

Keynsham and Saltford Dementia Action Alliance

England & Wales · Charity number 1181589

Details

Other names	KEYNSHAM DEMENTIA ACTION ALLIANCE, KEYNSHAM DAA, Keynsham and Saltford Dementia Action Alliance
Status	Registered
Legal form	CIO
Registered	2019-01-16
Register	View on the Charity Commission register

Contact

Address	70 Uplands Road Saltford Bristol BS31 3HY
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Activities

Objects: THE OBJECTS OF THE CIO ARE:THE OBJECT OF THE CIO IS RELIEVE THE NEED OF PEOPLE WITH DEMENTIA AND THEIR CARERS AND FAMILY IN THE KEYNSHAM AND SALTFFORD AREAS BY:-(A) BUILDING AWARENESS OF THE NATURE AND CHALLENGE OF DEMENTIA;(B) EDUCATING LOCAL BUSINESS AND ORGANISATIONS ON PROVIDING DEMENTIA FRIENDLY ENVIRONMENTS;(C) RUNNING EVENTS TO SUPPORT THOSE LIVING WITH DEMENTIA AND THEIR CARERS;(D) INFLUENCING THE LOCAL COMMUNITY ON ISSUES THAT COULD IMPROVE THE LIVES OF THOSE WITH DEMENTIA AND THEIR CARERS;(E)SEEKING ASSOCIATION WITH BUSINESS AND ORGANISATIONS IN THE AREA;(F)CONSULTING THOSE AFFECTED BY DEMENTIA AND THEIR CARERS TO PROVIDE GUIDED SUPPORT;(G)PROVIDING A POINT OF REFERENCE FOR THOSE AFFECTED BY DEMENTIA OR THOSE WISHING TO MAKE THE COMMUNITY A BETTER PLACE FOR THOSE AFFECTED.NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CIO FOR THE PURPOSES WHICH ARE NOT CHARITABLE

Activities: Our strategic objective is to make the Keynsham and Saltford community more aware and supportive of people living with dementia and their families, friends and carers. Do do this we run Music for

the Mind sessions twice monthly, we train people to become Dementia Friends and we identify issues and promote action to improve the lives of those living with dementia.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Amateur Sport, Recreation
- **Who:** Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** IN THE KEYNSHAM AND SALTFORD AREAS
- Bath And North East Somerset

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£11,479	£4,196	-	-
2023-12-31	£3,377	£5,476	-	-
2022-12-31	£3,592	£3,268	-	-
2021-12-31	£276	£2,554	-	-
2020-12-31	£8,522	£5,316	-	-

Trustees

Name	Role	Appointed
Brian Bolton		2026-01-17
Elizabeth Edwards		2019-06-20
Michael Stephen Knight		2019-01-25
Stephen Kennet Edwards		2025-01-27
Timothy Mark Blowers		2021-10-18

Keynsham and Salford Dementia Action Alliance

England & Wales - Charity number 1181589

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ANNUAL REPORT AND STATEMENT OF ACCOUNTS

KEYNSHAM AND SALTFORD DEMENTIA ACTION ALLIANCE

FOR THE YEAR ENDING DECEMBER 31ST 2024

Registered Charity Number 1181589

KEYNSHAM & SALTFORD DEMENTIA ACTION ALLIANCE

Annual Trustees' Report for 2024

CHAIR'S FOREWARD

2024 was a record breaking year as far as our income was concerned with over £11,000 collected. We are continually grateful and amazed at the support we receive from the local community, those who attend our Music for the Mind sessions with their families or carers, plus our fantastic volunteers who keep the charity running and offer their valuable time.

With successful grant applications and the hard work put in by our treasurer and the rest of the management committee, the financial position of the charity is strong and we look forward to making good use of the funds available.

It is always rewarding to hear the comments of all our friends and their carers of how much they enjoy our music sessions as well as the boccia sessions and the daytrips that we organise. Everybody appears to leave our sessions with a smile on their faces. A sign of a job well done.

It will be tough to top this in 2025 but with the continued time and effort that is put in by everyone, we look forward to another successful year in 2025.

BACKGROUND

The Keynsham & Salford Dementia Action Alliance (K&SDAA) was established in December 2016 with a view to making Keynsham and Salford more dementia friendly. The term "dementia" describes a set of symptoms that may include memory loss and difficulties with thinking, problem solving or language. The DAA:

- Covers and serves the needs of those living with dementia in Keynsham and Salford and the surrounding area.
- The first meeting of the group was in late 2016 and the first Music for the Mind took place in early May 2017. In January 2019 we became a Charitable Incorporated Organisation. We recently celebrated our 8th anniversary.
- The Keynsham & Salford DAA does not employ any paid staff. All those involved are volunteers. We do engage a paid professional to facilitate our 'Music for the Mind' sessions. We use Keynsham Dial-a-Ride to bring dementia residents from local care homes to our sessions and also for any day trips that we arrange.
- Music for the Mind sessions are held twice monthly on the second and fourth Thursday mornings of the month. The format is a social conversation for half an hour over tea and coffee, cakes and biscuits and then over an hour of singing, including light seated exercises. Attendance to these sessions has always been free of charge and this will continue. We stipulate that each person living with dementia who attends a session must be accompanied by a friend, relative or carer.
- We have recently started running boccia sessions whenever there is a 5th Thursday in the month which is approximately 4 times a year. Boccia is a paralympic sport

similar to bowls but is played sitting down and is suitable for all ages and abilities. It is great fun and enjoyed by many of our dementia friends

- We also arrange outings for our friends and carers. We normally run about 4 outings a year that has included visits to National Trust properties, the Bishop's Palace in Wells, the Avon Valley steam railway, garden centres and the local cinema
- We have regular contact with local care homes that look after people living with dementia. They are welcome to join us at our Music for the Mind sessions when they have transport available
- For the last 3 years we have been invited to join the Keynsham Music Festival and put on one of our Music for the Mind sessions in the big top in Keynsham Park. This is free and is open to all.
- Our secretary contacts all our dementia friends and care homes twice a month to let them know what is going on. We also liaise with many organisations linked with dementia including local doctor's surgeries, Bristol Dementia, Action Alliance, the Alzheimer's Society, Dementia Friends, the Carer Centre, Age UK, ReMind, Live Well and Wellbeing

THE TRUSTEES

During 2024 Judith Lynn resigned as a trustee and was replaced by Steve Edwards who will be able to take a broader view of what we do. Judith is staying with us as a volunteer where she continues to do a great job in charge of the kitchen. The other trustees are Tim Blowers, who is the Chair, Liz Edwards, and Mike Knight who is also treasurer. Despite advertising for new trustees we have not received any expressions of interest. We will continue the search to find at least two more preferably from outside the group to provide more experience and variety. The trustees meet 3 times a year

The trustees met up in May to discuss and approve all our financial details for 2024. All the relevant information was circulated beforehand. This included a summary of the group's income and expenditure and a printout of all the transactions. At the meeting the monthly bank statements and all the invoices were available for inspection. Any questions were answered and once everyone was satisfied, the trustees signed off the accounts.

PRESENTATION AND ADOPTION OF FINANCIAL ACCOUNTS FOR 2024

The Annual General Meeting of the trustees was held on Monday 19th May 2025 when the main item was the presentation and adoption of the financial accounts. In 2023 our income dropped to £3,377 which led to a loss of £2,099 over the year. The trustees agreed that the group should target a minimum income of £5,000 for 2024. We consequently applied for 3 grants totalling £4,300 and were successful with each application. During the year we also received donations from 13 local groups and organisations which totalled £4,312. Three organisations, the Keynsham Good Afternoon Choir, the Keynsham Town Walking Football Club and Homeavon House Retirement Home in Keynsham had made our group their Charity of the Year. Five donations were received from individuals, two donations in memorium of people who had had connections with our group and also donations were collected during our Music for the Mind sessions.

Our annual expenditure was down slightly in 2024 to £4,195.88. Just over 70% of our expenditure is spent on our Music for the Mind sessions. Our profit over the year was

£7,283.20 and our end of year balance was a healthy £18,755.17. A full breakdown of our income and expenditure can be found in the table at the end of this report.

All relevant financial information was circulated to the trustees prior to the meeting and all receipts and bank statements were available for scrutiny at the meeting. The trustees all agreed that the information provided was accurate and the accounts were duly adopted and a form was signed off by all the trustees.

MANAGEMENT TEAM

We now have 9 members on the management team. June Brassington is our Lead, Merrial Knight is Secretary and Mike Knight is Treasurer. Trish Wilson has taken on the role of coordinating the volunteers and Christine Hall has recently taken on the role of organising outings along with Mike Knight. The other management team members are Liz Edwards, Sue Stevens, Jane Leaves and Tim Blowers (chair of trustees). Meetings are generally held about every 2 months and Trish is also responsible for writing up the minutes.

VOLUNTEERS

We have a loyal group of about 18 volunteers who are mainly involved with ensuring that the Music for the Mind sessions run smoothly. They do an excellent job preparing the tables in the hall, meeting and greeting our friends in the car park and helping to get any wheelchair users into the building. Everybody is registered and provided with drinks and biscuits and cake before we start the singing. Once everybody has left everything has to be cleared away and the hall left in a tidy state. A number of our volunteers first came to our sessions as carers but on losing their partner have returned as volunteers. They have a great understanding of what our guests are going through. We always have a friendly and supportive atmosphere in the room during our sessions and it never fails to raise people's spirits.

GOING FORWARD

Our aim for 2025 is to continue providing Music for the Mind sessions twice a month. They will be free of charge. We will run boccia sessions whenever there are 5 Thursdays in the month and we will organise a number of external trips out during the year if there is sufficient interest.

We are still trying to find new trustees and we still need a liaison officer to link up with local businesses and organisations as our aim is still to make Keynsham and Saltford more dementia friendly.

Mike Knight

Treasurer and Trustee

Keynsham and Saltford Dementia Action Alliance

August 2025

KEYNSHAM & SALTFORD DEMENTIA ACTION ALLIANCE

Balance Sheet for period 1st January 2024 to 31st December 2024

Balance in bank on 1/1/24 £11,471.97

Income

Money received from grants (3) £4300.00
Donations from organisations (13) £4312.21
Donations from individuals (5) £1533.62
Donations in memorium (2) £817.05
Donations from collection tins £516.00

Expenditure

Music for the Mind £2637.50
Public liability insurance £197.25
Excursions (6) £499.33
Domain registration £72.00
New posters for publicity £171.96
Dial-a-Ride £380.00
Biscuits for dementia friends £175.00
Lanyards & plastic sleeves £62.64

TOTAL INCOME £11,478.88 TOTAL EXPENDITURE £4,195.68

INCOME MINUS EXPENDITURE FOR 2024 £7,283.20

PLUS THE BALANCE ON 31/12/2023 £11,471.97

BALANCE IN BANK ON 31/12/2024 £18,755.17

Keynsham and Salford Dementia Action Alliance

England & Wales - Charity number 1181589

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KEYNSHAM AND SALTFORD DEMENTIA ACTION ALLIANCE

ANNUAL REPORT AND STATEMENT OF ACCOUNTS

KEYNSHAM AND SALTFORD DEMENTIA ACTION ALLIANCE

FOR THE YEAR ENDING DECEMBER 31ST 2023

Registered Charity Number 1181589

KEYNSHAM & SALTFORD DEMENTIA ACTION ALLIANCE

Annual Trustee's Report for 2023

Chair's Foreword

2023 was a real return to to the great work that the charity provides Keynsham and Saltford. From fully re-establishing Music for the Mind and increasing popularity, such that we have had to consider additional sessions and ways to support increased attendance. There have also been some great new trips that attendees have really valued.

Myself and the charity are so grateful for the hard work of the volunteers who offer their time on a regular basis to help ensure we can run. I also wish to recognise those on the management committee without whom we could not organise and work with the local community, run new events and ensure the great impact we are having locally.

I look forward to an exciting new year with some plans to increase funding and continue with the additional events. It will be fantastic if further trustees and volunteers can be sought to keep us moving forward. We are very lucky to have those that are so passionate about dementia and improving their lives in the community.

Background

The Keynsham & Saltford Dementia Action Alliance (K&SDAA) was established in December 2016 with a view to making Keynsham and Saltford more dementia friendly. The term "dementia" describes a set of symptoms that may include memory loss and difficulties with thinking, problem solving or language. The DAA:

- Covers and serves the needs of those living with dementia predominantly living in Keynsham and Saltford and surrounding area.
- In January 2019 we became a Charitable Incorporated Organisation.
- The Keynsham & Saltford DAA does not employ any paid staff. All those involved are volunteers. However, it does engage a paid professional to facilitate our 'Music for the Mind' sessions. We use Keynsham Dial-a-Ride to bring dementia residents from local care homes to our sessions and also for any day trips that we arrange.
- Music for the Mind sessions are held twice monthly on the second and fourth Thursday mornings of the month. The format is a social conversational half an hour over tea and coffee, cakes and biscuits and then an hour of singing, including light seated exercises. Attendance to these sessions has always been free of charge and this will continue. We stipulate that each person living with dementia who attends a session must be accompanied by a carer.
- Before the first Covid lockdown in March 2020 we were probably averaging about 15 people living with dementia at each session plus their carers and our volunteers. We didn't run any sessions between March 2020 and October 2021 and then ran limited sessions until February 2022 and have continued since then.

We lost a lot of our regular attendees during the Covid pandemic but numbers recovered significantly during the year.

A Summary of 2023

- The year 2023 was significant because it was the first year since 2019 that we got right through the year without any cancellations. We only do a Christmas special in December so during the year we did 23 Music for the Mind sessions. Lindy Platt lead most of them and when she wasn't available Mike Knight manfully stepped in to bridge the gap. The average number of attendees including those living with dementia, their carers and volunteers probably averaged over 50 and on a couple of occasions there were over 60 in the hall. Over the years we've had dementia residents from 6 local care homes but their attendance varies due to transport and care staff issues. St Phillips & St James care home are the most frequent attendees sometimes numbering up to ten residents.
- With so much practice the singing of the group seems to be getting better and better. This is down to Lindy's hard work but the other important person is June Brassington who has accompanied Lindy from the start and has missed very few sessions. We might not always be singing the notes that June plays but generally we're not far off.
- An innovation we brought in a while ago was the game of boccia. Boccia is similar to bowls and is played indoors while sitting down. It is a Paralympic sport and is suitable for all ages and capabilities. It has become increasingly popular so it was scheduled during 2023 and was played when there was a 5th Thursday in the month. This occurred 4 times in 2023.
- Judith Lynn has done a fantastic job in the kitchen supplying and serving all the biscuits, cake and refreshments for everyone. She has been with us from the start and has only missed a handful of sessions. She has had excellent support from Jayne Leaves, her deputy, and from Jenny Woodham and Liz Edwards has filled in expertly when Judith and Jane have been absent.
- As well as her work on the accordion June looks after our volunteers and organises the rota. Some of this work has now been taken over by Trish Wilson.
- Merrial Knight, our secretary has done an excellent job keeping all our client's information up to date and advising them with what is going on with a twice monthly e-mail. By the end of the year Merrial was liaising with almost 100 couples plus 3 care homes and our volunteers. We have now also formed links with several relevant organisations including Bristol DAA with Tony Hall, the Carer's Centre in Bath, The RICE clinic in the RUH in Bath, LiveWell, Age UK, Alzheimer's Society, Keynsham Town Council and the Saltford Community Association, the University of West of England and the local doctor's practices. We aim to continue these links particularly with our local doctor's surgeries. Relevant information is passed on to our clients.
- We organised some excursions during the year. In February we took some of our regulars on a day out to Bradford-on Avon on the train and in March we had a similar day out to Bath. Both journeys were arranged by a lady who worked for the Severnside Community Foundation and paid for by British Rail. The aim was to show how adaptable train journeys could be for disadvantaged people.

In April we took 32 on a steam train on the Avon Valley Railway. The weather was awful but it didn't stop us having a great time. We had a return trip and then retired to a posh static railway carriage for a cream tea.

In October we organised two trips to Oakham Treasures using Keynsham Dial-a-Ride to get us all there and back. Oakham Treasures is full of all kinds of old relics from the past which brought back wonderful memories for everybody. We had a drink first before looking round and then met up for lunch before returning home.

The final outing for the year was to Cadbury's Garden Centre in November. This is when they have all their Christmas decorations set up so a fun time was had by all. We all met up for lunch and had time for a bit of Christmas shopping before returning home. As usual there was a good old fashioned singsong on the way.

Trustees

We still have the same 4 trustees, Tim Blowers. who is the Chair, Liz Edwards, Judith Lynn and Mike Knight. Despite advertising for new trustees we are yet to receive any expressions of interest. We will continue the search to find at least two more preferably from outside the group to provide more experience and variety. The trustees meet about every 4 months.

Management Team

At the beginning of the year we had 8 on the management team with June Brassington as Lead, Merrial Knight as Secretary and Mike Knight as Treasurer. The other management team members were Liz Edwards, Sue Stevens, Tim Blowers, Jayne Leaves, and Trish Wilson. Meetings are generally held about every 2 months. Christine Hall has now joined the committee.

Financial Situation

The DAA is financially stable although in 2023 expenditure exceeded income by just over £2,000 but we still had £11,471.97 in the bank at the end of the year . Income for the year was £3,377 mainly coming from 2 grants from Keynsham Town Council and Waitrose totalling £1668 and 5 donations from local organisations totalling £1202. These included the Keynsham Good Afternoon Choir, the Salford Hall Sunday Afternoon Tea Group, St Monica's Trust and B&NES Council councillors fund. The trustees have recently set an income target of £5000 for the 2024 income.

Expenditure for the year was £5,476.37 which was higher than usual. However, £750 was carried over from 2022 because a cheque to that amount to St Dunstan's for hall hire was not cashed in before our year end. Usually our annual expenditure is between £4,000-£5,000. Almost 80% of our costs are associated with running Music for the Mind. That includes hall hire, Lindy's costs and Dial-a-Ride. The extra costs were due to public liability insurance, excursions, stationery and a new cupboard for storage of books and instruments at St Dunstans.

Volunteers

We have a wonderful group of between 15-20 volunteers who are mainly involved with ensuring that the Music for the Mind sessions run smoothly. They do a

wonderful job preparing the tables in the hall, meeting and greeting our friends in the car park and helping to get any wheelchair users into the building. Then inside the building everybody needs to be registered and provided with drinks and food before we can start the singing. And then everything has to be cleared away and the hall left in a tidy state. A small number of volunteers have not returned after Covid but others have joined during the year.

Going Forward

This was first year since 2020 that our charity was not seriously affected by Covid. We didn't have to cancel any of our Music for the Mind sessions. We also managed to run 4 sessions of boccia when we had a 5th Thursday in the month and ran had several outings during the year. We will be looking to continue these activities throughout 2024.

We haven't seen so much of the care homes this year. The main problems are lack of transport and a shortage of care staff which is a shame because they all enjoy it when they can join us. St Phillips and St James are still regular visitors but Dial-a-Ride have had problems with the reliability of some of their vehicles. they have had problems with transport and a lack of care staff.

Sadly we haven't been able to do any Dementia Friends talks because the Alzheimer's Society replaced Dementia Champions with Dementia Ambassadors and none of our Champions wanted to take it on. Tony Hall from the Bristol DAA has offered to help with this if necessary.

We are still trying to find new trustees and we still need a liaison officer to link up with local businesses and organisations as our aim is still to make Keynsham and Saltford more dementia friendly.

Mike Knight

Treasurer and Trustee

Keynsham and Saltford Dementia Action Alliance

July 2024

KEYNSHAM & SALTFRD DEMENTIA ACTION ALLIANCE

Balance Sheet for period 1st January 2023 to 31st December 2023

Balance in bank on 1/1/23 £13571.67

Income

Money received from grants (2) £1668.00
Donations from organisations (4) £1202.00
Donations in memorium (1) £300.00
Donations from direct debits (1) £72.00
Collection tins £135.00

Expenditure

Music for the Mind £3853.76
Public liability insurance £187.25
Excursions (6) £585.90
Cupboard for storage £182.25
Stationary £227.21
Dial-a-Ride £440.00

TOTAL INCOME £3377.00 TOTAL EXPENDITURE £5476.37

INCOME MINUS EXPENDITURE -£2099.37

PLUS THE BALANCE ON 31/12/2022 £13571.67

BALANCE IN BANK ON 31/12/2023 £11472.30

Keynsham and Salford Dementia Action Alliance

England & Wales - Charity number 1181589

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MINUTES OF THE TRUSTEES' AGM OF KEYNSHAM & SALTFRD DAA

The meeting took place on Wednesday 9th August 2023 from 7.30. It was held at 70, Uplands Road, Saltford. The agenda was circulated beforehand along with relevant documents.

1. WELCOME

Tim Blowers, the Chair, welcomed Liz Edwards, Judith Lynn and Mike Knight to the meeting

2. APOLOGIES FOR ABSENCE

None, all trustees were present

3. CONFLICTS OF INTEREST

None were raised

4. MINUTES OF LAST MEETING

The minutes were circulated after last year's meeting. They were accepted as a true reflection on the last meeting and signed off accordingly. It was agreed that outstanding issues would be covered during the rest of the agenda.

5. MATTERS ARISING

No matters arising that would not be picked up in the agenda

6. PRESENTATION AND ADOPTION OF FINANCIAL ACCOUNTS FOR 2021

A summary balance sheet had been e-mailed to all the trustees prior to the meeting along with a printout of all the transactions during 2022. There was also a table showing our annual income and expenditure for each year from 2017 when we were formed to present day. A print out of the group's monthly bank statements and copies of all invoices for 2022 were available for scrutiny at the meeting.

Last year's finances were discussed. Over the 12 months income exceeded expenditure by £323.57 leaving our final balance at a healthy £13,571-67. However, a cheque for the hire of St Dunstan's Church hall for the second 6 months of the year for £750 was not cashed until January 2023 so will appear in next year's accounts.

Following discussion on the 2022 accounts it was unanimously agreed that they were an accurate and true and everyone agreed to send an e-mail to the treasurer confirming their agreement.

7. FINANCIAL ARRANGEMENTS FOR THE FUTURE

There was discussion on where we should set the minimum balance in our account and £10k was suggested and agreed. This equates to 2 full years of normal activities which is mainly Music for the Mind. It was agreed that we should target an income each year of at least £5k. In the first 6 months of this year our income is £1298 and expenditure is £1879. We have recently been awarded a grant from Keynsham Town Council for £950 which is not yet in our account. We aim to apply for other grants. We've applied to Tesco and we may receive some funding from Waitrose but that's not confirmed yet. St Monica's Trust has turned down one application but they may have another opportunity available for us soon. Other options include Quartet, Zurich Community Trust and Charles Hayward Foundation. Liz Edwards mentioned Deloittes as a possibility and will follow that up.

8. ANY OTHER BUSINESS

It was agreed that there was a need to advertise for more volunteers and trustees and a Customer Liaison Officer. Tim to liaise with Jane Leaves to finalise and circulate adverts to Keynsham Voice, Week In and SCAN as well as our website and any volunteer websites. Work was progressing on policies and procedures. There are procedures for Safeguarding, General Data Protection Regulation (GDPR) and data protection but complaints and risk management are still to be covered, Mike to do the Complaints procedure and liaise with St

Dunstan's on risk management. We need to ensure that all relevant volunteers complete the on-line Safeguarding training.

There was a brief discussion on what options there could be if our numbers at Music for the Mind continued to increase. No alternatives sprung to mind as St Dunstan's is ideal at the moment with parking being a great advantage. Tim mentioned the possible future revamping of the old Fire Station which could be suitable. This is being discussed at the next council meeting and Tim will follow this up.

9. DATE OF NEXT MEETING

A date of Wednesday 29th November was agreed at 7.30. To be held at 70, Uplands Road.

Keynsham and Salford Dementia Action Alliance

England & Wales - Charity number 1181589

Accounts

DAA

Keynsham and Saltford
Dementia Action Alliance

ANNUAL REPORT AND STATEMENT OF ACCOUNTS

KEYNSHAM AND SALTFORD DEMENTIA ACTION ALLIANCE

FOR THE YEAR ENDING DECEMBER 31ST 2021

Registered Charity Number 1181589

KEYNSHAM & SALTFORD DEMENTIA ACTION ALLIANCE

Annual Trustee's Report for 2021

The Keynsham & Saltford Dementia Action Alliance (K&SDAA) was established in December 2016 with a view to making Keynsham and Saltford more dementia friendly. The term "dementia" describes a set of symptoms that may include memory loss and difficulties with thinking, problem solving or language. The DAA:

- covers and serves the needs of those living with dementia predominantly living in Keynsham and Saltford and surrounding area.
- In January 2019 we became a Charitable Incorporated Organisation.
- The Keynsham & Saltford DAA does not employ any paid staff. All those involved are volunteers. However, it does engage a paid professional to facilitate our 'Music for the Mind' sessions. We also use Keynsham Dial-a-Ride to bring dementia residents from local care homes to our sessions
- Music for the Mind sessions are held twice monthly on the second and fourth Thursday mornings of the month. The format is a social conversational half an hour over tea and coffee, cakes and biscuits and then an hour of singing, including light seated exercises. Attendance is free and each person living with dementia has to be accompanied by a carer. For these events we accept people from further afield should they wish to attend. Before the first Covid lockdown in March 2020 we were probably averaging about 15 people living with dementia at each session plus their carers and our volunteers. There is always a wonderful happy and relaxing atmosphere in the hall that is enjoyed by everyone.
- Due to the effects of Covid 19, we had to stop our Music for the Mind session in March 2020. There were no more Music for the Mind sessions during 2020 but we did keep in touch with our members where we could. The local care homes who send residents to our music sessions were very badly hit by the pandemic. There were times during 2021 when we thought we might be able to start up again but we didn't feel able to restart until the care homes were out of lockdown and happy for their residents to mix. Consequently it was Thursday 12th October 2021 before we started up again. In the end we managed 5 sessions before the end of the year including a Christmas meeting on Thursday 9th December. Around that time there were concerns about an increasing level of Covid cases so we cancelled the second session in December and the two sessions in January 2022. We finally started up again in February 2022.

- The Covid 19 pandemic has been difficult for all our clients and particularly those in the various care homes that have been supporting our Music for the Mind sessions over the last 3-4 years. We have lost a number of our friends during this period and the care homes have had major problems with staff and residents contracting Covid. Those in the care homes have not been able to see their friends and relatives for many months. We have kept in touch with the care homes in particular and have provided them with funds so that they could buy specific items to help all those living with dementia. This has been a great help to them and provided some joy and happiness during this difficult time.
- At the end of 2020 the group had 5 trustees, Alan Hale was Chair, plus Judith Lynn, Sue Stevens, Liz Edwards and Mike Knight. During 2021 Alan Hale advised that he wished to stand down from further involvement with the group and was replaced by Mike Knight as a temporary Chair. Sue Stevens retired and was replaced by Tim Blowers. There were no trustee's meetings during 2021 due to Covid restrictions. However, there was e-mail correspondence to discuss any relevant matters of interest. This included approving donations to 4 of care homes in our area that look after dementia patients to help them to get through this difficult time. The funding was agreed unanimously by the trustees.
- **Financial Situation**
The DAA is financially stable despite our balance in the bank falling during the 2021 from £15,525.73 to £13,248.10. Our income virtually dried up during 2021 with only 4 individual donations totalling £276. Expenditure also fell significantly from £5,315.73 in 2020 to £2,553.63 in 2021. Most of that was due to donations to our local care homes to provide activities for our local dementia residents as we couldn't provide any music sessions. These donations were agreed by the management team.
A full summary of our accounts is shown on the attached balance sheet. They have been circulated to the trustees for inspection and comments were added to the minutes of the meeting.
- **Volunteers**
The whole operation is staffed entirely by volunteers and there are about 20 altogether.
The ability to become a volunteer or a client is inclusive of any gender, orientation, race or religion.
- **Going Forward**
All our activities have been curtailed during 2021 due to Covid. We felt unable to restart our Music for the Mind sessions until the care homes were

happy to participate. We managed 4 sessions from October but then stopped again over the Christmas period. We were surprised at the number of people that attended these sessions as we had lost several of our regulars to Covid.

We haven't been able to do any dementia talks during 2021 and neither have we done any building inspections to encourage local businesses and organisations to become more dementia friendly. We look forward to starting this work up again during 2022.

Mike Knight

Treasurer and Trustee

Keynsham and Salford DAA

September 2022.

KEYNSHAM & SALTFORD DEMENTIA ACTION ALLIANCE

Balance Sheet for period 1st January 2021 to 31st December 2021

Balance in bank on 1/1/2021 **£15525.73**

Income

Donations from individuals (4) £276.00

Expenditure

Music for the Mind £200.00

Public liability insurance £187.25

St John's Christmas festival £25.00

Microphone & domain reg £65.99

Donations to care homes (5) £2000.00

Easter plants for clients £59.90

Phone for DAA use £15.49

TOTAL INCOME **£276.00**

TOTAL EXPENDITURE **£2553.63**

INCOME MINUS EXPENDITURE - £2277.63

Plus the balance on 31/12/2020 £15525.73

Balance in bank on 31/12/2021 **£13248.10**

Keynsham and Salford Dementia Action Alliance

England & Wales - Charity number 1181589

Accounts

DAA

Keynsham and Salford
Dementia Action Alliance

ANNUAL REPORT AND STATEMENT OF ACCOUNTS

KEYNSHAM AND SALTFORD DEMENTIA ACTION ALLIANCE

FOR THE YEAR ENDING DECEMBER 31ST 2020

Registered Charity Number 1181589

KEYNSHAM & SALTFORD DEMENTIA ACTION ALLIANCE

Annual Trustee's Report for 2020

The Keynsham & Saltford Dementia Action Alliance (K&SDAA) was established in December 2016 with a view to making Keynsham and Saltford more dementia friendly. The term "dementia" describes a set of symptoms that may include memory loss and difficulties with thinking, problem solving or language. The DAA:

- covers and serves the needs of those living with dementia predominantly living in Keynsham, Saltford and nearby villages.
- In January 2019 it became a Charitable Incorporated Organisation.
- The Keynsham & Saltford DAA does not employ any paid staff. All those involved are volunteers. However, it does engage a paid professional to facilitate our 'Music for the Mind' sessions. We also use Keynsham Dial-a-Ride to bring dementia residents from local care homes to our sessions
- Music for the Mind sessions are held twice monthly on the second and fourth Thursday mornings of the month. The format is a social conversational half an hour over tea and coffee, cakes and biscuits and then an hour of singing, percussion and very light seated exercises. Attendance is free and each person living with dementia has to be accompanied by a carer. For this event we allow our boundaries to be stretched by accepting people from further afield should they wish to attend. During 2019 we probably averaged about 15 people living with dementia at our sessions plus their carers and our volunteers and it all led to a wonderful happy and relaxed atmosphere enjoyed by everyone.
- When there are 5 Thursday in the month we occasionally run an extra session to try something different to singing. We have run a couple of boccia sessions which have gone down well with our clients. Boccia is like bowls but is done while sitting down.
- This year, 2020, has been a particularly difficult year because of the Covid 19 pandemic which started off during March. As a consequence our last Music for the Mind session took place on Thursday 12th March. At the time of writing this report, our sessions have still not been able to restart 18 months later. Overall during 2020 we ran 5 music sessions and 1 boccia session at the end of January.
- The Covid 19 pandemic has been difficult for all our clients and particularly those in the various care homes that have been supporting our Music for the

Mind sessions over the last 3-4 years. We have lost a number of our friends during this period and the care homes have had major problems with staff and residents contracting Covid. Those in the care homes have not been able to see their friends and relatives for many months. We have kept in touch with the care homes in particular and have provided them with funds so that they could buy specific items to help all those living with dementia. This has been a great help to them and provided some joy and happiness during this difficult time.

- There were only 2 management team meetings in 2020 in the first 2 months of the year. The third one that was scheduled for 23rd March was cancelled due to Covid. All management meetings are minuted. The committee, consists of eight volunteers with seven of them Dementia Champions trained through the Alzheimer's Society.
- The group has 5 trustees, Alan Hale is Chair, plus Judith Lynn, Sue Stevens, Liz Edwards and Mike Knight. There were no trustee's meetings during 2020 again due to Covid. However, there was e-mail correspondence to discuss any relevant matters of interest. This included approving donations to the 6 care homes in our area that look after dementia patients to help them to get through this difficult time. The funding was agreed unanimously by the trustees.
- **Financial Situation**

The DAA is financially very stable. Our balance at the start of the year was £12,319-53 and this had increased to £15,525-73 by the end of the year. Most of the income of £8,521-95 was received in the first 4 months of the year. We had significant donations of £2000 from Smith & Williamson, solicitors working out of Bristol, £1775,95 from the Keynsham branch of the Coventry Building Society who had the DAA as their 2019 Charity of the Year, £1400 for Keynsham Tangent and £800 in memory of two of our clients that includes Pat Marsh from Kingfisher Lodge who was a regular visitor to our Music for the Mind sessions and is greatly missed by us all.

Each year we normally try and hold fund raising events but there was little opportunity to do that during 2020. However, we did put on a Gilbert and Sullivan opera, Trial by Jury, in a local church. It proved very successful and altogether it made £950 which was split equally between the church and the DAA.

Expenditure for the year totalled £5315-73. The main outlay was the donations to the care homes, St Dunstan's hall hire and our singer's fee for running the Music for the Mind sessions, Dial-a-Ride for transporting clients from the care homes and the purchase of a set of boccia balls.

A full summary of our accounts is shown in the tables below. They have been circulated to the trustees for inspection and comments were added to the minutes of the meeting.

- **Volunteers**

The whole operation is staffed entirely by volunteers and there are about 20 altogether.

The ability to become a volunteer or a client is inclusive of any gender, orientation, race or religion.

- **Going Forward**

All our activities have been curtailed this year since March and we look forward to starting them up again when it is safe to do so. We haven't been able to do any dementia talks to local groups and we have the support materials to do talks to local schools. Before the Covid pandemic started, we did do a dementia training session to a local junior school which was well received by the children and the teachers.

We have also had to stop doing building inspections where we suggest ways of making their buildings more dementia friendly. In the past we have inspected health centres, a building society, the local sports centre, a Baptist church and a village hall. We look forward to starting this up again when it is suitable to do so.

Mike Knight

Treasurer and Trustee

Keynsham and Salford DAA

October 2021.

KEYNSHAM & SALTFORD DEMENTIA ACTION ALLIANCE

Balance Sheet for period 1st January 2020 to 31st December 2020

Balance in bank on 1/1/2020 **£12319.53**

Income

Donations from organisations (5) £6495.95
Donations in memorium (2) £800.00
Donations from individuals (1) £50.00
Money made from Trial by Jury £1176.00

Expenditure

Music for the Mind £1252.43
Trial by Jury £680.98
Public liability insurance £117.60
Set of boccia balls £274.00
Two lots of banners £182.40
Donations to care homes (5) £2500.00
Equipment for dementia talks £56.43
Dial-a-Ride £45.00
Renewal fee for website £76.00
Miscellaneous items £130.91

TOTAL INCOME **£8521.95**

TOTAL EXPENDITURE **£5315.75**

INCOME MINUS EXPENDITURE £3206.20

Plus the balance on 31/12/2019 £12319.53

Balance in bank on 31/12/2020 **£15525.73**

MINUTES OF THE TRUSTEES' AGM OF KEYNSHAM & SALTFORD DAA

The meeting took place on Monday 18th October 2020 at 7.30 via zoom. The agenda was circulated beforehand along with relevant documents.

1. WELCOME

Mike Knight welcomed everyone to the meeting, Liz Edwards, Sue Stevens and Tim Blowers via zoom and Judith Lynn via telephone.

2. ELECTION OF CHAIR FOR THE MEETING

As the chair, Alan Hale, has recently resigned, Mike Knight was proposed by Judith to chair the meeting and was seconded by Liz Edwards.

3. APOLOGIES FOR ABSENCE

None, all trustees were present

4. MINUTES OF LAST MEETING

The minutes were circulated after last year's meeting but were circulated again prior to this meeting. They were accepted as a true reflection on the last meeting and signed off accordingly

5. MATTERS ARISING

No matters arising

6. RESIGNATIONS, ELECTION OF OFFICERS AND NEW TRUSTEES

First of all Tim Blowers was confirmed and welcomed as a new trustee. Tim had been a valuable member of the management team for some time and had expressed an interest in becoming a trustee. His term of office would be 3 years until October 2024.

A discussion followed on the position of chair. Sadly Alan Hale resigned recently and a message of thanks was sent to him for all the hard work he had done for the charity since he founded it in 2016. It was thought that the group might benefit with the addition of trustees from outside the DAA to add more balance and experience. Tim had already discussed this with a representative from the Saltford business group. It was agreed that Mike Knight would continue as acting chair for the time being and to be reviewed in 3 months time. This would correspond to when the first 3 year terms of office of Sue, Judith and Mike would be up for renewal.

7. PRESENTATION AND ADOPTION OF FINANCIAL ACCOUNTS FOR 2020

A summary balance sheet was e-mailed to all the trustees prior to the meeting along with a printout of all the transactions during 2020. Sue offered a vote of thanks to the treasurer for all his hard work and for ensuring that all the figures added up. There were no questions raised and everyone was satisfied with the accounts. Each trustee send an e-mail to the treasurer confirming that they had approved the accounts. A full set of bank accounts and receipts were available from the treasurer for inspection if required.

8. GOVERNANCE AND THE WAY AHEAD

There was a discussion on governance of the DAA and areas that needed further work. We have a constitution and there is also a safeguarding procedure but we don't have a safeguarding officer. Both Sue and Liz have experience with safeguarding but it was thought that it would be worthwhile seeing if any of our other volunteers would be interested in getting involved. Sue agreed to

investigate. Other areas we need to look at are general data protection regulation (how we store people's data), complaints handling and volunteer management.

9. ANY OTHER BUSINESS

We need to update information concerning our DAA on the Charity Commission's website. At the moment the business address is Alan Hale's home address and the telephone number is also Alans. We could use the treasurer's home address but this needs to be discussed with June Brassington who is the chair of the Management Team. It was suggested that we could get a cheap mobile phone to cover any telephone queries. The website would still be

www.keynshamdaa.co.uk Merrial has access to the e-mail account of dementiafriendlykeynsham@gmail.com but we need to look at changing the password. Mike to check with Merrial.

Sue pointed out that as our bank account was healthy whether some of that could usefully be spent to help people with dementia. It was agreed that ideas would be put forward for discussion at the next meeting of the Management Team on 3rd November. An item would be added to the agenda.

Date of next meeting of the trustees, a target date in January 2022.

