

GARSTANG MEMORY CAFE

England & Wales · Charity number 1196743

Details

Status Registered

Legal form CIO

Registered 2021-11-23

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

Contact

Address Paddington Green
28 Worcester Avenue
Garstang
Paddington Green
28 Worcester Avenue
PR3 1EJ

Phone 01995471236

Email sandradperkins@sky.com

Website <https://garstangmemorycafe.chessck.co.uk/>

Activities

Objects: THE RELIEF OF NEED OF PEOPLE SUFFERING FROM DEMENTIA BY THE PROVISION OF A SAFE AND FRIENDLY BASE FOR MEETINGS OF CARERS AND THOSE LIVING WITH DEMENTIA TO ENABLE PARTICIPATION IN VARIED ACTIVITIES INCLUDING CRAFTS, MUSIC, TALKS ETC AND TO ENJOY INTERACTION WITH OTHERS IN SIMILAR CIRCUMSTANCES

Activities: Memory cafes, also known as dementia cafes, provide safe spaces where people can go for a cup of tea and chat with experienced professionals or others affected by dementia. There are also games, quizzes and craft sessions which those attending can take part in along with outside speakers who invited to give talks.

Classification

- **How:** Other Charitable Activities
- **What:** Disability
- **Who:** Elderly/old People, People With Disabilities

Geography

- Lancashire

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|--------|-------------|--------|-----------|
| 2025-11-30 | £7,221 | £4,879 | - | - |
| 2024-11-30 | £9,196 | £4,909 | - | - |
| 2023-11-30 | £8,196 | £2,837 | - | - |
| 2022-11-30 | £8,651 | £7,456 | - | - |

Trustees

| Name | Role | Appointed |
|-----------------------------------|-------|------------|
| Christopher John Wilkinson | Chair | 2021-11-30 |
| Anthony Coppin | | 2021-11-30 |
| Christopher Legard Owens | | 2023-05-17 |
| Lynda Ryder | | 2016-05-20 |
| Peter Thomas Ryder | | 2021-11-30 |
| Robert Victor Sculfor | | 2021-11-30 |
| SANDRA DENISE PERKINS | | 2017-07-24 |

GARSTANG MEMORY CAFE

England & Wales - Charity number 1196743

Accounts



Trustees' Annual Report for the period

| | |
|-------------------|-----------------|
| Period start date | Period end date |
| 1 12 2024 | 30 11 2025 |

Section A Reference and administration details

Charity name

Garstang Memory Cafe

Other names charity is known by

Registered charity number (if any)

1196743

Charity's principal address

Paddington Green
28 Worcester Avenue
Garstang
PR3 1Ej

Names of the charity trustees who manage the charity

- 1
- 2
- 3
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- 7
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- 11
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- 20

| Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|--------------------------|-----------------|-----------------------------------|---|
| Chris Wilkinson | Chair | | Board of Trustees |
| Peter Ryder | Treasurer | | " |
| Anthony Coppin | | | " |
| Sandra Perkins | Founder | | " |
| Robert Sculfor | | | " |
| Christopher Legard Owens | | | " |
| Pamela Evans | | | " |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
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Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-------------------|-------------|------------------------------------|
| Minutes Secretary | Lynda Ryder | 3 Hereford Avenue Garstang PR3 1LJ |
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Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity’s trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods (eg. appointed by, elected by) | Appointed initially for 2 years. After that elected at Annual General meeting for a 3-year term with the option to be re- elected or appointed by Board of Trustees. |

Additional governance issues (Optional information)

| | |
|--|--|
| <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity’s organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees’ consideration of major risks and the system and procedures to manage them. | <p>In this year our activities continued to expand, and our numbers have continued to increase significantly.</p> <p>It has continued to be important to work cooperatively with other health and care organisations, both statutory and voluntary. There are frequent visitors updating café members on relevant issues. Examples include Age UK, the fire service, the local police community team and Garstang medical practice who did some outreach health checks</p> <p>The group is recognized as being important within our locality and has received the community team award from Garstang Town Council.</p> <p>The trustees have continued to meet as planned and significant work has been put into preparing risk assessments and reviewing finances.</p> <p>The charity continues to recognize that most of its funding is through bequests and donations and this is monitored closely as it is seen as a risk area. Other funding will be sought through grants and awards. The charity is once again in a good financial position at the end of the 2024-25 year.</p> <p>Our policies are continually reviewed and updated where required. A complaints policy has now been added</p> |
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Section C Objectives and activities

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

The relief of need of people suffering from dementia by the provision of a safe and friendly base for meetings of carers, family and those living with dementia to enable participation in varied activities including crafts, music, talks etc. and to enjoy interaction with others in similar circumstances.

Memory Cafes, also known as dementia cafes, provide safe spaces where people can go for a cup of tea and chat with experienced professionals or others affected by dementia. There are also games, quizzes and craft sessions which those attending can take part in along with outside speakers who are invited to give talks.

Garstang Memory Café (GMC) contributes to the health and wellbeing of vulnerable people living with dementia and the carers of those people in Garstang and the surrounding areas.

High value is put by the carers on the support being offered and the opportunity to network with others

Membership numbers attending the Memory Café has grown rapidly in this post covid era and by 2025, we have had up to and sometimes over 40 regular members attending our Café sessions which we run on two half days a month.

The GMC Board of Trustees meet at a minimum of 4 times per year, at which the charity's activities are reviewed. alongside planned spending and anticipated income.

The AGM was held in May 2025 during our usual café session and was well attended. This is now a well established and successful pattern

All of our trustees are regular helpers at memory café sessions and offer further support in a variety of ways including finances, publicity, event organization catering etc.

There are also a significant number of volunteer helpers at every session who offer welcome support to our members.

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

Additional details of objectives and activities (Optional information)

The work of GMC is supported through the commitment and hard work of a growing number of dedicated volunteers and trustees.

The GMC continues to provide a place to meet for members living with dementia. It also gives some respite for their carers and families and at every meeting there are refreshments for everyone.

Varied activities are provided at each session ranging from crafts, bingo, quizzes, memory games and singalongs etc. We also invite a variety of outside speakers and entertainment for each session. On other occasions we have run afternoon teas and other celebrations at the café. A new addition has been the inclusion of 'chair based' exercises to promote health and fitness We have arranged days out including our regular canal barge trips and pre and post-Christmas meals. This year there have been visits to a local craft studio, 2 local theatre group productions and a musical performance.

Our big project has been to set up a memory garden on a piece of land opposite where the café meets. This is now well established and a local gardener, with experience of similar community projects, is helping with the maintenance. The Garden was awarded an RHS Northwest in Bloom 'its your neighbourhood' outstanding Level 5 Award. A memory tree was erected with metal leaves commemorating past members.

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

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

Summary of the main achievements of the charity during the year

By our regular articles in the local free booklet which is delivered to all households in and around Garstang, we have kept and continue to keep in touch with our community

There are also strong links with our local medical practice and Town Council and many local businesses and groups.

The café has run a full programme of regular sessions and with the growing numbers of members (around 35 - 40 at the time of writing), There is a clear increasing need for dementia support, we continue to explore ways to expand our provision and to identify the most beneficial activities to provide.

We make full use of social media using Facebook as we feel that this is a good way of getting our messages across but more importantly encourages carers and families to come along to our sessions.

One of our Trustees has good contacts with the local press and places articles for us and another does a write of activities in a free community magazine

Another Trustee has developed a 'WhatsApp' group to remind members of dates and times of coming events

Our website is continually updated and enables the promotion of the memory cafe

The AGM was held in May during our regular café session but advertised publicly with both the trustees and, an increased number, of members attending. There was wide satisfaction with both the organization and the performance of the memory café. Useful suggestions were made on possible additional activities and trips to be included in any future programme.

In 2024 we were delighted to receive the community team award from our local town council and this reflects the high regard placed on our work.

In 2025 the chair of trustees received the Town Council citizens citizenship award.

In 2026 we were shortlisted being, only one of four nominees selected, for the prestigious Wyre community awards and several of our Trustees attended the ceremony

Partnerships with local organizations and firms have grown with several adopting us as their local charity for fundraising activities.

There are very strong links with Garstang Town Council with our founder Trustee due to become the local mayor again in May 2026.

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Section E Financial review

Brief statement of the charity's policy on reserves

Garstang Memory Café Board of Trustees ensure that there are sufficient funds for 2 years of running costs.
As agreed by the Trustees a savings account was set up. It was also agreed that £3000 should be kept in the current account.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

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

The accounts for 2024/2025 were audited on the 23rd April 2026 and have been signed off.

Summary of Garstang Memory Café Accounts 2024-25:
Receipts for 2024-25 were £7,221
Payments for 2024-25 were £4,879
Surplus for the year £2,342

The principal source of our funds remains as donations.

Gift Aid arrangements have been put in place and submission will be made in as appropriate

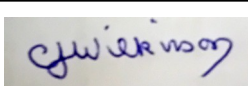
With our full programme of ever-expanding activities expenditure is expected to increase however this is currently offset by increasing our donations.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

| | | |
|--|---|--|
| Signature(s) |  | |
| Full name(s) | Chris Wilkinson | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 20/05/2026 | |



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Garstang Memory Café No (if any) 1196743

Receipts and payments accounts

CC16a

| | | | |
|---------------------|---------------------------------|----|-------------------------------|
| For the period from | Period start date 01/12/2024 | To | Period end date 30/11/2025 |
|---------------------|---------------------------------|----|-------------------------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Membership Fees | | - | - | | - |
| Donations - General | 6350 | - | - | 6350 | 8439 |
| Donations - Gift Aid | | - | - | | |
| Grants | | - | - | | |
| Miscellaneous | 871 | - | - | 871 | 757 |
| | - | - | - | | |
| | - | - | - | | |
| Sub total (Gross income for AR) | 7221 | - | - | 7221 | 9196 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 7221 | - | - | 7221 | 9196 |
| A3 Payments | | | | | |
| Administration and Office | 754 | - | - | 754 | 217 |
| Refreshments | 156 | - | - | 156 | 62 |
| Social Activities | 3670 | - | - | 3670 | 3668 |
| Rent | | - | - | | |
| Publicity | - | - | - | | |
| Insurance | 103 | - | - | 103 | 103 |
| Sundries (incl. volunteer training) | 196 | - | - | 196 | 859 |
| Bank Charges | - | - | - | | |
| Projects memory garden | | - | - | | |
| Sub total | 4879 | - | - | 4879 | 4909 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 4879 | - | - | 4879 | 4909 |
| Net of receipts/(payments) | 2342 | - | - | 2342 | 4287 |
| A5 Transfers between funds A6 | - | - | - | - | - |
| Cash funds last year end | 36779 | - | - | 36779 | 32492 |
| Cash funds this year end | 39121 | - | - | 39121 | 36779 |

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

| Categories | Details | Unrestricted funds | Restricted funds | Endowment funds |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Funds at 30 th November 2025 | to nearest £ 39121 | to nearest £ . | to nearest £ . |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 39121 | - | - |
| | (agree balances with receipts and payments account(s)) | Agreement Error | OK | OK |
| B2 Other monetary assets | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

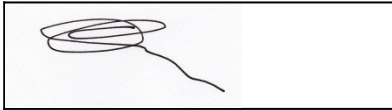
Signature

Print Name

Date of approval

20th May 2026

Signed by one or two trustees on behalf of all the trustees
CCXX R2 accounts (SS)



| |
|---------------|
| Peter T Ryder |
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GARSTANG MEMORY CAFE

England & Wales - Charity number 1196743

Accounts



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|-------------------|----|------|-----------|-----------------|----|------|
| | Period start date | | | | Period end date | | |
| From | 1 | 12 | 2023 | To | 30 | 11 | 2024 |

Section A Reference and administration details

Charity name

Garstang Memory Cafe

Other names charity is known by

Registered charity number (if any)

1196743

Charity's principal address

Paddington Green
 28 Worcester Avenue
 Garstang
 PR3 1Ej

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------------|-----------------|-----------------------------------|---|
| 1 | Chris Wilkinson | Chair | | Board of Trustees |
| 2 | Peter Ryder | Treasurer | | " |
| 3 | Anthony Coppin | | | " |
| 4 | Sandra Perkins | Founder | | " |
| 5 | Robert Sculfor | | | " |
| 6 | Christopher Legard | | From 17/5/2023 | " |
| 7 | Owens | | | |
| 8 | Pamela Evans | | From 17/5/2023 | " |
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| 19 | | | | |
| 20 | | | | |

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

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-------------------|-------------|------------------------------------|
| Minutes Secretary | Lynda Ryder | 3 Hereford Avenue Garstang PR3 1LJ |
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Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity’s trusts

| | |
|---|---|
| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods (eg. appointed by, elected by) | Appointed initially for 2 years. After that elected at Annual General meeting for a 3-year term with option to be re- elected. Or appointed by Board of Trustees. |

Additional governance issues (Optional information)

| | |
|--|---|
| <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity’s organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees’ consideration of major risks and the system and procedures to manage them. | <p>In this year our activities continued to expand, and our numbers have continued to increase post covid.</p> <p>It has continued to be increasingly important to work cooperatively with other health and care organisations, both statutory and voluntary.</p> <p>The group is recognized as being important within our locality and has received the community team award from Garstang Town Council.</p> <p>The trustees have continued to meet as planned and significant work has been put into preparing risk assessments and reviewing finances.</p> <p>The charity continues to recognise that most of its funding is through bequests and donations and this is monitored closely as it is seen as a risk area. Other funding will be sought through grants and awards. The charity is once again in a good financial position at the end of the 2023-24 year.</p> <p>Policies are continually reviewed and updated where required. A complaints policy has now been added</p> |
|--|---|

Section C Objectives and activities

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

| |
|--|
| <p>The relief of need of people suffering from dementia by the provision of a safe and friendly base for meetings of carers, family and those living with dementia to enable participation in varied activities including crafts, music, talks etc. and to enjoy interaction with others in similar circumstances.</p> |
|--|

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

Memory Cafes, also known as dementia cafes, provide safe spaces where people can go for a cup of tea and chat with experienced professionals or others affected by dementia. There are also games, quizzes and craft sessions which those attending can take part in along with outside speakers who are invited to give talks.

Garstang Memory Café (GMC) contributes to the health and wellbeing of vulnerable people living with dementia and the carers of those people in Garstang and the surrounding areas.

High value is put by the carers on the support being offered and the opportunity to network with others

Membership numbers attending the Memory Café have grown rapidly in this post covid era and by the Summer of 2024, we have had up to and sometimes over 35 regular members attending our Café sessions which we run on two half days a month.

The GMC Board of Trustees meet at a minimum of 4 times per year, at which the charity's activities are reviewed. alongside planned spending and anticipated income. The AGM was held in May 2024 during our usual café session with 16 present.

All of our trustees are regular helpers at memory café sessions and offer further support in a variety of ways.

Additional details of objectives and activities (Optional information)

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

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

The work of GMC is supported through the commitment and hard work of a growing number of dedicated volunteers and trustees.

The GMC continues to provide a place to meet for members living with dementia. It also gives some respite for their carers and families and at every meeting there are refreshments for everyone.

Varied activities are provided at each session ranging from Crafts, bingo, quizzes, memory games and singalongs etc. We also invite outside speakers and entertainment for each session. On other occasions we have run afternoon teas and other celebrations at the café

We have arranged days out including a regular canal barge trip and Christmas meal. This year there have been 2 visits to a local craft studio and 2 local theatre group productions.

Our big project has been to set up a memory garden on a piece of land opposite where the café meets. This is now well established and a local gardener, with experience of similar community projects, is helping with the maintenance. The Garden was awarded an RHS Northwest in Bloom 'its your neighbourhood' outstanding Level 5 Award. This year a memory tree was erected with metal leaves commemorating past members.

Summary of the main achievements of the charity during the year

By our regular articles in the local free booklet which is delivered to all households in and around Garstang, we have kept and continue to keep in touch with our community

There are also strong links with our local medical practice and Town Council and many local businesses and groups.

In 2023-24 the café has run a full programme of regular sessions and with the growing numbers of members (around 35 - 40 at the time of writing), There is a clear increasing need for dementia support, we continue to explore ways to expand our provision and to identify the most beneficial activities to provide.

We make full use of social media using Facebook as we feel that this is a good way of getting our messages across but more importantly encourages careers and families to come along to our sessions.

Our website is continually updated and enables use to promote the memory cafe

The 2025 AGM was held on 21st May with 4 of the trustees and 16 members attending. There was wide satisfaction with both the organisation and the performance of the memory café. Useful suggestions were made on possible additional activities and trips to be included in any future programme.

In 2024 we were delighted to receive the community team award from our local town council and this reflects the high regard placed on our work.

In 2025 the chair of trustees received the Town Council citizens citizenship award.

Partnerships with local organisations and firms have grown with several adopting us as their local charity for fundraising activities.

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Section E

Financial review

Brief statement of the charity's policy on reserves

Garstang Memory Café Board of Trustees ensure that there are sufficient funds for 2 years of running costs.
As agreed by the Trustees a savings account was set up. It was also agreed that £3000 should be kept in the current account.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

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

The accounts for 2023/2024 were audited on the 24th March 2025 and have signed off.

Summary of Garstang Memory Café Accounts 2023-24
Receipts for 2023-24 were £9196
Payments for 2023-24 were £4909
Surplus for the year £4287

The principal source of our funds remains as donations.

Gift Aid arrangements have been put in place and submission will be made in as appropriate

With our full programme of ever-expanding activities expenditure is expected to increase however this is currently offset by increasing our donations.

Section F

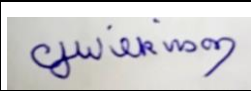
Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|--|
| Signature(s) |  | |
| Full name(s) | Chris Wilkinson | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 21 st May 2025 | |



CHARITY COMMISSION
FOR ENGLAND AND WALES

| | |
|---|-------------------------------|
| Charity Name Garstang Memory Café | No (if any) 1196743 |
|---|-------------------------------|

CC16a

Receipts and payments accounts

| | | | |
|---------------------|---------------------------------|----|-------------------------------|
| For the period from | Period start date 01/12/2023 | To | Period end date 30/11/2024 |
|---------------------|---------------------------------|----|-------------------------------|

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|--------------------|------------------|------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
| Membership Fees | | - | - | | - |
| Donations - General | 8439 | - | - | 8439 | 8196 |
| Donations - Gift Aid | | - | - | | |
| Grants | | - | - | | |
| Miscellaneous | 757- | - | - | 757 | |
| | - | - | - | | |
| | - | - | - | | |
| | - | - | - | | |
| Sub total (Gross income for AR) | 9196 | - | - | 9196 | 8196 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | |
| | - | - | - | - | |
| Sub total | - | - | - | - | - |
| Total receipts | 9196 | - | - | 9196 | 8196 |
| A3 Payments | | | | | |
| Administration and Office | 217 | - | - | 217 | 259 |
| Refreshments | 62 | - | - | 62 | 75 |
| Social Activities | 3668 | - | - | 3668 | 2138 |
| Rent | | - | - | | |
| Publicity | - | - | - | | |
| Insurance | 103 | - | - | 103 | 103 |
| Sundries (incl. volunteer training) | 859 | - | - | 859 | 262 |
| Bank Charges | - | - | - | | |
| Projects memory garden | | - | - | | |
| | - | - | - | | |
| Sub total | 4909 | - | - | 4909 | 2837 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | |
| | - | - | - | - | |
| Sub total | - | - | - | - | - |
| Total payments | 4909 | - | - | 4909 | 2837 |
| Net of receipts/(payments) | 4287 | - | - | 4287 | 5359 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - | - |
| Cash funds this year end | 4287 | - | - | 4287 | 5359 |

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

| Categories | Details | Unrestricted funds | Restricted funds | Endowment funds |
|---|--|---------------------------------|-----------------------|--------------------------|
| B1 Cash funds | Funds at 30 th November 2024 | to nearest £ | to nearest £ | to nearest £ |
| | | 32492 | - | - |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 36779 | - | - |
| | (agree balances with receipts and payments account(s)) | Agreement Error | OK | OK |
| B2 Other monetary assets | Details | Unrestricted funds | Restricted funds | Endowment funds |
| | | to nearest £ | to nearest £ | to nearest £ |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

Signed by one or two trustees on behalf of all the trustees

Signature



Print Name

| |
|---------------|
| Peter T Ryder |
| |

Date of approval

| |
|---------------|
| 14th May 2025 |
| |

GARSTANG MEMORY CAFE

England & Wales - Charity number 1196743

Accounts



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|-------------------|----|------|-----------|-----------------|----|------|
| | Period start date | | | | Period end date | | |
| From | 1 | 12 | 2022 | To | 30 | 11 | 2023 |

Section A Reference and administration details

Charity name

Garstang Memory Cafe

Other names charity is known by

Registered charity number (if any)

1196743

Charity's principal address

Paddington Green
 28 Worcester Avenue
 Garstang
 PR3 1Ej

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------------|-------------------|-----------------------------------|---|
| 1 | Chris Wilkinson | Chair | | Board of Trustees |
| 2 | Peter Ryder | Treasurer | | " |
| 3 | Anthony Coppin | Minutes Secretary | | " |
| 4 | Sandra Perkins | Founder | | " |
| 5 | Robert Sculfor | | | " |
| 6 | Christopher Legard | | From 17/5/2023 | " |
| 7 | Owens | | | |
| 8 | Pamela Evans | | From 17/5/2023 | " |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

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

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|---|
| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods (eg. appointed by, elected by) | Appointed initially for 2 years. After that elected at Annual General meeting for a 3 year term with option to be re- elected. Or appointed by Board of Trustees. |

Additional governance issues (Optional information)

| | |
|--|---|
| <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. | <p>In this year our activities continued to expand and our numbers have continued to increase post covid.</p> <p>It has continued to be increasingly important to work cooperatively with other health and care organisations, both statutory and voluntary.</p> <p>The group is recognized as being important within our locality and has received the community team award from Garstang Town Council.</p> <p>The trustees have continued to meet as planned and significant work has been put into preparing risk assessments and reviewing finances.</p> <p>The charity continues to recognise that the majority of its funding is through bequests and donations and this is monitored closely as it is seen as a risk area. Other funding will be sought through grants and awards. The charity is once again in a good financial position at the end of the 2022-23 year.</p> <p>Policies are continually reviewed and updated where required.</p> |
|--|---|

Section C Objectives and activities

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

The relief of need of people suffering from dementia by the provision of a safe and friendly base for meetings of carers, family and those living with dementia to enable participation in varied activities including crafts, music, talks etc. and to enjoy interaction with others in similar circumstances.

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

Memory Cafes, also known as dementia cafes, provide safe spaces where people can go for a cup of tea and chat with experienced professionals or others affected by dementia. There are also games, quizzes and craft sessions which those attending can take part in along with outside speakers who are invited to give talks.

Garstang Memory Café (GMC) contributes to the health and wellbeing of vulnerable people living with dementia and the carers of those people in Garstang and the surrounding areas.

High value is put by the carers on the support being offered and the opportunity to network with others

Membership numbers attending the Memory Café have grown rapidly in this post covid era and by the Summer of 2023, we have had up to and sometimes over 35 regular members attending our Café sessions which we run on two half days a month.

The GMC Board of Trustees meet at a minimum of 3 times per year, at which the charity's activities are reviewed. alongside planned spending and anticipated income.

All of our trustees are regular helpers at memory café sessions and offer further support in a variety of ways.

Additional details of objectives and activities (Optional information)

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

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

The work of GMC is supported through the commitment and hard work of a growing number of dedicated volunteers and trustees.

The GMC continues to provide a place to meet for members living with dementia. It also gives some respite for their carers and families and at every meeting there are refreshments for everyone.

Varied activities are provided at each session ranging from Crafts, bingo, quizzes, memory games and singalongs etc. We also invite outside speakers and entertainment for each session. On other occasions we have run afternoon teas and other celebrations at the café

We have arranged days out including a regular canal barge trip and a Christmas meal.

Our big project has been to set up a memory garden on a piece of land opposite where the café meets. This is now well established and a local gardener, with experience of similar community projects, is helping with the maintenance. The Garden was awarded an RHS North West in Bloom 'its your neighbourhood' outstanding Level 5 Award.

Summary of the main achievements of the charity during the year

By our regular articles in the local free booklet which is delivered to all households in and around Garstang, we have kept and continue to keep in touch with our community

There are also strong links with our local medical practice and town council and many local businesses or groups.

In 2022-23 the café has run a full programme of regular sessions and with the growing numbers of members (around 35 -40 at the time of writing), There is a clear increasing need for dementia support, we continue to explore ways to expand our provision and to identify the most beneficial activities to provide.

We make full use of social media using Facebook as we feel that this is a good way of getting our messages across but more importantly encourages careers and families to come along to our sessions.

Our website is continually updated and enables use to promote the memory cafe

Our Annual General Meeting was held on 15th May 2024 during one of our regular café sessions with 6 of the trustees and 27 members of the public attending. There was wide satisfaction with both the organisation and the performance of the memory café. Useful suggestions were made on possible additional activities and trips to be included in any future programme.

We were delighted to receive the community team award from our local town council and this reflects the high regard placed on our work.

Partnerships with local organisations and firms have grown with several adopting us as their local charity for fund raising activities.

| |
|--|
| |
|--|

Section E Financial review

Brief statement of the charity's policy on reserves

Garstang Memory Café Board of Trustees ensure that there are sufficient funds for 2 years of running costs.
The Trustees agreed to investigate setting up a savings account.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

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

The accounts were audited on the 2nd April 2024

Summary of Garstang Memory Café Accounts 2022-23

Receipts for 2022-23 were £8196

Payments for 2022-23 were £2837

Surplus for the year £5359

The principal source of our funds remain as donations.

Gift Aid arrangements have been put in place and our first submission will be made in 2023/24.

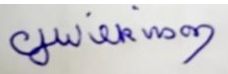
With our full programme of ever expanding activities expenditure is expected to increase however this is currently offset by increasing our donations.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|--|
| Signature(s) |  | |
| Full name(s) | Chris Wilkinson | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 1 st June 2024 | |



CHARITY COMMISSION
FOR ENGLAND AND WALES

| | |
|---|-------------------------------|
| Charity Name Garstang Memory Café | No (if any) 1196743 |
|---|-------------------------------|

CC16a

Receipts and payments accounts

| | | | |
|---------------------|---------------------------------|----|-------------------------------|
| For the period from | Period start date 01/12/2022 | To | Period end date 30/11/2023 |
|---------------------|---------------------------------|----|-------------------------------|

Section A Receipts and payments

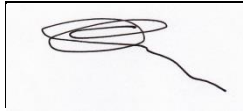
| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|--------------------|------------------|------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
| Membership Fees | | - | - | | - |
| Donations - General | 8196 | - | - | 8196 | 8650 |
| Donations - Gift Aid | | - | - | | |
| Grants | | - | - | | |
| Miscellaneous | - | - | - | | 150 |
| | - | - | - | | |
| | - | - | - | | |
| | - | - | - | | |
| Sub total (Gross income for AR) | 8196 | - | - | 8196 | 8800 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | |
| | - | - | - | - | |
| Sub total | - | - | - | - | - |
| Total receipts | 8196 | - | - | 8196 | 8800 |
| A3 Payments | | | | | |
| Administration and Office | 259 | - | - | 259 | |
| Refreshments | 75 | - | - | 75 | |
| Social Activities | 2138 | - | - | 2138 | 1272 |
| Rent | | - | - | | |
| Publicity | - | - | - | | |
| Insurance | 103 | - | - | 103 | |
| Sundries (incl. volunteer training) | 262 | - | - | 262 | |
| Bank Charges | - | - | - | | |
| Projects memory garden | | - | - | | 6184 |
| Sub total | 2837 | - | - | 2837 | 7546 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | |
| | - | - | - | - | |
| Sub total | - | - | - | - | - |
| Total payments | 2837 | - | - | 2837 | 7546 |
| Net of receipts/(payments) | 5359 | - | - | 5359 | 1344 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - | - |
| Cash funds this year end | 5359 | - | - | 5359 | 1344 |

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

| Categories | Details | Unrestricted funds | Restricted funds | Endowment funds |
|---|--|---------------------------------|-----------------------|--------------------------|
| B1 Cash funds | Funds at 30 th November 2022 | to nearest £ | to nearest £ | to nearest £ |
| | | 32492 | - | - |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 32492 | - | - |
| | (agree balances with receipts and payments account(s)) | Agreement Error | OK | OK |
| B2 Other monetary assets | Details | Unrestricted funds | Restricted funds | Endowment funds |
| | | to nearest £ | to nearest £ | to nearest £ |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

Signed by one or two trustees on behalf of all the trustees

Signature



Print Name

| |
|---------------|
| Peter T Ryder |
| |

Date of approval

| |
|--------------------------|
| 1 th May 2024 |
| |

REGISTERED COMPANY NUMBER: CE027330 (England and Wales)
REGISTERED CHARITY NUMBER: 1196743

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 30th November 2023
for
Garstang Memory Cafe Registered Charity**

Towers + Gornall Ltd
Chartered Certified Accountants
River View
96 High Street
Garstang
Preston
Lancashire
PR3 1WZ

Garstang Memory Cafe Registered Charity

Contents of the Financial Statements for the Year Ended 30th November 2023

| | Page |
|---|-------------|
| Report of the Trustees | 1 |
| Statement of Financial Activities | 2 |
| Balance Sheet | 3 |
| Notes to the Financial Statements | 4 to 5 |
| Detailed Statement of Financial Activities | 6 |

Garstang Memory Cafe Registered Charity

Report of the Trustees for the Year Ended 30th November 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30th November 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE027330 (England and Wales)

Registered Charity number

1196743

Registered office

Paddington Green
28 Worcester Avenue
Garstang
Lancashire
PR3 1EJ

Trustees

Mrs S D Perkins
Mrs A M V Meredith
Mrs G P Lamb
Mr P T Ryder Chairman
Mr R V Sculfor
Mr C J Wilkinson
Ms J E Finch
Mr A E Coppin

Company Secretary

Approved by order of the board of trustees on 2nd April 2024 and signed on its behalf by:

.....
Trustee

Garstang Memory Cafe Registered Charity

Statement of Financial Activities for the Year Ended 30th November 2023

| | Notes | Unrestricted fund £ |
|------------------------------------|-------|---------------------------|
| INCOME AND ENDOWMENTS FROM | | |
| Donations and legacies | | <u>8,196</u> |
| EXPENDITURE ON | | |
| Raising funds | | <u>2,837</u> |
| NET INCOME | | 5,359 |
| RECONCILIATION OF FUNDS | | |
| Total funds brought forward | | <u>27,133</u> |
| TOTAL FUNDS CARRIED FORWARD | | <u><u>32,492</u></u> |

Garstang Memory Cafe Registered Charity

Balance Sheet 30th November 2023

| | Notes | Unrestricted fund £ |
|--|-------|------------------------|
| CURRENT ASSETS | | |
| Cash at bank and in hand | | 32,493 |
| CREDITORS | | |
| Amounts falling due within one year | 4 | (1) |
| NET CURRENT ASSETS | | <u>32,492</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 32,492 |
| NET ASSETS | | <u>32,492</u> |
| FUNDS | 5 | |
| Unrestricted funds | | <u>32,492</u> |
| TOTAL FUNDS | | <u>32,492</u> |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30th November 2023.


The members have not required the company to obtain an audit of its financial statements for the year ended 30th November 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 2nd April 2024 and were signed on its behalf by:


.....
Trustee

Garstang Memory Cafe Registered Charity

Notes to the Financial Statements for the Year Ended 30th November 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

Hire purchase and leasing commitments

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | |
|------------|--------------|
| Meals | £ 458 |
| Activities | 1,353 |
| | <u>1,811</u> |

Garstang Memory Cafe Registered Charity

Notes to the Financial Statements - continued for the Year Ended 30th November 2023

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30th November 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30th November 2023.

4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | |
|-----------------|---------------|
| Trade creditors | £ <u>1</u> |
|-----------------|---------------|

5. MOVEMENT IN FUNDS

| | At 1/12/22 £ | Net movement in funds £ | At 30/11/23 £ |
|---------------------------|--------------------|----------------------------------|---------------------|
| Unrestricted funds | | | |
| General fund | 27,133 | 5,359 | 32,492 |
| | <u>27,133</u> | <u>5,359</u> | <u>32,492</u> |
| TOTAL FUNDS | <u>27,133</u> | <u>5,359</u> | <u>32,492</u> |

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

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 8,196 | (2,837) | 5,359 |
| | <u>8,196</u> | <u>(2,837)</u> | <u>5,359</u> |
| TOTAL FUNDS | <u>8,196</u> | <u>(2,837)</u> | <u>5,359</u> |

6. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30th November 2023.

Garstang Memory Cafe Registered Charity

Detailed Statement of Financial Activities for the Year Ended 30th November 2023

£

INCOME AND ENDOWMENTS

Donations and legacies

| | |
|------------------------|-------|
| Donations | 7,330 |
| Fundraising activities | 616 |
| Exceptional items | 250 |

8,196

Total incoming resources

8,196

EXPENDITURE

Raising donations and legacies

| | |
|------------------------|-------|
| Games, equipment | 262 |
| Gifts | 22 |
| Meals | 458 |
| Activities | 1,353 |
| Refreshments | 75 |
| Insurance | 103 |
| Postage and stationery | 259 |
| Donations | 305 |

2,837

Total resources expended

2,837

Net income

5,359

GARSTANG MEMORY CAFE

England & Wales - Charity number 1196743

Accounts



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|-------------------|----|------|-----------|-----------------|----|------|
| | Period start date | | | | Period end date | | |
| From | 11 | 11 | 2021 | To | 30 | 11 | 2022 |

Section A Reference and administration details

Charity name Garstang Memory Cafe

Other names charity is known by

Registered charity number (if any) 1166743

Charity's principal address

| |
|---------------------|
| Buddington Green |
| 28 Worcester Avenue |
| Garstang |
| PR3 1Ej |

Names of the charity trustees who manage the charity

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20

| Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|-----------------------|-----------------|-----------------------------------|---|
| Peter Ryder | Chair | | Board of Trustees |
| Jan Finch | Treasurer | | " |
| Anthony Coppin | Secretary | | " |
| Sandra Perkins | | | " |
| Robert Sculfor | | | " |
| Christopher Wilkinson | | | " |
| Gillian Lamb | | | " |
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| | | | |

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

| Name | Dates acted if not for whole year |
|-------------|--|
| | |
| | |
| | |

Names and addresses of advisers (Optional

information) Type of adviser

Name

| | Address | |
|--|----------------|--|
| | | |
| | | |
| | | |

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

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity’s trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Constitution (has been under review but now adopted May 2023) |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods (eg. appointed by, elected by) | Appointed initially for 2 years. After that elected at Annual General meeting for a 3 year term with option to be re- elected. Or appointed by Board of Trustees. |

Additional governance issues (Optional information)

| | |
|--|--|
| <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity’s organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees’ consideration of major risks and the system and procedures to manage them. | <p>In this year our activities continued to be significantly influenced by the Covid-19 pandemic. We managed risks by following Government guidance and undertaking strict procedures to minimise the risk of infection. It continued to be increasingly important to work cooperatively with other health and care organisations, both statutory and voluntary.</p> <p>The trustees continued to meet as planned and governance was achieved through remote means. Significant work has been put into preparing risk assessments and a revised constitution.</p> <p>The charity continues to recognise that the majority of its funding is through bequests and donations - this is monitored closely as it is seen as a risk area. Other funding will be sought through grants and awards. The charity is in a good financial position at the end of the 2021-22 year.</p> <p>Policies are continually reviewed and update where required.</p> |
|--|--|

Section C Objectives and activities

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

The relief of need of people suffering from dementia by the provision of a safe and friendly base for meetings of careers, family and those living with dementia to enable participation in varied activities including crafts, music, talks etc. and to enjoy interaction with others in similar circumstances.

Memory Cafes, also known as dementia cafes, provide safe spaces where people can go for a cup of tea and chat with experienced professionals or others affected by dementia. There are also games, quizzes and craft sessions which those attending can take part in along with outside speakers who are invited to give talks.

Garstang Memory Café (GMC) contributes to the health and wellbeing of vulnerable people living with dementia and the carers of those people in Garstang and the surrounding areas.

For part of the 2021-22, due to Covid-19, GMC had to review its usual sessions and establish alternative ways of providing support to those living with dementia. This was achieved by providing various support services including:

- Telephone calls
- Doorstep visits

Membership numbers attending the Memory Café grew rapidly as we came out of the Covid period and by the Summer of 2022, we had up to and sometimes over 30 regular members attending our Café sessions which we run on 2 half days a month.

The GMC Board of Trustees meet at a minimum of 3 times per year, at which the charity's activities are reviewed, alongside planned spending and anticipated income.

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

Additional details of objectives and activities (Optional information)

The work of GMC is supported through the commitment and hard work of a group of dedicated volunteers and trustees, in the Covid-19 period all involved have had to seek innovative ways of providing services.

The GMC continues to provide a place to meet for members living with dementia. It also gives some respite for their carers and families and at every meeting there are refreshments for everyone.

Varied activities are provided at each session ranging from Crafts, bingo, quizzes, memory games and singalongs etc. We also invite outside speakers and entertainment for each session. On other occasions we have run afternoon teas and other celebrations at the café

We have arranged days out including a barge trip and a Christmas meal.

Our big project has been to set up a memory garden on a piece of land opposite where the café meets. This is still a work in progress.

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

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

Summary of the main achievements of the charity during the year

In the disrupted 2021-22 Covid-19 period the GMC has had to create innovative ways of providing support and keeping in contact with our members living with dementia, their families and carers. By our regular articles in the local free booklet which is delivered to all households in and around Garstang, we have kept and continue to keep in touch with our community.

In the second part of 2021-22, the café was back running its regular sessions. With the growing numbers of members (around 30 at the time of writing), and a clear increasing need for dementia support, we continue to explore ways to expand our provision and to identify the most beneficial activities to provide.

We also make full use of social media using Facebook and Instagram as we feel that this is a good way of getting our messages across but more importantly encourages carers and families to come along to our sessions.

Our first Annual General Meeting was held on 6th June 2022 with 4 of the trustees and 6 members of the public attending and all showing satisfaction with both the organisation and the performance of the memory café.

Section E Financial review

Brief statement of the charity's policy on reserves

Garstang Memory Café Board of Trustees ensure that there are sufficient funds for 2 years of running costs.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

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

Summary of Garstang Memory Café Accounts 2021-22

Receipts for 2020-21 were £8800
Payments for 2020-21 were £7456
Surplus for the year £1344

The principal source of funds was donations. The largest donations and expenditure were ringfenced for setting up the Memory Café Garden

Gift Aid arrangements are being investigated for 2022/23.

Other expenditure was reduced through the Covid-19 period due to the suspension of some of our normal activities. Although, later in the year our activities recommenced and so an increasing expenditure was seen.

Section F Other optional information

| |
|--|
| |
|--|

Section G Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees

Signature(s)



Peter Thomas Ryder

Chair

Full name(s)

Position (eg Secretary,

**Chair,
etc**

) 1th June 2023

Dat

e



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Garstang Memory Café No (if any)
1196743

CC16a

Receipts and payments accounts

| | | | |
|---------------------|---------------------------------|----|-------------------------------|
| For the period from | Period start date 11/11/2021 | To | Period end date 30/11/2022 |
|---------------------|---------------------------------|----|-------------------------------|

Section A Receipts and payments

| Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|

A1 Receipts

| | | | | | |
|--|-------------|----------|----------|-------------|---|
| Membership Fees | | - | - | - | - |
| Donations - General | 8650 | - | - | 8650 | - |
| Donations - Gift Aid | | - | - | | |
| Grants | | - | - | | |
| Miscellaneous | 150- | - | - | 150 | |
| | - | - | - | | |
| | - | - | - | | |
| | - | - | - | | |
| Sub total (Gross income for AR) | 8800 | - | - | 8800 | |

A2 Asset and investment sales, (see table).

| | | | | | |
|------------------|----------|----------|----------|----------|----------|
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |

Total receipts

| | | | | |
|-------------|----------|----------|-------------|--|
| 8800 | - | - | 8800 | |
|-------------|----------|----------|-------------|--|

A3 Payments

| | | | | | |
|-------------------------------------|-------------|----------|----------|-------------|--|
| Administration and Office | | - | - | | |
| Refreshments | | - | - | | |
| Social Activities | 1272 | - | - | 1272 | |
| Rent | | - | - | | |
| Publicity | - | - | - | | |
| Insurance | | - | - | | |
| Sundries (incl. volunteer training) | | - | - | | |
| Bank Charges | - | - | - | | |
| Projects memory garden | 6184 | - | - | 6184 | |
| Sub total | 7456 | - | - | 7456 | |

A4 Asset and investment purchases, (see table)

| | | | | | |
|------------------|----------|----------|----------|----------|----------|
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |

Total payments

| | | | | |
|-------------|----------|----------|-------------|--|
| 7456 | - | - | 7456 | |
|-------------|----------|----------|-------------|--|

Net of receipts/(payments)

| | | | | | |
|-----------|-----------|--|-----------|-----------|--|
| 44 | 13 | | 44 | 13 | |
|-----------|-----------|--|-----------|-----------|--|

A5 Transfers between funds

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
|--|--|--|--|--|--|

A6 Cash funds last year end

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
|--|--|--|--|--|--|

Cash funds this year

| | | | | |
|-----------|--|--|-------------|--|
| 13 | | | 1344 | |
|-----------|--|--|-------------|--|

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

| Categories | Detail s | Unrestrict ed funds | Restrict ed funds | Endowment funds |
|---|--|---------------------------------|--------------------------|--------------------------|
| B1 Cash funds | Funds at 30 th November 2022 | to nearest £ 27133 | to nearest £ | to nearest £ |
| | | - | - | - |
| | | - | - | - |
| | | 27133 | - | - |
| | Total cash funds | Agreement Error | OK | OK |
| | (agree balances with receipts and payments account(s)) | Unrestricted funds | Restrict ed funds | Endowment funds |
| | | to nearest £ | to nearest £ | to nearest £ |
| B2 Other monetary assets | Details | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

Signed by one or two trustees
on behalf of all the trustees

Signature

Print Name

Date
of
approval

1st June 2023



Peter T Ryder