

DEMENTIA FRIENDLY KEIGHLEY

England & Wales · Charity number 1171003

Details

Status Registered

Legal form CIO

Registered 2017-01-05

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

Contact

Address 6 College Walk
Airedale Shopping Centre
Keighley
West Yorkshire
BD21 3PH

Phone 01535 602529

Email info@dementiafriendlykeighley.org.uk

Website www.dementiafriendlykeighley.org.uk

Activities

Objects: THE ADVANCEMENT OF HEALTH (INCLUDING THE RELIEF OF SICKNESS) FOR THE PUBLIC BENEFIT, IN PARTICULAR BUT NOT LIMITED TO,:(I) PROVIDING SUPPORT TO PERSONS LIVING WITH DEMENTIA, THEIR FAMILIES AND CARERS, INCLUDING BY PROVIDING ADVICE AND SUPPORT;(II) MAKING THE VIEWS AND EXPERIENCES OF PERSONS LIVING WITH DEMENTIA KNOWN TO HEALTH AND SOCIAL CARE PROVIDERS;(III), PROVIDING INFORMATION ABOUT DEMENTIA AND OTHER RELATED PROBLEMS ARISING FROM AGEING, ILLNESS OR DISEASE.

Activities: Provide information, support and activities for people with Dementia and their families//carers in Keighley and surrounding area.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Elderly/old People, People With Disabilities, Other Defined Groups, The General Public/mankind

Geography

- Bradford City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£198,652	£115,526	-	-
2024-03-31	£147,036	£120,584	-	-
2023-03-31	£75,606	£111,815	-	-
2022-03-31	£154,855	£149,136	-	-
2021-03-31	£209,591	£131,554	-	-

Trustees

Name	Role	Appointed
John Patrick Waddington		2019-02-13
Nick Farrar		2025-10-13
Philip Kay		2026-07-13

Accounts

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2025
for
Dementia Friendly Keighley**

Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

Dementia Friendly Keighley

Contents of the Financial Statements for the Year Ended 31 March 2025

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 to 12
Detailed Statement of Financial Activities	13

Dementia Friendly Keighley

Report of the Trustees for the Year Ended 31 March 2025

The trustees present their report with the financial statements of the charity for the year ended 31 March 2025. 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The advancement of health (including the relief of sickness) for the public benefit, in particular, but not limited to:

- i) providing support to persons living with dementia, their families and carers, including by providing advice and support;
- ii) making the views and experiences of persons living with dementia known to health and social care providers;
- iii) providing information about dementia and other related problems arising from ageing, illness or disease.

Public benefit

In settling our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health.

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

During the 2024/2025 year the charity has carried out some of the below objects among other things:

- Providing activities for people with dementia, their families and carers.
- Cooperating with other voluntary organisations and statutory bodies in the provision of services for those suffering from dementia, their families and carers.
- Encouraged local businesses and organisations to be aware of the needs of, and to make their services as friendly as possible for, those with dementia.
- Seeking to ensure that services in the area of dementia are known by and accessible to people in the BAME community.
- Working with local doctors to make the process of contact and diagnosis as smooth as possible.

FINANCIAL REVIEW

Financial review

The net receipts for the year were £83,126, including net receipts of £19,052 on unrestricted funds and net receipts of £64,074 on restricted funds.

Reserves policy

In conjunction with DFK's Financial Policy and Procedures, this Reserves Policy forms part of DFK's commitment to ensure the management and allocation of funds is carried out responsibly, to give DFK the best chance to continue to provide its services into the future and to ensure that it can always meet its liabilities.

The charity's free reserves, excluding fixed assets, at the year end were £121,660.

Rationale

The policy is designed to meet the following objectives:

- To provide continuity of activities in the event of a large variation in income (e.g. a large funder pulling out unexpectedly).
- To deal with emergencies (e.g. a major unexpected repair).
- To deal with short-term fluctuations in cash-flow (e.g. a funder who pays in arrears).
- To be able to develop new projects and grasp new opportunities as they arise.
- To enable the charity to close down in an orderly manner if this should prove necessary.

Reserve levels

It is our aim to maintain a reserve of sufficient funds to enable DFK to exist for a period not less than six months and no more than twenty-four months, to enable the development of alternative funding streams.

The Treasurer will report to the Board of Trustees if any time that he considers the level of reserves needs to be adjusted to meet this policy.

Dementia Friendly Keighley

Report of the Trustees for the Year Ended 31 March 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 5 January 2017 and governed according to its constitution.

Recruitment and appointment of new trustees

The trustees of the charity are appointed by a resolution passed at a properly convened meeting of the charity trustees.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1171003

Principal address

6 College Walk
Airedale Shopping Centre
Keighley
West Yorkshire
BD21 3PH

Trustees

P J Waddington
A H Barker (resigned 10.8.24)
H Bradley (resigned 27.7.25)
L Artis (resigned 4.9.25)
C Brett (appointed 14.5.24) (resigned 6.10.25)
Ms R Bowditch (appointed 13.9.25)
N Farrar (appointed 13.10.25)

Independent Examiner

Helen Louise Barritt FMAAT
Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

Approved by order of the board of trustees on 16 October 2025 and signed on its behalf by:

P J Waddington - Trustee

Independent Examiner's Report to the Trustees of Dementia Friendly Keighley

Independent examiner's report to the trustees of Dementia Friendly Keighley

I report to the charity trustees on my examination of the accounts of Dementia Friendly Keighley (the Trust) for the year ended 31 March 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 Act and in carrying out my examination I have followed all 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; or
3. the accounts 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 accounts to be reached.

Helen Louise Barritt FMAAT

Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

16 October 2025

Dementia Friendly Keighley

**Statement of Financial Activities
for the Year Ended 31 March 2025**

	Notes	Unrestricted funds £	Restricted funds £	31.3.25 Total funds £	31.3.24 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		42,491	153,290	195,781	145,688
Other trading activities	2	-	-	-	234
Investment income	3	2,871	-	2,871	1,114
Total		<u>45,362</u>	<u>153,290</u>	<u>198,652</u>	<u>147,036</u>
EXPENDITURE ON					
Raising funds	4	16,186	74,968	91,154	90,504
Charitable activities					
Other		10,124	14,248	24,372	40,385
Total		<u>26,310</u>	<u>89,216</u>	<u>115,526</u>	<u>130,889</u>
NET INCOME		19,052	64,074	83,126	16,147
RECONCILIATION OF FUNDS					
Total funds brought forward		102,607	17,977	120,584	104,437
TOTAL FUNDS CARRIED FORWARD		<u><u>121,659</u></u>	<u><u>82,051</u></u>	<u><u>203,710</u></u>	<u><u>120,584</u></u>

The notes form part of these financial statements

Dementia Friendly Keighley

Balance Sheet 31 March 2025

	Notes	Unrestricted funds £	Restricted funds £	31.3.25 Total funds £	31.3.24 Total funds £
CURRENT ASSETS					
Debtors	7	5,744	-	5,744	3,830
Cash at bank and in hand		115,916	82,050	197,966	116,754
		<u>121,660</u>	<u>82,050</u>	<u>203,710</u>	<u>120,584</u>
NET CURRENT ASSETS		<u>121,660</u>	<u>82,050</u>	<u>203,710</u>	<u>120,584</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		121,660	82,050	203,710	120,584
NET ASSETS		<u>121,660</u>	<u>82,050</u>	<u>203,710</u>	<u>120,584</u>
FUNDS	8				
Unrestricted funds				121,660	102,607
Restricted funds				<u>82,050</u>	<u>17,977</u>
TOTAL FUNDS				<u>203,710</u>	<u>120,584</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 16 October 2025 and were signed on its behalf by:

P J Waddington - Trustee

Dementia Friendly Keighley

Notes to the Financial Statements for the Year Ended 31 March 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The trustees have taken advantage of section 133 of The Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

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 an accruals 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

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. OTHER TRADING ACTIVITIES

	31.3.25	31.3.24
	£	£
Fundraising events	-	234
	<u> </u>	<u> </u>

Dementia Friendly Keighley

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2025**

3. INVESTMENT INCOME

	31.3.25	31.3.24
	£	£
Deposit account interest	2,871	1,114
	<u>2,871</u>	<u>1,114</u>

4. RAISING FUNDS

Investment management costs

	31.3.25	31.3.24
	£	£
Administrative expenses	122	3,073
Property repairs	5,610	1,982
	<u>5,732</u>	<u>5,055</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	44,241	101,447	145,688
Other trading activities	234	-	234
Investment income	1,114	-	1,114
	<u>45,589</u>	<u>101,447</u>	<u>147,036</u>
Total			
	<u>45,589</u>	<u>101,447</u>	<u>147,036</u>
EXPENDITURE ON			
Raising funds	28,198	62,306	90,504
Charitable activities			
Other	6,464	33,921	40,385
	<u>34,662</u>	<u>96,227</u>	<u>130,889</u>
Total			
	<u>34,662</u>	<u>96,227</u>	<u>130,889</u>
NET INCOME	10,927	5,220	16,147
Transfers between funds	7,334	(7,334)	-
	<u>18,261</u>	<u>(2,114)</u>	<u>16,147</u>
Net movement in funds			
	<u>18,261</u>	<u>(2,114)</u>	<u>16,147</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	84,345	20,092	104,437
	<u>102,606</u>	<u>17,978</u>	<u>120,584</u>
TOTAL FUNDS CARRIED FORWARD			
	<u>102,606</u>	<u>17,978</u>	<u>120,584</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2025

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Other debtors	5,744	3,830

8. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
General fund	102,607	19,053	121,660
Restricted funds			
Bradford Community Buildings	193	(95)	98
Day Opportunities	709	(709)	-
Mayors Fund	4,805	(196)	4,609
PostcodeNeighbourhood	10,406	(10,406)	-
Schofield Fund 2	-	2,000	2,000
South Craven	1,864	(582)	1,282
Sue Gain	-	240	240
National Lottery	-	42,321	42,321
Postcode Lottery	-	30,000	30,000
Skipton Building Society	-	1,000	1,000
Community Choirs	-	500	500
	17,977	64,073	82,050
TOTAL FUNDS	120,584	83,126	203,710

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	45,362	(26,309)	19,053
Restricted funds			
Bradford Community Buildings	-	(95)	(95)
Day Opportunities	11,918	(12,627)	(709)
Mayors Fund	1	(197)	(196)
PostcodeNeighbourhood	-	(10,406)	(10,406)
Schofield Fund 2	2,000	-	2,000
South Craven	586	(1,168)	(582)
Sue Gain	460	(220)	240
National Lottery	105,172	(62,851)	42,321
Warm Spaces 3	653	(653)	-
Warm Spaces 4	1,000	(1,000)	-
Postcode Lottery	30,000	-	30,000
Skipton Building Society	1,000	-	1,000
Community Choirs	500	-	500
	153,290	(89,217)	64,073
TOTAL FUNDS	198,652	(115,526)	83,126

Dementia Friendly Keighley

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2025**

8. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	84,345	10,928	7,334	102,607
Restricted funds				
BDCT Winter Relief	296	(296)	-	-
Coop	1,846	-	(1,846)	-
Sir George Martin Trust	350	-	(350)	-
Health and Inequilities	17,407	(11,844)	(5,563)	-
Bradford Community Buildings	193	-	-	193
Day Opportunities	-	709	-	709
Community	-	(82)	82	-
Mayors Fund	-	4,805	-	4,805
PostcodeNeighbourhood	-	10,406	-	10,406
Care Homes	-	8,622	(8,622)	-
South Craven	-	1,864	-	1,864
Fretwell	-	(7,056)	7,056	-
Vicki Hodgeson	-	(1,262)	1,262	-
Branshaw GC	-	(647)	647	-
	<u>20,092</u>	<u>5,219</u>	<u>(7,334)</u>	<u>17,977</u>
TOTAL FUNDS	<u><u>104,437</u></u>	<u><u>16,147</u></u>	<u><u>-</u></u>	<u><u>120,584</u></u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2025

8. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	45,589	(34,661)	10,928
Restricted funds			
BDCT Winter Relief	-	(296)	(296)
Health and Inequities	25,000	(36,844)	(11,844)
Day Opportunities	11,155	(10,446)	709
Community	4,238	(4,320)	(82)
Keighley Ward Lap Top	500	(500)	-
CNET Friendship	1,936	(1,936)	-
Mayors Fund	6,043	(1,238)	4,805
Warm Spaces 2	1,999	(1,999)	-
PostcodeNeighbourhood	25,000	(14,594)	10,406
Care Homes	19,000	(10,378)	8,622
CNET Friendship 2	1,980	(1,980)	-
Schofield Fund 2	2,000	(2,000)	-
South Craven	1,864	-	1,864
Paula Long	732	(732)	-
Fretwell	-	(7,056)	(7,056)
Vicki Hodgeson	-	(1,262)	(1,262)
Branshaw GC	-	(647)	(647)
	<u>101,447</u>	<u>(96,228)</u>	<u>5,219</u>
TOTAL FUNDS	<u>147,036</u>	<u>(130,889)</u>	<u>16,147</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2025

8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.25 £
Unrestricted funds				
General fund	84,345	29,981	7,334	121,660
Restricted funds				
BDCT Winter Relief	296	(296)	-	-
Coop	1,846	-	(1,846)	-
Sir George Martin Trust	350	-	(350)	-
Health and Inequilities	17,407	(11,844)	(5,563)	-
Bradford Community Buildings	193	(95)	-	98
Community	-	(82)	82	-
Mayors Fund	-	4,609	-	4,609
Care Homes	-	8,622	(8,622)	-
Schofield Fund 2	-	2,000	-	2,000
South Craven	-	1,282	-	1,282
Fretwell	-	(7,056)	7,056	-
Vicki Hodgeson	-	(1,262)	1,262	-
Branshaw GC	-	(647)	647	-
Sue Gain	-	240	-	240
National Lottery	-	42,321	-	42,321
Postcode Lottery	-	30,000	-	30,000
Skipton Building Society	-	1,000	-	1,000
Community Choirs	-	500	-	500
	<u>20,092</u>	<u>69,292</u>	<u>(7,334)</u>	<u>82,050</u>
TOTAL FUNDS	<u>104,437</u>	<u>99,273</u>	<u>-</u>	<u>203,710</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2025

8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	90,951	(60,970)	29,981
Restricted funds			
BDCT Winter Relief	-	(296)	(296)
Health and Inequilities	25,000	(36,844)	(11,844)
Bradford Community Buildings	-	(95)	(95)
Day Opportunities	23,073	(23,073)	-
Community	4,238	(4,320)	(82)
Keighley Ward Lap Top	500	(500)	-
CNET Friendship	1,936	(1,936)	-
Mayors Fund	6,044	(1,435)	4,609
Warm Spaces 2	1,999	(1,999)	-
PostcodeNeighbourhood	25,000	(25,000)	-
Care Homes	19,000	(10,378)	8,622
CNET Friendship 2	1,980	(1,980)	-
Schofield Fund 2	4,000	(2,000)	2,000
South Craven	2,450	(1,168)	1,282
Paula Long	732	(732)	-
Fretwell	-	(7,056)	(7,056)
Vicki Hodgeson	-	(1,262)	(1,262)
Branshaw GC	-	(647)	(647)
Sue Gain	460	(220)	240
National Lottery	105,172	(62,851)	42,321
Warm Spaces 3	653	(653)	-
Warm Spaces 4	1,000	(1,000)	-
Postcode Lottery	30,000	-	30,000
Skipton Building Society	1,000	-	1,000
Community Choirs	500	-	500
	<u>254,737</u>	<u>(185,445)</u>	<u>69,292</u>
TOTAL FUNDS	<u>345,688</u>	<u>(246,415)</u>	<u>99,273</u>

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

Dementia Friendly Keighley

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2025**

	31.3.25 £	31.3.24 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	38,426	24,055
Grants	157,355	121,633
	195,781	145,688
Other trading activities		
Fundraising events	-	234
Investment income		
Deposit account interest	2,871	1,114
Total incoming resources	198,652	147,036
EXPENDITURE		
Other trading activities		
Running costs	2,297	1,086
Wages	83,125	84,363
	85,422	85,449
Investment management costs		
Administrative expenses	122	3,073
Property repairs	5,610	1,982
	5,732	5,055
Charitable activities		
Rent and venue hire	8,917	5,851
Rates and utilities	2,158	4,159
Insurance	-	908
Telephone	4,636	3,678
Freelance fees	3,152	17,925
Advertising	2,063	4,405
Sundries	2,050	2,319
	22,976	39,245
Support costs		
Governance costs		
Accountancy and legal fees	1,396	1,140
Total resources expended	115,526	130,889
Net income	<u>83,126</u>	<u>16,147</u>

This page does not form part of the statutory financial statements

Accounts

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2024
for
Dementia Friendly Keighley**

Stirk Lambert & Co
Chartered Accountants
Russell Chambers
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BD21 3DS

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for the Year Ended 31 March 2024**

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 to 14
Detailed Statement of Financial Activities	15 to 16

Dementia Friendly Keighley
Report of the Trustees
for the Year Ended 31 March 2024

The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The advancement of health (including the relief of sickness) for the public benefit, in particular, but not limited to:

- i) providing support to persons living with dementia, their families and carers, including by providing advice and support;
- ii) making the views and experiences of persons living with dementia known to health and social care providers;
- iii) providing information about dementia and other related problems arising from ageing, illness or disease.

Public benefit

In settling our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the 2023/2024 year the charity has carried out some of the below objects among other things:

- Providing activities for people with dementia, their families and carers.
- Providing activities for people with dementia.
- Cooperating with other voluntary organisations and statutory bodies in the provision of services for those suffering from dementia, their families and carers.
- Encouraged local businesses and organisations to be aware of the needs of, and to make their services as friendly as possible for, those with dementia.
- Seeking to ensure that services in the area of dementia are known by and accessible to people in the BAME community.
- Working with local doctors to make the process of contact and diagnosis as smooth as possible.

FINANCIAL REVIEW

Financial review

The net receipts for the year were £16,147, including net receipts of £18,261 on unrestricted funds and net deficit of £2,114 on restricted funds which are covered by a transfer from unrestricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £102,607.

It is our aim to maintain a reserve of sufficient funds to enable DFK to exist for a period not less than three months and no more than twenty four months, to enable the development of alternative funding streams.

The treasurer will report to the Board of Trustees if any time that he considers the level of reserves needs to be adjusted to meet this policy.

Rationale

The policy is designed to meet the following objectives:

- To provide continuity of activities in the event of a large variation in income (e.g. a large funder pulling out unexpectedly).
- To deal with emergencies (e.g. a major unexpected repair).
- To deal with short-term fluctuations in cash-flow (e.g. a funder who pays in arrears).
- To be able to develop new projects and grasp new opportunities as they arise.
- To enable the charity to close down in an orderly manner if this should prove necessary.

Dementia Friendly Keighley

Report of the Trustees for the Year Ended 31 March 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 5 January 2017 and governed according to its constitution.

Recruitment and appointment of new trustees

The trustees of the charity are appointed by a resolution passed at a properly convened meeting of the charity trustees.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1171003

Principal address

6 College Walk
Airedale Shopping Centre
Keighley
West Yorkshire
BD21 3PH

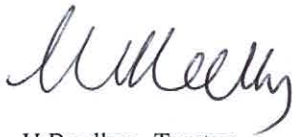
Trustees

P J Waddington
Mrs C M Highley (resigned 13.10.23)
A H Barker
H Bradley (appointed 16.5.23)
A Briggs (resigned 11.5.23)
L Artis (appointed 7.9.23)
C Brett (appointed 14.5.24)

Independent Examiner

Helen Louise Barritt FMAAT
Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

Approved by order of the board of trustees on 12 October 2024 and signed on its behalf by:



H Bradley - Trustee

**Independent Examiner's Report to the Trustees of
Dementia Friendly Keighley**

Independent examiner's report to the trustees of Dementia Friendly Keighley

I report to the charity trustees on my examination of the accounts of Dementia Friendly Keighley (the Trust) for the year ended 31 March 2024.

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 Act and in carrying out my examination I have followed all 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; or
3. the accounts 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 accounts to be reached.

Helen Louise Barritt FMAAT

Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

12 October 2024

Dementia Friendly Keighley

Statement of Financial Activities for the Year Ended 31 March 2024

	Notes	Unrestricted fund £	Restricted funds £	31.3.24 Total funds £	31.3.23 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		44,241	101,447	145,688	75,029
Other trading activities	2	234	-	234	577
Investment income	3	1,114	-	1,114	-
Total		<u>45,589</u>	<u>101,447</u>	<u>147,036</u>	<u>75,606</u>
EXPENDITURE ON					
Raising funds	4	28,198	62,306	90,504	94,590
Charitable activities					
Other		6,464	33,921	40,385	17,225
Total		<u>34,662</u>	<u>96,227</u>	<u>130,889</u>	<u>111,815</u>
NET INCOME/(EXPENDITURE)		10,927	5,220	16,147	(36,209)
Transfers between funds	8	7,334	(7,334)	-	-
Net movement in funds		18,261	(2,114)	16,147	(36,209)
RECONCILIATION OF FUNDS					
Total funds brought forward		84,345	20,092	104,437	140,646
TOTAL FUNDS CARRIED FORWARD		<u><u>102,606</u></u>	<u><u>17,978</u></u>	<u><u>120,584</u></u>	<u><u>104,437</u></u>

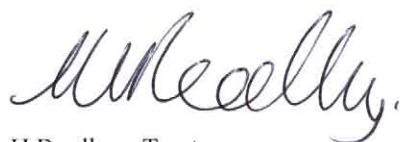
The notes form part of these financial statements

Dementia Friendly Keighley

Balance Sheet 31 March 2024

	Notes	Unrestricted fund £	Restricted funds £	31.3.24 Total funds £	31.3.23 Total funds £
CURRENT ASSETS					
Debtors	7	3,830	-	3,830	-
Cash at bank and in hand		98,777	17,977	116,754	104,437
		<u>102,607</u>	<u>17,977</u>	<u>120,584</u>	<u>104,437</u>
NET CURRENT ASSETS		<u>102,607</u>	<u>17,977</u>	<u>120,584</u>	<u>104,437</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>102,607</u>	<u>17,977</u>	<u>120,584</u>	<u>104,437</u>
NET ASSETS		<u>102,607</u>	<u>17,977</u>	<u>120,584</u>	<u>104,437</u>
FUNDS	8				
Unrestricted funds				102,607	84,345
Restricted funds				<u>17,977</u>	<u>20,092</u>
TOTAL FUNDS				<u>120,584</u>	<u>104,437</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 12 October 2024 and were signed on its behalf by:



H Bradley - Trustee

The notes form part of these financial statements

**Notes to the Financial Statements
for the Year Ended 31 March 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The trustees have taken advantage of section 133 of The Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

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 an accruals 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

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. OTHER TRADING ACTIVITIES

	31.3.24	31.3.23
	£	£
Fundraising events	234	577
	<u> </u>	<u> </u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

3. INVESTMENT INCOME

	31.3.24	31.3.23
	£	£
Deposit account interest	<u>1,114</u>	<u>-</u>

4. RAISING FUNDS

Investment management costs

	31.3.24	31.3.23
	£	£
Administrative expenses	3,073	2,640
Property repairs	<u>1,982</u>	<u>15,013</u>
	<u>5,055</u>	<u>17,653</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	45,181	29,848	75,029
Other trading activities	<u>577</u>	<u>-</u>	<u>577</u>
Total	<u>45,758</u>	<u>29,848</u>	<u>75,606</u>
EXPENDITURE ON			
Raising funds	29,712	64,878	94,590
Charitable activities			
Other	<u>7,959</u>	<u>9,266</u>	<u>17,225</u>
Total	<u>37,671</u>	<u>74,144</u>	<u>111,815</u>
NET INCOME/(EXPENDITURE)	8,087	(44,296)	(36,209)
Transfers between funds	<u>2,194</u>	<u>(2,194)</u>	<u>-</u>
Net movement in funds	10,281	(46,490)	(36,209)
RECONCILIATION OF FUNDS			
Total funds brought forward	74,063	66,583	140,646

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued				
	Unrestricted fund £	Restricted funds £	Total funds £	
	<u>84,344</u>	<u>20,093</u>	<u>104,437</u>	
7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR				
		31.3.24 £	31.3.23 £	
Other debtors		<u>3,830</u>	<u>-</u>	
8. MOVEMENT IN FUNDS				
	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	84,345	10,928	7,334	102,607
Restricted funds				
BDCT Winter Relief	296	(296)	-	-
Coop	1,846	-	(1,846)	-
Sir George Martin Trust	350	-	(350)	-
Health and Inequities	17,407	(11,844)	(5,563)	-
Bradford Community Buildings	193	-	-	193
Day Opportunities	-	709	-	709
Community	-	(82)	82	-
Mayors Fund	-	4,805	-	4,805
PostcodeNeighbourhood	-	10,406	-	10,406
Care Homes	-	8,622	(8,622)	-
South Craven	-	1,864	-	1,864
Fretwell	-	(7,056)	7,056	-
Vicki Hodgeson	-	(1,262)	1,262	-
Branshaw GC	-	(647)	647	-
	<u>20,092</u>	<u>5,219</u>	<u>(7,334)</u>	<u>17,977</u>
TOTAL FUNDS	<u>104,437</u>	<u>16,147</u>	<u>-</u>	<u>120,584</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

8. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	45,589	(34,661)	10,928
Restricted funds			
BDCT Winter Relief	-	(296)	(296)
Health and Inequities	25,000	(36,844)	(11,844)
Day Opportunities	11,155	(10,446)	709
Community	4,238	(4,320)	(82)
Keighley Ward Lap Top	500	(500)	-
CNET Friendship	1,936	(1,936)	-
Mayors Fund	6,043	(1,238)	4,805
Warm Spaces 2	1,999	(1,999)	-
PostcodeNeighbourhood	25,000	(14,594)	10,406
Care Homes	19,000	(10,378)	8,622
CNET Friendship 2	1,980	(1,980)	-
Schofield Fund 2	2,000	(2,000)	-
South Craven	1,864	-	1,864
Paula Long	732	(732)	-
Fretwell	-	(7,056)	(7,056)
Vicki Hodgeson	-	(1,262)	(1,262)
Branshaw GC	-	(647)	(647)
	<u>101,447</u>	<u>(96,228)</u>	<u>5,219</u>
TOTAL FUNDS	<u>147,036</u>	<u>(130,889)</u>	<u>16,147</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

8. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	74,063	8,088	2,194	84,345
Restricted funds				
BAME Project	1,857	-	(1,857)	-
BDCT Winter Relief	1,196	(900)	-	296
BDMC Covid Relief	6,943	(6,943)	-	-
BDMC Video	100	-	(100)	-
Coop	1,846	-	-	1,846
Sir George Martin Trust	350	-	-	350
Health and Inequities	23,800	(6,393)	-	17,407
BDMC Community Chest	480	(283)	(197)	-
BDMC Business Support Grant	10,920	(10,880)	(40)	-
W.G. Edwards Foundation				
	1,408	(1,408)	-	-
Diagnostic Pathway Support	8,000	(8,000)	-	-
NLCF Changing Space	9,683	(9,683)	-	-
Bradford Community Buildings	-	193	-	193
	<u>66,583</u>	<u>(44,297)</u>	<u>(2,194)</u>	<u>20,092</u>
TOTAL FUNDS	<u>140,646</u>	<u>(36,209)</u>	<u>-</u>	<u>104,437</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

8. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	45,758	(37,670)	8,088
Restricted funds			
BDCT Winter Relief	-	(900)	(900)
BDMC Covid Relief	-	(6,943)	(6,943)
Health and Inequities	24,998	(31,391)	(6,393)
BDMC Community Chest	-	(283)	(283)
BDMC Business Support Grant	-	(10,880)	(10,880)
W.G. Edwards Foundation			
	-	(1,408)	(1,408)
Diagnostic Pathway Support	-	(8,000)	(8,000)
NLCF Changing Space	-	(9,683)	(9,683)
Warm Places	1,000	(1,000)	-
Jubilee BDMC			
	250	(250)	-
Bradford Community Buildings	3,600	(3,407)	193
	<u>29,848</u>	<u>(74,145)</u>	<u>(44,297)</u>
TOTAL FUNDS	<u><u>75,606</u></u>	<u><u>(111,815)</u></u>	<u><u>(36,209)</u></u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	74,063	19,016	9,528	102,607
Restricted funds				
BAME Project	1,857	-	(1,857)	-
BDCT Winter Relief	1,196	(1,196)	-	-
BDMC Covid Relief	6,943	(6,943)	-	-
BDMC Video	100	-	(100)	-
Coop	1,846	-	(1,846)	-
Sir George Martin Trust	350	-	(350)	-
Health and Inequities	23,800	(18,237)	(5,563)	-
BDMC Community Chest	480	(283)	(197)	-
BDMC Business Support Grant	10,920	(10,880)	(40)	-
W.G. Edwards Foundation				
	1,408	(1,408)	-	-
Diagnostic Pathway Support	8,000	(8,000)	-	-
NLCF Changing Space	9,683	(9,683)	-	-
Bradford Community Buildings	-	193	-	193
Day Opportunities	-	709	-	709
Community	-	(82)	82	-
Mayors Fund	-	4,805	-	4,805
PostcodeNeighbourhood	-	10,406	-	10,406
Care Homes	-	8,622	(8,622)	-
South Craven	-	1,864	-	1,864
Fretwell	-	(7,056)	7,056	-
Vicki Hodgeson	-	(1,262)	1,262	-
Branshaw GC	-	(647)	647	-
	<u>66,583</u>	<u>(39,078)</u>	<u>(9,528)</u>	<u>17,977</u>
TOTAL FUNDS	<u>140,646</u>	<u>(20,062)</u>	<u>-</u>	<u>120,584</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	91,347	(72,331)	19,016
Restricted funds			
BDCT Winter Relief	-	(1,196)	(1,196)
BDMC Covid Relief	-	(6,943)	(6,943)
Health and Inequities	49,998	(68,235)	(18,237)
BDMC Community Chest	-	(283)	(283)
BDMC Business Support Grant	-	(10,880)	(10,880)
W.G. Edwards Foundation	-		
	-	(1,408)	(1,408)
Diagnostic Pathway Support	-	(8,000)	(8,000)
NLCF Changing Space	-	(9,683)	(9,683)
Warm Places	1,000	(1,000)	-
Jubilee BDMC			
	250	(250)	-
Bradford Community Buildings	3,600	(3,407)	193
Day Opportunities	11,155	(10,446)	709
Community	4,238	(4,320)	(82)
Keighley Ward Lap Top	500	(500)	-
CNET Friendship	1,936	(1,936)	-
Mayors Fund	6,043	(1,238)	4,805
Warm Spaces 2	1,999	(1,999)	-
PostcodeNeighbourhood	25,000	(14,594)	10,406
Care Homes	19,000	(10,378)	8,622
CNET Friendship 2	1,980	(1,980)	-
Schofield Fund 2	2,000	(2,000)	-
South Craven	1,864	-	1,864
Paula Long	732	(732)	-
Fretwell	-	(7,056)	(7,056)
Vicki Hodgeson	-	(1,262)	(1,262)
Branshaw GC	-	(647)	(647)
	<u>131,295</u>	<u>(170,373)</u>	<u>(39,078)</u>
TOTAL FUNDS	<u><u>222,642</u></u>	<u><u>(242,704)</u></u>	<u><u>(20,062)</u></u>

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2024**

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

Dementia Friendly Keighley

Detailed Statement of Financial Activities for the Year Ended 31 March 2024

	31.3.24 £	31.3.23 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	24,055	52,561
Grants	121,633	-
Contracts and commissions	-	22,468
	145,688	75,029
Other trading activities		
Fundraising events	234	577
Investment income		
Deposit account interest	1,114	-
Total incoming resources	147,036	75,606
EXPENDITURE		
Other trading activities		
Running costs	1,086	571
Wages	84,363	76,366
	85,449	76,937
Investment management costs		
Administrative expenses	3,073	2,640
Property repairs	1,982	15,013
	5,055	17,653
Charitable activities		
Rent and venue hire	5,851	9,649
Rates and utilities	4,159	1,274
Insurance	908	841
Telephone	3,678	2,231
Freelance fees	17,925	-
Advertising	4,405	1,838
Sundries	2,319	552
	39,245	16,385
Support costs		
Governance costs		
Accountancy and legal fees	1,140	840

This page does not form part of the statutory financial statements

Dementia Friendly Keighley

Detailed Statement of Financial Activities for the Year Ended 31 March 2024

	31.3.24 £	31.3.23 £
Total resources expended	130,889	111,815
Net income/(expenditure)	16,147	(36,209)

This page does not form part of the statutory financial statements

Accounts

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2023
for
Dementia Friendly Keighley**

Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

Dementia Friendly Keighley

Contents of the Financial Statements for the Year Ended 31 March 2023

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 to 11
Detailed Statement of Financial Activities	12

Dementia Friendly Keighley

Report of the Trustees for the Year Ended 31 March 2023

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The advancement of health (including the relief of sickness) for the public benefit, in particular, but not limited to:

- i) providing support to persons living with dementia, their families and carers, including by providing advice and support;
- ii) making the views and experiences of persons living with dementia known to health and social care providers;
- iii) providing information about dementia and other related problems arising from ageing, illness or disease.

Public benefit

In settling our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the 2022/2023 year the charity has carried out some of the below objects among other things:

- Providing activities for people with dementia.
- Cooperating with other voluntary organisations and statutory bodies in the provision of services for those suffering from dementia, their families and carers.
- Encouraged local businesses and organisations to be aware of the needs of, and to make their services as friendly as possible for, those with dementia.
- Seeking to ensure that services in the area of dementia are known by and accessible to people in the BAME community.
- Working with local doctors to make the process of contact and diagnosis as smooth as possible.

FINANCIAL REVIEW

Financial review

The net receipts for the year were £-36,209, including net receipts of £10,281 on unrestricted funds and net receipts of £-46,490 on restricted funds after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £84,344.

It is our aim to maintain a reserve of sufficient funds to enable DFK to exist for a period not less than three months and no more than 6 months (between £29,500 and £59,000 based on budgeted 2022/2023 expenditure), to enable the development of alternative funding streams.

The treasurer will report to the Board of Trustees if any time that he considers the level of reserves needs to be adjusted to meet this policy.

Rationale

The policy is designed to meet the following objectives:

- To provide continuity of activities in the event of a large variation in income (e.g. a large funder pulling out unexpectedly).
- To deal with emergencies (e.g. a major unexpected repair).
- To deal with short-term fluctuations in cash-flow (e.g. a funder who pays in arrears).
- To be able to develop new projects and grasp new opportunities as they arise.
- To enable the charity to close down in an orderly manner if this should prove necessary.

Dementia Friendly Keighley

Report of the Trustees for the Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 5 January 2017 and governed according to its constitution.

Recruitment and appointment of new trustees

The trustees of the charity are appointed by a resolution passed at a properly convened meeting of the charity trustees.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1171003

Principal address

6 College Walk
Airedale Shopping Centre
Keighley
West Yorkshire
BD21 3PH

Trustees

P J Waddington
Mrs C M Highley
A H Barker
H Bradley (appointed 16.5.23)
L Maunsel (appointed 13.4.22) (resigned 19.11.22)
A Briggs (resigned 11.5.23)

Independent Examiner

Helen Louise Barritt FMAAT
Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

Approved by order of the board of trustees on 13 October 2023 and signed on its behalf by:

Mrs C M Highley - Trustee

Independent Examiner's Report to the Trustees of Dementia Friendly Keighley

Independent examiner's report to the trustees of Dementia Friendly Keighley

I report to the charity trustees on my examination of the accounts of Dementia Friendly Keighley (the Trust) for the year ended 31 March 2023.

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 Act and in carrying out my examination I have followed all 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; or
3. the accounts 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 accounts to be reached.

Helen Louise Barritt FMAAT

Stirk Lambert & Co
Chartered Accountants
Russell Chambers
61a North Street
Keighley
West Yorkshire
BD21 3DS

13 October 2023

Dementia Friendly Keighley

Statement of Financial Activities for the Year Ended 31 March 2023

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		45,181	29,848	75,029	153,159
Other trading activities	2	577	-	577	1,696
Total		<u>45,758</u>	<u>29,848</u>	<u>75,606</u>	<u>154,855</u>
EXPENDITURE ON					
Raising funds	3	29,712	64,878	94,590	96,985
Charitable activities					
Other		7,959	9,266	17,225	34,343
Total		<u>37,671</u>	<u>74,144</u>	<u>111,815</u>	<u>131,328</u>
NET INCOME/(EXPENDITURE)		8,087	(44,296)	(36,209)	23,527
Transfers between funds	6	2,194	(2,194)	-	-
Net movement in funds		<u>10,281</u>	<u>(46,490)</u>	<u>(36,209)</u>	<u>23,527</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		74,063	66,583	140,646	117,119
TOTAL FUNDS CARRIED FORWARD		<u><u>84,344</u></u>	<u><u>20,093</u></u>	<u><u>104,437</u></u>	<u><u>140,646</u></u>

The notes form part of these financial statements

Dementia Friendly Keighley

Balance Sheet 31 March 2023

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
CURRENT ASSETS					
Cash at bank and in hand		84,345	20,092	104,437	140,646
NET CURRENT ASSETS		84,345	20,092	104,437	140,646
TOTAL ASSETS LESS CURRENT LIABILITIES		84,345	20,092	104,437	140,646
NET ASSETS		84,345	20,092	104,437	140,646
FUNDS	6				
Unrestricted funds				84,345	74,063
Restricted funds				20,092	66,583
TOTAL FUNDS				104,437	140,646

The financial statements were approved by the Board of Trustees and authorised for issue on 13 October 2023 and were signed on its behalf by:

C M Highley - Trustee

Dementia Friendly Keighley

Notes to the Financial Statements for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The trustees have taken advantage of section 133 of The Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

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 an accruals 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

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. OTHER TRADING ACTIVITIES

	31.3.23	31.3.22
	£	£
Fundraising events	577	1,696
	<u> </u>	<u> </u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

3. RAISING FUNDS

Investment management costs

	31.3.23	31.3.22
	£	£
Administrative expenses	2,640	3,647
Property repairs	15,013	3,976
	<u>17,653</u>	<u>7,623</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	80,333	72,826	153,159
Other trading activities	1,696	-	1,696
Total	<u>82,029</u>	<u>72,826</u>	<u>154,855</u>
EXPENDITURE ON			
Raising funds	32,539	64,446	96,985
Charitable activities			
Other	8,743	25,600	34,343
Total	<u>41,282</u>	<u>90,046</u>	<u>131,328</u>
NET INCOME/(EXPENDITURE)	40,747	(17,220)	23,527
Transfers between funds	(3,392)	3,392	-
Net movement in funds	37,355	(13,828)	23,527
RECONCILIATION OF FUNDS			
Total funds brought forward	36,708	80,411	117,119
TOTAL FUNDS CARRIED FORWARD	<u>74,063</u>	<u>66,583</u>	<u>140,646</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

6. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	74,063	8,088	2,194	84,345
Restricted funds				
BAME Project	1,857	-	(1,857)	-
BDCT Winter Relief	1,196	(900)	-	296
BDMC Covid Relief	6,943	(6,943)	-	-
BDMC Video	100	-	(100)	-
Coop	1,846	-	-	1,846
Sir George Martin Trust	350	-	-	350
Health and Inequities	23,800	(6,393)	-	17,407
BDMC Community Chest	480	(283)	(197)	-
BDMC Business Support Grant	10,920	(10,880)	(40)	-
W.G. Edwards Foundation				
	1,408	(1,408)	-	-
Diagnostic Pathway Support	8,000	(8,000)	-	-
NLCF Changing Space	9,683	(9,683)	-	-
Bradford Community Buildings	-	193	-	193
	<u>66,583</u>	<u>(44,297)</u>	<u>(2,194)</u>	<u>20,092</u>
TOTAL FUNDS	<u>140,646</u>	<u>(36,209)</u>	<u>-</u>	<u>104,437</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

6. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	45,758	(37,670)	8,088
Restricted funds			
BDCT Winter Relief	-	(900)	(900)
BDMC Covid Relief	-	(6,943)	(6,943)
Health and Inequities	24,998	(31,391)	(6,393)
BDMC Community Chest	-	(283)	(283)
BDMC Business Support Grant	-	(10,880)	(10,880)
W.G. Edwards Foundation			
	-	(1,408)	(1,408)
Diagnostic Pathway Support	-	(8,000)	(8,000)
NLCF Changing Space	-	(9,683)	(9,683)
Warm Places	1,000	(1,000)	-
Jubilee BDMC			
	250	(250)	-
Bradford Community Buildings	3,600	(3,407)	193
	<u>29,848</u>	<u>(74,145)</u>	<u>(44,297)</u>
TOTAL FUNDS	<u>75,606</u>	<u>(111,815)</u>	<u>(36,209)</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	36,708	40,747	(3,392)	74,063
Restricted funds				
General restricted fund	80,411	(17,220)	3,392	66,583
TOTAL FUNDS	<u>117,119</u>	<u>23,527</u>	<u>-</u>	<u>140,646</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

6. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	82,029	(41,282)	40,747
Restricted funds			
General restricted fund	72,826	(90,046)	(17,220)
TOTAL FUNDS	<u>154,855</u>	<u>(131,328)</u>	<u>23,527</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	36,708	48,835	(1,198)	84,345
Restricted funds				
General restricted fund	80,411	(17,220)	3,392	66,583
BAME Project	-	-	(1,857)	(1,857)
BDCT Winter Relief	-	(900)	-	(900)
BDMC Covid Relief	-	(6,943)	-	(6,943)
BDMC Video	-	-	(100)	(100)
Health and Inequities	-	(6,393)	-	(6,393)
BDMC Community Chest	-	(283)	(197)	(480)
BDMC Business Support Grant	-	(10,880)	(40)	(10,920)
W.G. Edwards Foundation	-	-	-	-
Diagnostic Pathway Support	-	(1,408)	-	(1,408)
NLCF Changing Space	-	(8,000)	-	(8,000)
Bradford Community Buildings	-	(9,683)	-	(9,683)
	-	193	-	193
	<u>80,411</u>	<u>(61,517)</u>	<u>1,198</u>	<u>20,092</u>
TOTAL FUNDS	<u>117,119</u>	<u>(12,682)</u>	<u>-</u>	<u>104,437</u>

Dementia Friendly Keighley

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

6. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	127,787	(78,952)	48,835
Restricted funds			
General restricted fund	72,826	(90,046)	(17,220)
BDCT Winter Relief	-	(900)	(900)
BDMC Covid Relief	-	(6,943)	(6,943)
Health and Inequities	24,998	(31,391)	(6,393)
BDMC Community Chest	-	(283)	(283)
BDMC Business Support Grant	-	(10,880)	(10,880)
W.G. Edwards Foundation			
	-	(1,408)	(1,408)
Diagnostic Pathway Support	-	(8,000)	(8,000)
NLCF Changing Space	-	(9,683)	(9,683)
Warm Places	1,000	(1,000)	-
Jubilee BDMC			
	250	(250)	-
Bradford Community Buildings	3,600	(3,407)	193
	<u>102,674</u>	<u>(164,191)</u>	<u>(61,517)</u>
TOTAL FUNDS	<u><u>230,461</u></u>	<u><u>(243,143)</u></u>	<u><u>(12,682)</u></u>

7. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

Dementia Friendly Keighley

Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	52,561	105,962
Contracts and commissions	22,468	45,581
Other income	-	1,616
	75,029	153,159
Other trading activities		
Fundraising events	577	1,696
Total incoming resources	75,606	154,855
EXPENDITURE		
Other trading activities		
Running costs	571	121
Wages	76,366	89,241
	76,937	89,362
Investment management costs		
Administrative expenses	2,640	3,647
Property repairs	15,013	3,976
	17,653	7,623
Charitable activities		
Rent and venue hire	9,649	3,464
Rates and water	1,274	4,490
Insurance	841	665
Telephone	2,231	1,035
Freelance fees	-	19,384
Advertising	1,838	422
Sundries	552	4,883
	16,385	34,343
Support costs		
Governance costs		
Accountancy and legal fees	840	-
Total resources expended	111,815	131,328
Net (expenditure)/income	(36,209)	23,527

This page does not form part of the statutory financial statements

Accounts

Dementia Friendly Keighley

Charity number 1171003

Annual Report and Financial Statements for the year ended 31 March 2022



West Yorkshire Community Accounting Service

Dementia Friendly Keighley

Annual Report and Financial Statements for the year ended 31 March 2022

Contents	Page
Trustees' report	2 to 4
Examiner's report	5
Receipts and payments account	6
Statement of assets and liabilities	7
Notes to the accounts	8 to 11

Prepared by West Yorkshire Community Accountancy Service CIO

Dementia Friendly Keighley

Trustees' report for the year ended 31 March 2022

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Janet Smithies	Chair	Resigned 13 April 2022
Luke Maunsell	Chair	Appointed 13 April 2022
Patrick Waddington	Treasurer	
Christine Highley	Secretary	
Alison Barker		Appointed 15 June 2021
Patricia Marsden		Resigned 11 May 2021
Diane Thundercliffe		Resigned 27 June 2022
Andrew Makin		Resigned 15 June 2021
Andrew Briggs		Appointed 15 June 2021
Janet Crouch		Resigned 31 March 2022
Baldev Chaggar		Resigned 13 May 2022
Charity number	1171003	Registered in England and Wales
Registered and principal address	Bankers	
6 College Walk	Yorkshire Bank	Santander UK plc
Airedale Shopping Centre	73 North Street	Bridle Road
Keighley	Keighley	Bootle
BD21 3NU	BD21 3SD	L30 4GB

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 5 January 2017 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by a resolution passed at a properly convened meeting of the charity trustees.

Dementia Friendly Keighley

Trustees' report (continued) for the year ended 31 March 2022

Objectives and activities

The charity's objects

The advancement of health (including the relief of sickness) for the public benefit, in particular, but not limited to:

- i) providing support to persons living with dementia, their families and carers, including by providing advice and support;
- ii) making the views and experiences of persons living with dementia known to health and social care providers;
- iii) providing information about dementia and other related problems arising from ageing, illness or disease.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health.

Achievements and performance

During the 2021/2022 year the charity has carried out the above objects by among other things:

- Providing activities for people with dementia.
- Cooperating with other voluntary organisations and statutory bodies in the provision of services for those suffering from dementia, their families and carers.
- Encouraged local businesses and organisations to be aware of the needs of, and to make their services as friendly as possible for, those with dementia.
- Seeking to ensure that services in the area of dementia are known by and accessible to people in the BAME community.
- Participating in a programme to ensure as high as possible uptake of the Covid vaccine amongst the elderly and infirm.
- Working with local doctors to make the process of contact and diagnosis as smooth as possible.
- Moving its central access point to a more accessible and easier to find location in the Airedale Shopping Centre, which is larger and therefore provides scope for additional activities, for greater confidentiality with clients and increased footfall.
- Obtaining funding so that this building can be made as useful as possible for dementia related services.

Dementia Friendly Keighley

Trustees' report (continued) for the year ended 31 March 2022

Financial review

The net receipts for the year were £5,719, including net receipts of £37,355 on unrestricted funds and net receipts of £-31,636 on restricted funds after transfers.

The charity has had its activities altered by the restrictions caused by Covid-19. Its access to funds has allowed it to carry out its work in different ways. Now that the situation is returning to more normal running the trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to meet its liabilities as they fall due.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £74,063.

In conjunction with DFK's Financial Policy and Procedures documents this reserves policy forms part of our commitment to ensure the management and allocation of funds is carried out responsibly to enable DFK to continue to provide its core services and to secure the viability of the organisation beyond the immediate future.

Rationale

The policy is designed to meet the following objectives:

- To provide continuity of activities in the event of a large variation in income (e.g. a large funder pulling out unexpectedly).
- To deal with emergencies (e.g. a major unexpected repair)
- To deal with short-term fluctuations in cash-flow (e.g. a funder who pays in arrears).
- To be able to develop new projects and grasp new opportunities as they arise.
- To enable the charity to close down in an orderly manner if this should prove necessary.

Reserve Levels

It is our aim to maintain a reserve of sufficient funds to enable DFK to exist for a period not less than three months and no more than 6 months (between £29,500 and £59,000 based on budgeted 2022/2023 expenditure), to enable the development of alternative funding streams.

The Treasurer will report to the Board of Trustees if any time that he considers the level of reserves needs to be adjusted to meet this policy.

Signed on behalf of the board of trustees on 1/12/2022

Christine Highley (Trustee)

Dementia Friendly Keighley

Independent examiner's report to the trustees of Dementia Friendly Keighley

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2022, which are set out on pages 6 to 11.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as 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 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 CIO 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.

Rhys North ACA

14/12/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Dementia Friendly Keighley

Receipts and payments account

for the year ended 31 March 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Receipts					
Grants and donations	(2)	46,081	59,881	105,962	199,152
Contracts and commissions		32,636	12,945	45,581	5,000
Fundraising		1,696	-	1,696	4,109
Fees and charges		-	-	-	853
Other income		1,616	-	1,616	477
Total receipts		<u>82,029</u>	<u>72,826</u>	<u>154,855</u>	<u>209,591</u>
Payments					
Salaries and NI	(3)	25,439	63,142	88,581	51,047
Payroll fees		660	-	660	59
Freelance fees		2,725	16,659	19,384	44,170
Activity costs		121	2,274	2,395	9,329
Marketing		156	266	422	3,368
Admin costs		2,397	1,250	3,647	2,443
Rent		2,879	585	3,464	-
Rates		576	665	1,241	174
Utilities		1,407	1,842	3,249	1,049
Insurance		203	462	665	636
Telephone and broadband		342	693	1,035	2,458
Building costs		3,724	22	3,746	4,035
Cleaning and PPE		197	1,740	1,937	1,990
Office and computer equipment		198	32	230	7,909
Professional fees		-	-	-	2,034
Training		40	-	40	660
Subscriptions		112	110	222	-
Other costs		106	304	410	193
Grants Repaid		-	17,808	17,808	-
Total payments		<u>41,282</u>	<u>107,854</u>	<u>149,136</u>	<u>131,554</u>
Net income / (expenditure)		<u>40,747</u>	<u>(35,028)</u>	<u>5,719</u>	<u>78,037</u>
Transfers between funds		<u>(3,392)</u>	<u>3,392</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>37,355</u>	<u>(31,636)</u>	<u>5,719</u>	<u>78,037</u>
Fund balances brought forward		<u>36,708</u>	<u>98,219</u>	<u>134,927</u>	<u>56,890</u>
Fund balances carried forward	(4)	<u>74,063</u>	<u>66,583</u>	<u>140,646</u>	<u>134,927</u>

Dementia Friendly Keighley
Statement of assets and liabilities
as at 31 March 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	74,031	66,583	140,614	134,875
Cash in hand	32	-	32	52
Total cash funds	<u>74,063</u>	<u>66,583</u>	<u>140,646</u>	<u>134,927</u>
Other monetary assets			£	
Prepaid Insurance			333	
Prepaid rent			585	
Prepaid utility costs			<u>1,000</u>	
			<u>1,918</u>	
Assets retained for the charity's own use shown at cost			£	
Office furniture			4,800	
Laptops			<u>3,109</u>	
			<u>7,909</u>	
Liabilities			£	
Independent examination			840	
HMRC net of credit balance			<u>542</u>	
			<u>1,382</u>	

The financial statements were approved by the board of trustees on 1/12/2022

Christine Highley (Trustee)

Dementia Friendly Keighley

Notes to the accounts

for the year ended 31 March 2022

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Dementia Friendly Keighley

Notes to the accounts continued

for the year ended 31 March 2022

2 Grants and donations	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford District Care NHS Trust (BDCT)	-	8,000	8,000	25,000
Bradford Metropolitan District Council (BMDC)	16,000	13,900	29,900	32,269
Co-op Foundation	-	1,575	1,575	1,138
Keighley Town Council	10,000	-	10,000	24,545
Leeds Hospital Charity	-	24,998	24,998	-
National Lottery Community Fund (NLCF)	-	10,000	10,000	55,148
The W.G. Edwards Charitable Foundation	-	1,408	1,408	-
Association of Mental Health Providers	-	-	-	3,434
Charities Aid Foundation	-	-	-	5,000
Craven Trust	-	-	-	993
Groundwork UK	-	-	-	500
Leeds Community Fund	-	-	-	10,000
Sir George Martin Trust	-	-	-	500
West Yorkshire and Harrogate Health Care Partnership (WY&H HCP)	-	-	-	25,000
Donations	20,081	-	20,081	15,625
	<u>46,081</u>	<u>59,881</u>	<u>105,962</u>	<u>199,152</u>

3 Staff costs and numbers	2022	2021
	£	£
Gross salaries	87,558	50,230
Social security costs	7,834	2,170
Employment allowance	(4,000)	(2,170)
Pensions	4,216	817
	<u>95,608</u>	<u>51,047</u>

The average number employees during the year was 6.8 (2021 - 2.6), being an average of 4.2 full time equivalent (2021 - 1.5). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2022	2021
	£	£
Costs of the scheme to the charity for the period	4,216	817
Amount of any contributions outstanding at the year end	-	315

Dementia Friendly Keighley
Notes to the accounts continued
for the year ended 31 March 2022

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BAME Project	2,761	-	904	-	1,857
Building Communities Fund	10,145	-	10,145	-	-
BDCT Winter Relief	16,545	-	15,349	-	1,196
BDMC Covid	308	-	308	-	-
BDMC Covid Relief	23,598	-	16,655	-	6,943
BDMC Community Buildings	498	2,500	2,998	-	-
BDMC Video	100	-	-	-	100
Coop	1,138	1,575	867	-	1,846
Sir George Martin Trust	500	-	150	-	350
WY&H HCP Health Inequalities	18,124	-	18,124	-	-
Keighley Town Council	5,633	-	5,633	-	-
Mental Health Sustainability	967	-	967	-	-
NLCF Covid Relief	17,808	-	17,808	-	-
Transformation Fund 2020	94	-	94	-	-
Kickstart	-	7,147	5,986	(1,161)	-
Health and Inequalities	-	24,998	7,198	6,000	23,800
Kickstart 2	-	5,798	4,351	(1,447)	-
BDMC Community Chest	-	480	-	-	480
BDMC Business Support grant	-	10,920	-	-	10,920
W.G. Edwards Foundation	-	1,408	-	-	1,408
NLCF Changing Space	-	10,000	317	-	9,683
Diagnostic Pathway Support	-	8,000	-	-	8,000
	<u>98,219</u>	<u>72,826</u>	<u>107,854</u>	<u>3,392</u>	<u>66,583</u>

Dementia Friendly Keighley

Notes to the accounts continued

for the year ended 31 March 2022

4 Restricted funds continued

Fund name	Purpose of restriction
BAME Project	Dementia awareness in the BAME community.
Building Communities Fund	National Lottery Community Fund support for the building connections project.
BDCT Winter Relief	Befriending service and ancillary activities.
BDMC Covid	Covid pandemic infection prevention and control.
BDMC Covid Relief	Grant to support the charity during the Covid pandemic.
BDMC Community Buildings	Towards running costs of office.
BDMC Video	Production of video material.
Coop	Support and maintenance of the charity's activities.
Sir George Martin Trust	For group based activities.
WY&H HCP Health Inequalities	Information, support, activities and resources for dementia sufferers.
Keighley Town Council	Support and maintenance of the charity's activities.
Mental Health Sustainability	To support communication equipment and systems.
NLCF Covid Relief	Maintenance of activities in ways appropriate to the Covid pandemic.
Transformation Fund 2020	Development of an organisational business plan.
Kickstart	To meet employment costs of a young person under the Kickstart scheme. The transfer is for a contribution to overhead support costs.
Health and Inequalities	Reduction of inequalities in health provision across communities. The transfer is for the agreed contribution that the CIO committed to make towards this project.
Kickstart 2	To meet employment costs of a young person under the Kickstart scheme. The transfer is for a contribution to overhead support costs.
BDMC Community Chest	Provision of furniture for the new premises.
BDMC Business Support grant	Support for the charity's development including fundraising, publicity and working with local businesses.
W.G. Edwards Foundation	Towards plumbing and electrical work at new premises
NLCF Changing Space	Accessibility improvements in the new premises.
Diagnostic Pathway Support	Supporting dementia sufferers and their carers around the time of their dementia diagnosis.

5 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Other related party transactions

Other transactions with trustees or related parties			2022	2021
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Nadette Kearton	Daughter of trustee	Employee for Vaccine Rollout project	455	1,120
			<u>455</u>	<u>1,120</u>

Accounts

Dementia Friendly Keighley

Charity number 1171003

Annual Report and Financial Statements for the period ended 31 March 2021



West Yorkshire Community Accounting Service

Dementia Friendly Keighley

Annual Report and Financial Statements for the period ended 31 March 2021

Contents	Page
Trustees' report	2 to 5
Examiner's report	6
Receipts and payments account	7
Statement of assets and liabilities	8
Notes to the accounts	9 to 12

Prepared by West Yorkshire Community Accounting Service

Dementia Friendly Keighley

Trustees' report for the period ended 31 March 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial period and up to and including the date the report was approved were:

Name	Position	Dates
Janet Smithies	Chair	
Patrick Waddington	Treasurer	Appointed 15 July 2020
Christine Highley	Secretary	Appointed 7 October 2020
Patricia Marsden		Resigned 11 May 2021
Diane Thundercliffe		
Andrew Makin		Resigned 15 June 2021
David Halsall		Appointed 28 February 2020
		Resigned 14 May 2021
Andrew Briggs		Appointed 8 March 2021
Janet Crouch		Appointed 8 March 2021
Baldev Chaggar		Appointed 8 March 2021
Alison Barker		Appointed 15 June 2021
Julie Lintern		Resigned 22 July 2020

Charity number

The charity was registered with the Charity Commission for England and Wales, number 1171003, on 5 January 2017.

Principal address

48 Towngate
Airedale Shopping Centre
Keighley
BD21 3QE

Bankers

Yorkshire Bank
73 North Street
Keighley
BD21 3SD

Santander UK plc
Bridle Road
Bootle
L30 4GB

Independent examiner

Rhys North ACA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 5 January 2017 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by a resolution passed at a properly convened meeting of the charity trustees.

Dementia Friendly Keighley

Trustees' report (continued) for the period ended 31 March 2021

Objectives and activities

The charity's objects

The advancement of health (including the relief of sickness) for the public benefit, in particular, but not limited to:

- i) providing support to persons living with dementia, their families and carers, including by providing advice and support;
- ii) making the views and experiences of persons living with dementia known to health and social care providers;
- iii) providing information about dementia and other related problems arising from ageing, illness or disease.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health.

Achievements and performance

In early 2020, DFK moved our Information and Support Centre from a small unit within the Airedale Shopping Centre to a bigger unit opposite the bus station to meet expanding demand. We also began work on setting up the policies and operating systems to become an employing organisation. At the time, I thought those would be our two big changes and challenges for the rest of 2020, alongside gradually strengthening and expanding our Trustee Board. However, little did we know that we were entering the most challenging year in relation to our DFK responsibilities and indeed for all of us personally, and for the country and the world as a whole.

We have had to be nimble of thought and flexible and responsive as different scenarios emerged locally, as new and often quickly changing guidance was issued centrally, and new legal requirements came forth from the Government. As Chair, it was clear to me that we had to balance several challenging and potentially conflicting or competing priorities: ensuring the sustainability and financial survival of our organisation; protecting and supporting our staff and volunteers, and, crucially, ensuring we could continue to offer support and services to people living with dementia and their carers and families in whatever ways were feasible, legal and safe.

We have expanded rapidly as an organisation, however much of this is due to short term pandemic linked funding, so going forward we need to cement and stabilise that growth. We appointed our first Manager, Julie Lintern in mid-July. Having such an experienced and skilled Manager to lead the operational sides of DFK alongside my role leading the strategic development needs of the organisation has been invaluable to me as Chair.

We were able to keep hold of our existing staff, Hannah and Helen (both of whom we were finally able to take on as DFK employed staff rather than being seconded to us). Nichola also transferred over to us from the Memory Tree project, to become one of our staff rather than buying in her services from the Memory Tree on a more limited basis. We also recruited and welcomed Emma G, Tim, Bev, Emma R, Nettie, Samantha and most recently Shomana. Three of the team have been with us for a short-term project, which is just ending, but have worked effectively and made a positive contribution in relation to the local vaccinations programme. Many of the staff team have joined us during lockdown and it is to their credit, and to that of our longer-term staff, that they have been able to confidently develop their responsibilities and areas of work whilst frequently having to work at home. They have also had to respond to ever changing scenarios where plans have had to keep changing or to be temporarily shelved. As Chair, I would like to publicly thank Julie and all the team for the dedication and flexibility they have shown during this very disrupted year.

Dementia Friendly Keighley

Trustees' report (continued) for the period ended 31 March 2021

Achievements and performance continued

At the start of 2020, we had around 50 volunteers, some of whom gave their time and expertise several times a week, some several times a month, and others who helped out a few times a year at larger events such as fundraising fayres. Some of the volunteers have continued to work with us during the Covid-19 pandemic, helping with our helplines, and our online groups and activities. We've tried to keep in touch with everyone and look forward to welcoming them back into work alongside our paid staff as things start to hopefully open up in the months ahead.

Without our volunteers, DFK could not reach anywhere near the numbers of people we do, nor raise the levels of funds and donations needed, so I thank everyone for sticking with us through these strange and challenging times.

Our Trustee Board has had a few changes over the last year, with two Trustees leaving us and several new people joining the Board. I would like to pay tribute to the contributions of those leaving us, especially 'our Maggie' who has been the driving force and often the public face of DFK for so many years. The Trustee Board works collectively with a very strong team ethos, and I am hugely impressed and grateful to have such a skilled group of fellow Trustees to work alongside to strengthen the organisation and take it forward to ensure we offer ever more support and services to our local communities, partner agencies and for those we are established to support, the (sadly) ever growing numbers of people who are living with dementia and their loved ones.

Alongside the Board, we have established Dementia Experience and Volunteer Voice, to ensure that our operational work and strategic priorities are always led by the needs of people living with dementia and their carers, and to ensure our volunteers feel fully part of the organisation, not just 'add on' helpers.

In summary, DFK is in a stronger position than it was a year ago, which is remarkable given the terrible impact the pandemic has had. Alas however, the effects of Covid-19 such as care homes being closed to visitors, the strange ritual of face mask wearing, delays in memory clinic assessments, lockdowns confining people, social distancing and strange new ways we've all had to learn to be (or not be) with each other have had a disproportionate impact on people living with dementia and those who love and care for them.

National research indicates that the loss of normal human interaction and social contact opportunities (including the closure of DFKs face to face groups and services for example), the lack of families, friends and neighbours being able to offer additional support, the limitations on being out and about, and so forth have all had a significant impact on the rates of decline in many people's dementia, and on the mental and physical well-being of those caring for them. The scandalous scale of deaths of people living in care homes from Covid-19, as well as those fading away as a result of being cut off from families and loved ones, present us with stark statistics, behind which sit many tragic personal stories of loss.

So, for DFK there is much to do to try and meet all the suppressed needs for information, support, signposting, social activities and activity groups and to ensure all our work reaches those who need us, from whatever backgrounds they are from and whatever parts of the town they live in. We will do this in whatever ways people feel comfortable and safe, and will continue to tailor our work to be flexible and responsive to changing circumstances. We will yet again need to move to larger premises to accommodate our expanded staff group, and increased demands for our support and services.

Having had a Grandmother, a Mum and now an Aunt living with (and dying of) dementia I know how isolating, frightening and challenging the illnesses that lead to dementia can be, both for that person, and all those around them. In their memory, I'm proud to lead this organisation, and its dedicated staff, volunteers and Trustees, having taken on the mantle and responsibilities from the initial DFK founders who championed the need for our organisation and committed themselves over many years to seeing it grow and thrive.

Dementia Friendly Keighley

Trustees' report (continued) for the period ended 31 March 2021

Financial review

The net receipts for the year were £78,037, including net payments of £194 on unrestricted funds and net receipts of £78,231 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £36,708.

The trustees have agreed a reserves policy that seeks to ensure that the CIO can provide continuity of activities in the event of a large variation in income; deal with emergencies; manage short-term fluctuations in cash flow; and develop new projects and grasp new opportunities as they arise. To meet these scenarios the trustees seek to maintain reserves representing between three and six months expenditure.

Signed on behalf of the board of trustees on 1/10/2021

Jan Smithies (Trustee)

Dementia Friendly Keighley

Independent examiner's report to the trustees of Dementia Friendly Keighley Charitable Incorporated Organisation ('the CIO')

I report to the charity trustees on my examination of the accounts of the CIO for the period ended 31 March 2021, which are set out on pages 7 to 12.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as 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 Act.

Independent examiner's unqualified statement - matter of concern identified

I have completed my examination. I have identified a matter of concern in my report in relation to material expenditure which appears to not be in accordance with the CIO's constitution.

The accounts disclose information on related party transactions in Note 5. The Note details that a connected person (the daughter of one of the trustees) had been employed by the CIO during the period ended 31 March 2021 at a cost of £1,120 to the CIO. The CIO's constitution states that no charity trustee or connected person may be employed by, or receive any remuneration from, the CIO. I am satisfied that this breach of the CIO's constitution was not deliberate and I draw attention to the fact that the person was employed only for a period of three months and that steps were taken in meetings to avoid any conflicts of interest during the employment.

I confirm that no other 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 CIO as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Rhys North ACA

27/1/2022

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Dementia Friendly Keighley
Receipts and payments account
for the period ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2019 Total funds £
Receipts					
Grants and donations	(2)	15,625	183,527	199,152	53,800
Contracts and commissions		5,000	-	5,000	-
Fundraising		4,109	-	4,109	12,298
Fees and charges		853	-	853	1,908
Other income		477	-	477	-
Total receipts		<u>26,064</u>	<u>183,527</u>	<u>209,591</u>	<u>68,006</u>
Payments					
Salaries and NI	(3)	13,459	37,588	51,047	-
Payroll fees		8	51	59	-
Freelance fees		1,730	42,440	44,170	7,801
Activity costs		1,319	8,010	9,329	29,463
Project support costs		-	-	-	17,351
Monitoring and evaluation		-	-	-	1,740
Marketing		1,000	2,368	3,368	2,496
Admin costs		288	1,797	2,085	3,671
Fundraising costs		-	-	-	395
Rates		-	174	174	772
Utilities		66	983	1,049	-
Insurance		-	636	636	549
Telephone and broadband		1,318	1,140	2,458	174
Building costs		197	3,838	4,035	-
Cleaning and PPE		-	1,990	1,990	-
Office and computer equipment		6,019	1,890	7,909	-
Professional fees		486	1,548	2,034	-
Volunteer expenses		-	-	-	212
Training		-	660	660	70
AGM		358	-	358	740
Other costs		10	183	193	1,592
Total payments		<u>26,258</u>	<u>105,296</u>	<u>131,554</u>	<u>67,026</u>
Net receipts / (payments)		<u>(194)</u>	<u>78,231</u>	<u>78,037</u>	<u>980</u>
Fund balances brought forward		<u>36,902</u>	<u>19,988</u>	<u>56,890</u>	<u>55,910</u>
Fund balances carried forward	(4)	<u>36,708</u>	<u>98,219</u>	<u>134,927</u>	<u>56,890</u>

Dementia Friendly Keighley
Statement of assets and liabilities
as at 31 March 2021

	2021	2021	2021	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	36,656	98,219	134,875	56,890
Cash in hand	52	-	52	-
Total cash funds	<u>36,708</u>	<u>98,219</u>	<u>134,927</u>	<u>56,890</u>
Other monetary assets			£	
Vaccine rollout debtor			13,091	
			<u>13,091</u>	
Assets retained for the charity's own use, shown at cost			£	
Office furniture			4,800	
Laptops			3,109	
			<u>7,909</u>	
Liabilities			£	
National Lottery Community Fund			17,808	
NEST pensions			315	
			<u>18,123</u>	

Approval of the accounts

The financial statements were approved by the board of trustees on 1/10/2021

Jan Smithies (Trustee)

Dementia Friendly Keighley

Notes to the accounts

for the period ended 31 March 2021

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Dementia Friendly Keighley
Notes to the accounts continued
for the period ended 31 March 2021

2 Grants and donations	2021	2021	2021	2019
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Association of Mental Health Providers	-	3,434	3,434	-
Bradford District Care NHS Trust (BDCT)	-	25,000	25,000	-
Bradford Metropolitan District Council (BMDC)	-	32,269	32,269	6,480
BME	-	-	-	10,000
Charities Aid Foundation	-	5,000	5,000	-
Co-op Foundation	-	1,138	1,138	-
Craven Trust	-	993	993	-
Groundwork UK	-	500	500	-
Keighley Town Council	-	24,545	24,545	2,750
Leeds Community Fund	-	10,000	10,000	-
National Lottery Community Fund (HLCF)	-	55,148	55,148	13,382
Sir George Martin Trust	-	500	500	-
West Yorkshire and Harrogate Health Care Partnership (WY&H HCP)	-	25,000	25,000	-
Donations	15,625	-	15,625	21,188
	<u>15,625</u>	<u>183,527</u>	<u>199,152</u>	<u>53,800</u>

3 Staff costs and numbers	2021	2019
	£	£
Gross salaries	50,230	-
Social security costs	2,170	-
Employment allowance	(2,170)	-
Pensions	817	-
	<u>51,047</u>	<u>-</u>

The average number employees during the year was 2.1, being an average of 1.1 full time equivalent. There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021	2019
	£	£
Costs of the scheme to the charity for the period	817	-
Amount of any contributions outstanding at the year end	315	-

Dementia Friendly Keighley

Notes to the accounts continued

for the period ended 31 March 2021

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BAME Project	6,752	-	3,991	-	2,761
KTC - Recognition Awards	453	-	453	-	-
Building Communities Fund	8,641	15,262	13,758	-	10,145
BDCT Winter Relief	-	25,000	8,455	-	16,545
BDMC Community Chest	500	-	500	-	-
BDMC Covid	-	2,969	2,661	-	308
BDMC Covid Relief	-	25,000	1,402	-	23,598
BDMC Community Buildings	2,192	2,500	4,194	-	498
BDMC Resilience Fund	-	10,000	10,000	-	-
BDMC Video	-	1,000	900	-	100
Charities Aid Foundation	-	5,000	5,000	-	-
Coop	-	1,138	-	-	1,138
Craven Trust	-	993	993	-	-
Sir George Martin Trust	-	500	-	-	500
Groundwork UK	-	500	500	-	-
WY&H HCP Health Inequalities	-	25,000	6,876	-	18,124
Keighley Town Council	-	24,545	18,912	-	5,633
Laptop Grant	250	-	250	-	-
Mental Health Sustainability	-	3,434	2,467	-	967
NLCF Covid Relief	-	39,886	22,078	-	17,808
Transformation Fund 2019	1,200	-	1,200	-	-
Transformation Fund 2020	-	800	706	-	94
	<u>19,988</u>	<u>183,527</u>	<u>105,296</u>	<u>-</u>	<u>98,219</u>

Fund name	Purpose of restriction
BAME Project	Dementia awareness in the BAME community.
KTC - Recognition Awards	Support for Recognition Award programme.
Building Communities Fund	National Lottery Community Fund support for the building connections project.
BDCT Winter Relief	Befriending service and ancillary activities.
BDMC Community Chest	Support for The Singing Teapot.
BDMC Covid	Covid pandemic infection prevention and control.
BDMC Covid Relief	Grant to support the charity during the Covid pandemic.
BDMC Community Buildings	Towards running costs of office.
BDMC Resilience Fund	Continuation and development of activities during the Covid pandemic.
BDMC Video	Production of video material
Charities Aid Foundation	Short term emergency funding during the Covid pandemic.
Coop	Support and maintenance of the charity's activities.
Craven Trust	For property costs.
Sir George Martin Trust	For group based activities.
Groundwork UK	For the purchase of telephones.
WY&H HCP Health Inequalities	Information, support, activities and resources for dementia sufferers.
Keighley Town Council	Support and maintenance of the charity's activities.
Laptop Grant	Purchase of laptops.
Mental Health Sustainability	To support communication equipment and systems.
NLCF Covid Relief	Maintenance of activities in ways appropriate to the Covid pandemic.
Transformation Fund 2019	Business planning and enabling move to larger premises.
Transformation Fund 2020	Development of an organisational business plan.

Dementia Friendly Keighley

Notes to the accounts continued

for the period ended 31 March 2021

5 Related party transactions

Trustee expenses

No trustee received any expenses during this period or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this period or the previous year.

Other related party transactions

Other transactions with trustees or related parties

			2021	2019
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Nadette Kearton	Daughter of trustee	Employee for Vaccine Rollout project	1,120	-
			1,120	-