

MEMORY LANE CAFE CALDERDALE

England & Wales · Charity number 1178595

Details

Other names	MEMORY LANE CAFE
Status	Registered
Legal form	CIO
Registered	2018-06-01
Register	View on the Charity Commission register

Contact

Address	4 Gratrix Lane Sowerby Bridge HX6 2AW
Phone	01422706373
Email	chris@memorylanecafe.org
Website	www.memorylanecafe.org

Activities

Objects: 1) FOR THE PUBLIC BENEFIT TO RELIEVE THE NEEDS OF PEOPLE AFFECTED BY DEMENTIA LIVING IN WEST YORKSHIRE, PRINCIPALLY IN CALDERDALE, BY PROVIDING FACILITIES FOR RECREATION AND SOCIALISATION IN THE INTERESTS OF SOCIAL WELFARE AND PROVIDING, SUPPORT, INFORMATION AND PRACTICAL ADVICE PRIMARILY VIA REGULAR MEMORY CAFÉ SESSIONS.2) TO PROMOTE SOCIAL INCLUSION FOR THE PUBLIC BENEFIT BY PREVENTING PEOPLE FROM BECOMING SOCIALLY EXCLUDED, RELIEVING THE NEEDS OF THOSE PEOPLE WHO ARE SOCIALLY EXCLUDED AND ASSISTING THEM TO INTEGRATE INTO SOCIETY.FOR THE PURPOSE OF THIS CLAUSE 'SOCIALLY EXCLUDED' MEANS BEING EXCLUDED FROM SOCIETY, OR PARTS OF SOCIETY, AS A RESULT OF ONE OF MORE OF THE FOLLOWING FACTORS: UNEMPLOYMENT; FINANCIAL HARDSHIP; YOUTH OR OLD AGE; ILL HEALTH (PHYSICAL OR MENTAL); SUBSTANCE ABUSE OR DEPENDENCY INCLUDING ALCOHOL AND DRUGS; DISCRIMINATION ON THE GROUNDS OF SEX, RACE, DISABILITY, ETHNIC ORIGIN, RELIGION, BELIEF, CREED, SEXUAL ORIENTATION OR GENDER RE-ASSIGNMENT; POOR EDUCATIONAL OR SKILLS ATTAINMENT; RELATIONSHIP AND FAMILY BREAKDOWN; POOR HOUSING (THAT IS HOUSING THAT DOES NOT MEET BASIC HABITABLE STANDARDS; CRIME (EITHER AS A VICTIM OF CRIME OR AS AN OFFENDER REHABILITATING INTO SOCIETY).

Activities: We aim to tackle loneliness and social isolation. We provide support for people affected by dementia, other memory problems, and social isolation. We run fortnightly pop-up cafes in Sowerby Bridge

and in Halifax at which we offer a varied programme of games, crafts, information, support, cakes and conversation. Our volunteer team run craft sessions, play games, serve refreshments and chat.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability
- **Who:** Elderly/old People, People With Disabilities

Geography

- Bradford City
- Calderdale
- Kirklees

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£44,975	£43,135	-	-
2024-03-31	£33,844	£30,154	-	-
2023-03-31	£25,257	£24,819	-	-
2022-03-31	£14,927	£15,440	-	-
2021-03-31	£9,175	£6,352	-	-

Trustees

Name	Role	Appointed
PAUL MANSLEY	Chair	2021-04-29
CHRISTOPHER ROWLAND HARVEY		2018-06-01
Catherine Lloyd		2021-01-28
June Harvey		2021-04-29
Michael Jon Payne		2018-06-01
SHABIR HUSSAIN		2018-06-01

MEMORY LANE CAFE CALDERDALE

England & Wales - Charity number 1178595

Accounts



Trustees' Annual Report for the period

From 1-4-24 to 31-3-25

Charity name: MEMORY LANE CAFE CALDERDALE

Charity registration number: 1178595

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1) For the public benefit to relieve the needs of people affected by dementia living in West Yorkshire, principally in Calderdale, by providing facilities for recreation and socialisation in the interests of social welfare and providing, support, information and practical advice primarily via regular memory café sessions.</p> <p>2) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.</p> <p>For the purpose of this clause ‘socially excluded’ means being excluded from society, or parts of society, as a result of one of more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental); substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Our core activity is the provision of “pop-up” cafes in Halifax (twice per month) and Sowerby Bridge (twice per month). These provide support, advice and information for people affected in any way by dementia, other memory issues and social isolation. The cafe sessions offer the opportunity to get involved in games, quizzes, activities etc as well as meeting friends and enjoying the social</p>

		<p>benefits of conversation etc. The cafes usually feature live musical entertainment which encourages members to get involved in singing and dancing. We also welcome visiting professionals and other VCSE organisations (who can talk individually with people about various issues and concerns).</p> <p>Overall, in the 2024/25 year, the cafe in Halifax attracted an average of 67 visitors per operating day and the Sowerby Bridge cafe an average of 80 visitors per operating day.</p> <p>Aside from the regular cafe sessions we organised a variety of day trips for members. In summary, we ran:-</p> <ul style="list-style-type: none"> • 10 days out on narrowboats • 2 summer day visits to Blackpool and Lytham for lunch, tram trip and afternoon tea • 2 winter day visits to a Blackpool hotel for lunch and entertainment • 1 day out on a steam train & visit to garden centre • 1 visit to a farm centre • 1 visit to a theatre • 1 afternoon tea/music event as a fundraiser for Overgate Hospice <p>We were also able to raise awareness and funds through participation in various public events . We attended 13 such events in 2024/25.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm that the trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We are not a grant-making body
Policy on social investment including program related investment	Para 1.38	As explained in the Financial Review section, we have previously achieved a financial surplus year-on-year since we were founded as a voluntary community group in 2016 (and thence becoming a Charity in 2018). Recognising our growing bank balance we took a decision to invest more of this surplus cash to enhance what we provide through our cafe operations (by investing in relevant equipment, funding entertainment etc). We've also used some of the surplus to

		<p>expand the opportunities for recreation and socialisation by organising (and partly funding) trips out to local attractions and events. Apart from the general social benefits to all users of such trips, they also give isolated individuals the opportunity to get out and visit places (where they would otherwise find it difficult, impossible or simply unattractive to do alone). This was especially important as people gradually emerged from the COVID restrictions of the previous years.</p>
Contribution made by volunteers	Para 1.38	<p>All of our services are provided by volunteers which include:-</p> <ul style="list-style-type: none"> • the running of our regular cafes • external events (e.g. trips out) • fund-raising and awareness-raising activities • general support to our members <p>Volunteer hours actually expended in 2024/25 can be broken down as follows:-</p> <ul style="list-style-type: none"> • 2000 hours on the regular cafes • 600 hours on day trips • 200 hours on external funding and awareness-raising events • 1500 hours on planning and day-to-day management of the Charity
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1	<p>1. First key achievement is the continued reliable provision of our cafe sessions each month for an increasing number of visitors following the trials of Lockdowns. Overall, in the 2024/25 year, these cafes (Halifax and Sowerby Bridge) attracted an overall average of 74 visitors per operating day.</p> <p>Broadly, around a third of visitors have a diagnosis of dementia, around a third are their carers at home (e.g.husband, wife, son, daughter), and around a third are socially isolated in some way. Our cafes provide a safe and welcoming space for people with dementia and give informal respite to their carers (who also benefit from the peer support of others in similar circumstances). Socially isolated people enjoy the social aspects of the cafe and have the chance to make new friendships (through getting out of the house and meeting others). Our policy of not limiting attendance to those affected by</p>

		<p>dementia widens the range of contacts and experiences available to people affected by dementia in some way. It has also helped to inform unaffected people about dementia and its various challenges..</p> <p>2. Second key achievement is the continuation of a programme of trips to local attractions and events. Apart from the general social benefits to all users of such trips, they also give isolated individuals the opportunity to get out and visit places (where they would otherwise find it difficult, impossible or simply unattractive to do alone). During 2024/25 we organised:-</p> <p>10 days out on narrowboats 2 summer trips to Blackpool & Lytham 2 winter trips to Blackpool for hotel entertainment 1 day on a steam train & garden centre 1 visit to a farm centre 1 visit to a theatre 1 afternoon tea/music event (as a fundraiser for the local Overgate Hospice)</p> <p>We also encouraged various of our members to visit other dementia cafes, clubs etc to expand their social connections.</p> <p>3. Third key achievement is our awareness and fund raising activities at a variety of external events such as information fairs, summer galas etc. We attended 13 such events in 2024/25.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Our 2024/25 objectives were to:-</p> <ul style="list-style-type: none"> • reliably provide the cafe sessions – <i>achieved</i> • organising trips out for members – <i>achieved</i> • tackling isolation – <i>achieved through engagement with individuals at our cafes and external events</i> • providing carer respite through cafes etc – <i>achieved through the support provided at our cafes and external events</i> • providing information/support – <i>achieved through our cafes and our involvement at external awareness-raising events</i> • working together with other organisations – <i>achieved through involving other organisations at our cafes, having direct committee involvement in relevant local groups, giving support to other</i>
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		<i>emerging organisations and the mutual development of joint initiatives.</i>
Performance of fundraising activities against objectives set	Para 1.41	We aim to combine awareness and fundraising throughout the year. Part of this is achieved through attendance at fairs and other external events. We also operate a “Friends of Memory Lane” scheme inviting individuals to make regular payments. Income from this scheme over the year was £1914.
Investment performance against objectives	Para 1.41	We have set aside £12000 to act as a contingency fund against unforeseen future challenges. This was invested with CAF and was worth £12341.79 at the end of 2024/25.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Over the year, our income was £44974.88 against expenditure of £43135.45. As described in our comments on Policy on Social Investment (above) we aim to use up some of our accumulated financial surplus. Consequently, our budget for the 2024/25 year projected a shortfall through subsidising some activities.</p> <p>However, over the year attendance at our cafes increased markedly from pre-COVID levels. This led to annual cafe revenue increasing from £11287 to £14818.33. In addition we received more donations than we expected (up from £13795 in 2023/24 to £14398.85). Even though our costs rose to support the increased activity levels, we finished the year with a bank balance of £8507.55 (plus £12341.79 set aside in our investment Reserve Account).</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>We hold a Reserve against unforeseen significant expenditure so that we can maintain operation of our cafes (it was agreed at Trustee Meeting 29-4-21 to set aside £6000 in 3 x CAF investments and on 5-11-24 it was agreed to set aside a further £6000 into these investments)</p>
Amount of reserves held	Para 1.22	<p>£12000 invested (value £12341.79 at end of year)</p>
Reasons for holding zero reserves	Para 1.22	<p>Not applicable</p>
Details of fund materially in deficit	Para 1.24	<p>Not applicable</p>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>Not applicable</p>

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Our key sources of income were:-</p> <ul style="list-style-type: none"> • £14818.33 cafe income (entry charge of £2, raffle tickets, sale of goods etc) • £14398.85 various donations (includes income from regular payments from Friends of Memory Lane scheme £1914)
Investment policy and objectives including any social investment policy adopted	Para 1.46	<p>Our investment policy is to maintain a reserve against unforeseen contingencies that might affect our running costs(as outlined in the next paragraph below)</p>

A description of the principal risks facing the charity	Para 1.46	DOWNSIDE Unforeseen closure of cafe venues (e.g. due to fire and, as we've seen, a global pandemic) Insufficient volunteer numbers to operate the cafes (we are constantly recruiting to address this) UPSIDE continuing growth in visitor numbers may exceed capacity of venue(s)
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	"Constitution of a CIO whose only voting members are its charity trustees" - CC template dated October 2016
"How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Maximum number of trustees is 8. We have selected and appointed 6 trustees who each have a specific role in the team (but do not necessarily hold a specific office)

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Each new trustee is given a copy of the current Constitution and a copy of latest Trustees' Annual Report and statement of accounts. They will also, of course, be given the Charity Trustee welcome Pack. Further general training plus specific training to be developed for individuals.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Our current organisation is composed entirely of volunteers and has designated individuals to act in the following operational capacities:- Chair Secretary Treasurer. Volunteer Manager/Cafe Cordinator (to whom our Volunteers report) We are not part of any wider formal network (but work closely with a wide range of other organisations such as

		Alzheimer's Society, Calderdale Dementia Hub, Age UK and a variety of smaller VCSE organisations (including other voluntary groups) to achieve our objectives)
Relationship with any related parties	Para 1.51	Not applicable
Other		

Reference and Administrative details

Charity name	MEMORY LANE CAFE CALDERDALE
Other name the charity uses	MEMORY LANE CAFE
Registered charity number	1178595
Charity's principal address	4 Gratrix Lane, Sowerby Bridge, West Yorkshire HX6 2AW

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NIL
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers

(Optional information)

Type of adviser	Name
NIL	

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s) *C.R.Harvey*

Full name(s) CHRISTOPHER ROWLAND HARVEY

Position (eg Secretary, Chair, etc) SECRETARY

Date 18/07/24

			MONTH BY MONTH EXPENDITURE									
Total			£1,858.48	£44.50	£0.00	£1,533.75	£0.00	£141.54	£99.60	£84.39	£0.00	£3,762.26
May '24												
1st	deb	Tescos	£40.25									
	deb	Tescos	£5.49									
3rd	FPO	VAC membership		£30.00								
7th	FPO	Zurich Insurance		£148.00								
	deb	Lidl	£4.33									
	deb	Alzheimers Society	£33.97									
	deb	Tescos	£77.11									
8th	deb	Parfetts	£95.71									
	FPO	A Class Taxis						£109.20				
9th	deb	Sainsbury Petrol								£54.17		
	deb	Redber Coffee	£104.50									
10th	deb	Safe Anchor Trust				£100.00						
13th	deb	Tescos	£76.79									
14th	deb	Cartridge People		£104.50								
	deb	Tescos				£69.59						
	deb	Co-Op Group				£7.50						
15th	deb	Safe Anchor Trust				£100.00						
16th	deb	Home Bargains	£66.96		£38.88							
20th	deb	Printster	£20.27									
	deb	Tescos	£76.42									
21st	FPO	St Pauls Church	£135.00									
	FPO	Calderdale Dementia	£11.81									
22nd	deb	Eden	£18.00									
	deb	Tescos				£69.00						
23rd	deb	B&M	£2.50									
	deb	Post Office		£6.80								
24th	deb	Parfetts	£303.19									
	deb	Cote Hill Filling Station								£56.97		
28th	deb	Asda		£4.15								
	deb	Tescos	£96.35									
	deb	One Below	£3.00									
29th	deb	Tescos				£58.50						
	deb	Sainsburys				£9.00						
31st	FPO	Comm Trans Calder				£700.00						
	trf	SumUp	£3.57									
Total			£1,175.22	£293.45	£38.88	£1,113.59	£0.00	£0.00	£109.20	£111.14	£0.00	£2,841.48

MONTH BY MONTH EXPENDITURE

June '24

Total

£0.00

£0.00

£0.00

£0.00

£0.00

£0.00

£0.00

£0.00

£0.00

July '24

MONTH BY MONTH EXPENDITURE

TOTAL	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Sept '24							

MONTH BY MONTH EXPENDITURE

Total

0

0

0

0

0

0

0

October'24

Total

0

0

0

0

0

0

MONTH BY MONTH EXPENDITURE

Nov '24

Total

£ - £ - £ - £ -

£ - £ -

£ -

Dec'24

MONTH BY MONTH EXPENDITURE

Total	£	-	£	-	£	-	£	-	£	-	£	-
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Jan '25

MONTH BY MONTH EXPENDITURE

Total

£ - £ - £ -

£ - £ -

Feb '25

MONTH BY MONTH EXPENDITURE

Total

£ - £ -

£ -

March'25

MONTH BY MONTH EXPENDITURE

TOTAL	£	-	£	-										£	-					
Yearly Total	£	3,033.70	£	337.95	£	38.88	£	2,647.34	£	-	£	141.54	£	208.80	£	195.53	£	317.42	£	6,603.74

NOTES

MONTH BY MONTH EXPENDITURE

On Tuesday, 1st July, 2025, I undertook an examination of the accounts of Memory Lane Café Calderdale, which included the income and expenditure for the accounting period 1st April, 2025 to 31st March, 2025, and found them to be correct.

I have not carried out a full audit.

Dated 1st July, 2025

Signed:

Richard Goodwin

MEMORY LANE CAFE CALDERDALE

England & Wales - Charity number 1178595

Accounts



Trustees' Annual Report for the period

From 1-4-23 to 31-3-24

Charity name: **MEMORY LANE CAFE CALDERDALE**

Charity registration number: **1178595**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1) For the public benefit to relieve the needs of people affected by dementia living in West Yorkshire, principally in Calderdale, by providing facilities for recreation and socialisation in the interests of social welfare and providing, support, information and practical advice primarily via regular memory café sessions.</p> <p>2) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.</p> <p>For the purpose of this clause ‘socially excluded’ means being excluded from society, or parts of society, as a result of one of more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental); substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Our core activity is the provision of “pop-up” cafes in Halifax (twice per month) and Sowerby Bridge (twice per month). These provide support, advice and information for people affected in any way by dementia, other memory issues and social isolation. The cafe sessions offer the opportunity to get involved in games, quizzes, activities etc as</p>

		<p>well as meeting friends and enjoying the social benefits of conversation etc. The cafes usually feature live musical entertainment which encourages members to get involved in singing and dancing. We also welcome visiting professionals and other VCSE organisations (who can talk individually with people about various issues and concerns).</p> <p>Overall, in the 2023/24 year, the cafe in Halifax attracted an average of 65 visitors per operating day and the Sowerby Bridge cafe was also an average of 65 visitors per operating day.</p> <p>Aside from the regular cafe sessions we organised a variety of day trips for members. In summary, we ran:-</p> <ul style="list-style-type: none"> • 4 days out on narrowboats • 2 days out on steam trains • 2 visits to theatre • 1 day visit to a Blackpool hotel for lunch and entertainment • 1 visit to a brass band concert • 1 trip to pantomime <p>We were also able again to raise awareness and funds through participation in various public events . We attended 10 such events in 2023/24.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm that the trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We are not a grant-making body
Policy on social investment including program related investment	Para 1.38	As explained in the Financial Review section, we have previously achieved a financial surplus year-on-year since we were founded as a voluntary community group in 2016 (and thence becoming a Charity in 2018). Recognising our growing bank balance we took a decision to invest more of this surplus cash to enhance what we provide through our cafe operations (by investing in relevant equipment, funding entertainment etc). We've also used some of the surplus to expand the opportunities for recreation and socialisation by organising (and partly funding) trips out to local attractions and events. Apart from the

		<p>general social benefits to all users of such trips, they also give isolated individuals the opportunity to get out and visit places (where they would otherwise find it difficult, impossible or simply unattractive to do alone). This was especially important as people gradually emerged from the COVID restrictions of the previous years.</p>
Contribution made by volunteers	Para 1.38	<p>All of our services are provided by volunteers which include:-</p> <ul style="list-style-type: none"> • the running of our regular cafes • external events (e.g. trips out) • fund-raising and awareness-raising activities • general support to our members <p>Volunteer hours actually expended in 2023/24 can be broken down as follows:-</p> <ul style="list-style-type: none"> • 2000 hours on the regular cafes • 500 hours on day-trips • 200 hours on external funding and awareness-raising events • 1000 hours on planning and day-to-day management of the Charity
Other		

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	Para 1	<p>1. First key achievement is the continued reliable provision of our cafe sessions each month for an increasing number of visitors following the trials of Lockdowns. Overall, in the 2023/24 year, both cafes (Halifax and Sowerby Bridge) each attracted an average of 65 visitors per operating day. Broadly, around a third of visitors have a diagnosis of dementia, around a third are their carers at home (e.g.husband, wife, son, daughter), and around a third are socially isolated in some way. Our cafes provide a safe and welcoming space for people with dementia and give informal respite to their carers (who also benefit from the peer support of others in similar circumstances). Socially isolated people enjoy the social aspects of the cafe and have the chance to make new friendships (through getting out of the house and meeting others). Our policy of not limiting attendance to those affected by dementia widens the range of contacts and experiences available to people affected by dementia in some way. It has also helped to</p>

		<p>inform unaffected people about dementia and its various challenges..</p> <p>2. Second key achievement is the continuation of a programme of trips to local attractions and events. Apart from the general social benefits to all users of such trips, they also give isolated individuals the opportunity to get out and visit places (where they would otherwise find it difficult, impossible or simply unattractive to do alone). During 2023/24 we organised:- 4 days out on narrowboats 2 days out on steam trains 2 visits to theatre 1 day visit to a Blackpool hotel for lunch and entertainment 1 visit to a brass band concert 1 trip to pantomime</p> <p>We also encouraged various of our members to visit other dementia cafes, clubs etc to expand their social connections.</p> <p>3. Third key achievement is our awareness and fund raising activities at a variety of external events such as information fairs, summer galas etc. This was facilitated by the (post-COVID) resumption of such gatherings and we attended 10 such events in 2023/24.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Our 2023/24 objectives were to:-</p> <ul style="list-style-type: none"> • reliably provide the cafe sessions – <i>achieved</i> • organising trips out for members – <i>achieved</i> • tackling isolation – <i>achieved through engagement with individuals at our cafes and external events</i> • providing carer respite through cafes etc – <i>achieved through the support provided at our cafes and external events</i> • providing information/support – <i>achieved through our cafes and our involvement at external awareness-raising events</i> • working together with other organisations – <i>achieved through involving other organisations at our cafes, having direct committee involvement in relevant local groups, giving support to other emerging organisations and the mutual development of joint initiatives.</i>
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Performance of fundraising activities against objectives set	Para 1.41	We aim to combine awareness and fundraising throughout the year. Part of this is achieved through attendance at fairs and other external events. We also operate a “Friends of Memory Lane” scheme inviting individuals to make regular payments. Income from this scheme over the year was £1800.
Investment performance against objectives	Para 1.41	We have set aside £6000 to act as a contingency fund against unforeseen future challenges. This was invested with CAF and was worth £6957.11 at the end of 2023/24.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Over the year, our income was £33,844.45 against expenditure of £30,153.97 so we ended the year with a surplus. However, as described in our comments on Policy on Social Investment (above) we aim to use up some of our accumulated financial surplus. Consequently, our budget for the 203/24 year projected a shortfall through subsidising some activities.</p> <p>However, over the year attendance at our cafes increased markedly from pre-COVID levels. This led to annual cafe revenue increasing from £9640 to £11287. In addition we received more donations than we expected (up from £4764 in 2022/23 to £13795 in 2023/24). Even though our costs rose to support the increased activity levels, we finished the year with a bank balance of £12,668.12 (plus £6957.11 set aside in our investment Reserve Account).</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold a Reserve against unforeseen significant expenditure so that we can maintain operation of our cafes (it was agreed at Trustee Meeting 29-4-21 to set aside £6000 in 3 x CAF investments).
Amount of reserves held	Para 1.22	£6000 invested (value £6957.118.50 at end of year)
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Our key sources of income were:-</p> <ul style="list-style-type: none"> • £11,287.24 cafe income (entry charge of £2, raffle tickets, sale of goods etc) • £13,795.30 various donations (includes income from regular payments from Friends of Memory Lane scheme £1800)
Investment policy and objectives including any social investment policy adopted	Para 1.46	Our investment policy is to maintain a reserve against unforeseen contingencies that might affect our running costs(as outlined in the next paragraph below)

A description of the principal risks facing the charity	Para 1.46	DOWNSIDE Unforeseen closure of cafe venues (e.g. due to fire and, as we've seen, a global pandemic) Insufficient volunteer numbers to operate the cafes (we are constantly recruiting to address this) UPSIDE continuing growth in visitor numbers may exceed capacity of venue(s)
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	"Constitution of a CIO whose only voting members are its charity trustees" - CC template dated October 2016
"How is the charity constituted? (e.g. unincorporated association , CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Maximum number of trustees is 8. We have selected and appointed 6 trustees who each have a specific role in the team (but do not necessarily hold a specific office)

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Each new trustee is given a copy of the current Constitution and a copy of latest Trustees' Annual Report and statement of accounts. They will also, of course, be given the Charity Trustee welcome Pack. Further general training plus specific training to be developed for individuals.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Our current organisation is composed entirely of volunteers and has designated individuals to act in the following operational capacities:- Chair Secretary Treasurer. Volunteer Manager/Cafe Cordinator (to whom our Volunteers report) We are not part of any wider formal network (but work closely with a wide range of other organisations such as

		Alzheimer's Society, Calderdale Dementia Hub, Age UK and a variety of smaller VCSE organisations (including other voluntary groups) to achieve our objectives)
Relationship with any related parties	Para 1.51	Not applicable
Other		

Reference and Administrative details

Charity name	MEMORY LANE CAFE CALDERDALE
Other name the charity uses	MEMORY LANE CAFE
Registered charity number	1178595
Charity's principal address	4 Gratrix Lane, Sowerby Bridge, West Yorkshire HX6 2AW

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NIL
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers

(Optional information)

Type of adviser	Name
NIL	

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s) *C.R.Harvey*

Full name(s) CHRISTOPHER ROWLAND HARVEY

Position (eg Secretary, Chair, etc) SECRETARY

Date 22/11/24

CATEGORY		CAFÉ SPECIFIC	OPERATIONAL	GIFTS	MONTH BY MONTH INCOME			SPECIFIC FUNDRAISING	TRANSPORT	VOLUNTEER EXPENSES	OTHER	TOTAL
					TRIPS	DONATIONS (NOT ELIGIBLE FOR GIFT AID)	DONATIONS (GIFT AID ELIGIBLE)					
April '23												
6th	M Metcalfe						£10.00					
12th	Halifax café 4/4	£189.00							£12.00			
	SumUp	£6.00			£10.00							
12th	SB Café 8/4	£116.75				£10.21			£25.00			
	SUumUP	£12.00			£250.00							
	cash	£67.41		£9.99								
14th	Mr & Mrs Holroyd					£10.00						
17th	C crowther						£100.00					
18th	Halifax Rotary Club					£500.00						
21st	Halifax café 17/4	£153.00							£28.00			
	SumUp	£16.00			£105.00							
	cash	£45.00										
24th	SB Café 22/4	£121.98				£125.00			£22.00			
	SumUp	£6.00										
24th	cash	£55.72										
19th	Anchor boat trips				£60.00							
	cash				£60.00							
26th	M Green					£2.00						
Total		£788.86	£0.00	£9.99	£485.00	£647.21	£110.00	£0.00	£87.00	£0.00	£0.00	£2,128.06
May '22												
2nd	Anon donation					£429.20						
9th	M Metcalfe						£10.00					
15th	C Crowther						£100.00					
15th	Mr & Mrs Holroyd					£10.00						
15th	M Crothers B/pool				£50.00							
17th	Halifax Café 1/5	£122.00				£36.03			£18.00			
	SumUP	£18.00										
	cash	£30.00										
17th	SB Café 13/5	£122.20				£102.00			£21.00			
	cash	£45.00										
	SumUP	£12.00			£75.00							
17th	Halifax Cafe15/5	£136.85				£7.88			£21.00			
	cash	£51.95										
	SumUP	£16.00										
22nd	JustGiving Donation					£376.51						

25th	T Holmes					MONTHLY MONTH INCOME						
26th	M Green					£2.00						
30th	D. Link funeral don					£85.00	£65.00					
30th	SB Café 27/5	£53.36				£0.48			£37.00			
	cash	£59.64										
	SumUP	£32.00										
Monthly	total	£699.00	£0.00	£0.00	£125.00	£1,074.10	£175.00	£0.00	£97.00	£0.00	£0.00	£2,170.10
June '23												
2nd	M Metcalfe						£ 10.00					
14th	Mr&Mrs Holroyd					£ 10.00						
14th	C Crowther						£ 100.00					
15th	Halifax café 5/6	£ 120.40							£ 18.00			
	cash	£ 75.00										
	SumUp	£ 18.00										
15th	SB café 10/6	£ 190.71				£ 10.00			£ 44.00			
	cash	£ 23.99										
	SumUp	£ 18.00										
20th	SumUp café 19/6	£ 20.00										
26th	T Holmes					£ 25.00						
26th	M Green					£ 2.00						
26th	SumUp café 26/6	£ 10.00										
Monthly	total	£ 476.10	£ -	£ -	£ -	£ 47.00	£ 110.00	£ -	£ 62.00	£ -	£ -	£ 695.10
July '23												
3rd	Just Giving donation					£ 9.60						
4th	McCarthy Stone										£ 970.00	
6th	M Metcalfe						£ 10.00					
10th	Halfax Cafe3/7	£ 117.48				£ 70.85		£ 20.00	£ 12.00			
	cash	£ 45.45										
	SumUp	£ 10.00										
10th	SB Café 24/6	£ 92.50			£ 100.00				£ 25.00			
	cash	£ 40.00										
10th	Halifax café 19/6	£ 99.40				£ 53.00			£ 12.00			
	cash	£ 43.10										
10th	SB Café 8/7	£ 166.10							£ 31.00			
	cash	£ 66.89										
	SumUp	£ 16.00										
14th	Mr&Mrs Holroyd					£ 10.00						

17th	C Crowther				MONTH BY MONTH INCOME						
18th	Harveys Café 17/7	£ 123.90						£ 15.00			
	cash	£ 80.00									
24th	SB Café 22/7	£ 215.69			£ 6.96			£ 41.00			
	cash	£ 45.00									
25th	T Holmes					£ 25.00					
26th	M Green				£ 2.00						
Monthly	total	£ 1,161.51			£ 100.00	£ 152.41	£ 135.00	£ 20.00	£ 136.00	£ 970.00	£ 2,674.92
August '22											
2nd	Just Giving				£ 86.69						
4th	Tesco Bookstall						£ 33.05				
7th	M Metcalfe					£ 10.00					
7th	Just Giving				£ 213.01						
10th	Joan Gelder remem				£ 500.00						
14th	Mr&Mrs Holroyd				£ 10.00						
15th	C Crowther					£ 100.00					
18th	J Hurling			£ 60.00							
21st	Tesco Bookstall						£ 39.13				
21st	Halifax Café 7/8	£ 142.02			£ 7.10	£ 500.00		£ 15.00			
	cash	£ 52.98									
	SumUp	£ 12.00									
21st	Tesco Bookstall						£ 61.28				
21st	SB Café 12/	£ 200.65						£ 28.00			
	cash	£ 40.00									
	SumUp	£ 19.00		£ 50.00							
23rd	Tesco Bookstall						£ 48.64				
22nd	Just Giving				£ 86.60						
23rd	Halifax Café 21/8	£ 167.00			£ 2.75			£ 18.00			
23rd	cash	£ 45.00									
	SumUp	£ 5.00		£ 159.00							
23rd	Trips7&21st Sept			£ 475.00							
23rd	Tesco Bookstall						£ 40.75				
23rd	Tesco Bookstall						£ 37.17				
25th	T Holmes					£ 25.00					
29th	S Hewitson/scooter				£ 150.00						
29th	M Green				£ 2.00						
29th	Just Giving				£ 4.74						
29th	SumUp cafe26/8	£ 37.00									
Monthly		£ 720.65			£ 744.00	£ 1,062.89	£ 635.00	£ 260.02	£ 61.00	£ -	£ 3,483.56

					MONTH BY MONTH INCOME						
Sept '23											
4th	Trips 7th&21st			£ 300.00							
4th	Tescos bookstall						£ 27.73				
4th	SB Café 26/8	£ 130.75			£ 1.40			£ 37.00			
	cash	£ 75.00									
4th	Tesco bookstall						£ 39.77				
4th	JustGiving				£ 24.01						
5th	M Metcalfe					£ 10.00					
8th	Rushbearing Fair							£ 30.00			
8th	Trips 7th&21st			£ 370.00							
8th	Halifax café 4/9	£ 179.10			£ 16.50			£ 24.00			
	cash	£ 20.00									
	SumUp	£ 25.00		£ 75.00							
11th	Trips 7th &21st			£ 85.00							
11th	SB Cafe9/9	£ 110.05			£ 40.00			£ 27.00			
	cash	£ 45.00									
	SumUp	£ 35.00		£ 100.00							
14th	J Holdroyd				£ 10.00						
15th	C Crowther					£ 100.00					
15th	Mr&Mrs Walker			£ 35.00							
19th	Crow Wood Park						£ 234.00				
20th	Halifax café 18/9	£ 151.94			£ 1.23			£ 21.00			
	cash	£ 44.45									
	SumUp	£ 41.00		£ 20.00							
20th	Elland fair 17/9				£ 7.60		£ 94.50				
20th	trip monies			£ 305.00							
25th	T Holmes					£ 25.00					
25th	Narrowboat trip			£ 90.00							
25th	SB café 23/9	£ 115.50									
	cash	£ 65.00									
	SumUp	£ 54.00									
28th	M Green			£ 2.00							
30th	SumUp fee	£ 5.47		£ -							
				£ -							
Monthly	total	£ 1,097.26		£ 1,382.00	£ 100.74	£ 135.00	£ 426.00	£ 109.00			£ 3,250.00
October											
5TH	John & Eric			£ 10.00							
5th	M Metcalfe					£ 10.00					
16th	C Crowther					£ 100.00					

Monthly	total	£ 865.25		£ 870.00	MONTHLY INCOME	£ 39.00		£ 2,254.02
Dec'23								
5th	K Baldwin tickets			£ 30.00				
6th	M Metcalfe				£ 10.00			
7th	M Metcalfe funeral				£ 177.35			
7th	Trip Monies			£ 194.00				
7th	Christ Church fair	£ 12.00						
	cash	£ 10.00						
7th	SB Café 25/11	£ 140.25				£ 28.00		
	cash	£ 100.00						
7th	Trip Monies			£ 105.00	£ 5.00			
7th	SB Café 2/12	£ 10.00			£ 20.53		£ 31.00	
	cash	£ 200.00						
	SumUp	£ 43.00		£ 50.00			£ 6.00	
7th	Halifax café 4/12	£ 167.80					£ 2.00	
	cash	£ 20.00						
	SumUp	£ 32.00			£ 20.00			
11th	SumUp	£ 11.00						
14th	J Holroyd				£ 10.00			
15th	C Crowther					£ 100.00		
18th	A Keegan Panto			£ 30.00				
20th	New Roxy party	£ 185.70						
	cash	£ 154.30						
20th	Trip Monies			£ 220.00	£ 100.00			
20th	Halifax café 18/12	£ 189.50			£ 100.88	£ 300.00	£ 18.00	
	cash	£ 30.00	£ 7.50					
	SumUp	£ 28.00						
27th	T Holmes					£ 25.00		
27th	M Green				£ 2.00			
27th	Halifax café 25/12	£ 129.40			£ 60.00		£ 10.00	
	SumUp	£ 10.00						
Monthly	Total	£ 1,472.95	£ 7.50	£ 629.00	£ 318.41	£ 612.35	£ 95.00	£ 3,135.21
Jan '24								
8th	D Ratcliffe				£ 250.00			
8th	M Metcalfe					£ 10.00		
10th	Booksale @Tesco						£ 1,055.00	
10th	Halifax Café 1/1	£ 143.00			£ 1.00		£ 21.00	
	cash	£ 40.00						

		MONTH BY MONTH INCOME										
6th	M Metcalfe											
7th	G Shaw legacy					£ 6,244.80						
8th	Halifax café 4/3	£ 128.80				£ 5.95				£ 15.00		
	cash	£ 45.00										
	SumUp	£ 35.00										
14th	J Holroyd					£ 10.00						
15th	C Crowther						£ 100.00					
18th	SB café 9/3	£ 183.04				£ 4.50				£ 24.00		
	Cash	£ 56.32								£ 29.00		
	SumUp	£ 18.00										
18th	Just Giving					£ 203.85						
19th	Just Giving					£ 49.40						
20th	Concert for young	£ 4.92										
25th	T Holmes						£25.00					
26th	M Green					£2.00						
27th	E Johnson Funeral					£163.00						
27th	SB Café 23/3	£211.70								£33.00		
	cash	£55.29										
	SumUp	£35.00										
27th	Halifax café 18/3	£131.20				£50.00				£12.00		
	cash	£79.70										
	SumUp	£32.00										
MONTHLY TOTAL		£1,015.97				£6,733.50	£135.00	£0.00	£113.00			£7,997.47
Yearly Total		£11,287.24	£7.50	£9.99	£4,560.00	£11,242.95	£2,552.35	£2,145.02	£1,069.40	£0.00	£970.00	£33,844.45

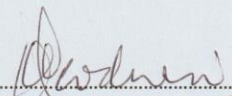
MONTH BY MONTH INCOME

NOTES	

On Wednesday, 8th May, 2024, I undertook an examination of the accounts of Memory Lane Café Calderdale, which included the income and expenditure for the accounting period 1st April, 2023 – 31st March, 2024, and found them to be correct.

I have not carried out a full audit.

Dated ^{8th May} ~~8 January~~, 2024

Signed 

Richard Goodwin

(INCOME STATEMENT NOT INITIALED)

MEMORY LANE CAFE CALDERDALE

England & Wales - Charity number 1178595

Accounts



Trustees' Annual Report for the period

From 1-4-22 to 31-3-23

Charity name: **MEMORY LANE CAFE CALDERDALE**

Charity registration number: **1178595**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1) For the public benefit to relieve the needs of people affected by dementia living in West Yorkshire, principally in Calderdale, by providing facilities for recreation and socialisation in the interests of social welfare and providing, support, information and practical advice primarily via regular memory café sessions.</p> <p>2) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.</p> <p>For the purpose of this clause ‘socially excluded’ means being excluded from society, or parts of society, as a result of one of more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental); substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Our core activity is the provision of “pop-up” cafes in Halifax (twice per month) and Sowerby Bridge (twice per month). These provide support, advice and information for people affected in any way by dementia, other memory issues and social isolation. The cafe sessions offer the opportunity to get involved in games, quizzes, activities etc as</p>

		<p>well as meeting friends and enjoying the social benefits of conversation etc. The cafes usually feature live musical entertainment which encourages members to get involved in singing and dancing. We also welcome visiting professionals and other VCSE organisations (who can talk individually with people about various issues and concerns).</p> <p>Ever since we reopened in late Summer 2020 after the initial COVID Lockdown we operated our cafes with restricted numbers/social distancing etc. In order to satisfy demand we ran two cafe sessions on the same day (am & pm) instead of our usual single afternoon session (so we ran 8 sessions a month rather than 4). We continued with this arrangement up to the end of April 2022. We then reverted to our original pattern of single sessions from the start of May 2022. Overall, in the 2022/23 year, the cafe in Halifax attracted an average of 51 visitors per operating day and the Sowerby Bridge cafe an average of 55 visitors per operating day.</p> <p>With the final easing of COVID restrictions on our operations and the reopening of various attractions etc, we were able to organise a variety of day trips for members. In summary, we ran:-</p> <ul style="list-style-type: none"> • 4 days out on narrowboats • 2 days out on steam trains • 2 visits to theatre • 1 visit to a brass band concert • 1 trip to pantomime <p>We were also able again to raise awareness and funds through participation in various public events . We attended 9 such events in 2022/23.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm that the trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We are not a grant-making body
Policy on social investment including program related investment	Para 1.38	As explained in the Financial Review section, we have previously achieved a financial surplus year-on-year since we were founded as a voluntary community group in 2016 (and thence becoming a Charity in 2018). Recognising our growing bank balance we took a decision

		<p>to invest more of this surplus cash to enhance what we provide through our cafe operations (by investing in relevant equipment, funding entertainment etc). We've also used some of the surplus to expand the opportunities for recreation and socialisation by organising (and partly funding) trips out to local attractions and events. Apart from the general social benefits to all users of such trips, they also give isolated individuals the opportunity to get out and visit places (where they would otherwise find it difficult, impossible or simply unattractive to do alone). This was especially important as people gradually emerged from the COVID restrictions of the previous years.</p>
Contribution made by volunteers	Para 1.38	<p>All of our services are provided by volunteers which include:-</p> <ul style="list-style-type: none"> • the running of our regular cafes • external events (e.g. trips out) • fund-raising and awareness-raising activities • general support to our members <p>Volunteer hours actually expended in 2022/23 can be broken down as follows:-</p> <ul style="list-style-type: none"> • 2000 hours on the regular cafes • 400 hours on day-trips • 180 hours on external funding and awareness-raising events • 1000 hours on planning and day-to-day management of the Charity
Other		

Achievements and Performance

	SORP reference	
--	----------------	--

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.

Para 1

- 1. First key achievement is the reliable provision of our cafe sessions each month for an increasing number of visitors following the trials of Lockdowns. Ever since we reopened in late Summer 2020 after the initial COVID Lockdown we operated our cafes with restricted numbers/social distancing etc. In order to satisfy demand we ran two cafe sessions on the same day (am & pm) instead of our usual single afternoon session (so we ran 8 sessions a month rather than 4). We continued with this arrangement up to the end of April 2022. We then reverted to our original pattern of single sessions from the start of May 2022. Overall, in the 2022/23 year, the cafe in Halifax attracted an average of 51 visitors per operating day and the Sowerby Bridge cafe an average of 55 visitors per operating day. Broadly, around a third of visitors have a diagnosis of dementia, around a third are their carers at home (e.g.husband, wife, son, daughter), and around a third are socially isolated in some way. Our cafes provide a safe and welcoming space for people with dementia and give informal respite to their carers (who also benefit from the peer support of others in similar circumstances). Socially isolated people enjoy the social aspects of the cafe and have the chance to make new friendships (through getting out of the house and meeting others). Our policy of not limiting attendance to those affected by dementia widens the range of contacts and experiences available to people affected by dementia in some way. It has also helped to inform unaffected people about dementia and its various challenges..**
- 2. Second key achievement is the resumption (post COVID) of a programme of trips to local attractions and events. Apart from the general social benefits to all users of such trips, they also give isolated individuals the opportunity to get out and visit places (where they would otherwise find it difficult, impossible or simply unattractive to do alone). During 2022/23 we organised:-**

 - 4 days out on narrowboats**
 - 2 days out on steam trains**
 - 2 visits to theatre**
 - 1 visit to a brass band concert**
 - 1 trip to pantomime**

We also encouraged various of our members to visit other dementia cafes, clubs etc to expand their social connections.
- 3. Third key achievement is resumption of our awareness and fund raising activities at a variety of external events such as**

		<p>information fairs, summer galas etc. This was facilitated by the (post-COVID) resumption of such gatherings and we attended 9 such events in 2022/23.</p>
--	--	--

Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Our 2022/23 objectives were to:-</p> <ul style="list-style-type: none"> • reliably provide the cafe sessions – <i>achieved (except for cancellation of 19-9-22 cafe on day of Queen's funeral)</i> • organising trips out for members – <i>achieved</i> • tackling isolation – <i>achieved through engagement with individuals at our cafes and external events</i> • providing carer respite through cafes etc – <i>achieved through the support provided at our cafes and external events</i> • providing information/support – <i>achieved through our cafes and our involvement at external awareness-raising events</i> • working together with other organisations – <i>achieved through involving other organisations at our cafes, having direct committee involvement in relevant local groups, giving support to other emerging organisations and the mutual development of joint initiatives.</i>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>We aim to combine awareness and fundraising throughout the year. Part of this is achieved through attendance at fairs and other external events. We also operate a “Friends of Memory Lane” scheme inviting individuals to make regular payments. Income from this scheme over the year was £1814.</p>
		<p>We have set aside £6000 to act as a contingency fund against unforeseen</p>

Investment performance against objectives	Para 1.41	future challenges. This was invested with CAF and was worth £6078.50 at the end of 2022/23.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Over the year, our income was £25256.59 against expenditure of £24818.76 so we made a small surplus. However, as described in our comments on Policy on Social Investment (above) we aim to use up some of our accumulated financial surplus. Consequently, our budget for the 2022/23 year projected a shortfall of £3448 through subsidising some activities.</p> <p>However, over the year attendance at our cafes increased markedly from pre-COVID levels (34 to 55 at Sowerby Bridge and 42 to 51 at Halifax). This led to cafe revenue increasing 65% from £5944 to £9824. In addition we received more donations than we expected (+£4470) and generated more through fund-raising (+ £2857). Even though our costs rose to support the increased activity levels, we finished the year with a bank balance of £8975.46 (plus £6078.50 set aside in our investment Reserve Account).</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold a Reserve against unforeseen significant expenditure so that we can maintain operation of our cafes (it was agreed at Trustee Meeting 29-4-21 to set aside £6000 in 3 x CAF investments).
Amount of reserves held	Para 1.22	£6000 invested (value £6078.50 at end of year)
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Our key sources of income were:-</p> <ul style="list-style-type: none"> • £9824.05 cafe income (entry charge of £2, raffle tickets, sale of goods etc) • £8070.40 various donations (includes income from regular payments from Friends of Memory Lane scheme £1814) • £3457.47 fundraising
Investment policy and objectives including any social investment policy	Para 1.46	

adopted		
A description of the principal risks facing the charity	Para 1.46	DOWNSIDE Unforeseen closure of cafe venues (e.g. due to fire and, as we've seen, a global pandemic) Insufficient volunteer numbers to operate the cafes (we are constantly recruiting to address this) UPSIDE continuing growth in visitor numbers may exceed capacity of venue(s)
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	"Constitution of a CIO whose only voting members are its charity trustees" - CC template dated October 2016
"How is the charity constituted? (e.g. unincorporated association , CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Maximum number of trustees is 8. We have selected and appointed 6 trustees who each have a specific role in the team (but do not necessarily hold a specific office)

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Each new trustee is given a copy of the current Constitution and a copy of latest Trustees' Annual Report and statement of accounts. They will also, of course, be given the Charity Trustee welcome Pack. Further general training plus specific training to be developed for individuals.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Our current organisation is composed entirely of volunteers and has designated individuals to act in the following operational capacities:- Chair Secretary Treasurer. Volunteer Manager/Cafe Cordinator (to whom our Volunteers report) We are not part of any wider formal

		network (but work closely with a wide range of other organisations such as Alzheimer's Society, Calderdale Dementia Hub, Age UK and a variety of smaller VCSE organisations (including other voluntary groups) to achieve our objectives)
Relationship with any related parties	Para 1.51	Not applicable
Other		

Reference and Administrative details

Charity name	MEMORY LANE CAFE CALDERDALE
Other name the charity uses	MEMORY LANE CAFE
Registered charity number	1178595
Charity's principal address	4 Gratrix Lane, Sowerby Bridge, West Yorkshire HX6 2AW

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NIL
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers

(Optional information)

Type of adviser	Name
NIL	

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s) *C.R.Harvey*

Full name(s) CHRISTOPHER ROWLAND HARVEY

Position (eg Secretary, Chair, etc) SECRETARY

Date 22/01/24

FINANCIAL STATEMENT

MEMORY LANE CAFÉ CALDERDALE , 1ST APRIL 2022 TO 31ST MARCH 2023

Bank Balance as at 1st April 2022
£8574.50

INCOME

Café Specific	£9824.05
Operational refund	£77.50
Gifts	£27.89
Trips	£2187.50
Donations	£8070.40
Fundraising	£3457.47
Transport	£1086
Other	<u>£525.78</u>
-	<u>£25256.59</u>

EXPENDITURE

Café Specific	£12672.91
Operational	£3,471.70
Gifts	£686.23
Trips	£3556.17
Donations	£350
Fundraising	£316.21
Transport	£2161.50
Volunteer Expenses	£1384.55
Other	<u>£219.49</u>
	<u>£24818.76</u>

£9012.33

Surplus(discrepancy)

36.87

Bank Balance @ 31st March 2023
£8975.46

Reserve account @31st March 2023
£6078.50

TOTAL FUNDS
£15053.96

On Wednesday, 17th January, 2024, I undertook an examination of the accounts of Memory Lane Café Calderdale, which included the income and expenditure for the accounting period 1st April, 2022 - 31st March, 2023 and found them to be correct.

I have not carried out a full audit.

Dated January, 2023.

Signed

Richard Goodwin

MEMORY LANE CAFE CALDERDALE

England & Wales - Charity number 1178595

Accounts



Trustees' Annual Report for the period

From 1-4-21 to 31-3-22

Charity name: MEMORY LANE CAFE CALDERDALE

Charity registration number: 1178595

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1) For the public benefit to relieve the needs of people affected by dementia living in West Yorkshire, principally in Calderdale, by providing facilities for recreation and socialisation in the interests of social welfare and providing, support, information and practical advice primarily via regular memory café sessions.</p> <p>2) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.</p> <p>For the purpose of this clause 'socially excluded' means being excluded from society, or parts of society, as a result of one of more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental); substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).</p>
Summary of the main	Para	Our core activity is the provision of “pop-

<p>activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</p>	<p>1.17 and 1.19</p>	<p>up” cafes in Halifax (twice per month) and Sowerby Bridge (twice per month). These provide support, advice and information for people affected in any way by dementia, other memory issues and social isolation. The cafe sessions offer the opportunity to get involved in games, quizzes, activities etc as well as meeting friends and enjoying the social benefits of conversation etc. The cafes usually feature live musical entertainment which encourages members to get involved in singing and dancing. We also welcome visiting professionals and other VCSE organisations (who talk individually to people about various issues and concerns).</p> <p>Ever since we reopened in late Summer 2020 after initial COVID Lockdown we have operated our cafes with restricted numbers/social distancing etc. In order to satisfy demand we ran two cafe sessions on the same day (am & pm) instead of our usual single afternoon session (so we ran 8 sessions a month rather than 4). In 2020/21, the cafe in Halifax attracted an average of 41 visitors per operating day and the Sowerby Bridge cafe an average of 46 visitors per operating day.</p> <p>We were also able to again organise a variety of day trips for members for the first time since COVID. In summary, we ran:-</p> <ul style="list-style-type: none"> • 5 days out on narrowboats • 1 visit to variety theatre • 1 trip to Blackpool Illuminations • 1 trip to pantomime <p>We were also able aagin to raise awareness and funds through participation in various public events. In the aftermath of COVID there were fewer than usual such events but we were able to attend two such public events in late 2021.</p>
<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>Para 1.18</p>	<p>We confirm that the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We are not a grant-making body
Policy on social investment including program related investment	Para 1.38	As explained in the Financial Review section, we have previously achieved a financial surplus year-on-year since we were founded as a voluntary community group in 2016 (and thence becoming a Charity in 2018). Recognising our growing bank balance we took a decision to invest more of this surplus cash to enhance what we provide through our cafe operations (by investing in relevant equipment, funding entertainment etc). We've also used some of the surplus to expand the opportunities for recreation and socialisation by organising (and partly funding) trips out to local attractions and events. Apart from the general social benefits to all users of such trips, they also give isolated individuals the opportunity to get out and visit places (where they would otherwise find it difficult, impossible or simply unattractive to do alone). This was especially important as we all gradually emerged from COVID restrictions during the year.
Contribution made by volunteers	Para 1.38	<p>All of our services are provided by volunteers which include:-</p> <ul style="list-style-type: none"> • the running of our regular cafes • external events (e.g. trips out) • fund-raising and awareness-raising activities • general support to our members <p>Volunteer hours actually expended in 2021/22 can be broken down as follows:-</p> <ul style="list-style-type: none"> • 2500 hours on physical cafes • 1000 hours on planning and day-to-day management of the Charity
Other		

Achievements and Performance

	SORP referenc e	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1</p>	<p>1. First key achievement is the reliable provision of our cafe sessions each month for an increasing number of visitors following the trials of Lockdowns. Ever since we reopened in late Summer 2020 after initial COVID Lockdown we have operated our cafes with restricted numbers/social distancing etc. In order to satisfy demand we ran two cafe sessions (am & pm) instead of our usual single afternoon session (so we ran 8 sessions a month rather than 4). In 2020/21, the cafe in Halifax attracted an average of 41 visitors per operating day and the Sowerby Bridge cafe an average of 46 visitors per operating day.</p> <p>Broadly, around a third of visitors have a diagnosis of dementia, around a third are their carers at home (e.g.husband, wife, son, daughter), and around a third are socially isolated in some way. Our cafes provide a safe and welcoming space for people with dementia and give informal respite to their carers (who also benefit from the peer support of others in similar circumstances). Socially isolated people enjoy the social aspects of the cafe and have the chance to make new friendships (through getting out of the house and meeting others). Our policy of not limiting attendance to those affected by dementia widens the range of contacts and experiences available to people affected by dementia in some way. It has also helped to inform unaffected people about dementia and its various challenges..</p> <p>2. Second key achievement is the resumption (post COVID) of a programme of trips to local attractions and events. Apart from the general social benefits to all users of such trips, they also give isolated individuals the opportunity to get out and visit places (where they would otherwise find it difficult, impossible or simply unattractive to do alone). During 2021/22 we:-</p> <p>(a) organised 8 day trips for members (5 narrowboat trips, 1 variety theatre, 1</p>

		<p>pantomime and 1 to Blackpool Illuminations) (b) also encouraged various of our members to visit other dementia cafes, clubs etc to expand their social connections</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Our 2021/22 objectives were to:-</p> <ul style="list-style-type: none"> • provide the cafe sessions - <i>achieved (see details in Achievements and Performance above)</i> • organising trips out for members - <i>achieved (see details in Achievements & Performance above)</i> • tackling isolation - <i>achieved through engagement with individuals at our cafes and external events (see above)</i> • providing carer respite through cafes etc - <i>achieved through the support provided at our cafes and external events (see above)</i> • providing information/support - <i>achieved through our cafes and our involvement at external awareness-raising events (fewer such events due to ongoing COVID restrictions so we were only able to attend 2 events in 2021/22)</i> • working together with other organisations - <i>achieved through involving other organisations at our cafes, having direct committee involvement in relevant local groups, giving support to other emerging organisations and the</i>
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		<i>mutual development of joint initiatives.</i>
Performance of fundraising activities against objectives set	Para 1.41	We aim to combine awareness and fundraising throughout the year. In non-COVID times part of this is achieved through attendance at fairs and other events. We also operate a “Friends of Memory Lane” scheme inviting individuals to make regular payments. Income from this scheme over the year was £1693.
Investment performance against objectives	Para 1.41	Not applicable
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Over the year, our income was £14927.40 against expenditure of £15439.87 so we made a small loss. However, as described in our comments on Policy on Social Investment (above) we intend to use up some of our accumulated financial surplus. At the end of the period we had a bank balance of £8574.50 (plus £6000 set aside in our investment Reserve Account).
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold a Reserve against unforeseen significant expenditure so that we can maintain operation of our cafes (it was agreed at Trustee Meeting 29-4-21 to set aside £6000 in 3 x CAF investments).
Amount of reserves held	Para 1.22	£6000 invested in 21/22 (value £6155.64 at end of year)
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our key sources of income were:- <ul style="list-style-type: none"> • £7256.98 (entry charge of £2, raffle tickets, sale of goods etc) • £4657.23 various donations (includes income from regular payments from Friends of Memory Lane scheme £1693) • £512.94 fundraising • £500.00 grant from Calderdale Council for post-COVID "Welcome Back" events for our members
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
		DOWNSIDE

A description of the principal risks facing the charity	Para 1.46	Unforeseen closure of cafe venues (e.g. due to fire and, as we've seen, a global pandemic) Insufficient volunteer numbers to operate the cafes (we are constantly recruiting to address this) UPSIDE continuing growth in visitor numbers may exceed capacity of venue(s)
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	"Constitution of a CIO whose only voting members are its charity trustees" - CC template dated October 2016
"How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Maximum number of trustees is 8. We have selected and appointed 6 trustees who each have a specific role in the team (but do not necessarily hold a specific office)

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Each new trustee is given a copy of the current Constitution and a copy of latest Trustees' Annual Report and statement of accounts. They will also, of course, be given the Charity Trustee welcome Pack. Further general training plus specific training to be developed for individuals.
The charity's organisational structure and any wider network with which the charity	Para 1.51	Our current organisation is composed entirely of volunteers and has designated individuals to act in the following operational capacities:- Chair

works		Secretary Treasurer. Volunteer Manager/Cafe Cordinator (to whom our Volunteers report) We are not part of any wider formal network (but work closely with a wide range of other organisations such as Alzheimer's Society and Age UK to achieve our objectives)
Relationship with any related parties	Para 1.51	Not applicable
Other		

Reference and Administrative details

Charity name	MEMORY LANE CAFE CALDERDALE
Other name the charity uses	MEMORY LANE CAFE
Registered charity number	1178595
Charity's principal address	4 Gratrix Lane, Sowerby Bridge, West Yorkshire HX6 2AW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Paul Mansley	Chair	
2	Catherine Lloyd	Treasurer	
3	Chris Harvey	Secretary	
4	June Harvey	Cafe Co-ordinator & Volunteer Manager	
5	Shabir Hussain		
6	Mike Payne		
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Corporate trustees - names of the directors at the date the report was approved

Director name		
NIL		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
NIL		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NIL
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name
NIL	

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s) **C.R.Harvey**

Full name(s) **CHRISTOPHER ROWLAND HARVEY**

Position (eg Secretary, Chair, etc) **SECRETARY**

Date **19/01/22**

MLCC 2020/2021 BUDGET CATEGORIES

CATEGORY	EXPENDITURE
1 CAFÉ SPECIFIC inc Xmas party and extended cafes inc lunches	Venue rental, catering, craft materials, entertainment, exercise classes, raffle and quiz prizes, equipment
2 OPERATIONAL/ ADMIN/SUPPORT	Stationery, printer ink, computer costs, stamps, filing materials, VAC membership, insurance, publicity (posters, fliers, newsletters, banners etc), training costs (inc venue hire)
3 GIFTS	Purchase of gifts for members and volunteers (e.g. birthdays but not Xmas presents which are in category 1)
4 TRIPS	Vehicle hire, catering, entry fees
5 DONATIONS (some of which may qualify for Gift Aid)	Purchase of collection boxes and seals as required
6 SPECIFIC FUNDRAISING	Stall fees for events, consumables to support fundraising activities (e.g. sweets for prizes etc)
7 TRANSPORT (of members to and from cafes)	Vehicle hire, mileage allowance to specific volunteers using own transport, taxi fares

MLCC 2020/2021 BUDGET CATEGORIES

8 VOLUNTEER EXPENSES

Anything outwith other categories

9 OTHER

10 TOTAL

11 NOTES

Any explanation/clarification

MLCC 2020/2021 BUDGET CATEGORIES

INCOME

Entrance charge, raffle, sale of goods and crafts

Pre-agreed individual charge with balance from ring-fenced trips and transport fund

All donations including collection tins at cafes and external venues; and one-off donations from individuals or companies. Gift Aid income from HMRC

All money raised at the event (except voluntary donations which are included in 5 above)

£2 each way contribution from members with balance from ring-fenced trips and transport fund

MLCC 2020/2021 BUDGET CATEGORIES

Any explanation/clarification

CATEGORY		CAFÉ SPECIFIC	OPERATIONAL	GIFTS	TRIPS	DONATIONS (NOT ELIGIBLE FOR GIFT AID)	DONATIONS (GIFT AID ELIGIBLE)	SPECIFIC FUNDRAISING	TRANSPORT	VOLUNTEER EXPENSES
April '21										
1st	S Beaumont					£2.00	£0.00			
1st		500078	£85.00							
1st		500078	£30.00							
6th	M Metcalfe						£10.00			
12th	Halifax Café 7/4	£83.00				£12.50				
12th	S/B Café 10/4	£97.00								
15th	C Crowther						£75.00			
19th	J Riccomini					£20.00				
20th	Calderdale MBC									
26th	M Green					£2.00				
28th	S/B Café 24/4	£82.50								
28th	I Hirst					£50.00				
28th	Halifax Café 21/4	£127.50				£30.50				
29th	Ethel Spence					£100.00				
Total		£505.00	£0.00	£0.00	£0.00	£217.00	£85.00	£0.00	£0.00	£0.00
May '21										
4th	S Beaumont					£2.00				
6th	M Metcalfe						£10.00			
7th	Halifax Café 5/5	£124.50								
10th	S/B Café 8/5	£88.50								
10th	Ethel Spence					£250.00				
17th	C Crowther						£75.00			
17th	Halfax café 12/5	£104.50				£5.20				
24th	Paypal	£14.75								
24th	S/B Café	£123.50								
26th	M Green					£2.00				
Monthly total		£455.75	£0.00	£0.00	£0.00	£259.20	£85.00	£0.00	£0.00	£0.00
June '21										
1st	S Beaumont					£ 2.00				

31st	Halifax Café cash	£	30.00								
Monthly total		£	569.35		£	42.30	£	89.10	£	3.00	
September											
1st	S Beaumont				£	2.00					
6th	M Metclafe						£	10.00			
7th	Halifax Cafes x2 1/9	£	102.77		£	13.90					
7th	Halifax Café cash	£	31.43								
7th	J Stringfellow				£	20.00					
7th	Stall at S/B market				£	3.00	£	0.31			
15th	C Crowther						£	75.00			
17th	J Edwards				£	55.00					
17th	Halifax Cafes x2 15/9	£	97.90		£	23.77					
17TH	Halifax Café cash	£	31.60								
17th	S/B Cafes x2 11/9	£	97.93		£	6.69					
17th	S/Bcafe cash	£	60.13								
27th	M Green				£	2.00					
29th	S/B Cafes x2 25/9	£	116.50		£	11.00					
29th	S/B Café cash	£	60.97								
Monthly total		£	599.23		£	137.36	£	85.31			
October											
1st	S Beaumont				£	2.00					
4th	Mirfield Boat Trips		£ 130.00		£	20.00			£	100.00	
	Mirfield Boat trip cash										
6th	M Metcalfe						£	10.00			
12th	Halifax cafes x2 6/10	£	104.00						£	8.00	
12th	S/B Cafes x2 9/10	£	103.42		£	1.80					
	S/B Cafes x2 9/10 cash	£	44.58								
15th	C Crowther						£	75.00			
21st	Halifax cafes x2 20/10	£	107.91		£	4.50			£	19.00	
	Halifax café cash	£	47.29								
22nd	Lloyds Bnk Foundation				£	168.00					
26th	M Green				£	2.00					
Monthly total		£	407.20	£	130.00	£	198.30	£	85.00	£	127.00
November											

	S Beaumont				£	2.00							
1st	S/B Cafes x2 23/10	£	205.51				£	1.07	£	12.00			
	S/B Café cash	£	10.49										
3rd	Watkins Donation				£	300.00							
8th	M Metcalfe						£	10.00					
8th	Halifax caféx2 3/11	£	172.50		£	2.60			£	14.00			
	Halifax Café cash	£	1.50										
8th	Wethrspoons box						£	1.28					
8th	Webster Funeral don				£	20.00	£	80.00					
15th	C. Crowther						£	100.00					
22nd	B'pool tram refund		£	30.00									
23rd	Halifax Cafex2 17/11	£	116.00		£	22.50			£	14.00			
	Halifax Café cash	£	30.00										
23rd	S/B Cafex2 13/11	£	237.76		£	3.34	£	10.00	£	16.00			
	S/B Café cash	£	7.74										
26th	M Green				£	2.00							
30th	S/B Cafesx2 27/11	£	139.05						£	15.00			
30th	Trip to Blackpool		£	690.00									
Monthly Total		£	920.55	£	-	£	720.00	£	352.44	£	202.35	£	71.00
December													
1st	S Beaumont					£	2.00						
3rd	Halifax Cafex2 1/12	£	137.70			£	2.50			£	8.00		
	Halifax café cash	£	40.00										
6th	M Metcalfe							£	10.00				
6th	Ticket refund		£	20.00									
6th	S/B Cafex2 4/12	£	109.56							£	21.00		
	S/B Cafex2 4/12 cash	£	36.94										
6th	Local Market SB 5/12							£	19.46	£	125.30		
	Local M SB 5/12 cash									£	20.00		
6th	Christ Church stall									£	25.60		
	cash									£	10.00		
15th	C Crowther							£	100.00				
20th	D Ratcliffe					£	250.00						
20th	Lloyds Bank Foundat					£	316.00						
20th	Panto trip 16/12		£	196.00									
	Panto trip 16/12 cash		£	128.00									
20th	Halifax caféx2 15/12	£	118.00		£	106.25	£	2.20		£	14.00		

20th	Halifax2 15/12 cash	£	20.00											
	S/B Cafex2 18/12	£	140.00		£	118.20			£ 15.00					
	S/B Café 18/12 cash	£	40.00											
21st	N Lethby				£	100.00								
24th	Boothtown Fair						£	12.43						
29th	M Green				£	2.00								
30th	Xmas party				£	59.30								
Monthly total		£	642.20		£	450.25	£	852.20	£	129.46	£	193.33	£	58.00
January														
4th	S Beaumont				£	2.00								
6th	M Metcalfe						£	10.00						
10th	Watkins donation				£	50.00								
10th	S/B Cafex2 8/1	£	166.51								£	18.00		
10th	S/B Cafex2 8/1 cash	£	1.49											
10th	Halifax Cafex2 5/1	£	97.80		£	2.50	£	0.33			£	9.00		
10th	Collection boxes				£	79.01								
17th	C Crowther						£	100.00						
17th	C Longbottom(cat)	£	50.00											
17th	Collection boxes				£	67.00								
21st	Halifax café 19/1	£	134.20		£	4.50					£	11.00		
21st	Halifax Café19/1 cash	£	40.00											
25th	S/B Café 22/1	£	164.80					£	4.57		£	21.00		
25th	S/B Café 22/1 cash	£	33.20											
25th	Collection boxes				£	95.51								
25th	Collection boxes				£	41.03								
25th	Collection boxes							£	33.10					
26th	M Green				£	2.00								
26th	Mr&Mrs Holroyd				£	10.00								
31st	Collection boxes				£	71.58								
Monthly total		£	688.00		£	425.13	£	148.00			£	59.00		
February														
1st	S Beaumont				£	2.00								
7th	M Metcalfe						£	10.00						

8th	CrowPark fun day					£	300.00					
9th	Halifax Cafes 2/2	£	116.80		£	3.50		£	6.00			
9th	Halifax Cafes2/2 cash	£	23.49									
9th	Collection boxes				£	97.96						
9th	Watkins donation				£	50.00						
14th	Mr&Mrs Holroyd				£	10.00						
14th	CrowPark fun day						£	19.61				
14th	Halifax Art Society				£	17.31						
14th	S/B Cafes12/2	£	192.00		£	0.15		£	16.00			
14th	S/B Cafes12/2 cash	£	40.00									
15th	C Crowther					£	100.00					
21st	Halifax Café 16/2	£	142.09		£	48.50		£	10.00			
21st	Halifax Café16/2 cash	£	40.00									
21st	Collection boxes				£	102.31						
28th	M Green				£	2.00						
28th	Collection Boxes				£	113.95						
28th	S/B Café 26/2	£	177.70		£	1.00		£	24.00			
28th	S/B Café 26/2 cash	£	30.00									
Monthly	total	£	762.08		£	448.68	£	110.00	£	319.61	£	56.00

MARCH												
1ST	S. Beaumont				£	2.00						
2nd	Watkins				£	50.00						
3rd	Halifax Café 2/3	£	128.62		£	13.40			£	10.00		
	cash receipts 2/3	£	41.70									
3rd	Collect box Tesco's				£	70.13						
7th	M. Medcalfe						£	10.00				
14th	Mr & Mrs Holroyd				£	10.00						
15th	C Crowther						£	100.00				
21st	SB Café 12/3	£	188.62		£	1.00			£	27.00		
	cash receipt	£	5.96									
21st	Bluebird Care Box							£6.87				
21st	Edwin Harrison Donation					£62.00						
21st	2x Halifax Café 16/3	£	128.62			£8.50					£11.00	
	cash receipts 16/3	£	43.58									
28th	M. Green					£2.00						
28th	H Stansfield re L.Briggs					£40.00						

28th	SB café 26/3	£181.50		£2.00			£27.00
	café cash receipts	£20.00					
MONTHLYTOTAL		£738.60		£261.03	£116.87		£75.00
Yearly Total		£7,256.98	£1,300.25	£3,351.14	£1,306.09	£512.94	£449.00

OTHER

TOTAL

NOTES

£500.00

£500.00 £1,307.00

£0.00 £799.95

£ - £ 564.52

£ 732.00

£ 703.75

£ 821.90

contributions boat fare and minibus

£ 240.00

£ 11.00

£ 251.00 £ 1,198.50

£ 2,266.34

£ 2,325.44

£ 1,320.13

£ 1,696.37

£1,191.50

£751.00 £14,927.40

CATEGORY	TYPE	PAYEE	CAFÉ SPECIFIC	OPERATIONAL	GIFTS	TRIPS	DONATIONS	SPECIFIC FUNDRAISING	TRANSPORT
April '21									
7th	card	Lidl	£ 1.70						
9th	card	Tesco							£ 42.00
12th	card	Lidl	£ 13.10						
12th	card	Tesco	£ 85.14						
21st	card	Morrisons	£ 37.90						
21st	card	Cartridge People		£ 69.30					
22nd	card	Sainsburys	£ 1.55						
26th	card	Tesco	£ 115.88						
28th	card	Glenfield Garage							£ 45.35
Total			£255.27	£69.30	£0.00	£0.00	£0.00	£0.00	£87.35
May '21									
4th	card	Post Office stamps		£7.92					
5th	card	Lidl	£2.55						
5th	card	Tesco	£36.95		£8.50				
7th	card	Sainsbury	£1.55						
10th	card	Tesco	£81.51						
12th	card	Ikea	£52.50						
12th	card	Tesco	£52.64						
18th	bacs	Calderdale MBC		£25.00					
24th	card	Tesco	£107.95						
24th	cash	Trinkette			£8.40				
24th	cash	West Vale Service S							£20.02
27th	bacs	Maurice Jagger		£350.00					
27th	bacs	Zurich Insurance		£150.68					
Total			£335.65	£533.60	£16.90	£0.00	£0.00	£0.00	£20.02
June									
1st	cash	Prizes	£22.00						
1st	card	Tesco	£14.06						
7th	card	Tesco	£44.01						
11th	card	Home Bargains	£6.76						
11th	card	Aldi	£21.23						
14th	card	Tesco	£29.10						

	card	Tesco	£107.64						
14th	card	Adobe		£21.14					
14th	card	Larder Deli	£3.50						
14th	card	Relish - jigsaws	£40.47						
15th	card	Cartridge People		£84.60					
15th	card	Lidl	£13.15						
15th	card	Wilko	£14.60						
15th	card	Tesco	£19.00						
21st	card	Siansbuty	£12.20						
22nd	card	Morrisons	£81.80						
28th	card	Wilko	£7.90						
28th	card	Ikea	£18.50						
28th	card	Sainsbury	£41.20						
28th	card	Sainsbury						£44.00	
29th	chq	CCLA investment							
29th	chq	CCLA investment							
29th	chq	CCLA investment							
29th	card	Amazon PA System	£25.98						
Total			£523.10	£105.74	£0.00	£0.00	£0.00	£0.00	£44.00
July									
1st	card	The Works		£10.00					
7th	card	Morrisons	£44.80						
12th	card	Tescos	£12.91						
12th	card	Home Bargains	£22.02						
12th	card	Asda	£99.88						
12th	card	Asda							£40.30
13th	card	WHSmits		£7.99					
21st	cash	Clock cars							£23.00
21st	card	Tescos	£88.39						
26th	card	WHSmiths		£12.99					
26th	card	Asda	£62.87						
26th	card	Tescos	£3.40						
27th	card	Cartridge People		£54.00					
28th	bacs	Boothtown Church		£60.00					
28th	bacs	June Harvey	£24.60						
28th	bacs	June harvey	£76.58						
28th	bacs	June Harvey	£4.00						

29th	bacs	P M Nobes							
TOTAL			£ 439.45	£ 144.98				£ 63.30	
AUGUST									
2nd	card	Baker Ross	£ 59.81				£ 59.80		
2nd	card	Sainsbury						£ 37.00	
4th	card	Tesco	£ 64.13						
5th	card	Lidl	£ 5.37						
5th	card	Lidl (receipt????)	£ 7.73						
6th	card	Asda	£ 61.12						
9th	bacs	Boothtown Church		£ 60.00					
9th	bacs	Boothtown Church							
9th	bacs	june Harvey			£ 9.99				
13th	card	Parfetts					£ 11.98		
13th	card	Fantasticscribo	£ 27.94						
16th	card	Tesco	£ 7.75						
16th	card	Lidl	£ 66.61						
16th	card	Tesco	£ 67.50						
17th	card	Poundland	£ 4.00						
18th	card	Tesco	£ 5.00						
18th	card	Lidl	£ 26.59						
20th	card	Tesco						£ 50.51	
20th	card	Tesco							
23rd	card	Lidl							
23rd	card	Home Bargains	£ 24.87						
27th	card	Parfetts	£ 14.42						
31st	card	aldi	£ 18.90						
31st	card	Tesco	£ 20.68						
31st	card	Home Bargains	£ 31.37						
31st	cash	Tony Austin 18/8	£ 30.00						
31st	cash	Tony Austin 28/8	£ 40.00						
Total			£ 583.79	£ 60.00	£ 9.99		£ 71.78	£ 87.51	
September									
1st	card	The Works	£ 4.00						
1st	card	Tescos	£ 50.23						
3rd	card	Home Bargains	£ 20.94						

5th	card	Tescos	£	1.07										
8th	cash	Tescos	£	1.50										
10th	Card	Ikea	£	56.00										
12th	card	Parfetts	£	7.98										
12th	card	Baker Ross	£	29.86										
15th	card	Shell												
15th	card	Tescos	£	77.14										
15th	card	Argos						£	12.00					
16th	bacs	Kings Coffee House	£	72.00										
16th	card	Roberts Rock & Ice					£	13.00						
16th	card	Home Bargains	£	35.96										
17th	card	Lidl	£	4.14										
17th	card	Tescos	£	3.00										
17th	card	B&M	£	12.00										
17th	card	Tescos	£	97.70										
17th	cash	Entertainers	£	30.00										
22nd	card	B&M					£	2.07						
22nd	card	Tescos					£	7.00						
22nd	card	Morrisons	£	26.50										
23rd	cash	Lidl	£	7.74										
23rd	card	W Boyes & Co	£	5.98										
23rd	card	W Boyes & Co						£	6.00					
23rd	card	Morrisons	£	31.10										
26th	card	Tescos	£	4.95										
26th	card	Tescos	£	110.68										
29th	card	Cartridge World			£	108.09								
29th	card	Freeprints	£	4.62										
29th	card	GBT Ltd	£	73.56										
Monthly	Total		£	915.57	£	818.58	£	-	£	22.07	£	18.00	£	153.00
December														
1st	card	Tesco	£	29.54										
1st	card	Asda	£	20.75										
1st	card	Home Bargains	£	107.27										
3rd	cash	Halifax Café entertain	£	40.00										
4th	cash	S/B Café 4/12	£	22.94									£	14.00
5th	cash	Market stall SB 5/12								£	20.00			

11th	bacs	Calderdale MBC		£	125.00				
11th	bacs	P Ingham		£	100.00				
12th	card	Cartridge People		£	94.05				
13th	bacs	C Harvey		£	27.94				
13th	bacs	St Pauls Church		£	140.00				
17th	card	Morrisons							
17th	card	Ikea	£	52.50					
19th	card	Tescos	£	83.43		£	8.50		
20th	bacs	Boothtown Methodist			£	120.00			
21st	card	Patfetts	£	4.59					
21st	cash	Entertainment	£	40.00					
24th	card	Tescos	£	37.82					
24th	card	Tescos	£	73.67					
24th	card	Poundland			£	10.00			
27th	card	UKPOS			£	45.83			
25th	cash		£	33.20					
Monthly	TOTAL		£	544.85	£	972.82	£	8.50	
								£	146.45
February									
2nd	card	Tescos	£	75.70					
7th	card	Tescos	£	15.00					
9th	bacs	S/B Rotary re:cats							
9th	cash	Entertainment Halifax	£	23.49					
10th	card	B&M				£	11.37		
10th	card	Sainsburys							
14th	card	Tescos	£	75.72					
14th	cash	Entertainment S/B	£	40.00					
14th	card	Home Bargains	£	93.25			£	24.13	
14th	card	Tescos				£	14.00		
14th	bacs	Maurice Jagger Centre	£	120.00					
15th	card	Home Bargains	£	11.57					
15th	card	Aldi	£	16.21					
15th	card	Tescos	£	59.90					
18th	card	Cartridge people				£	103.45		
21st	card	Amazon				£	37.95		
21st	cash	Entertainment	£	40.00					
21st	card	Cartridge people				£	110.64		
23rd	card	Cote Hill Station							
23rd	card	Asda	£	11.82					

28th	card	Tescos		£	2.95		
28th	card	The Range		£	2.98		
28TH	card	Parfette	£	5.34			
28th	card	The Works		£	10.00		
28th	card	Tescos	£	61.43			
28th	card	Lidl	£	7.72			
28th	cash	S/B entertainment	£	30.00			
Monthly	Total		£	687.15	£	293.34	£ 24.13
MARCH							
2nd	bacs	A Class Taxis					£ 66.50
2nd	bacs	GBT Ltd	£	124.32			
2nd	bacs	Kings Coffee House			£	40.00	
2nd	bacs	St Pauls Church	£	140.00			
2nd	cash	Halifax Café 2/3	£	41.70			
2nd	card	Tescos	£	143.09			
7th	bacs	Boothtown Methodists	£	240.00			
7th	bacs	John Jinks					
7th	card	Sainsbury petrol					
12th	cash	SB Café materials	£	5.96			
14th	card	B&M	£	8.00			
14th	card	Shell Rochdale					
14th	card	Home Bargains	£	110.52			
14th	card	Tescos	£	130.11			
16th	card	Home Bargains	£	43.00			
16th	cash	Halifax café	£	43.58			
16th	card	Tescos	£	133.86			
21st	card	Lidl	£	53.46			
22nd	bacs	A Class Taxis					£ 118.50
22nd	bacs	A Class Taxis					£ 238.50
22nd	bacs	St Pauls Church	£	170.00			
22nd	bacs	Rotary Club re stall				£	20.00
22nd	card	Amazon Prime	£	7.99			
24th	card	Safeanchor				£	100.00
26TH	cash	SB Café entertainment	£	20.00			
28th	card	Tescos			£	11.00	
28th	card	Tescos	£	84.68			
30th	card	Asda	£	28.78			

30th card Asda Petrol

Monthly Total £ 1,529.05 £ 51.00 £ 100.00 £ 20.00 £ 423.50

YEARLY TOTAL £ 8,033.93 £ 3,821.66 £ 185.20 £ 1,317.87 £ 100.00 £ 180.58 £ 1,182.98

VOLUNTEER EXPENSES	OTHER	TOTAL	NOTES
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£0.00	£0.00	£411.92	
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£0.00	£0.00	£906.17	
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£2,000.00
£2,000.00
£2,000.00

£0.00 £6,000.00 £6,672.84

£10.80

£ **10.80**

£ **658.53**

£ 10.00

£ 53.88
£ 42.03

£ **105.91** £ **918.98**

£ 19.61

£ 30.00

£ 49.61 £ 1,505.75

£ - £ 2,009.01

£ 15.01

£ 41.01

£ 56.02

£ 1,983.24

£ 54.09

£ 51.25

£ 105.34

£ 1,282.66

£ 45.01

£ 45.01

£ 1,717.63

£ 50.00

£ 47.86

£ 52.67

£ 100.53 £ 50.00 £ 1,155.15

£ 14.40

£ 15.00

£ 20.04

£ 45.00

£ 94.44 **£ 2,217.99**

£ 412.14 £ 6,205.52 £ 21,439.87

MEMORY LANE CAFE CALDERDALE

England & Wales - Charity number 1178595

Accounts



Trustees' Annual Report for the period

From 1-4-20 to 31-3-21

Charity name: **MEMORY LANE CAFE CALDERDALE**

Charity registration number: **1178595**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1) For the public benefit to relieve the needs of people affected by dementia living in West Yorkshire, principally in Calderdale, by providing facilities for recreation and socialisation in the interests of social welfare and providing, support, information and practical advice primarily via regular memory café sessions.</p> <p>2) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.</p> <p>For the purpose of this clause ‘socially excluded’ means being excluded from society, or parts of society, as a result of one of more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental); substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Provision of “pop-up” cafes in Halifax (twice per month) and Sowerby Bridge (twice per month). These provide support, advice and information for people affected in any way by dementia, other memory issues and social isolation. The cafe sessions include the opportunity to get involved in games, quizzes, activities etc and are often</p>

		<p>supported by musical entertainment and visiting professionals (who talk individually to people about various issues and concerns).</p> <p>We obtained £2610 grant funding from Calderdale Council and Staying Well for purchase of Tablets to help our members keep in touch during Lockdowns.</p> <p>We obtained £500 grant funding from Calderdale Council for a post-COVID celebration event when circumstances permit (deferred to next year).</p> <p>In non-COVID times we would also organise day trips for members (canal cruises, shopping trips, music events etc). None took place in 2020/21.</p> <p>In non-COVID times we would also raise awareness and funds through participation in various public events throughout the year. None took place in 2020/21.</p> <p>In 2020/21 we were able to operate cafes on only 10 dates (48 in a normal year). In 2020/21, the cafe in Halifax attracted an average of 29 visitors per operating day and the Sowerby Bridge cafe an average of 24 visitors per operating day.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm that the trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We are not a grant-making body
Policy on social investment including program related investment	Para 1.38	As explained in the Financial Review section, we have operated at a surplus year-on-year since we were founded as a voluntary community group in 2016 (and thence becoming a Charity in 2018). We make use of some of our surplus cash to enhance what we provide through our cafe operations (by investing in relevant equipment, funding entertainment etc). In addition, before COVID, we expanded the opportunities for recreation and socialisation by organising (and partly funding) trips out to local attractions and events. Apart from the general social benefits to all users of such trips, they also give isolated individuals the opportunity to get out and visit places (where they would otherwise find it

		difficult, impossible or simply unattractive to do alone). COVID caused us to suspend all such extra-mural activities for the whole of 2020/21
Contribution made by volunteers	Para 1.38	<p>All of our services are provided by volunteers which include:-</p> <ul style="list-style-type: none"> • the running of our regular cafes • external events (e.g. trips out) • fund-raising and awareness-raising activities • general support to our members <p>Volunteer hours actually expended in 2020/21 can be broken down as follows:-</p> <p>600 hours on physical cafes 100 hours on virtual (Zoom) cafes 200 hours on shopping support 1000 hours on planning and day-to-day management of the Charity</p>
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1	<ol style="list-style-type: none"> 1. Our key achievement was the maintenance of social support and interaction with our members throughout a year when our normal operations were disrupted by COVID. 2. While our regular cafes were suspended, we continued to support our members in other ways (see the Additional Information section below for more details). 3. We managed to operate our cafes on 10 (out of 48 planned) dates during the year (see the Additional Information section below for more details) 4. The composition of our membership is that around a third of visitors have a diagnosis of dementia, around a third are their carers at home (e.g.husband, wife, son, daughter), and around a third are socially isolated in some way. Our cafes provide a safe and welcoming space for people with dementia and give informal respite to their carers (who also benefit from the peer support of others in similar circumstances). Socially isolated people enjoy the social aspects of the cafe and have the chance to make new friendships (through getting out of the house and meeting others). Our policy of not limiting attendance to those affected by dementia widens the range of contacts and experiences available to people affected by

		<p>dementia in some way. It has also helped to inform unaffected people about dementia and its various challenges.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Our 2020/21 objectives had to be completely revised at the beginning of the year to take account of the imposition of Lockdown and the uncertainties of the coming months. The revised objectives were:-</p> <ul style="list-style-type: none"> • provide remote support as needed to members/volunteers (social and/or information) – achieved through phone support to members/volunteers to help them manage their individual situations • provide physical support where needed and allowed (shopping etc) – achieved through arranging shopping and providing delivery of shopping and medical supplies to peoples doorsteps • send Memory Lane into people's homes (music videos on FB, lending jigsaws etc) – achieved through sharing music videos (from our regular entertainers), holding a weekly musical Zoom get-together (with live music from one of regular entertainers) – and providing Tablets to enable non-IT members to participate, lending our stock of games, books, jigsaws etc to members for use at home • maintain contact with other relevant organisations – achieved
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		<p><i>through direct trustee involvement in relevant local groups, giving support to other groups considering reopening and the mutual development of joint initiatives</i></p> <ul style="list-style-type: none"> • develop ways of achieving safe socialisation for members without our cafes (e.g. meeting at an agreed location) – <i>achieved through our weekly Zoom get-togethers and by encouraging all our members to get involved in “Move The Calderdale Way” - a walking and cycling challenge for the month of September – which, apart from the social bonding it generated, raised funds for us (which we’ll use for future social events when feasible)</i> • plan for an eventual safe reopening of our cafes – <i>achieved through a full review and replanning of every aspect (plus a formal consultation with members) – which led to reopening in September. Due to limitations on numbers allowed to meet we decided to run twice as many cafe sessions so that we could cater for the demand without overcrowding. Closed for November Lockdown, reopened December and then closed again for January-March Lockdown. We managed to operate on 10 dates during the year (our normal plan is for 48 dates)</i>
Performance of fundraising activities against objectives set	Para 1.41	<p>We aim to combine awareness and fundraising throughout the year. In non-COVID times part of this is achieved through attendance at fairs and other events. We also operate a “Friends of Memory Lane” scheme inviting individuals to make regular payments. Income from this scheme was £139 per month at end of the year.</p>
Investment performance against objectives	Para 1.41	<p>Not applicable</p>
Other		

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Over the year, our income was £9175.05 against expenditure of £6352.20. This continues the positive financial trend from our pre-existing (pre-Charity status) operations. At the end of the period we had a bank balance of £15050.77 (of which £4799 is our Reserves Fund – see below)
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have ring-fenced the equivalent of 6 “normal” months expenditure as our Reserve against unforeseen significant expenditure to maintain operation of our cafes (agreed at Trustee meeting 17-1-19)
Amount of reserves held	Para 1.22	£4799 in 2020/21
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our key sources of income were:- <ul style="list-style-type: none"> • £4101 various donations (includes income from regular payments from Friends of Memory Lane £1668) • £3101 Grants (for specific projects) • £934 cafe revenues – previous (“normal”) year was £3678
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	DOWNSIDE Unforeseen closure of cafe venues (e.g. due to fire and, as we've seen, a global pandemic) Insufficient volunteer numbers to operate the cafes (we are constantly recruiting to address this) UPSIDE continuing growth in visitor numbers may exceed capacity of venue(s)

Other		
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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	"Constitution of a CIO whose only voting members are its charity trustees" - CC template dated October 2016
"How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Maximum number of trustees is 8. We have selected and appointed 6 trustees who each have a specific role in the team (but do not necessarily hold a specific office)

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Each new trustee is given a copy of the current Constitution and a copy of latest Trustees' Annual Report and statement of accounts. They will also, of course, be given the Charity Trustee welcome Pack. Further general training plus specific training to be developed for individuals.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Our current organisation is composed entirely of volunteers and has designated individuals to act in the following operational capacities:- Chair Secretary Treasurer. Volunteer Manager/Cafe Cordinator (to whom our Volunteers report) We are not part of any wider formal network (but work closely with a wide range of other organisations such as Alzheimer's Society and Age UK to achieve our objectives)
Relationship with any related parties	Para 1.51	Not applicable
Other		

Reference and Administrative details

Charity name	MEMORY LANE CAFE CALDERDALE
Other name the charity uses	MEMORY LANE CAFE
Registered charity number	1178595
Charity's principal address	4 Gratrix Lane, Sowerby Bridge, West Yorkshire HX6 2AW

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NIL
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers

(Optional information)

Type of adviser	Name
NIL	

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s) *C.R.Harvey*

Full name(s) CHRISTOPHER ROWLAND HARVEY

Position (eg Secretary, Chair, etc) SECRETARY

Date 10/01/22

FINANCIAL STATEMENT
MEMORY LANE CAFE CALDERDALE
1st APRIL 2020 TO 31st MARCH 2021

Bank balance @ 1st April 2020 £12,227.92

INCOME

Café specific	£934.00
Donations	£4,101.16
Transport	£106.00
Other:	
Calderdale MBC	£1,120.00
Staying Well grants	£1,989.68
HMRC Gift Aid & GASDS	<u>£924.21</u>
	£9,175.05

EXPENDITURE

Café specific	£3,413.83
Support services	£1,087.06
Gifts	£133.01
Transport	£571.89
Volunteer's expenses	£664.01
Other:	
Laptops	<u>£482.40</u>
	£6,352.20

Surplus £2,822.85

Bank balance @ 31st March 2021 £15,050.77

4/25/2021