



## **AGM Annual Report September 2025**

### **HDCF Chair's Report 2025**

#### **Nikki Sawkins**

When the charity was formed in 2012 Tessa Harding and I were keen to improve the support to people affected by dementia and very importantly their family carers. Services were poor and we were aware of the rising need for support and help, which wasn't available at the time. We are now in our 13<sup>th</sup> year of existence and we continue to provide a wide range of services and importantly look at developments to continue to explore services which will improve the lives of carers, which is our main priority.

We have had another busy year providing a variety of activities for people with dementia and also enabling much needed family respite. The respite service we offer is flexible to meet the needs of individuals from 2 hours a week. This service is the envy of other areas and is greatly appreciated by the families we serve. Caring for someone with dementia 24 hours a day, 7 days a week is an enormous ask of anyone; many in their older years, so our services enables them to cope by giving them a break. We have supported 34 families during the last year with respite alone, providing 2,196.5 hours of care May 2024 – April 2025, quite an achievement.

We have continued to work with Halesworth Heath and Care (formerly League of Friends of Patrick Stead Hospital) with the development of a new day care facility which has recently opened providing 2 days a week for Halesworth Dementia Carers Fund. Day care on a Friday is such a happy place for people with dementia to spend a day and a break for their family too.

Partnership working is important to us and we continue to build our networks. Thank you to all our partners who work with us. The agencies we rely on, providing trained dementia support workers who look after our families so well, thank you to the teams for going that extra mile, it makes such a difference.

Another development this year has been extension to our education programme. We are now able to offer dementia awareness training to the general public, organisations and carers, led by Julie one of our Trustees, building on Halesworth becoming a 'Dementia Friendly Town.'

Sadly Tessa Harding my fellow founder member died this year; she brought such expertise to us in the earlier years both as an academic and a family carer of someone with dementia. We owe Tessa a lot in how the charity began and flourished in the early days.

Thank you to the hard working Trustees who give so much of their time to the charity, you are all so great to work with. Thank you to Paddy our President, volunteers and supporters for all their hard work and time that they have given to making HDCF the successful charity it has become. We have exciting times ahead, if anyone wishes to join us, please talk to one of the Trustees.

### **Community Liaison Report**

**Nicky Kelly is the lead for this Team**

#### **1. Overview**

This year has been one of the most significant in the history of Halesworth Dementia Carers Fund (HDCF) and its Community Liaison Group. Our primary aim has always been to provide support, connection, and respite for people living with dementia and their carers in Halesworth and the surrounding villages. In 2024–25, we have achieved a milestone that will shape our work for years to come – the opening of the new **Patrick Stead Day Care Centre**.

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#### **2. The Opening of the Patrick Stead Day Care Centre – 11<sup>th</sup> July 2025**

On **Thursday 11th July 2025**, we were proud to celebrate the official opening of the newly refurbished Patrick Stead Day Care Centre – a project made possible by the hard work of **Friends of Halesworth Community Health and Care**, with whom we work closely.

The building, formerly the Methodist Church, has been beautifully transformed into a **modern, accessible, and welcoming community space**. It now serves as a dedicated hub for social day care, community groups, and health-related activities.

For HDCF, the centre represents far more than just a venue – it is the foundation for expanding and improving the support we offer. The facilities give us flexibility to run multiple activities under one roof, allow for growth in attendance, and provide a central, easy-to-access location for local families.

We owe thanks to **Friends of Halesworth Community Health and Care** for their tireless work on the building's refurbishment, and to the many supporters, volunteers, and professionals who contributed to making the opening day a reality.

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### **3. Regular Groups and Activities in 2024–25**

Over the past year, the Community Liaison Group has continued to run a wide and varied programme of activities, ensuring there is something for everyone. Our current regular sessions include:

- **Music and Movement – Mondays**

A lively and well-attended session, offering physical activity combined with the joy of music, helping to improve mood, mobility, and memory.

- **Memory Café – Tuesdays**

One of our longest-running and most popular groups, the café continues to be a safe and welcoming place for carers and people with dementia to meet others, share experiences, and enjoy refreshments in a friendly atmosphere.

- **Singing with Friends – Thursdays (now at the Day Centre)**

Our uplifting group singing session has recently moved into the new Day

Centre, giving it a bright, comfortable space and excellent acoustics. No booking is required – just drop in and join the fun.

- **Art Group – Fridays (at the Day Centre)**

A creative, relaxed environment where participants can explore painting, drawing, and other crafts. The move to the Day Centre has provided better facilities and more space for materials.

- **Carers Support Group – Fridays**

A vital space for carers to talk openly about their experiences, receive practical advice, and find emotional support from others who understand. We aim to grow attendance over the coming year and will be exploring ways to increase awareness of the group.

- **Yoga for People with Memory Issues and their Carers – Coming Soon**

Plans are underway to launch a Thursday morning yoga group at the Day Centre, providing gentle movement, breathing exercises, and relaxation techniques.

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#### **4. Ongoing Support and Advice**

Beyond our scheduled activities, the Community Liaison Group continues to provide **year-round, personalised advice and support** to families. This includes:

- Guidance on navigating health and social care systems
  - Information about benefits, respite services, and local resources
  - Emotional support for carers, often during moments of crisis or change
  - Connections to other organisations for specialised assistance
- 

#### **5. Respite Care Provision**

We understand the vital importance of giving carers time to rest, attend appointments, or simply have a break. This year, we have continued to fund **respite care** through trusted providers, including:

- **First Choice**

- **Prestige**
- **Christies**

This service remains one of the most impactful aspects of our work, as even short periods of relief can make a huge difference to a carer's wellbeing and ability to continue in their role.

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## **6. Looking Ahead**

The opening of the Patrick Stead Day Care Centre gives us new opportunities to **expand, innovate, and strengthen** our community services. Our goals for the coming year include:

- Growing attendance at the Carers Support Group
  - Launching the Thursday morning yoga group
  - Exploring additional partnerships to diversify our activity programme
  - Continuing to provide high-quality respite care and one-to-one support
  - Improved collaboration with other local groups, charities and organisations
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## **7. Conclusion**

The Community Liaison Group is proud of what we have achieved this year, particularly the establishment of our new home at the Patrick Stead Day Care Centre. It is the result of years of perseverance and collaboration – and it opens the door to even greater things.

We remain committed to ensuring that **no one in our community faces dementia alone**, and we look forward to building on this year's success to support even more families in the months ahead.

### **Training Team Report**

**Nicky Kelly is the lead for this team**

This year has seen a great start for the HDCF Training Team. Our first workshop, held at the Pear Tree, was very well received and attracted a wide range of attendees, including representatives from Halesworth Volunteer Centre and the Pear Tree Centre itself. The positive feedback from this session has confirmed the value of offering accessible and practical training around dementia awareness.

Looking ahead, we are planning a programme of targeted dementia awareness workshops for both the general public and specific community groups. The first of these will take place on November 2nd in the Day Centre, and we are excited to begin this next stage of our training work. Our aim is to continue building understanding, reducing stigma, and strengthening support across the community. This all supports our aim of making Halesworth a Dementia Friendly Community.

### **Grants Report**

#### **Pippa Evans Is the lead for this Team**

HDCF is dependent on the generosity of grant giving trusts to continue its vital work in supporting carers and people with dementia in Halesworth and surrounding areas.

In the last twelve months HDCF received generous funding from the Charities Aid Foundation and the Heveningham Hall Country Fair Trust, so that we are now in an excellent position for our major new project of running a Day Centre.

We will continue to pursue funding to enable us to continue our vital work.

### **Treasurer's Report**

#### **Iris Smith**

We have had a most successful year with large donations and grants amounting to £67261.00. The majority of our other income comes from the community with

funeral donations, ladies lunches, donation pots and the great support we receive at our fund raising events. This has enabled us to pay for respite care totalling £57059.00 for the financial year.

Copies of the draft accounts to 30/04/25 are on the table.

### **Events and Fundraising**

#### **Anna Mickleburgh is the lead for this Team**

All in all, the events sub-committee have had a good year. Starting with the golf day in May we got off to a busy start. Main fund raisers being the golf day, the Musical Spectacular, Pop-up Shop, film day bi-monthly. Many people in the community have raised monies for us and we have supported them wherever we can.

The 100+ Club has continued on an even keel with a total of £8595 from membership and prizes out of that at £3000 giving us a final total of £5595.

The film raised £940 after expenses and the shop raised £1386 with rent of £240 leaving a total of £1146.

Golf Day cleared around £6000 after expenses.

We thank all our supporters and helpers, without you we could not do it.

Addendum: Walberswick Co-op have raised in excess of £1400 and Prestige will be hosting the iChameleon shop in October with all profits going to the fund.

### **Publicity and P.R. Report**

#### **John Wood, Publicity & Minutes Secretary**

As we approach the end of the year it is good to note that our press coverage over the last year has been very good. The Community News, Halesworth Hoot, Team Times and Blyth Bugle have published our reports regularly. I am grateful to Carolyn from the Team Times who has been particularly good at producing adverts for our films.

My reports go to Tracy Excel and she is always very prompt at getting them on to our Facebook page. Likewise, Nicky for posting them on our web page. My thanks to both ladies.

The local press have been splendidly indifferent to my contributions, to the extent that I now rarely trouble them, unless it is something spectacular like the epic cycle ride 3 years ago.

Photos are a difficult subject. We have had photos of major events, like the golf tournament, published, but photos of our group activities are a bit tricky as obviously there are GDPR issues, and the need to get written permission from everyone involved.

This year I have received several articles from Trustees to publish. These have all been very much appreciated, and do offer a much wider aspect and interest to my monthly reports. My thanks to all contributors.

Finally, my thanks to all Trustees who have been very good at responding to my monthly appeals for information.

### **Other from Nicky Kelly**

I have some social media statistics from Tracy Excell:

- We have 482 followers now on Facebook .
- In the last 90 days our posts have had over 13,000 views
- 700 people have responded to those posts in various ways : likes / comments / sharing across social media.

Many people have used the messenger facility to offer donations from family events, to enquire about groups, and to ask about accessing support and respite .



**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**For the year ended 30 April 2025**

**Prepared under the Receipts and Payments Basis**



**HALESWORTH DEMENTIA CARERS' FUND CIO**  
**Year ended 30 April 2025**

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**HALESWORTH DEMENTIA CARERS' FUND CIO**  
**REPORT OF THE TRUSTEES**  
**For the year ended 30 April 2025**

The trustees present their report with the financial statements of the charity for the year ended 30 April 2025. The trustees have adopted the provision 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 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The objects of the charity are to preserve and protect the health of people living with dementia, their families in Halesworth, Suffolk and the surrounding area by:

1. Providing or ensuring the provision of information, support and services to those living with dementia and their family carers.
2. Raising awareness of dementia amongst the people of Halesworth and the surrounding area and promoting the development of a dementia friendly community.
3. Working with other charities and organisations to manage projects and activities which benefit people with dementia and their carers.
4. Co-operating with and supporting other organisations and charities with similar or complementary purposes.

**ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT**

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit. During the year we delivered 1924 hours of respite care. In total 36 families received our Respite Care Service. In addition, the charity ran 5 activity groups for carers and people with dementia: Seated Movement, Memory Cafe, Singing with Friends, Seated Tap Dancing and a Carers Support Group. These groups provide 6 hours a week of activities to our families. In total Halesworth *dementia* Carers Fund has provided support to over 60 families living with dementia

**FINANCIAL REVIEW**

**Financial position**

The receipts and payments of the charity are set out in the accounts on pages 4 and 5.

**Reserves policy**

The charity holds reserves:

1. To provide financial stability and sustainability for the organisation.
2. To protect against unforeseen financial challenges, such as sudden loss of funding, unexpected increases in expenses, or emergency situations.
3. To ensure continued support for carers and individuals affected by dementia, even during times of financial uncertainty.

The charity aims to maintain sufficient reserves equivalent to approximately 12 months operating expenditure, together with a contingency reserve to meet unforeseen challenges. This is reviewed annually to reflect the current financial landscape and organisational needs.

**HALESWORTH DEMENTIA CARERS' FUND CIO**  
**REPORT OF THE TRUSTEES (continued)**  
**For the year ended 30 April 2025**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is established as a charitable incorporated organisation (CIO) registered 30 November 2016 as amended on 16 January 2021 and 10 June 2024.

**Recruitment and appointment of new trustees**

New trustees are recruited and appointed by the trustee board from the local community. Potential trustees are asked to attend a minimum of 3 meetings before they are nominated. They are made aware of the legal responsibilities and asked to identify what they can bring to serve the interests of the charity. Where a specific role becomes vacant a detailed job description will be drafted.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**REFERENCE AND ADMINISTRATIVE DETAILS**

Registered Charity name Halesworth Dementia Carers Fund CIO  
The charity uses HDCF as its working name  
Registered Charity number 1170477

**Principal address**

The Old Rectory  
London Road  
Halesworth  
Suffolk  
IP19 8LR

**Trustees holding office during the year**

Mrs Nicola Jane Sawkins (Chair)  
Mrs Nicola Jill Kelly (Vice Chair)  
Mrs Iris Kathleen Smith (Treasurer)  
Mrs Irene Veronica Morris (Secretary) – appointed 10.06.24  
Mrs Alison Catherine Cackett (Secretary) – resigned 10.06.24  
Mr Geoffrey Philip Henry Cackett – resigned 10.06.24  
Mrs Pippa Ann Evans – appointed 10.06.24  
Mrs Anna Constance Mickleburgh  
Mrs Jacqueline Anne Richardson  
Mrs Arlette Smith – appointed 10.06.24  
Mrs Julie Watson – appointed 10.06.24  
Mr John Frederick Lawrence Wood

**HALESWORTH DEMENTIA CARERS' FUND CIO**  
**REPORT OF THE TRUSTEES (continued)**  
**For the year ended 30 April 2025**

**Independent Examiner**

P N van Dijk FMAAT  
Van Dijk Accountants Limited  
Georgian House  
34 Thoroughfare  
Halesworth  
Suffolk  
IP19 8AP

**Bankers**

Lloyds Bank PLC  
HSBC UK Bank PLC

Approved by order the board of trustees on 10 February 2026 and signed on its behalf by:

Mrs Nikki Sawkins (Chair)

**HALESWORTH DEMENTIA CARERS' FUND CIO**  
**Receipts and Payments Account**  
**For the year ended 30 April 2025**

|  | <b>Note</b> | <b>2025<br/>£</b> | <b>2024<br/>£</b> |
|--|-------------|-------------------|-------------------|
| <b>Receipts</b>                          |             |                   |                   |
| Grants                                   | 1           | 79634             | 45500             |
| Voluntary Donations                      |             | 14336             | 28267             |
| Fundraising                              |             | 21017             | 7870              |
| Trading Income                           |             | 1386              | 1734              |
| <b>Total Receipts</b>                    |             | <b>116373</b>     | <b>83371</b>      |
| <b>Payments</b>                          |             |                   |                   |
| Charitable Purposes                      | 2           | 65783             | 54511             |
| Fundraising Costs                        |             | 1456              | 2575              |
| Administration                           |             | 2864              | 1725              |
| Publicity                                |             | 365               | 855               |
| <b>Total Payments</b>                    |             | <b>70468</b>      | <b>59666</b>      |
| <b>Surplus of Receipts over Payments</b> |             | <b>45905</b>      | <b>23705</b>      |
| Cash Funds brought forward               |             | 109159            | 85454             |
| Cash Funds carried forward               | 3           | <b>155064</b>     | <b>109159</b>     |
| <b>Represented by:</b>                   |             |                   |                   |
| General Fund                             |             | 95064             | 49159             |
| Contingency Reserve                      |             | 60000             | 60000             |
| <b>Total Reserves</b>                    |             | <b>155064</b>     | <b>109159</b>     |

**HALESWORTH DEMENTIA CARERS' FUND CIO**  
**Notes to the Receipts and Payments Account**  
**For the year ended 30 April 2025**

|  | <b>2025</b> | <b>2024</b> |
|--|-------------|-------------|
|  | <b>£</b>    | <b>£</b>    |
| <b>1. Grants</b>                           |             |             |
| Heveningham Hall Trust                     | 20000       | 20000       |
| Suffolk Community Foundation               | 0           | 20000       |
| Halesworth Town Council                    | 0           | 5000        |
| Communities Together                       | 0           | 500         |
| Suffolk Council                            | 0           | 0           |
| Simon Gibson Trust                         | 5000        | 0           |
| CAF American Donor Fund                    | 54654       | 0           |
|  | <hr/>       | <hr/>       |
|  | 79634       | 45500       |
| <b>2. Payments for Charitable Purposes</b> |             |             |
| Halesworth Dementia Project                | <hr/>       | <hr/>       |
|  | 65783       | 54511       |
| <b>3. Cash Funds carried forward</b>       |             |             |
| Cash at bank - Lloyds account              | 105338      | 83408       |
| Cash at bank - Lloyds account (Friends)    | 9984        | 12312       |
| Cash at bank - HSBC account                | 39742       | 13439       |
|  | <hr/>       | <hr/>       |
|  | 155064      | 109159      |

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HALESWORTH DEMENTIA CARERS' FUND CIO**

I report to the trustees on my examination of the accounts for the Halesworth Carers' Dementia Fund CIO (the Trust) for the year ended 30 April 2025.

### **Responsibilities and basis of report**

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

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

### **Independent examiner's statement**

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act;  
or
2. the accounts do not accord with those records.

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



P N van Dijk FMAAT  
Van Dijk Accountants Limited  
Georgian House  
34 Thoroughfare  
Halesworth  
Suffolk  
IP19 8AP

11 February 2026