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Trustees' Annual Report for the period

	Period start date				Period end date		
	Date 1st	Month March	Year 2019		Day 29th	Month February	Year 2020
From				To			

Section A

Reference and administration details

Charity name

Engage

Other names charity is known by

Registered charity number (if any)

1175761

Charity's principal address

Thanet,

Mill Road

Heathfield

Postcode

TN21 0XD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Gillian Roberta Smyth	Chair		
2	Janet Tourell			
3	Ruth Maddison	Web/publicity		
4	Peter Smyth			
5	Richard Miers			
6	Amanda Chapman			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Treasurer/Book-keeper	Karen Hammond	Magnums, Pages Hill, Heathfield, TN21 0UU

Name of chief executive or names of senior staff members (Optional information)

Denise Leary, Secretary & Engage Co-ordinator

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Engage Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed by the existing trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

We had previously produced a Disaster Plan, which we were able to put into action regarding Covid 19 in a timely way in March 2020. Fortunately, we had no cases at the clubs but closed immediately once government guidance stipulated that we do so. We then reopened when we were permitted to do so, after an extensive Covid risk assessment was produced in collaboration with staff and volunteers. Everyone was trained in the new processes so that we felt safe when re-opened, albeit for a short while.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote and protect the health of people over 60 in the TN21 and TN22 areas of Wealden, who have dementia or memory loss and their carers, by the provision of information, activities and support. The promotion of social inclusion among older people, who are excluded from society because they live in a rural isolated area and live alone, are house-bound, or who are unable to drive or easily access public transport, by the provision of recreational activities, outings and social trips including transport to and from home.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

TN22 club

The TN22 club runs on alternate Wednesdays from 11am to 2.00pm in Hadlow Down village hall, Hut Lane, Hadlow Down. It is run by staff and volunteers who are passionate about combating social isolation and loneliness of older people. The Club offers entertainment and activities, a freshly prepared 2-course lunch and outings. Transportation is by volunteer drivers.

TN22 Plus Club

The TN22 Plus club runs on alternate Wednesdays in Hadlow Down and is especially tailored for people with memory loss, or mild to moderate dementia needs. The Plus club runs from 10.30am – 3.30pm and offers respite for carers as well as an activity-packed day for members. The club offers personalised activities and one-to-one support, regular entertainment, a freshly cooked 2-course lunch, refreshments and volunteer transport.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Our charity couldn't function without the support of our 35 volunteers who have a variety of roles. These include, drivers, activity helpers, setting-up and clearing away, kitchen help, befriending and hosting coffee mornings.

Our volunteers are an enthusiastic group of people, who are committed to helping people have a fun and socially interactive day and thus increasing wellbeing. Living in a very rural area, with no transport links in the village, transport is essential and our drivers are indispensable to helping people get to and from the clubs.

Last year, the managers and volunteers kept in regular contact with each other through emails, phone calls and Whatsapp messages. Spirits were kept up with funny items, videos and poetry. This helped all the volunteers to feel connected and it was important to keep in touch so that we were ready to reopen with our full complement of helpers when we were allowed to.

Section D

Achievements and performance

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Summary of the main achievements of the charity during the year

Our main achievements throughout the past year have been in reinventing our services to meet the needs of our members, carers, staff and volunteers when we couldn't meet in a club setting.

Volunteers from both clubs kept in regular contact with all members/carers through telephone calls, letter writing and support when needed. The Manager of the TN22 Club posted out a monthly newsletter keeping everyone up-to-date with news and interesting/informative articles. The Manager of the TN22 Plus club worked with DSES to deliver individual garden visits to dementia members/carers for a socially distanced musical session, which was thoroughly enjoyed by all.

We also worked with Wishing Well Music for Health and they came and gave music recitals in the local park and in people's gardens. We hope this will happen again this year. To cheer people up, both clubs delivered some wrapped flowering plants from our Donations budget. We were also successful in receiving Care Packages grants, which we used for purchasing useful gifts for dementia support and to cheer up the carers.

When the autumn came and garden visits weren't possible, a few of our dementia members participated in Zoom singing sessions, again with the manager and DSES.

When we were open the TN22 Plus club supported around 12 clients per session, which in turn supported their carers. This offers respite from their caring role whilst also offering stimulating activities for dementia clients. Each club session had either some outside entertainment, a therapeutic activity or themed event, which keeps the sessions fresh, stimulating and topical.

TN22 Club – in normal times have around 28 members on average attending the club, which helps combat social isolation and loneliness for older people. However, last year the village hall permitted a maximum of 20 people per session, so we had to split the club into two, meaning that people had fewer sessions.

Section E

Financial review

Brief statement of the charity's policy on reserves

Restricted reserves are represented by funds that are received for a specific project or purpose. We ensure that these funds are restricted for the use according to the funding agreements of donors' instructions by accounting them in a separate spreadsheet.

Unrestricted reserves are made up of the charity's activities for generating funds, and other donations which are expendable at the discretion of the Trustees to achieve the objectives of the charity. The Trustees have determined that the appropriate level of reserves to be held for non-earmarked expenditure should equate to 20% of total funds to provide sufficient working capital to cover delays in the spending and receipt of grants and to provide a cushion for unexpected emergencies.

The Trustees are responsible for ensuring that the level and use of reserves is monitored. They will do this through the receipt of financial reports prepared by the Treasurer.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our principal source of funding is through grant applications. This generally funds paid staff, volunteer expenses, training and hall hire.

We also have donations given to us, if someone has passed away, or for example a local organisation did some fund-raising and we were one of the beneficiaries. These funds are used for the extras such as entertainment, activities, craft supplies and outings.

We also generate some income from our club sessions, although this does not cover all the costs incurred.

We wouldn't be able to function and meet our key objectives without some paid staff. Most of our personnel are volunteers but we find that paid staff is a necessity. These include a TN22 Club Manager and TN22 Plus Club Manager, Dementia Support Worker, Lead Engage Co-ordinator and two cooks, all are part-time.

Section F

Other optional information


Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>D A Leary</i>	<i>G R Smyth</i>
Full name(s)	Denise Agnes Leary	Gillian Roberta Smyth
Position (eg Secretary, Chair, etc)	Secretary	Chair
Date	15 th April 2021	

	CHARITY COMMISSION FOR ENGLAND AND WALES	ENgage		1175761		CC16a	
		Receipts and payments accounts					
		For the period from	3/1/2020	To	2/28/2021		
Section A Receipts and payments							
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year		
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £		
A1 Receipts							
	3,512	20,385	-	23,897	52,417		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
Sub total(Gross income for AR)	3,512	20,385	-	23,897	52,417		
A2 Asset and investment sales, (see table).							
	-	-	-	-	-		
	-	-	-	-	-		
Sub total	-	-	-	-	-		
Total receipts	3,512	20,385	-	23,897	52,417		
A3 Payments							
	4,040	16,979	-	21,018	41,669		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
	-	-	-	-	-		
Sub total	4,040	16,979	-	21,018	41,669		
A4 Asset and investment purchases, (see table)							
	-	-	-	-	-		
	-	-	-	-	-		
Sub total	-	-	-	-	-		
Total payments	4,040	16,979	-	21,018	41,669		
Net of receipts/(payments)	-528	3,406	-	2,879	10,748		
A5 Transfers between funds							
A6 Cash funds last year end	12,921	16,045	-	28,966	-		
Cash funds this year end	12,393	19,451	-	31,845	10,748		

Section B Statement of assets and liabilities at the end of the period				
Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds	Balance as at 28 Feb 21	12,393	19,451	-
			-	-
		-	-	-
	Total cash funds	12,393	19,451	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
	Jacqueline Woolven	JACQUELINE WOOLLVEN		###
		FICB FIAB		

	Unrestricted	Restricted	Total		Receipts & Expenditure Account 20-21		Receipts & Expenditure Account 19-20				
Opening bals	£12,921	£16,045	£28,966								
Income	£3,512	£20,385	£23,897		Income	£23,897					
Expenditure	£4,040	£16,979	£21,018		Expenses	-£21,018					
Income/loss over expenditure	-£528	£3,406	£2,879			£2,879					
	£12,393	£19,451	£31,845								
Txfs					Banks	£31,914	£28,966				
Closing balance	£12,393	£19,451	£31,845								
					Retained profits	£28,966	£18,218				
					P&L Account	£2,879	£10,748				
						£31,845	£28,966				