



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01 01 2023

Period start date To 31 12 2023

Period end date

Charity name: The Lyrics and Lunch Network

Charity registration number: 1196797

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>THE OBJECT OF THE CIO IS FOR THE PUBLIC BENEFIT TO PROVIDE SUPPORT AND RELIEF AND TO PROMOTE SOCIAL INCLUSION AMONG PEOPLE DIAGNOSED WITH DEMENTIA WHO ARE SOCIALLY EXCLUDED FROM SOCIETY, OR PARTS OF SOCIETY, AS A RESULT OF THEIR DEMENTIA BY:</p> <p>A) PROVIDING WEEKLY/ FORTNIGHTLY SINGING AND MUSIC SESSIONS, FOR PEOPLE IN THE LANCASTER AREA LIVING WITH DEMENTIA, AND THEIR CARERS</p> <p>B) SUPPORTING THE SETTING UP OF LOCAL LYRICS & LUNCH NETWORK GROUPS WITH TRAINING, DETAILED GUIDANCE AND ADVICE ON DEMENTIA CARE, THE STRUCTURE AND FORM OF THE LYRICS AND LUNCH MODEL ANYWHERE IN ENGLAND AND WALES</p>

<p>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</p>	<p>Para 1.17 and 1.19</p>	<p>The Lyrics and Lunch network was registered as a Charitable Incorporated Organisation in November 2021. It has strong ties with the Centre for the Study of Aging Research (C4AR) at Lancaster University, which is represented on the board of trustees. It is also recognised by the Cinnamon Network which supports faith based social action.</p> <p>The charity creates community for those living with dementia and their carers by directing support and relief to people who are socially excluded from society, or parts of society as a result of dementia and memory loss.</p> <p>The charity does so in three locations in the City of Lancaster by providing the cared for and their carers with regular access to singing/ music sessions, nourishing food and social eating. The charity also promotes and supports the setting up of local Lyrics and Lunch groups in other areas. It provides background metrics on dementia, volunteer training, guidance on the structure and form of the Lyrics and Lunch model, and advice on dementia care. It also delivers an ongoing advisory service to local L&L groups as part of a formal, annual review process.</p> <p>During 2023 the charity issued quarterly news letters, maintained/developed its website and social media and instituted a more structured programme of outreach initiatives. In pursuit of its vision to seed a network of self sustaining, local Lyrics and Lunch groups across England and Wales, it has connected with 4 potential new locations. As part of its plans to expand the Network it is also seeking to forge stronger links with the Integrated Care Communities and, through the offices of the charity's 'Ambassador' the Bishop of Lancaster, Deanery Groups in the Blackburn Diocese.</p>
<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>Para 1.18</p>	<p>The provision of support and relief and promotion of social inclusion among people living with dementia and memory loss who are socially excluded from society or parts of society as a result of their dementia is the guiding principle governing the activities of the charity</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The local Lyrics and Lunch groups of which there are now seven with a further 4 in discussion with the charity are run by teams of volunteers.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Charity's 7 active groups serve the needs of 150 carers and cared for living with dementia. The 2 year research project which commenced during 2022 is examining the impact of Lyrics and Lunch on the following outcome measures: quality of life, neuropsychiatric symptoms such as agitation, social isolation, loneliness, cognition, carer burden and mood and depressive symptoms in people with dementia and their carers.</p> <p>The study is moving into year 2, recruitment of data for the study will close at the end of April 2024, analysis of the qualitative data will be conducted in May and papers will then be assembled for publication and public dissemination in June and July 2024. The study will enumerate the extent to which the Lyrics and Lunch model delays the transfer from 'home care' to 'care home'.</p> <p>The emotional and financial consequences for both the families involved and the stretched public services are potentially huge.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Network expansion has been constrained by the few hours per week the charity trustees have been able to call on the services of the paid, Network Manager. The charity's financial resources have grown during 2023 and in August 2023 the Board of Trustees responded to its improving financial position by resolving to direct more funding to staffing. Today its vision is being advanced by the part time post of Network Manager.</p> <p>The work of the trustees during 2023 has been guided by the following 7 point Development Plan.</p> <ol style="list-style-type: none"> 1) To network with and support the active, local Lyrics and Lunch groups, share good practice, monitor and review their performance and promote the important service they provide through the quarterly newsletter, dialogue with health and social services and wider publicity. 2) To seed an expanding network of self sustaining, local Lyrics and Lunch groups across England and Wales by increasing the Network Manager's hours and creating a Field Officer post. 3) To prepare a funding plan that will identify appropriate, grant giving bodies and make applications for funding that will support the paid posts of the Network Manager and Field Officer. 4) To prepare a phased plan of action that will guide the work of the paid post holders in promoting the benefits of the Lyrics and Lunch model to new areas; making connections with both potential local groups in these new areas and their social and health providers; and delivering support for the setting up of these new groups. 5) To double the number of local Lyrics and Lunch groups. 6) To monitor progress of the independent and fully funded 2 year research project. 7) To strengthen the Board of Trustees with individuals that will bring additional energy, relevant skills and experience.
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Performance of fundraising activities against objectives set	Para 1.41	The Board of Trustees has developed a funding strategy after a rigorous and wide ranging analysis of potential funding sources. This has taken longer than expected and the trustees are only now in a position to reach out with formal applications for funding.
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Income during 2023 of £6,830 was derived from donations and fundraising and exceeded spending on the single part time paid post, staff training and website maintenance by £1,878. The Charity had unrestricted funds of £ 6,304 at the end of 2023, sufficient to support the planned increase in operational levels during 2024.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The charity's work is funded by donations, many of which are regular monthly donations. It now also receives annual support of £2,000 per annum from its Mission Partner, St Thomas's Church Lancaster.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The risks facing the charity relate to under achievement of its objective to attract funding from regional and national bodies, increase the paid hours of the Network Manager and Field Officer posts and expand the network.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The charity is a Charitable Incorporated Organisation and its objects, powers, activities and membership are embodied in its formal constitution.
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The board of trustees identifies individuals with the skills and experience that will strengthen the charity and contribute to the realisation of its vision. Proposed resolutions to appoint trustees are considered and voted upon at the Annual General Meetings.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>The charity trustees will make available to each new charity trustee, on or before his or her first appointment:</p> <p>(a) a copy of this constitution and any amendments made to it; and</p> <p>(b) a copy of the L&LN's latest trustees' annual report and statement of accounts.</p> <p>(c) a copy of the L&LN Handbook</p> <p>(d) a copy of the adopted development strategy and annual implementation plan.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	

Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	The Lyrics and Lunch Network
Other name the charity uses	The L&L Network
Registered charity number	1196797
Charity's principal address	5 St. Chads Drive, Lancaster LA1 2SE

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	David Dawson	Chair Person		L&LN Board of trustees
2	Lauren Stock	Secretary		L&LN Board of trustees
3	Reg Haslam	Finance and Funding		L&LN Board of trustees
4	Carol Holland	University Liaison		L&LN Board of trustees
5	Elizabeth Shaw	Funding Support		L&LN Board of trustees
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Reg Haslam

David Dawson

Full name(s)

Reginald Charles Haslam

David Dawson

Position (eg
Secretary, Chair, etc)

Treasurer

Chair person

Date

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Charity Name			No (if any)				
Lyrics and Lunch Network							
Receipts and payments accounts							
For the period from		Period start date		To		Period end date	
		1-1-23				31-12-23	

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts				
Donations	6,797	-	-	6,797
Fund Raising	34	-	-	34
Fees	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
Sub total (Gross income for AR)	6,831	-	-	6,831
A2 Asset and investment sales, (see table).				
	- 0	- 0	- 0	-
	- 0	- 0	- 0	-
Sub total	- 0	- 0	- 0	-
Total receipts	6,831	- 0	- 0	6,831
A3 Payments				
Staffing	3,772	-	-	3,772
Social Media	65	-	-	65
Training	175	-	-	175
Branding	941	-	-	941
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
	- 0	-	-	-
Sub total	4,953	-	-	4,953
A4 Asset and investment purchases, (see table)				
	- 0	- 0	- 0	-
	- 0	- 0	- 0	-
Sub total	- 0	- 0	- 0	-
Total payments	4,953	- 0	- 0	4,953
Net of receipts/(payments)	1,878	-	-	1,878
A5 Transfers between funds	- 0	-	-	-
A6 Cash funds last year end	4,426	-	-	4,426
Cash funds this year end	6,304	-	-	6,304

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

Categories	Details	Unrestricted funds	Restricted funds
		to nearest £	to nearest £
B1 Cash funds		6,303	-
		-	-

		-	-
	Total cash funds	6,303	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK
		Unrestricted funds	Restricted funds
	Details	to nearest £	to nearest £
B2 Other monetary assets	Unclaimed Gift Aid	1,419	-
		-	-
		-	-
		-	-
		-	-
		-	-
	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-
	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-
	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities		Unrestricted	480
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	
		Reg Haslam	
		Carol holland	

CC16a
Last year
to the nearest £
3,007
472
170
-
-
-
-
-
3,649
- 0
- 0
3,649
2,444
406
25
-
-
-
-
-
-
2,875
- 0
2,875
774
-
-
4,426
Endowment funds
to nearest £
-
-

-
-
OK
Endowment funds
to nearest £
-
-
-
-
-
-
Current value (optional)
-
-
-
-
-
Current value (optional)
-
-
-
-
-
-
-
-
-
When due (optional)
Date of approval