

HERTS MUSICAL MEMORIES

England & Wales · Charity number 1176007

Details

Status Registered

Legal form CIO

Registered 2017-11-29

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

Contact

Address Business Suite 3
Metropolitan Police Sports Groun
Aldenham Road
Bushey
WD23 2TR

Phone 02089505757

Email admin@hertsmusicalmemories.org.uk

Website www.hertsmusicalmemories.org.uk

Activities

Objects: 1.TO ADVANCE THE HEALTH AND WELL-BEING OF PEOPLE LIVING WITH DEMENTIA, AND PEOPLE WHO CARE FOR THEM, IN PARTICULAR BY PROMOTING THE USE OF CREATIVE ARTS.2.TO PROMOTE SOCIAL INCLUSION AMONG PEOPLE DIAGNOSED WITH DEMENTIA WHO ARE SOCIALLY EXCLUDED FROM SOCIETY, OR PARTS OF SOCIETY, AS A RESULT OF THEIR DEMENTIA THROUGH THE DEVELOPMENT AND DELIVERY OF ARTS BASED ACTIVITIES AND EXPERIENCES INCLUDING BUT NOT LIMITED TO MUSIC AND MOVEMENT.

Activities: Herts Musical Memories provides singing sessions for people with dementia and their cares. The sessions are based in musical therapy and help people connect with their memories. The sessions comprise of gentle seated exercise, breathing exercises and vocal exercises. Each week the members of the group sing songs from musicals and popular culture woven around a variety of themes.

Classification

- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Elderly/old People, Other Defined Groups

Geography

- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£102,998	£108,376	-	-
2023-12-31	£102,291	£74,424	-	-
2022-12-31	£41,916	£63,188	-	-
2021-12-31	£68,421	£65,444	-	-
2020-12-31	£82,710	£58,054	-	-

Trustees

Name	Role	Appointed
Anna Bosatta		2023-06-06
Jane Unwin		2026-01-21
LAURA VIVIAN		2026-01-21
Mary Cormack		2026-01-21
Peter Neighbour		2024-11-12

HERTS MUSICAL MEMORIES

England & Wales - Charity number 1176007

Accounts



Herts Musical Memories Annual Report

For Period 01/01/2024 - 31/12/2024

Charity No: 1176007

**Charity Registered Address:
20a Bournehall Ave, Bushey, WD23 3AY**

**Office Address:
The Metropolitan Centre, Aldenham Road, Bushey, WD23 2TR**

Trustees

Chair: Katsuko Ishizeki-Chaudhari
Treasurer: David Bates
Trustee: Anna Bosatta

Chief Executive Officer (CEO) – Kerry Brabant

Independent Examiner
Anthony Phillip Creasey
FCA
ICAEW
Parkgate House
33a Pratt Street
London NW1 0BG

Trustees' Report

The financial statements have been prepared to comply with the charity's Charitable Incorporated Organisation (CIO) constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and Activities

Herts Musical Memories (HMM) provides stimulating and inspiring singing sessions for people with dementia and their carers, improving the quality of their lives and helping them to live well with dementia.

Values

HMM passionately believes that all people with memory problems or dementia should still enjoy positive fulfilling experiences that enhance their lives and improve their health, confidence, and sense of wellbeing.

Health, wellbeing, and equality are at the core of HMM's activities relating to service users, staff, volunteers and the wider public.

HMM will actively promote equality for people with dementia and their carers, demonstrating to the wider community that people with dementia still have a place in society and should be treated with dignity and respect.

Governing Documents

HMM is a CIO whose only voting members are its Board of Trustees. Trustees are recommended and elected by the Board. The Board has access to training through HMM's membership of its local CVS and the Hertfordshire Community Foundation.

HMM's Structure

The charity has a board of Trustees supporting the CEO who is responsible for the delivery of the 5-year business plan and fundraising strategy, developing long-term sustainability for the charity. A part-time assistant helps with management of the groups, venues and book-keeping. For social media and website there is a freelancer who works up to 4 hrs per week. For the delivery of the singing sessions there are 6 freelance staff who are supported by a regular team of 58 volunteers.

Volunteers have been invaluable to HMM. As well as supporting the sessions on a weekly basis, they help at events run by the charity and nominate the charity for fundraising events through their connections with local choirs, amateur dramatic societies and businesses.

Fees

HMM has maintained the price of £6 for people living with dementia; carers go free. Considering economic hardship, we felt it was important to keep the fees at the same level. Towards the end of the year, we saw an increase in service users. For 2025, we will continue to find ways to promote our services. As seen in the financial report, we have increased income from services users from £21,518

to £27,095 for this financial year. We expect to see continued growth in these figures.

Aims of the Charity

HMM sessions are about minimizing the impact of dementia by playing to members' strengths and focusing on what they can do rather than what they cannot. The sessions are based in music therapy whilst remaining informal and fun. Many people who come to the groups tell us they can't sing; however, through regular attendance people find they can sing, and the sessions bring them a sense of achievement and joy.

HMM plays a valuable role in enhancing the quality of life for people living with dementia and their carers. Music has the power to bring people together, providing a way for them to stay connected with loved ones and carers through shared experiences. The sessions enliven, stimulate and enable people to creatively express themselves beyond words. This involvement allows people to be seen for who they are beyond their diagnosis.

Partners

The charity has close links to Age UK who have helped HMM to develop training and support for volunteers, strengthen the charity's policies and procedures whilst offering help and advice where needed. We are also members of East Herts Healthy Hub and Hertsmere Healthy Hub and Communities 1st.

Finance

HMM receives 61% of its income from Trusts and Foundations, 26.5% from earned income and 12.5% from donations. In December 2023 we received a grant of £10,000 from the Morris Benevolent Fund to set up the Borehamwood group in 2024. This sum was shown on the accounts for 2023 but essentially was for 2024. The Borehamwood Group is based in one of the most deprived areas of Hertfordshire, with the grant we were able to offer sessions for free.

Charitable Grants 2024

Restricted Grants

D'Oyly Cart	4520 – Watford Group
East Herts	3000 – Bishops Stortford & Hertford
HCF	5000 – St Albans Group
Nth Herts DC	5000 – Knebworth Group
Letchworth Gdn City Trust	1000 – Letchworth Group

Total **18520**

Unrestricted Grants

Masonic Charitable Trust	5000
Clarion Futures	10000
Charles Hayward	5000
Postcode Lottery	25000

Total 45000

Achievements 2024

The 5-year fundraising strategy created at the end of 2022 is now in its third year of delivery and has already enabled us to create a more sustainable future. For 2025 we will be updating the fundraising strategy and including it in our 5-year business plan. The business plan will focus on the current position in the charity and highlight areas of improvement and set goals for the future including the development of projects that can run alongside the charity's core work.

Sue Johnson, our volunteer fundraiser has continued to help us throughout 2024. She raised £44,000 towards our target of £100,000. Through her support we were able to achieve our targets for 2024 in addition to gaining 5 months funding towards 2025. We are delighted that Sue was awarded an MBE for her extensive charitable work, well-deserved recognition and heart felt thanks from all of us at HMM.

We received another grant in November from the Post Code Lottery of £25,000 which was unrestricted funding towards our core costs.

We received the second year of our grant from the Masonic charitable trust for £5,000 and a grant from D'Oyly Cart for £4,250.

Our aims from 2023/2024 were:

1. To Grow Our Board of Directors: We are delighted that we now have a new Chair, Katsuko, and the Board has grown. For 2025 we will continue to work on strengthening the Board, accessing training and encouraging new members to join us.
2. Increase Staff Levels: 2024 we were delighted to recruit a part-time bookkeeper along with a part-time Comms/fundraising officer. As a result we have a greatly improved website and our social media presence has doubled. Other benefits are improved recruitment, and we are finding that more and more people are using social media to access our services. Our finance officer has successfully transferred our accounts onto Quick Books streamlining the charity finances.
3. To Grow Our Groups: Being more confident financially has enabled us to turn our focus into growing our groups. As mentioned, we have seen significant growth in all our groups. We were delighted to launch and new group at Borehamwood in October and will begin a marketing campaign in 2025.

4. To Develop Closer Relationships with Local Government and Health Agencies: We have been working closely with Herts County Council for their bid to become a Centre of Excellence for Music and Dementia – of which the outcome will be found in 2025. For Health Agencies we have been asked to do a number of events and presentations for 2025 and will look forward to meeting staff and patients, sharing the health benefits of our singing groups.
5. Improve Evaluation: We began an evaluation of all our sessions at the end of 2023 and continued the work in 2024. We were delighted with the results. We had an excellent response from members, with over 80% returning their forms. Out of the responses we found that the majority strongly felt that we had met their expectations and all were happy with how we ran the sessions. We had some lovely comments which we will share on our website. We also carried out case studies, enabling the charity to get a clear picture of how we were supporting our members.
6. Reach Clients on Point of diagnosis: This is still a challenge, but we are hoping that by working closely with Herts County Council on becoming a Centre of Excellence for Music and Dementia this will improve. However, we do get up to 3 referrals per week, largely self-referrals, and have come via our social media pages or as a result of presentations and events.
7. Participating in More Health and Wellbeing Events: We participated in two events, one in Potters Bar where we also ran demonstrations outlining the service the charity provides. We were also invited to present at the Watford Healthy Hub for people living with dementia and attracting more members to our Watford Group. These events enable us to meet potential clients and talk face to face. It helps people to understand the way the sessions work and get past the fear of singing.
8. Create More Groups: We received a grant from the Letchworth Garden City Heritage Foundation to reopen our group in the area. We ran sessions in Letchworth Garden from when the charity was founded in 2017 and were devastated that it had to close due to lack of funds after the pandemic. This funding will arrive in January 2025, and we are looking forward to returning.

Events

We were delighted to be invited back to St Alban's Cathedral and deliver a fantastic event in partnership with the Clover Singing Club. The event was a great success, attracting over 200 people.

We were invited to participate in the Knebworth Village Christmas Fair. The volunteers, group leaders and members of the Knebworth group sang carols at St Martin's Church.

For Christmas we once again ran parties for all our groups. These were a great success, and we were grateful that the halls relaxed the time we could spend in them, allowing our members to enjoy the music and socialising.

Kerry Brabant, the Founder, was asked to do a presentation at the Herts Chorus Christmas Concert. This was an inspiring event, and the Herts Chorus were sublime. As a result an incredible £2160 was raised for Herts Musical Memories taking our donations up to £2220 in December.

Summary


HMM has been through some challenging times but thanks to the all the staff and volunteers we have been able to overcome these challenges to become a stronger and more robust charity looking forward to the future. Towards the end of 2024, we found ourselves in the unprecedented position of not only having achieved our funding targets for the year but also to have made substantial progress towards our targets for 2025.

A huge thank you to our funders for making this possible and to all the people who gave up their time to raise much needed funds, and for all those whose generous donations have been an invaluable support.

Declaration

The Trustees declare they approve the above report. Signed on behalf of the charity's trustees

Signature



Name

ANNA BOSATTA

Position

Date

TRUSTEE
20.09.2025



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Herts Musical Memories

**On accounts for the year
ended**

31 December 2024

**Charity no
(if any)**

1176007

Set out on pages

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

23/10/2025

Name:

Anthony Philip Creasey

**Relevant professional
qualification(s) or body
(if any):**

FCA
ICAEW

Address:

Parkgate House

33a Pratt Street

London, NW1 0BG

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

[Empty box for disclosure details]



CHARITY COMMISSION
FOR ENGLAND AND WALES

Herts Musical Memories

CC16a

Receipts and payments accounts

For the period from	01/01/2024	To	31/12/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Group fees	25,995	-	-	25,995	21,518
Donations	13,483	-	-	13,483	6,390
Grants	45,000	18,520	-	63,520	64,131
Events	-	-	-	-	10,252
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	84,478	18,520	-	102,998	102,291
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	84,478	18,520	-	102,998	102,291
A3 Payments					
personnel	74,264	-	-	74,264	40,937
Venue hire	13,267	-	-	13,267	13,410
Insurance	968	-	-	968	565
Marketing	334	-	-	334	1,313
Training	3,645	-	-	3,645	1,840
Computers & telephone	6,484	-	-	6,484	7,270
Stationery	929	-	-	929	970
Rent & storage	7,610	-	-	7,610	8,008
Sundries	875	-	-	875	111
Sub total	108,376	-	-	108,376	74,424
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	108,376	-	-	108,376	74,424
Net of receipts/(payments)	- 23,898	18,520	-	- 5,378	27,867
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	34,372	-	-	34,372	-
Cash funds this year end	10,474	18,520	-	28,994	27,867

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays Community Account	28,994	-	-
		-	-	-
		-	-	-
	Total cash funds	28,994	-	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	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



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Herts Musical Memories

CC16a

Receipts and payments accounts

For the period from	01/01/2024	To	31/12/2024
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		-	-	-
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Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	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
	D. C. BATES	28/10/25



Section A

Independent Examiner's Report

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**On accounts for the year
ended**

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Date:

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Anthony Philip Creasey

**Relevant professional
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CHARITY COMMISSION
FOR ENGLAND AND WALES

Herts Musical Memories

Receipts and payments accounts

CC16a

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		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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			-	-
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			-	-
			-	-

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			-	-
			-	-
			-	-
			-	-
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			-	-

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Signature	Print Name	Date of approval



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Herts Musical Memories

CC16a

Receipts and payments accounts

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Rent & storage	7,610	-	-	7,610	8,008
Sundries	875	-	-	875	111
Sub total	108,376	-	-	108,376	74,424
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	108,376	-	-	108,376	74,424
Net of receipts/(payments)	- 23,898	18,520	-	- 5,378	27,867
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	34,372	-	-	34,372	-
Cash funds this year end	10,474	18,520	-	28,994	27,867

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays Community Account	28,994	-	-
		-	-	-
		-	-	-
	Total cash funds	28,994	-	-

(agree balances with receipts and payments account(s))


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	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
	D. C. BATES	28/10/25

HERTS MUSICAL MEMORIES

England & Wales - Charity number 1176007

Accounts



Herts Musical Memories Annual Report

For Period 01/01/2023 - 31/12/2023

Charity No: 1176007

**Charity Registered Address:
20a Bournehall Ave, Bushey, WD23 3AY**

**Office Address:
The Metropolitan Centre, Aldenham Road, Bushey, WD23 2TR**

Trustees

Chair: Katsuko Ishizeki-Chaudhari

Treasurer: David Bates

Trustee: Anna Bosatta

Chief Executive Officer (CEO) – Kerry Brabant

Independent Examiner

Anthony Phillip Creasey

FCA

ICAEW

Parkgate House

33a Pratt Street

London NW1 0BG

Trustee's Report

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Charitable Incorporated Organisation (CIO) constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and Activities

Herts Musical Memories provides stimulating and inspiring singing sessions for people with dementia and their carers, improving the quality of their lives and helping them to live well with dementia.

Values

Herts Musical Memories (HMM) passionately believes that all people with memory problems or dementia should still enjoy positive fulfilling experiences that enhance their lives and improve their health, confidence, and sense of wellbeing.

Health, wellbeing, and equality are at the core of HMM's activities relating to service users, staff, volunteers and the wider public.

HMM will actively promote equality for people with dementia and their carers, demonstrating to the wider community that people with dementia still have a place in society and should be treated with dignity and respect.

Governing Documents

HMM is a CIO whose only voting members are its Board of Trustees. Trustees are recommended and elected by the Board. The Board has access to training through HMM's membership of its local CVS and the Hertfordshire Community Foundation. Any training courses will be passed onto the Board. For 2024 the CEO will be looking for training to help her to work on improving the Board.

HMMs Structure

The charity has a board of trustees who support the CEO who is responsible for the delivery of the 5-year fundraising strategy and developing the long-term sustainability for the charity. A part-time assistant helps with the management of the groups and venues. For the delivery of the singing sessions there are 4 freelance staff who are supported by a regular team of 40 volunteers. The charity has been under resourced and for 2024, as seen above, we will be addressing this issue.

Volunteers have been invaluable to HMM. As well as supporting the sessions on a weekly basis they have helped at events run by the charity and

nominated the charity for fundraising events through their connections with local choirs, amateur dramatic society and local businesses. For 2023 HMM was delighted that we were joined by a volunteer fundraiser. She has made a significant difference to HMM and was quickly able to raise £22,500 from the postcode lottery. This was unrestricted funding and made a substantial difference to our ability to achieve targets for 2023.

Fees

HMM has maintained the level of £6 for people living with dementia, carers go free. With the economic climate we felt it was important to keep the fees at the same level. As we headed towards the end of the year, we saw an increase in service users and for 2024 will continue to find ways to promote our services. As can be seen from the financial report we have increased income from services users from £12,074 in 2022 to £21,518 for this financial year. We expect to see a continued growth in these figures.

Aims of the Charity

Herts Musical Memories sessions are about minimizing the impact of dementia by playing to members strengths and focusing on what they can do rather than what they cannot. The sessions are based in music therapy whilst remaining informal and fun. Many people who come to the groups tell us they can't sing, (something they were told at school), however, through regular attendance people find they can sing, and the sessions bring them a sense of achievement and joy.

Herts Musical Memories plays a valuable role in enhancing the quality of life for people living with dementia and their carers. Music has the power to bring people together in the here and now, providing a way for them to stay connected with loved ones and carers through their shared experiences. The sessions enliven, stimulate and enable people to express themselves creatively beyond words. This involvement enables people to be seen for who they are beyond their diagnosis.

Partners

The charity has close links to Hertswise, who are a regional arm of Age UK. They have helped HMM to develop training and support for volunteers, strengthen the charity's policies and procedures and have generally offered help and advice where needed. As mentioned, HMM is also a member of the Watford Dementia Steering Group that meets every 3 to 4 weeks and of East Herts Dementia Steering Group. We are also members of East Herts Healthy Hub and Hertsmere Health Hub.

Achievements 2023

The 5 year fundraising strategy created at the end of 2022 is now in its second year of delivery and has already enabled us to create a more sustainable future. There are always areas that we can improve but the work carried out in 2023 has

allowed us, for the first time in the charity's history, we are able to plan for the future.

We were delighted to be able to work with Clarion Housing Trust as part of their Resilience Program. The Program run by Clarion Housing enabled us to consolidate our 5-year fundraising strategy, create a 5-year business plan and a staff handbook along with creating new freelance contracts for our group leaders. This program has been a significant support for HMM enabling us to successfully meet funding targets and to build a more robust sustainable charity.

We were delighted to be the chosen charity of the RO Group, Potters Bar. They ran a quiz night on behalf of the charity and raised a total of £10,170 which was used to run the Potters Bar Singing for Memory Group.

We received a grant from the Post Code Lottery of £22,500 towards developing and growing our groups – the funding was a tremendous support helping us to open a new group. By the end of 2025 we aim to be running 11 groups in Hertfordshire.

A grant of £9481 from the Lottery fund, Awards for All went towards salaries and core costs - again this was a tremendous help knowing our core costs were covered and we could focus on the delivery of our services.

Our aims from 2022 were:

1. To grow our Board of Directors – this is still an area of difficulty. We have put out adverts on multiple social media platforms and Communities 1st and as of December 2023 have had no response. This will be an ongoing project, and we will take advice where we can to help strengthen the Board.
2. Increase staff levels – As a result of implementing our Business Plan along with our 5-year fundraising strategy HMM has successfully got into a position to increase staff levels in the administrative team. For 2024 we will be looking at recruiting a bookkeeper part-time along with a part-time Comms/fundraising officer. Both will also be required to support other admin duties.
3. To continue to grow our groups – Being more confident financially has enabled us to turn our focus into growing our groups. We have seen growth in all groups apart from Bushey and there has been an increase in the number of referrals HMM receives - on average we get 3 - 4 per week, sometimes increasing to 5. For the Bushey group we have a core of 10 people who attend regularly, increasing to 14 when everyone is present. Although numbers are still low for Bushey they are finally improving. We have 2 groups where numbers range from 30 to 40 whilst the majority of the groups range from 25 – 30.
4. To Develop closer relationships with Local Government: We are starting to build very positive relationships with the Local Authorities where HMM has a presence. The aim of this is to enable us to be integrated into each

community, building our reputation as a charity, increasing knowledge of funding opportunities and to input into the development of dementia support across Hertfordshire. HMM are members of both the East Herts and Watford Steering groups and we regularly contact local councilors inviting them to our groups. As a result, we have achieved funding success and have vital local support.

5. Improve evaluation: HMM has carried out a substantial evaluation of all our groups. The forms went out at the end of the year, and we are hoping for a good return for the beginning of 2024. Early signs show that our services are thought of highly and that we are achieving our aims of helping to reduce isolation and helping people to still live well with a diagnosis of dementia.
6. Reach clients on point of diagnosis: This is still a challenge, but we are finally starting to make inroads into this area and have noticed that occupational therapists are contacting us to help with their clients. We know we need to reach more social prescribers. Social Prescribers are usually appointed to GP surgeries. It is their role to find activities that will enhance patients' wellbeing and sometimes act as an alternative to taking prescribed drugs. When we have a complete staff team in 2024 reaching out to Social Prescribers will be a priority.
7. Participating in more health and wellbeing events: We participated in two events, one in Potters Bar and the other Borehamwood. Both were successful. The Potters Bar group is now full. For Borehamwood we were asked by local councilors to open a group in their community. They have offered to help us fund the group – once funding is in place we will then open a new group taking our total up to 10 groups in Hertfordshire. We anticipate that this should take place towards the end of 2024. Wellbeing events enable us to meet potential members face to face which is still the most effective way to grow our groups.
8. Towards the end of the year, we received a grant of £10,000 from the Morris Benevolent Fund towards starting our a new group at Borehamwood – this will be launched in 2024.

Events:

For 2023 HMM ran two successful events – we returned to St Albans Cathedral and ran a dementia friendly singing event. This was very well supported and enabled us to reach 120 people, both existing members and the general public. The staff at the Cathedral were delighted with the event and we are planning our next event for Spring 2024

For dementia action week we ran an open day in a church in St Albans inviting a local school to bring pupils to join us in the singing. The event was completely full (250 people) and again was received very well. Like the Cathedral the event was attended by some of our existing members along with the general public. As a result, our St Albans group has over 40 members and regular referrals.

For Christmas we ran parties for all our groups and where possible we invited local musicians to come join us and play carols. Combining the singing with food enabled our members more time to chat and socialise. For carers this was really important as they struggled with eating out socially.

Simplicity Catering returned to providing a Christmas Lunch for our Watford Group – this was a great success; the food was lovely, and Simplicity were wonderful hosts. We are hoping that we will work with Simplicity for Christmas 2024.

Looking Forward

For 2024 our aims are to:

- Increase the admin team
- Continue to recruit and grow the pool of Singing Group Leaders
- Open a new group at Borehamwood
- Continue to diversify our funding streams and continue our rolling program of grant applications
- Continue to work towards reaching new members at point of diagnosis
- Introduce more events and research the options of an annual fundraising event
- Continue to grow and strengthen our Board of Trustees
- Continue our work on the Resilience Program to improve our Business Plan and Fundraising strategy along with employee contracts.
- Grow our events and improve our presence on social media
- Increase training for volunteers and staff

Summary

HMM has been through some challenging times but thanks to the all the staff and volunteers we have been able to overcome these challenges to become a stronger and more robust charity looking forward to the future. Towards the end of 2023, we found ourselves in the unprecedented position not only to have achieved our funding targets for the year but also to have made substantial progress towards our targets for 2024.

A huge thank you to our funders for making this possible and all the people who gave up their time to raise money, and for those whose generous donations have been an invaluable support.

Charitable Grants 2023


Brazier Trust	£1,000
Edward Gostling Foundation	£4,000
Barchester Trust	£ 650
Lottery Awards for All	£9,481
Archer Trust	£2,000
Postcode Lottery	£22,500

HCF	£10,000
St Albans Community Fund	£ 4,500
Morris Benevolent Fund	£10,000

Declaration

The Trustees declare they approve the above report

Signed on behalf of the charity's trustees

Signature 

Name DAVID G. BATET

Position TRUSTEE
Date 25/9/24



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Herts Musical Memories

**On accounts for the year
ended**

31 December 2023

**Charity no
(if any)**

1176007

Set out on pages

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**Responsibilities and
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

23/08/2024

Name:

Anthony Philip Creasey

**Relevant professional
qualification(s) or body
(if any):**

FCA
ICAEW

Address:

Parkgate House

33a Pratt Street

London, NW1 0BG

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Herts Musical Memories
Herts Musical Memories

No (if any)
1176007

CC16a

Receipts and payments accounts

For the period from	Period start date 01/01/2023	To	Period end date 31/12.2023
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Users fees	21,518	-	-	21,518	14,762
Donations	6,390	-	-	6,390	11,054
Grants	64,131	-	-	64,131	16,100
Events	10,252	-	-	10,252	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	102,291	-	-	102,291	41,916
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	102,291	-	-	102,291	41,916
A3 Payments					
Personnel	40,937	-	-	40,937	37,321
Venue hire	13,410	-	-	13,410	8,357
Insurance	565	-	-	565	566
Marketing	1,313	-	-	1,313	934
Training	1,840	-	-	1,840	1,540
Computer & telephones	7,270	-	-	7,270	7,760
Stationery	970	-	-	970	321
Rent & storage	8,008	-	-	8,008	6,153
Sundries	111	-	-	111	236
Sub total	74,424	-	-	74,424	63,188
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	74,424	-	-	74,424	63,188
Net of receipts/(payments)	27,867	-	-	27,867	- 21,272
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	6,505	-	-	6,505	27,777
Cash funds this year end	34,372	-	-	34,372	6,505

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank account	34,372	-	-
		-	-	-
		-	-	-
	Total cash funds	34,372	-	-
	<small>(agree balances with receipts and payments account(s))</small>			


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	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
	DAVID G. BATES	25/9/24

HERTS MUSICAL MEMORIES

England & Wales - Charity number 1176007

Accounts



Herts Musical Memories Annual Report

For Period 01/01/2022 - 31/12/2022

Charity No: 1176007

**Charity Registered Address: 20a Bournehall Ave, Bushey, WD23
3AY**

CEO – Kerry Brabant

Herts Musical Memories provides stimulating and inspiring singing sessions for people with dementia and their carers, improving the quality of their lives and helping them to live well with dementia.

Values

Herts Musical Memories (HMM) passionately believes that all people with memory problems or dementia should still enjoy positive fulfilling experiences that enhance their lives and improve their health, confidence, and sense of wellbeing.

Health, wellbeing, and equality are at the core of HMM's activities relating to service users, staff, volunteers and the wider public.

HMM will actively promote equality for people with dementia and their carers, demonstrating to the wider community that people with dementia still have a place in society and should be treated with dignity and respect.

Who We Are

Herts Musical Memories sessions are about minimizing the impact of dementia by playing to members strengths and focusing on what they can do rather than what they cannot. The sessions are based in music therapy whilst remaining informal and fun. Many people who come to the groups tell us they can't sing, (something they were told at school), however, through regular attendance people find they can sing, and the sessions bring them a sense of achievement and joy.

Herts Musical Memories plays a valuable role in enhancing the quality of life for people living with dementia and their carers. Music has the power to bring people together in the here and now, providing a way for them to stay connected with loved ones and carers through their shared experiences. The sessions enliven, stimulate and enable people to express themselves creatively beyond words. This involvement enables people to be seen for who they are beyond their diagnosis.

Achievements

2022 proved to be the most challenging year for HMM since it was founded in 2017. After lockdown we had opened 8 groups and were hoping to open more but the charity was still feeling the impact of Covid 19. Staff shortages were a big issue which impacted negatively on fundraising. To explain the staff structure; CEO – Admin Support – Professional Group Leaders and a team of 40 volunteers. At the beginning of 2022 we did not have enough group leaders to maintain all 8 groups which resulted in the CEO standing in for many of the sessions. We started recruiting in January and were still trying to fill the posts by the end of the year. This had a detrimental effect on the development of the charity slowing down our capacity to fundraise and grow the groups.

The CEO with the agreement of the trustees felt it was expedient to close the groups for August and close early for Christmas in order to consolidate our work and create a plan for future sustainability. The most urgent task was to carry out emergency fundraising. This proved successful and we were able to raise enough funds to get us to the end of the year, ensuring there was no deficit in addition to being ready to restart groups for January 2023. We used the time to create a 5 year business plan which then became the foundation of the charity - it not only help sustain the charity but we are now reaping the long-term benefits with Herts Musical Memories future secured beyond 2023.

Despite the challenges of 2022, HMM still ran 8 groups running 1088 sessions. We were also able to open an additional group at Bishop's Stortford with funding from Clarion Housing Group. We carried out successful events for dementia action week partnering with both the Alzheimer's Society and Home Instead delivering dementia friendly singing sessions and a dementia friendly carol concert in Watford. We worked with local schools delivering cross generational events which were so successful we are now in discussions with Herts Music Service for creating cross generational projects for 2023. We also join with the catering organisation called Simplicity Catering (part of the Compass Group UK) running a Christmas Carol concert followed by Christmas Lunch – this was the biggest success of the year and a fantastic way to end 2022. Many of our clients told us they didn't go out for meals anymore – this event was so important for them and so rewarding for all who took part. Simplicity will be working with us again for 2023.

We also worked hard to promote our services through the Watford Dementia Steering Group and the East Herts Dementia Steering Group, East Herts Healthy Hub and Hertsmere Healthy Hub. This work is enabling the charity to gain a good reputation in Hertfordshire and the foundations we laid in 2022 will ensure that 2023 HMM will be able to begin to establish ourselves as the leading charity for providing music sessions for people living with dementia.

2022 threw up many challenges but HMM proved we were able to meet them and turn them into successes. Confidence is growing in our work and as we came to the end of the year we at last saw a rise in referrals with a third of our groups

beginning to reach pre pandemic levels and we will start 2023 a more robust and stronger charity.

HMM Trustees

Heather Hurford	appointed: March 2019
John Dyer	appointed: June 2020
David Bates – Treasurer	appointed: May 2019

Governing Documents

HMM is a CIO whose only voting members are its Board of Trustees. Trustees are recommended and elected by the Board.

The Board has access to training through HMM's membership of its local CVS and have created a policy which will be available to new trustees providing guidelines on becoming a trustee. Training covered:

- General information
- Trustees' responsibilities
- Understanding governing documents
- Difference between Trustees and Membership
- Public & Private Benefits
- Finance
- Conflicts of Interest
- Trustee Meetings

HMMs Structure

The charity has a board of trustees who support the CEO who is responsible for the delivery of the 5-year fundraising strategy and developing the long-term sustainability for the charity. A part time assistant helps with the management of the groups and venues. For the delivery of the singing sessions there are 4 freelance staff who are supported by a regular team of 40 volunteers.

Volunteers have been invaluable to HMM. As well as supporting the sessions on a weekly basis they have helped at events run by the charity and nominated the charity for fundraising events through their connections with local choirs, amateur dramatic society and local businesses.

Partners

The charity has close links to Hertswise, who are a regional arm of Age UK. They are helping HMM to develop training and support for volunteers, strengthen the charity's policies and procedures and generally offering help and advice where needed. HMM is also a member of Watford Dementia Steering Group and of East Herts Dementia Steering Group which enables the charity to access funding and be part of the development of dementia friendly communities in these areas.

Fees

HMM has maintained the level of £6 for people living with dementia carers go free. With the economic climate we felt it was important to keep the fees at the same level. As we

headed towards the end of the year we saw an increase in service users and for 2023 will continue to find ways to promote our services.

Looking Forward

Having managed to get the charity into a stronger position as we head into 2023 HMM will build on this work using our business plan as a road map for development. Our aims for next year will be to grow the Board of Directors, increase staff levels and continue to grow our groups. With regards to fundraising we will be aiming to achieve revenue funding by spring 2024 and build on the relationships we have develop with Local Government. With regards to our service users our aims are to improve evaluation and to reach clients on point of diagnosis. Areas to research are Social Prescribing, development of social media and participating in health and wellbeing events.

Summary

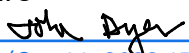

HMM's accounts show a sharp fall in income compared to previous years but at no point did the charity go into deficit. This was because we took action to account for the shortfall in staff and the need for the charity to get into a stronger more sustainable position. This was achieved through careful management - reducing the number of sessions run in 2022 allowing time to concentrate on creating a 5 year plan that ensures we build a firm foundation ensuring future growth. Despite only implementing the plan towards the end of 2022 the charity is already more robust and ready to move towards a more optimistic future.

HMM's 2022 accounts were examined by the independent accountant Mr. A P Creasey who offered his services on a voluntary basis to HMM – see (Independent examiner's report and Receipts & Payments Accounts) for more detailed report. We would like to take the opportunity to thank Mr. Creasey for his continued support of HMM.

Declaration

The Trustees declare they approve the above report

Signed on behalf of the charity's trustees

Signature	 TRUSTEE (Oct 11, 2023 17:07 GMT+1)
Name	JOHN DYER
Position	 TRUSTEE (Oct 11, 2023 17:07 GMT+1)
Date	Oct 11, 2023

HERTS MUSICAL MEMORIES - ACCOUNTS - 2022

GROUP <u>INCOME FEES</u>	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
BISHOP STORTFORD	0	0	0	0	0	0	0	0	0	0	0	0	0
BUSHEY	0												0
POTTERS BAR / CUFFLEY	0												0
HERTFORD	0												0
HEMEL HEMPSTEAD	0												0
KNEBWORTH	0												0
ST ALBANS	0												0
WATFORD	0												0
WHEATHAMPSTEAD	0												0
SUB TOTAL	995	856	1644	873	1464	879	1611	1850	765	1585	1493	747	14762

OTHER INCOME

MISCELLANEOUS	0												0
EVENTS	0												0
SPONSORSHIP	0												0
DONATIONS	341	20	20	220	25	320	3520	3093	690	212	1183	1410	11054
GRANTS REVENUE	0									1600		5000	6600
GRANTS RESTRICTED	0	5000	4500										9500
TOTAL INCOME	1336	5876	6164	1093	1489	1199	5131	4943	1455	3397	2676	7157	41916

CASH FLOW

BANK BALANCE B/F	27777	27870	27563	23007	19967	16217	7475	9049	9219	6741	5169	1655	27777
INCOME	1336	5876	6164	1093	1489	1199	5131	4943	1455	3397	2676	7157	41916
EXPENDITURE	1243	6183	10720	4133	5239	9941	3557	4773	3933	4969	6190	2307	63188
BANK BALANCE C/F	27870	27563	23007	19967	16217	7475	9049	9219	6741	5169	1655	6505	6505

EXPENDITURE

STORAGE	75	150	0	150	0	150	0	75	150	10	150	0	910
LEADERS - FREELANCE	100	1798	1465	1627	0	3811	563	1718	494	2471	2023	485	16555
CEO	0	1400	2400	0	990	990	500	0	550	300	0	0	7130
HALL HIRE	217	1008	598	510	1230	1307	839	286	510	666	814	372	8357
STAFF	0	1018	3035	0	1293	2620	0	1170	1150	1070	1290	990	13636
COMPUTER EXPENSES	137	151	2098	497	327	466	204	124	124	124	124	124	4500
INSURANCE	51	0	102	51	0	0	106	51	51	51	51	52	566
TRAINING	0	240	0	480	0	0	180	240	150	0	250	0	1540
STATIONERY	97	0	2	0	0	0	0	184	0	0	38	0	321
MARKETING	0	162	120	250	0	300	102	0	0	0	0	0	934
TELEPHONE	89	256	423	92	446	277	110	448	277	277	281	284	3260
SUNDRY	0	0	0	0	0	20	0	0	0	0	216	0	236
RENT	477	0	477	476	953	0	953	477	477	0	953	0	5243
TOTAL	1243	6183	10720	4133	5239	9941	3557	4773	3933	4969	6190	2307	63188



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Herts Musical Memories

**On accounts for the year
ended**

31 December 2022

**Charity no
(if any)** 1176007

Set out on pages

One & Two

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022 **DD / MM / YYYY**.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

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

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

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

19/06/2023

Name:

Anthony Philip Creasey

**Relevant professional
qualification(s) or body
(if any):**

FCA
ICAEW

Address:

Parkgate House
33a Pratt Street
London, NW1 0BG

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
HERTS MUSICAL MEMORIES

No (if any)
#176007

CC16a

Receipts and payments accounts

For the period from	Period start date 01/01/2022	To	Period end date 31/12/2022
------------------------	---------------------------------	----	-------------------------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
User fees	14,762	-	-	14,762	-
Donations	11,054	-	-	11,054	-
Grants	16,100	-	-	16,100	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	41,916	-	-	41,916	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	41,916	-	-	41,916	-
A3 Payments					
Personnel	37,321	-	-	37,321	-
Venue hire	8,357	-	-	8,357	-
Insurance	566	-	-	566	-
Marketing	934	-	-	934	-
Training	1,540	-	-	1,540	-
Computer & telephones	7,760	-	-	7,760	-
Stationery	321	-	-	321	-
Rent & storage	6,153	-	-	6,153	-
Sundries	236	-	-	236	-
Sub total	63,188	-	-	63,188	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	63,188	-	-	63,188	-
Net of receipts/(payments)	- 21,272	-	-	- 21,272	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	27,777	-	-	27,777	-
Cash funds this year end	6,505	-	-	6,505	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank account	6,505	-	-
		-	-	-
		-	-	-
	Total cash funds	6,505	-	-

(agree balances with receipts and payments account(s))

OK
OK
OK


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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
	John Dyer	07.10.2023

HERTS MUSICAL MEMORIES

England & Wales - Charity number 1176007

Accounts



Herts Musical Memories Annual Report

For Period 29/11/2020 - 31/12/2021

Charity No: 1176007

Charity Registered Address: 20a Bournehall Ave, Bushey, WD23 3AY

CEO – Kerry Brabant

Herts Musical Memories provides stimulating and inspiring singing sessions for people with dementia and their carers, improving the quality of their lives and helping them to live well with dementia.

Values

Herts Musical Memories (HMM) passionately believes that all people with memory problems or dementia should still enjoy positive fulfilling experiences that enhance their lives and improve their health, confidence, and sense of wellbeing.

Health, wellbeing, and equality are at the core of HMM's activities relating to service users, staff, volunteers and the wider public.

HMM will actively promote equality for people with dementia and their carers, demonstrating to the wider community that people with dementia still have a place in society and should be treated with dignity and respect.

Who We Are

Herts Musical Memories sessions are about minimizing the impact of dementia by playing to members strengths and focusing on what they can do rather than what they cannot. The sessions are based in music therapy whilst remaining informal and fun. Many people who come to the groups tell us they can't sing, (something they were told at school), however, through regular attendance people find they can sing, and the sessions bring them a sense of achievement and joy.

Herts Musical Memories plays a valuable role in enhancing the quality of life for people living with dementia and their carers. Music has the power to bring people together in the here and now, providing a way for them to stay connected with loved ones and carers through their shared experiences. The sessions enliven, stimulate and enable people to express themselves creatively beyond words. This involvement enables people to be seen for who they are beyond their diagnosis.

Achievements to 2021

For the majority of 2021 the charity was still running sessions online. As the Government reduced restrictions HMM began to gradually open groups in September when we opened a couple per week. We were only able to open 8 of our original 13 this was due to concerns over funding. Whilst crisis funding helped HMM to run services throughout the Pandemic HMM found it hard to secure funding to help the charity reopen services. This was compounded by the loss of income through the cancellation of fundraising events. HMM continued to run online sessions reducing them to 1 per week as requested by our members who were still not keen to return to face to face sessions.

The opening of the groups was a very moving experience. Some of the members had significantly deteriorated and carers were keen to share experiences. A few carers weren't sure that the singing would still work for their loved ones anymore. However, once the singing began it was clear that members still had memories of the singing groups which was remarkable considering their condition. Seeing the impact of the singing, particularly for those whose condition had deteriorated reinforced the value of the sessions and just how important the activity is for the wellbeing of those living with dementia.

During October HMM joined forces with Home Instead Watford. This was to reinstate the work we had carried out before the pandemic. Throughout tea the clients got to listen to vintage records and share memories of their favourite artists and then got a chance to sing together. It was an inspiring event and very moving to see so many people taking part.

For Christmas HMM ran a dementia friendly Carol Concert. We joined with a local school and again with Home Instead. The cross generational event was enchanting. As with much of HMM's work it was a collaborative event. Joining with the children, group members and volunteers added a unique touch and created an uplifting event enjoyed by everybody. There were comparisons to the year before when people felt so isolated, the result was very humbling. Members were so delighted to feel part of society again.

HMM Trustees

Heather Hurford appointed: March 2019

John Dyer appointed: June 2020

David Bates – Treasurer appointed: May 2019

Governing Documents

HMM is a CIO whose only voting members are its Board of Trustees. Trustees are recommended and elected by the Board.

The Board has access to training through HMM's membership of its local CVS and have created a policy which will be available to new trustees providing guidelines on becoming a trustee. Training covered:

- General information
- Trustees' responsibilities
- Understanding governing documents
- Difference between Trustees and Membership
- Public & Private Benefits
- Finance
- Conflicts of Interest
- Trustee Meetings

HMMs Structure

The charity has a board of trustees who support the CEO who is responsible for the delivery of the 5-year fundraising strategy and developing the long-term sustainability for the charity. A part time assistant helps with the management of the groups and venues. For the delivery of the singing sessions there are 4 freelance staff who are supported by a regular team of 40 volunteers.

Volunteers have been invaluable to HMM. As well as supporting the sessions on a weekly basis they have helped at events run by the charity and nominated the charity for fundraising events through their connections with local choirs, amateur dramatic society and local businesses.

Partners

The charity has close links to Hertswise, who are a regional arm of Age UK. They are helping HMM to develop training and support for volunteers, strengthen the charity's policies and procedures and generally offering help and advice where needed. HMM is also a member of Watford Dementia Steering Group and of East Herts Dementia Steering Group which enables the charity to access funding and be part of the development of dementia friendly communities in these areas.

Financial Review

HMM were delighted to achieve a grant of £26088 from the Paul and Nick Harvey Fund. This has helped the charity continue to run online sessions and prepare for opening the groups.

We received £1520 from Bring Joy Foundation to help us run our events like the afternoon tea and the dementia friendly carol concert.

Herts Community Fund award the charity £5,000 towards the opening of our Bushey Group.

Watford and three rivers trust awarded us £7,200 to open our Watford Group

Local Councillors funds £2,000 – we are delighted that each year we receive support from local councillor's locality funds.

Donations £10,965 – these remain consist even through the pandemic – HMM aims to build on this figure to encourage regular giving as part of the 5-year fundraising strategy.

Events

HMM has historically done well from events at the beginning of 2020 the charity was set to raise up to £45,000 over 50% of its income. We had hoped that the cancelled events would take place in 2021, however this was not the case HMM which has had a substantial impact on fundraising reducing options for diversifying our income streams.

Fees

For 2021 HMM increased prices to £6 for the person living with dementia carers go free. For 2022 we hope to grow the groups reaching pre pandemic numbers. Pre pandemic the income from fees was steadily rising - a 1/3rd of our income came from fees. With 10 groups running at full capacity, we hope to achieve this figure again but with so many people still unsure about attending face to face sessions we feel this will take a while.

HMM has always maintained that no service user will be denied a place on financial grounds. Where people are struggling, they have been asked to donate what and when they can - for example, a packet of biscuits.

Challenges 2021

The main challenges of 2021 were staffing levels – to run the charity effectively we need to employ more freelance singing leaders. The impact of Covid 19 has left two leaders with long covid and all remaining leaders have contracted covid needing time out from the sessions.

Looking Forward

HMM aims to create a 5-year fundraising strategy running alongside a business plan. This will give the charity a focus ensuring long term stability and growth. It is hoped that as we reach the end of 2022 the charity will start to fully recover from the pandemic. The long-term aim is creating a stable foundation with which to reopen all HMM's groups and then target areas where there are gaps in services. HMM aims to increase its social media presence to raise awareness of the value of music for people living with dementia and to continue to work with local community's and local governments to help deliver the dementia strategy for Hertfordshire.

Summary

Looking back over 2021 HMM are delighted that not only did we survive the pandemic we were able to provide a service that supported people through very challenging times. The grant from the Paul and Nick Harvey fund enabled HMM to reopen groups and return once again to face to face sessions.

We believe it will take a considerable time for HMM to fully recover from the impact of the pandemic. It will take time for people to feel confident again about attending groups but HMM are pleased to be in a position to provide a service that brings so

much joy to so many people and we are confident that we will be able to rebuild the service to pre pandemic levels.

HMM's 2021 accounts were examined by the independent accountant Mr. A P Creasey who offered his services on a voluntary basis to HMM – see (Independent examiner's report and Receipts & Payments Accounts) for more detailed report. We would like to take the opportunity to thank Mr. Creasey for his continued support of HMM.

Declaration

The Trustees declare they approve the above report

Signed on behalf of the charity's trustees

Signature	Heather Hurford
-----------	------------------------

Name	Heather Hurford
------	------------------------

Position	
Date	3/11/22

Signature: *Heather Hurford*
Heather Hurford (Nov 3, 2022 14:47 GMT)

Email: heatherhurford1@gmail.com







Herts Musical Memories Annual Report 2021

Final Audit Report

2022-11-03

Created:	2022-11-02
By:	Kerry Brabant (admin@hertsmusicalmemories.org.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAATwFH7No3jFVaiutdI0k4j-OTbAQhtp4n

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-  Document e-signed by Heather Hurford (heatherhurford1@gmail.com)
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-  Agreement completed.
2022-11-03 - 2:47:52 PM GMT



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Herts Musical Memories

Charity No.
1137800

CC16a

Receipts and payments accounts

For the period from	Period start date 01/01/2001	To	Period end date 31/12/2001
---------------------	---------------------------------	----	-------------------------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
User Fees	5,728	-	-	5,728	13,647
Donations	10,965	-	-	10,965	9,714
Grants	51,728	-	-	51,728	59,351
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	68,421	-	-	68,421	82,712
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	68,421	-	-	68,421	82,712
A3 Payments					
Personnel	45,328	-	-	45,328	41,211
Venue Hire	2,260	-	-	2,260	4,351
Insurance	562	-	-	562	542
Marketing	2,176	-	-	2,176	1,501
Training	2,000	-	-	2,000	686
Computers & Telephones	5,304	-	-	5,304	2,764
Stationery	638	-	-	638	1,894
Rent & Storage	5,760	-	-	5,760	2,200
Sundries	1,416	-	-	1,416	2,905
Sub total	65,444	-	-	65,444	58,054
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	65,444	-	-	65,444	58,054
Net of receipts/(payments)	2,977	-	-	2,977	24,658
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	24,800	-	-	24,800	142
Cash funds this year end	27,777	-	-	27,777	24,800

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account	27,777	-	-
		-	-	-
		-	-	-
	Total cash funds	27,777	-	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	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
John Dyer	John Dyer	11/11/22
	John Dyer	11/11/22



Section A

Independent Examiner's Report

Report to the trustees/
members of

Herts Musical Memories

On accounts for the year
ended

31 December 2021

Charity no
(if any)

1176007

Set out on pages

One & Two

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021

Responsibilities and
basis of report

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

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

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

26/10/2022

Name:

Anthony Philip Creasey

Relevant professional
qualification(s) or body

FCA
ICAEW

(if any):

Address:

Parkgate House

33a Pratt Street

London, NW1 0BG

Section B


Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None.

Signature:


John Dyer (Nov 11, 2022 17:09 GMT)

Email: jdldyer@gmail.com


HERTS M.M Examiners report for 2021


Final Audit Report


2022-11-11


Created:	2022-11-11
By:	Kerry Brabant (admin@hertsmusicalmemories.org.uk)
Status:	Signed
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"HERTS M.M Examiners report for 2021" History


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2022-11-11 - 5:09:23 PM GMT- IP address: 82.7.73.196

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Signature Date: 2022-11-11 - 5:09:25 PM GMT - Time Source: server- IP address: 82.7.73.196

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2022-11-11 - 5:09:25 PM GMT



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Herts Musical Memories

Charity No.
1137800

CC16a

Receipts and payments accounts

For the period from	Period start date 01/01/2001	To	Period end date 31/12/2001
---------------------	---------------------------------	----	-------------------------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
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User Fees	5,728	-	-	5,728	13,647
Donations	10,965	-	-	10,965	9,714
Grants	51,728	-	-	51,728	59,351
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	68,421	-	-	68,421	82,712
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	68,421	-	-	68,421	82,712
A3 Payments					
Personnel	45,328	-	-	45,328	41,211
Venue Hire	2,260	-	-	2,260	4,351
Insurance	562	-	-	562	542
Marketing	2,176	-	-	2,176	1,501
Training	2,000	-	-	2,000	686
Computers & Telephones	5,304	-	-	5,304	2,764
Stationery	638	-	-	638	1,894
Rent & Storage	5,760	-	-	5,760	2,200
Sundries	1,416	-	-	1,416	2,905
Sub total	65,444	-	-	65,444	58,054
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	65,444	-	-	65,444	58,054
Net of receipts/(payments)	2,977	-	-	2,977	24,658
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	24,800	-	-	24,800	142
Cash funds this year end	27,777	-	-	27,777	24,800

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account	27,777	-	-
		-	-	-
		-	-	-
	Total cash funds	27,777	-	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	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
John Dyer	John Dyer	11/11/22
	John Dyer	11/11/22



Section A

Independent Examiner's Report

Report to the trustees/ members of

Herts Musical Memories

On accounts for the year ended

31 December 2021

Charity no (if any)

1176007

Set out on pages

One & Two

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021

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

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

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
the accounts did not accord with the accounting records; or
the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

[Handwritten signature]

Date:

26/10/2022

Name:

Anthony Philip Creasey

Relevant professional qualification(s) or body

FCA ICAEW

(if any):

Address:

Parkgate House

33a Pratt Street

London, NW1 0BG

Section B


Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None.

Signature:


John Dyer (Nov 11, 2022 17:09 GMT)

Email: jdjldyer@gmail.com


HERTS M.M Examiners report for 2021

Final Audit Report

2022-11-11

Created:	2022-11-11
By:	Kerry Brabant (admin@hertsmusicalmemories.org.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAAi4KG6uqaH3s5DiyPVgxDXZ9dtYR1gsDO

"HERTS M.M Examiners report for 2021" History

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2022-11-11 - 3:34:52 PM GMT

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2022-11-11 - 4:27:30 PM GMT- IP address: 148.252.128.158

 Signer jdjldyer@gmail.com entered name at signing as John Dyer

2022-11-11 - 5:09:23 PM GMT- IP address: 82.7.73.196

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Signature Date: 2022-11-11 - 5:09:25 PM GMT - Time Source: server- IP address: 82.7.73.196

 Agreement completed.

2022-11-11 - 5:09:25 PM GMT

HERTS MUSICAL MEMORIES

England & Wales - Charity number 1176007

Accounts



Herts Musical Memories Annual Report

For Period 29/11/2019 - 31/12/2020

Charity No: 1176007

**Charity Registered Address: 20a Bournehall Ave, Bushey, WD23
3AY**

CEO – Kerry Brabant

Herts Musical Memories provides stimulating and inspiring activities for people with dementia and their carers, improving the quality of their lives and alleviating their fear and isolation.

Values

Herts Musical Memories (HMM) passionately believes that all people with memory problems or dementia should still enjoy positive fulfilling experiences that enhance their lives and improve their health, confidence, and sense of wellbeing.

Health, wellbeing, and equality are at the core of HMM's activities relating to service users, staff, volunteers and the wider public.

HMM will actively promote equality for people with dementia and their carers, demonstrating to the wider public that people with dementia still have a place in society and should be treated with dignity and respect.

Activities and Objectives

HMM provides a stimulating social activity based in musical therapy for people with dementia and their carers. The charity runs 13 singing groups which are run in 4 weekly blocks across Hertfordshire. Every 5th week there is a break for administration, research, and song preparation. HMM has 447 clients who have signed up to our services. An average 24 people attend each group regularly with some groups reaching up to 40 members. The sessions last 90 minutes with time set aside for socializing and light refreshments.

The majority of the participants are dealing with the impact of an early diagnosis and are usually accompanied by a family member, usually a spouse. People who live alone attend with professional carers. A limited number of people with dementia attend alone – these may be people who are worried about memory loss, who feel isolated and need social interaction to maintain their mental and physical health.

Sessions are held at fixed dates and times in community centers or church halls. The venues are chosen carefully for ease of access, to be on regular bus routes, for good parking and for providing good facilities. The venues can be expensive, but the quality of the premises plays an important part in making the sessions a positive experience.

The sessions are structured to include a range of activities that are repeated each week providing the service users with a routine that becomes familiar with regular attendance. Songs are chosen from a variety of genres and cover decades from 1930s up to the 1970s. Service users are asked to contribute to song choices to ensure the sessions are relatable and have meaning to the participants. The sessions include songs that require actions to improve dexterity, the singing of rounds to develop cognitive skills and also include the use of a variety of percussion instruments to experiment with rhythms.

The service users are taught new songs. Incredibly, because of the way the human brain remembers music, people with dementia can do this even when their powers of speech are deteriorating and have become significantly impaired. People actively enjoy learning new things – it increases confidence and boosts self-esteem.

The sessions are delivered by a professional group leader with the support of volunteers. Herts Musical Memories uses professional leaders to ensure the quality and continuity of the service. As well as preparing the sessions using techniques based in music therapy, the leaders are responsible for administering the sessions, collecting fees and ensuring the health and safety of the members.

4. Managing 2020

HMM began 2020 with 13 groups spread across Hertfordshire. Out of these groups, 10 ran to full capacity with a constant stream of referrals. After a very challenging 2019 HMM was poised for a successful 2020. At the beginning of March the charity had finance in place for the rest of the year as a result of being the chosen charity for the Rotary Club at St Albans, Nationwide in Hitchin, The RO Group in Potters Bar and Hertfordshire County Golf Club. In addition, volunteers were running a repeat of a Watford music festival that achieved over £2,000 summer 2019.

In relation to fundraising the charity had successfully achieved £5,000 from the Herts Community fund for general costs and £10,000 towards Herts Year of Culture. HMM was also in the last stages of a large application to the Big Lottery for 5 year funding.

HMM after only 3 years had achieved funding for the year and was looking (as mentioned in the annual report of 2019) to appoint a new member of staff to ensure the charity maintained and built on this success to ensure its long-term sustainability.

5. COVID 19

As a result of COVID 19 HMM had to reinvent itself and find new ways to provide services. The charity was ill equipped to provide online services due to unreliable wi fi and computers. There was also some urgency to seek new funding streams to help HMM create an online service.

In response to the pandemic, HMM was able to provide 3 Zoom sessions per week with supportive phone calls for the more vulnerable members of the charity or for people who were not able to use computers.

The group leaders had to learn new skills to create an effective program that was able to engage the members. In the charity's live sessions, we usually sing a cappella but online this was not effective, and we began to use instruments and backing tracks. Poetry corner was introduced, and we explored ways to make the sessions more interactive which helped to maintain the connection with the members. The Zoom sessions were a huge challenge but became a lot of fun. Comments from members:

'These sessions are a life saver'

'I don't know what we would do without you'

'I have loved meeting people from the other groups'

'You have brought routine back to our lives'

The sessions ran every week without a break including Christmas Day. The Zoom sessions have been a great achievement for HMM both for the team and for our members. It was a learning curve for the whole community of HMM and we all rose to the challenge and as a result people who would have otherwise been isolated were able to cope a little better through the many difficulties presented by the pandemic.

In addition to the Zoom sessions HMM created a live online D Day Concert and an online Christmas concert. Songs were posted regularly on Facebook. There were also a couple of sing a long event in local parks.

The charity is pleased that it has achieved it's goal of moving into a small office space. The rent is manageable for the charity and has been negotiated recognizing HMM's charitable status – the office is part of a much larger complex providing events and sports for the surrounding area.

HMM Trustees

Heather Hurford

appointed: March 2019

Musfika Begum

appointed: November 2017, resigned
April 2020

David Bates – Treasurer

appointed: May 2019

Helen Poole

appointed November 2017 –
resigned January 2020

John Dyer

appointed June 2020

Governing Documents –

Constitution of CIO, HMM is a CIO whose only voting members are its Board of Trustees. Trustees are recommended and elected by the Board.

The Board has access to training through HMM's membership of its local CVS and have created a policy which will be available to new trustees providing guidelines on becoming a trustee. The topics covered are:

- General information
- Trustees responsibilities
- Understanding governing documents
- Difference between Trustees and Membership
- Public & Private Benefits
- Finance
- Conflicts of Interest
- Trustee Meetings

HMMs Structure

The charity has a board of trustees who support the CEO. The CEO is responsible for the day to day management of the charity and the delivery of the business plan. To help the charity carry out delivery of its services the charity engages 5 freelance staff. There is also a regular team of 40 volunteers who help run the singing groups providing support to the group leaders. Volunteers also, from time to time, help with administration.

The charity has close links to Hertswise, who are a regional arm of Age UK. They are helping the charity to develop training and support for volunteers, strengthen the charity's policies and procedures and generally offering help and advice where needed.

Referrals also come via Herts Help, Social Services, Alzheimer's Society, Carers in Herts, Social Prescribers, Admiral Nurses, GPs and word and mouth.

Financial Review

As mentioned at the beginning of 2020 HMM faced its most successful year to date, however, as a result of the Pandemic this situation rapidly changed. Within two weeks of the first lock down all funding had been withdrawn to be redirected into emergency funds and all fundraising events were cancelled. The charity survived thanks to funding achieved from the Herts Community Fund – they were immediately contacted, and it was agreed the funds could be repurposed to develop the online Zoom sessions. Fundraising was then carried out to access emergency funding to enable the charity to adapt it's services to deliver them online.

HMM was successful and achieved funds from the Charities Aid Foundation, Government funding via the Big Lottery and NHS commissioning and emergency funding from Watford and Three Rivers Trusts. All these funds were unrestricted and went towards developing singing sessions on Zoom.

2021

For 2021 HMM will look at how the charity can build a strong base and what actions need to be taken to ensure the charity will continue to grow and develop. The charity will also work with Age UK and Hertswise – taking advice regarding risk assessments and precautions needed to reopen the Singing Sessions. Members have been surveyed with regards to returning to live sessions. Many feel that they would still like to continue with Zoom sessions whilst others would prefer live sessions – HMM will raise funds to run both live and online services. HMM anticipates the numbers will be low to begin with and that time will be needed to rebuild the sessions.

Summary


Whilst HMM responded well to the pandemic there still needs to be more work done to ensure the long-term sustainability of the charity. However, for a small organisation HMM has shown incredible resilience in the face of extraordinary circumstances. The need for the services HMM provides have been heightened by the devastating impact on many of the charity's clients. The rapid decline in their health and the large numbers having to go into care homes can be linked directly to the loss of their services. Through case studies carried out by the charity, scientific research and anecdotal evidence there is no doubt that 'singing in groups' is the single most important activity for people with dementia. HMM will continue to promote the benefits of singing and deliver a vibrant and stimulating activity supporting people to live well with dementia. 2020 was a huge learning curve which can be summed more effectively through the words of our clients.

'You were amazing, we don't know what we would have done without you – the zoom sessions gave back purpose to our lives'.

Declaration

The Trustees declare they approve the above report

Signed on behalf of the charity's trustees

Signature 
[John Dyer \(Oct 28, 2021 15:03 GMT+1\)](#)

Full Name John Dyer

Position Trustee

Date Oct 28, 2021


Annual Report November 2019 - 2020 final copy

Final Audit Report

2021-10-28

Created:	2021-10-28
By:	Kerry Brabant (admin@hertsmusicalmemories.org.uk)
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"Annual Report November 2019 - 2020 final copy" History

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Signature Date: 2021-10-28 - 2:03:43 PM GMT - Time Source: server- IP address: 86.1.243.113

 Agreement completed.

2021-10-28 - 2:03:43 PM GMT



CHARITY COMMISSION
FOR ENGLAND AND WALES

HERTS MUSICAL MEMORIES

1176007

Receipts and payments accounts

CC16a

For the period from	Period start date 01/01/2020	To	Period end date 31/12/2020
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
User fees	13,647	-	-	13,647	34,126
Donations	9,714	-	-	9,714	21,042
Grants	59,351	-	-	59,351	5,000
Sponsorship	-	-	-	-	470
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	82,712	-	-	82,712	60,638
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	82,712	-	-	82,712	60,638
A3 Payments					
Personnel	41,211	-	-	41,211	42,471
Venue hire	4,351	-	-	4,351	15,969
Insurance	542	-	-	542	476
Marketing	1,501	-	-	1,501	671
Training	686	-	-	686	1,355
Computers & telephones	2,764	-	-	2,764	832
Stationery	1,894	-	-	1,894	169
Rent & storage	2,200	-	-	2,200	939
Sundries	2,905	-	-	2,905	648
Sub total	58,054	-	-	58,054	63,530
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	58,054	-	-	58,054	63,530
Net of receipts/(payments)	24,658	-	-	24,658	- 2,892
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	142	-	-	142	-
Cash funds this year end	24,800	-	-	24,800	142

Signature: Heather Hurford
Heather Hurford (Oct 28, 2021 14:30 GMT+1)
 Email: heatherhurford1@gmail.com

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank account	24,800	-	-
		-	-	-
		-	-	-
	Total cash funds	24,800	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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
Heather Hurford	Heather Hurford	28.10.21






Herts MM 2020 for signing

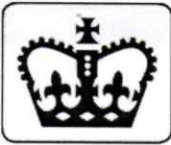
Final Audit Report

2021-10-28

Created:	2021-10-27
By:	Kerry Brabant (admin@hertsmusicalmemories.org.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAAyT-6a1ZdCMH5GnT_-8WWspCR2QEtgAMf

"Herts MM 2020 for signing" History

-  Document created by Kerry Brabant (admin@hertsmusicalmemories.org.uk)
2021-10-27 - 10:33:52 AM GMT- IP address: 188.31.224.153
-  Document emailed to Heather Hurford (heatherhurford1@gmail.com) for signature
2021-10-27 - 10:35:56 AM GMT
-  Email viewed by Heather Hurford (heatherhurford1@gmail.com)
2021-10-27 - 10:53:49 AM GMT- IP address: 5.170.240.68
-  Document e-signed by Heather Hurford (heatherhurford1@gmail.com)
Signature Date: 2021-10-28 - 1:30:53 PM GMT - Time Source: server- IP address: 82.42.248.176
-  Agreement completed.
2021-10-28 - 1:30:53 PM GMT



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
HERTS MUSICAL MEMORIES

**On accounts for the year
ended**

31 DECEMBER 2020

**Charity no
(if any)**

1176007

Set out on pages

ONE AND TWO

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 /12 / 2020.

**Responsibilities and
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

** Please delete the words in the brackets if they do not apply.*

Signed:

A. P. Creasey

Date:

25 /10 /2021

Name:

ANTHONY PHILIP CREASEY

**Relevant professional
qualification(s) or body
(if any):**

ICAEW

Address:

PARKGATE HOUSE
33A PRATT STREET

LONDON

NW1 0BG