***Date:** 6th December 2021**Name:**

Dawn O'Connor FEA

Relevant professional body:

The Institute of Chartered Accountants in England and Wales

Address:

Yamona Chartered Accountants
 The Gallery
 New Quay Street
 Teignmouth
 Devon
 TQ14 8DA

Receipts and payments accounts

For the year ended 31 March 2021

<u>Receipts and payments</u>	2021	2021	2021	2020
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Receipts				
Members' Subscriptions	90		90	430
Grants and Donations	31,250	7,000	38,250	33,478
Training Contributions			-	-
Total receipts	31,340	7,000	38,340	33,908
Payments				
Grants Paid	-		-	-
Admin fees	5,358		5,358	5,820
Accountancy			-	750
Printing, Postage and Stationery	174		174	217
Insurance	386		386	-
Venue hire and refreshments	-		-	2,292
Sundry Expenses	-		-	231
Website Costs	835		835	786
Travel & Subsistence	93		93	3,429
ICT	227		227	
Training	7,059		7,059	9,087
sub total	14,132	-	14,132	22,612
Asset purchases				
Total payments	14,132	-	14,132	22,612
Net of receipts/(payments)	17,208	7,000	24,208	11,296
Cash funds last period end	63,097	3,140	66,237	54,941
Cash funds this year end	80,305	10,140	90,445	66,237

As at 31 March 2021 the restricted fund represented grants from the Provincial Grand Lodge of Devonshire to be distributed to memory cafes in Devon.

Statement of assets and liabilities at the end of the period

			2021	2020
	Unrestricted funds	Restricted funds	Total	Total
	£	£	£	£
Cash funds				
H58E Bank Account	80,305	10,140	90,445	66,297
Assets retained for the charity's own use				
Computer equipment (at cost)	433	-	433	433
liabilities				
Accounts preparation and independent examiner's fee (2020 and 2021)	840	-	840	420

Signed by one trustee on behalf of all the trustees.

Signature:	Print Name	Date of approval
