

ARTS4DEMENTIA

(known as Arts 4 Dementia)

Trustees' Annual Report

and

Financial Statements

for the financial period 1 February 2011 to 31 March 2012

Registered Charity Number 1140842 Registered Company Number 7511427

Registered office: 20 Charlwood Road London SW15 1PE

The **Trustees** at the date of signature of this report were:

Roderick Rudd Caxton-Spencer	Chairman
Mary Patricia Bonar	
Nigel David Franklin	
Robert Martin Franklin	appointed 12 December 2011
Judy Greenwood	appointed 9 August 2011
Wendy Jones	appointed 12 December 2011
Sara Hamilton Steele	
Veronika Weisweiller	
Gillian Anne Wolfe CBE	

During the period the following people ceased to be trustees:

Karen Elisabeth Boas	resigned 21 March 2011
Alistair Charles MacDonald Crombie	resigned 19 January 2012

<u>Patrons</u>	<u>Advisory Panel</u>
Harry Cayton OBE	Charlotte Cunningham - Director of Turtle Key Arts and Turtle Song
Katie Derham	Fergus Early OBE - Artistic Director of Green Candle Dance
Sir Richard Eyre CBE, FRSL	Jane Hackett - Director of Creative Learning, Sadler's Wells
Colin Ford CBE	Dr Marian Naidoo - Co-chair of the National Institute for Creative Ageing
Baroness Greengross OBE, FRSA, FRSPH	Bisakha Sarker - Artistic Director of Chaturangan
Dame Emma Kirkby DBE	Dr Emer MacSweeney
Sir Jonathan Miller CBE, FRCP	
Professor Sir Andrew Motion FRSL, FRSA	
Baroness Neuberger DBE	
Andrew Wilton FSA	

Objects, governance and organisation, risks

Arts 4 Dementia

(Arts 4 Dementia or A4D) founded by Veronica Franklin Gould, was set up as a company limited by guarantee on 31 January 2011 with the trust provisions contained in the Memorandum and Articles of Association. Arts 4 Dementia was registered as a charity in March 2011. The main objects are to advance public understanding of dementia, and to relieve those living with dementia including those who support or care for them, in particular through access to the arts and the provision of therapeutic interventions related to the arts.

Arts 4 Dementia's mission has been:

- to help to develop new outreach at arts venues to re-energise and inspire people in the early stages of dementia and those who support or care for them
- to coordinate and signpost opportunities for artistic stimulation at arts venues, for people living with dementia in the community and their carers, nationwide.

Veronica Franklin Gould, as chief executive, is responsible for the overall activities including the commissioning of fundraising and in particular the conception, delivery and promotion of arts outreach. Trustees are active in management through committees: finance (Chairman Sara Steele, Treasurer Robert Franklin), marketing and website (Nigel Franklin) and fundraising events (Judy Greenwood) and regular meetings are held at which the committees and Chief Executive report to the Trustees. The Trustees have been selected for their skills and expertise and individual trustees provide support in arts education (Gillian Wolfe) legal and regulatory (Mary Bonar) communications (Wendy Jones) business advice (Veronica Weisweiller).

The Trustees have reviewed the major risks to the charity which are managed through the organisational structure and regard the main areas of risk as the need to generate funding in order to maintain the activities as well as the heavy reliance on the Chief Executive and also the difficulties of identifying and approaching people in the early stages of dementia.

In this first period the charity has formed links with Dementia UK, Age UK and arts and health organisations.

Activities and public benefit

Arts 4 Dementia achieved a great deal in its first 14 months. It has been focused on devising and delivering dynamic educational outreach at arts venues to stimulate people primarily in the early stages of dementia. With the help of supporters, volunteers and partners, it has worked to improve the lives of people with dementia living in the community and the lives of their carers, through participation in a wide range of arts activities.

Building on the experience of early pilots – a music project in partnership with Live Music Now, Kingston University and Age Concern Kingston, art tours at the Wallace Collection and poetry workshops at Putney Library – Arts 4 Dementia began to develop plans for a more extensive programme of activity throughout London for 2012. This programme was registered in the Mayor's Culture Diary and Arts 4 Dementia's London Arts Challenge in 2012 was awarded the London 2012 Inspire Mark for innovation.

Meanwhile the Arts 4 Dementia website - www.arts4dementia.org.uk - was developed as a tool to provide information about dementia and the arts, to signpost arts activity for people with dementia throughout the country and to encourage fund raising. It was launched to coincide with World Alzheimer's Day in September 2011 and it caters for a range of audiences – people with dementia and their families and carers, and arts and health professionals. A significant challenge for Arts 4 Dementia in the year ahead is to increase awareness and use of this valuable resource.

In November 2011, Arts 4 Dementia held a Best Practice Conference at the Royal Albert Hall in London. This brought together senior figures in dementia care, health and the arts to explore how arts activity can improve the quality of life for people living with dementia and their families and to determine what constitutes best practice. The conference was launched by Lord McColl, emeritus professor at Kings College, London, with keynote speeches from Baroness Greengross, chair of the All Party Parliamentary Group on Dementia, and Harry Cayton, who chaired the Department of Health and Art Council England's Prospectus for Arts and Health.

Prior to the launch of the London Arts Challenge in 2012, Arts 4 Dementia held its first dementia awareness training session for arts organisers, in February 2012 at the headquarters of Dementia UK. This was attended by 18 people and offered valuable preparation for the workshops that they were to be involved in. Further training with Dementia UK has followed.

The first of three seasonal London Arts Challenge in 2012 launch events was held at the Wallace Collection in February 2012 and workshops began in February and March with art at Kenwood House, scriptwriting and drama at the Tricycle Theatre, comedy at the Pineapple with Joe Bor and art at the Wallace Collection. A total of 69 people benefitted from this.

Fund-raising was an important activity throughout the period. Details of funding (Lottery, corporate, grant-making trusts, local authority and the Big Give) are set out in the Financial Review and the Financial Statements. The Board wishes to thank all funders and donors and also Bob and Elizabeth Boas and Sir Vernon and Lady Ellis who hosted fund-raising concerts. Fundraising remains a priority in the year ahead to enable Arts 4 Dementia to continue its work.

Future Programme

Other activities planned as part of the London Arts Challenge in 2012, were photography at The Photographers' Gallery, poetry at Putney Library, Indian dance at the Bull Theatre, Barnet, dance led by Fergus Early, Artistic Director of the Green Candle Dance Company, art at Dulwich Picture Gallery, drama and music at Leighton House Museum and at the Prince of Wales Theatre, music at Cadogan Hall and art at the National Portrait Gallery.

Arts 4 Dementia's workshops have continued and by the end of July 246 participants (people in the early stages of dementia and their carers) have taken part. The programme continues into November 2012. There has been media coverage by the Evening Standard and Guardian Online, with mentions also in the Observer and on Sky News.

The London Arts Challenge in 2012 programme is being evaluated, with the support of the Baring Foundation and the Rayne Foundation, through interviews with participants and arts organisers. Professor Paul Camic of Canterbury Christ Church University is the external examiner for the evaluation. The evaluation report will be disseminated widely, with the intention of informing future arts activities for people in the early stages of dementia and providing guidance for both arts organisers and health and social services practitioners.

The Board is grateful to Veronica Franklin Gould for her dedication, inspiration and hard work as unpaid full time chief executive, to the programme co-ordinator, Hannah Chetwynd, and to all supporters, partners, volunteers, patrons, advising panel members, advisers and funders, without whom the activities of the past year and a half would not have been possible.

The Board takes pride in all that Arts 4 Dementia has so far achieved and now looks forward to completion of the London Arts Challenge in 2012, the full evaluation of the project, dissemination of the evaluation report, growth in use of the website as a key resource and the further development of the charity's work in the year ahead.

Financial Review

This is the first set of annual accounts since Arts 4 Dementia was registered as a charitable company and covers a period of 14 months to March 31st 2012.

Total cash income over the period amounted to £68,486 of which £30,859 was unrestricted, £24,609 restricted and £13,018, also restricted, was deferred (as this relates to advance funds for projects in the next financial year). Total expenditure over the same period amounted to £32,549, leaving net incoming resources of £22,919. Net assets comprised cash at bank amounting to £35,937, less deferred income, creditors of £13,018, leaving net assets of £22,919 as at March 31st 2012.

Income

The breakdown of income received was as follows:

Lottery Funding:	
Awards for All	£9,832
Corporate Funding:	
Besso Ltd	£6,000
Reed Elsevier Plc	£1,000
John Lewis	£ 793
Grant Making Trusts:	
The Mercers Company	£3,000
Eleanor Rathbone Charitable Trust	£2,500
Lucien Joll Charity Trust	£2,000
Livanos Trust	£1,000
The Really Useful Company	£1,700
DMF Trust	£1,825
Hazel Carner Trust	£4,000
D'Oyly Carte	£3,318
The Baring Foundation	£8,000
Local Authority Funding:	
Wandsworth Borough Council	£1,357
Fund Raising Events:	
Funding Events (B Boas and V Ellis)	£8,452
The Best Practice Conference ticket sales	£4,919
The Big Give (including matched funding from DMF Trust)	£5,669
Other donations	
Total funds raised	£68,486

The majority of these funds were raised to finance the running of the London Arts Challenge 2012 programme (which largely falls into the next financial year) and the charity's administration costs. However, the Besso Ltd sponsorship of £6,000 was given specifically to fund the building of the charity's new website while the Baring Foundation grant of £8,000 was donated to help fund the cost of evaluating the London Arts Challenge programme. There were no professional fees incurred in the raising of the above funds and the cost of the case for support document was funded by a Trustee.

Expenditure

As Arts 4 Dementia is a new charity and still run from the house of its founder and Chief Executive, its operating costs are being kept as low as possible. Total expenditure was £32,548 the main items being arts programme £7,074, annual conference £8,346 (offset by income from ticket sales of £4,919 allocation from Awards for All grant of £5,000), website development £6,000, fund raising £3,689 (resulting in events income of £8,452) and operating costs of £7,440 (legal and professional fees, stationery, printing, telephone, insurance, website maintenance and office expenses). The Chief Executive has most kindly undertaken her duties unsalaried.

Cash

The charity ended the year with cash at bank of £35,937 of which £16,207 (including deferred income of £13,108) was restricted. These funds (together with some unrestricted funds) were raised in the main to help finance the Arts 4 Dementia London Arts Challenge which is estimated to cost in the region of £40,000. Further funds have been raised in the current financial year to help finance the cost of this programme. At no stage during the financial year to March 31st 2012 was the charity in deficit.

Future Funding Policy

Arts 4 Dementia as a new charity is currently dependent on small grants from grant-making trusts, corporate sponsorship and local authority grants to fund its activities. When the charity is sufficiently established, it is the intention of the Trustees to apply for longer term core funding to cover the cost of a Chief Executive, project support and administration assistance.

Financial Governance

The financial position of the charity is regularly monitored by the Treasurer and the Chairman of the Finance Committee who in turn report to the Trustees. Particular care is taken in the management and monitoring of restricted funds.

Reserves Policy

The Trustees recognise the need for:

- Reserves to be maintained at a level which ensures that Arts 4 Dementia's core activity could continue during a period of unforeseen difficulty.
- A proportion of reserves to be maintained in a readily realisable form.

The calculation of the required level of reserves is an integral part of Arts 4 Dementia's planning, budget and forecast cycle. It takes into account:

- Risks associated with each stream of income and expenditure being different from that budgeted
- Planned activity level
- Commitments.

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Financial Statements

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for the period 1 February 2011 to 31 March 2012

Registered Charity Number 1140842 Registered Company Number 7511427

Registered office: 20 Charlwood Road London SW15 1PE

Statement of trustees responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed:

Dated 23 October 2012

SARA STEELE

.....
Trustee/Director

ROBERT FRANKLIN

.....
Trustee/Director and Treasurer

Independent Examiner's Report

ARTS4DEMENTIA

Statement of Financial Activities

For the Period from 1 February 2011 to the year ended 31 March 2012

	Unrestricted funds £	Restricted income funds £	Total this year £
Incoming resources			
Donations and grants	22,407	32,707	55,114
Fundraising events and Annual Conference	8,452	4,920	13,372
Less Deferred Income	-	(13,018)	(13,018)
	-----	-----	-----
Total incoming resources	30,859	24,609	55,468
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Resources expended			
Arts programme costs	-	7,074	7,074
Cost of fundraising events	3,689	8,346	12,035
Cost of website design and build	-	6,000	6,000
Insurance	683	-	683
Maintenance website	2,171	-	2,171
Telephone, postage and stationery	2,271	-	2,271
Legal and professional fees	942	-	942
Other expenditure	1,373	-	1,373
	-----	-----	-----
Total resources expended	11,129	21,420	32,549
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Net movement in funds	19,730	3,189	22,919
Total funds carried forward	19,730	3,189	22,919

ARTS4DEMENTIA

Balance Sheet as at 31 March 2012

	£
Fixed assets	--
Current assets	
Cash at bank and in hand	35,937
Less Creditors: amounts falling due within One year re Deferred Income	12,518

Net current assets	23,419

Total assets less current liabilities	23,419

Net assets	23,419

Funds for the Charity	
Unrestricted funds	19,730
Restricted income funds	3,689

Total funds	23,419

For the period ending 31 March 2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Signed by two Trustees on behalf of all the Trustees

Signature	Date of Approval
SARA STEELE	23 October 2012
.....
Trustee/Director	
ROBERT FRANKLIN FCCA	23 October 2012
.....
Trustee and Treasurer/Director	

ARTS 4 DEMENTIA

Notes to the Financial Statements For the period ended 31 March 2012

1. Basis of Accounting

These accounts have been prepared on the basis of historic cost in accordance with

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005)
- And with UK Accounting Standards (UK GAAP)
- And with the Charities Act.

2. Accounting policies

There has been no change to the accounting policies below during the period. This is the first accounting year end (period) of the charity's activities, which commenced as a company limited by guarantee on 1 February 2011

These accounts have been prepared following accruals accounts concept using the natural categories approach when analysing income and expenditure.

2.1 Incoming resources

All incoming resources are included in the Statement of Financial Activities (SoFA) when:

- The charity becomes entitled to the resources;
- The trustees are virtually certain they will receive the resources; and
- The monetary value can be measured with sufficient reliability.

Details of incoming resources in terms of donations, grants, fundraising events and the annual conference are set out in the Trustees' Annual Report.

2.2 Deferred Income

This represents incoming resources that the charity has received which cannot be spent during this current year as these relate to arts activities which will be undertaken in the next accounting year.

2.3 Expenditure and Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Expenditure includes any VAT which cannot be fully recovered, and is reported as part of expenditure to which it relates.

Details of expenditure analysed by natural expense categories are set out in the Statement of Financial Activities above.

2.4 Fund Accounting

Unrestricted funds are expendable at the discretion of the trustees in the furtherance of the objects of the charity. The trustees may for administrative purposes or to comply with best accounting practice treat part of unrestricted funds as a separate fund. This does not restrict the trustees' discretion to apply the funds as they deem appropriate.

Restricted funds can, because of the wishes of funders', only be expended at the discretion of the trustees in accordance with the grant application and in furtherance of the particular project.

Independent Examiner's Report to the Trustees of Arts 4 Dementia Accounts for the period 31 January 2011 to 31 March 2012 (on pages 9 to 12).

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date

JUSTIN PARFITT ACA

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