

Arts 4 Dementia
Trustees' Annual Report
and
Financial Statements
for the financial period 1 April 2012 to 31 March 2013

Registered Charity Number 1140842 Registered Company Number 7511427

Registered office: 20 Charlwood Road London SW15 1PE

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

Roderick Rudd Caxton-Spencer

Chairman

Mary Patricia Bonar

Nigel David Franklin

Robert Martin Franklin

Wendy Jones

Sara Steele

Veronika Weisweiler

Gillian Anne Wolfe CBE

During the period the following people ceased to be trustees:

Judy Greenwood

resigned 6 November 2012

Patrons

Harry Cayton OBE

Katie Derham

Sir Richard Eyre CBE, FRSL

Colin Ford CBE

Baroness Greengross OBE, FRSA, FRSPH

Dame Emma Kirkby DBE

Sir Jonathan Miller CBE, FRCP

Professor Sir Andrew Motion FRSL, FRSA

Baroness Neuberger DBE

Andrew Wilton FSA

Charles Saumarez Smith CBE

Advisory Panel

Charlotte Cunningham - Director of Turtle
Key Arts and Turtle Song

Fergus Early OBE - Artistic Director of
Green Candle Dance

Jane Hackett - Director of Creative
Learning, Sadler's Wells

Dr Marian Naidoo - Co-chair of the National
Institute for Creative Ageing

Bisakha Sarker - Artistic Director of
Chaturangan

Dr Emer MacSweeney

Professor Paul Camic, FRSPH, FRSA

Objects, governance and organisation, risks

Arts 4 Dementia (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. It was registered as a charity in March 2011. The charity changed its name from Arts4Dementia on 1 November 2013

The main objects are:

- to advance public understanding of dementia
- 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.

The charity focuses on people living in the community rather than hospitals or care homes.

During 2012/13, Arts 4 Dementia's mission has been:

- to help develop new learning streams for the community at arts venues to re-energise and inspire people in the early stages of dementia and those who support or care for them
- to spread knowledge about the effectiveness of arts participation for people with dementia and their carers and support relevant training for arts practitioners
- to co-ordinate and signpost opportunities for artistic stimulation in the community for people with dementia and their carers, at arts venues 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 and of training for arts facilitators. Trustees are active in management through committees: finance (Chairman Sara Steele, Treasurer Robert Franklin), marketing and website (Nigel Franklin) and regular meetings are held at which the committees and Chief Executive report to the Trustees. In addition individual trustees provide support in arts education (Gillian Wolfe) legal and regulatory (Mary Bonar), Communications (Wendy Jones).

The Trustees have been selected for their skills and expertise.

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 and its heavy reliance on the Chief Executive.

The charity has maintained links with Dementia UK, Age UK the Alzheimer's Society, arts and health organisations and is a member of Dementia Action Alliance.

Activities and public benefit

April 2012 to March 2013

Arts 4 Dementia had an extensive programme of activity during 2012/13. It developed and delivered a dynamic and innovative series of educational outreach at arts venues – its London Arts Challenge in 2012 – designed to improve the lives of people in the early stages of dementia and their carers.

The programme, awarded the London 2012 Inspire Mark for innovation, comprised 18 separate projects across a wide range of art forms – art, dance, music, drama, poetry, photography, media,

comedy - each lasting between three and ten weeks. The programme ran between February 2012 and March 2013 at some of London's leading arts venues. In all, there were 119 workshops with 209 participants.

A careful programme evaluation process, led by Veronica Franklin Gould and overseen by Professor Paul Camic (Professor of Psychology and Public Health and research director of Canterbury Christ Church University), sought to assess the impact of active arts participation on the lives and wellbeing of those taking part. It showed that such activity can re-energise and re-engage people with early dementia, reviving or developing creative skills, increasing confidence and the desire for social contact, and countering worries about memory loss.

Working with Dementia UK, A4D developed a one-day training model and held a series of training sessions for arts organisers and practitioners to enable them to deliver events for people with dementia effectively and sensitively.

During the year, A4D redesigned its website - www.arts4dementia.org.uk - so that it not only highlighted workshops in the London Arts Challenge programme, but also signposted activity by other arts organisations and reported relevant arts and health sector news. The new site was launched on World Alzheimer's Day in September 2012. Printed marketing material on the London Arts Challenge programme was also produced and newsletters were distributed to partners and others in the sector.

A4D worked with a wide range of arts and health partners during the year and accepted an invitation to join the Dementia Action Alliance, set up to deliver the vision of the National Dementia Declaration. The London Arts Challenge in 2012 featured in the NHS's public information service, 'My Health London'.

Fund-raising remained an important activity throughout the period. Details of funding are set out in the Financial Review and the Financial Statements. The board wishes to thank all funders and donors and in particular The Baring Foundation and The Rayne Foundation for making possible the evaluation of the London Arts Challenge in 2012 and Sir Vernon and Lady Ellis for again hosting a very successful fund-raising concert.

Activity since April 2013

The evaluation of the London Arts Challenge continued beyond the completion of the programme and included follow-up work with participants after projects had ended. A comprehensive evaluation report, *Reawakening the Mind*, www.arts4dementia.org.uk/reawakening-the-mind-report was written by Veronica Franklin Gould, with forewords by both Prof. Paul Camic and Prof. Nick Fox, director of the Dementia Research Centre at University College London.

The report, which showed how active engagement in the arts can transform the lives of people with early-stage dementia and of their carers, was launched in May 2013 at a conference at the Royal Society of Medicine, with a keynote speech from Baroness Greengross, a patron and chair of the All-Party Parliamentary Group on Dementia, and support from broadcaster and A4D patron, Katie Derham. A4D is grateful to The Rayne Foundation for making the venue available.

The report has been widely distributed - both in book form and electronically - in the arts and health sectors and the Trustees believe it will continue to provide an invaluable source of inspiration and detailed guidance. They note Baroness Greengross's comment that the report illuminated what could be done to mitigate the terrible effect of dementia and her recommendation that memory services should work with local arts organisations to set up regular arts activities along the lines that A4D has shown to be effective.

Since the completion of the London Arts Challenge, A4D has continued to run a small number of projects and – through A4D Friends – is offering a monthly series of arts participation workshops in a wide range of art forms. We are now offering training for arts organisers, workshop leaders and volunteers, in conjunction with the Alzheimer’s Society guiding arts organisations and facilitators to re-energise those living with dementia. We will also continue to disseminate the findings of Reawakening the Mind so as to encourage the wider spread of arts participation for people with dementia, and we will extend the range of information on such activity on our website.

The board is hugely grateful to Veronica Franklin Gould for her dedication and inspiration and most notably for the tremendous effort that she put into the planning and delivery of the London Arts Challenge and the evaluation report, with only very modest remuneration. The board also thanks arts project consultant Hannah Chetwynd and part time administrator Rebecca Green, intern Jess Broadbent, and all supporters, partners, volunteers, patrons, advisers and funders for their help and encouragement during what has been a very significant year for A4D. Trustees now look forward to the further development of the charity’s work in the year ahead.

Financial Review

This is the second set of financial statements since Arts 4 Dementia was registered as a charitable company and covers a period of 12 months to March 31st 2013 (The previous statements covered a period of 14 months to 31 March 2012).

Total incoming resources for the year amounted to £37,194. This includes deferred income brought forward from last year £12,518 and income deferred this year carried forward into next year of £12,765 (both deferrals are restricted).

Resources expended for the year at £43,018 were for unrestricted £17,871 and restricted £25,147. This compares with last year of £32,549 with £11,129 unrestricted and £21,420 restricted.

The deficit for this year is £5,824 compared with a surplus of £23,419 last period (14 months). The movement versus last year reflects a lower income of £18,774, mainly due to few unrestricted donations this year, whereas we received a greater number last year from grant making trusts, and these particularly helped fund our start-up phase in 2012. Total resources expended were higher by £10,469 reflecting the full effect of the London Arts Challenge programme costs of £21,179 for the year plus the first part of the subsequent evaluation costs of £4,968 – offset by reductions, due to last year’s one off items for the The Best Practice Conference and for the website design and build. Our operating expenses and administration costs are now increasing, as we need to develop our support activities including salaries of the part time administrator £4,751 for a few months only, training costs and web maintenance full year expense. Further details of income and expenditure are set out below.

Net assets are £17,595 at year end (unrestricted £16,415 and restricted £1180) comprise cash at bank amounting to £31,452 (of which £16,415 was unrestricted and £15,037 restricted) less the liability of deferred income of £12,765 which has to be put aside for the evaluation of the London Arts Challenge programme, and which will be paid for in early next year.

Incoming Resources

The breakdown of income received during the year was as follows:

Grant Making Trusts:	Unrestricted	Restricted
The Rayne Foundation		£8,000
Eleanor Rathbone Charitable Trust		£2,500
Cameron Mackintosh		£ 750
Local Authority Funding:		
Kensington & Chelsea		£2,850
Wandsworth Borough Council		£1,034
Barnet		£4,000
People's Health Trust [Putney]		£3,751
Fund Raising events:		
Sir Vernon Ellis Concert (gross receipts before gift aid and expenses)	£4,925	
Sponsored bike ride (Phil Chetwynd)	£811	
Gift Aid (events)	£1,618	
Training programmes	£3,150	
Web based giving and other kind individual donations	£4052	
Total funds raised	£14,556	£22,885
Add Deferred income B/fwd		£12,518
Less Deferred income C/fwd		£(12,765)
Total incoming resources (Total £37,194)	£14,556	£22,638

The majority of funds granted over the year were raised to finance the charity's London Arts Challenge 2012 programme and administration costs with the exception of £8,000 donated by the Rayne Foundation to help fund the cost of evaluating this programme. There were no professional fees incurred in raising these funds. The deferred income carried forward relates to the Barings and Rayne Foundation funding which is for the evaluation programme costs which were incurred in our next financial year.

Resources Expended

Arts 4 Dementia is a relatively new charity and still run from the house of its founder and Chief Executive with the aim of keeping its operating costs as economic as possible. Total expenditure on programmes and other costs for the year were £43,018 with the main items being as follows:

	Unrestricted	Restricted	Total
London Arts Challenge 2012 programme	£1,000	£20,179	£21,179
Evaluation report (payments to date)		£4,968	£4,968
Cost of fundraising (events)	£1,606		£1,606
Website hosting	£4,320		£4,320
Training	£2,100		£2,100
Salaries (part time administrator)	£4,751		£4,751
General operating costs including insurance, telephone and internet, stationery, printing and travel expenses, journals	£4094		£4,094
Total resources expended	£17,871	£25,147	£43,018

The Chief Executive has very kindly continued to undertake her duties unsalaried except for a cost of £3,750 during the year as part payment for writing the evaluation report, Reawakening The Mind, which was funded jointly by the Baring and Rayne Foundations.

Cash

The charity ended the financial year to March 31st 2013 with cash at bank of £31,452 of which £16,415 was unrestricted and £15,037 was restricted. At no stage during the financial year to March 31st was the charity in deficit. Since the end of the financial year the final bills associated with the evaluation report and its launch at the Royal Society of Medicine have all been settled during our next financial year (as reflected by the deferred income c/fwd item).

Future Funding Policy

Arts 4 Dementia as a new charity has to date been dependent on grants from grant making trusts, corporate sponsorship, local authority grants and fund raising events to fund its activities. Now that the charity is more established following the launch of 'Reawakening the Mind', it is the Trustees' intention to try and obtain longer term core funding to cover the cost of a Chief Executive, project support and administration assistance which would enable us to expand our work.

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 activities 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, and takes into account:

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

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and 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 statements for each financial year which give a true and fair view of the 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 a going concern basis unless it is inappropriate to resume that the charity will continue in operation.

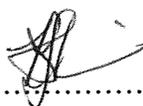
The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993 and the Charity [Accounts and Reports] Regulations 2008. 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.

Approved by the Board on 26 November 2013 and signed on its behalf by

 11/12/2013

Sara Steele

Director/Trustee

 11/12/13

Robert Franklin FCCA

Hon Treasurer and Director/Trustee

Arts 4 Dementia Statement of Financial Activities

For the year ended 31 March 2013

	Unrestricted funds £	Restricted income funds £	Total this year £	Total last period * £
Incoming resources				
Donations and grants	6,481	22,885	29,366	55,114
Best practice conference (ticket sales)		-	-	4,920
Fundraising events	4,925	-	4,925	8,452
Training income	<u>3,150</u>		<u>3,150</u>	
Total income	14,556	22,885	37,441	68,486
Add Deferred Income b fwd	-	12,518	12,518	-
Less Deferred Income	<u>-</u>	<u>- 12,765</u>	<u>-12,765</u>	<u>(12,518)</u>
Total incoming resources	<u>14,556</u>	<u>22,638</u>	<u>37,194</u>	<u>55,968</u>
Resources expended				
Arts programme costs	1,000	20,179	21,179	6,470
Evaluation costs (payments to date)	-	4,968	4,968	-
Cost of fundraising events	1,606	-	1,606	3,990
Best practice conference	-	-	-	9,432
Cost of website design and build	-	-	-	6,000
Salaries	4,751	-	4,751	-
Training costs	2,100	-	2,100	501
Insurance	433	-	433	683
Maintenance website	4,320	-	4,320	2,171
Office PC Laptop	527	-	527	-
Telephone, postage and stationery	2,340	-	2,340	2,271
Legal and professional fees	-	-	-	942
Other expenditure	<u>794</u>	<u>-</u>	<u>794</u>	<u>89</u>
Total resources expended	<u>17,871</u>	<u>25,147</u>	<u>43,018</u>	<u>32,549</u>
*Last period was for 14 months				
Net movement in funds	- 3,315	- 2,509	- 5,824	23,419
Surplus previous period b/fwd	19,730	3,689	23,419	
Closing funds c/fwd	16,415	1,180	17,595	

Arts 4 Dementia Balance Sheet as at 31 March 2013

	31 March 2013	31 March 2012
		£
Fixed assets	-	-
Current assets		
Sundry debtors	609	-
Cash at bank and in hand	31,452	35,937
<u>Less Creditors: amounts falling due within</u>		
one year re Deferred Income	12,765	12,518
Accrued expenses	1,701	-
	-----	-----
Net current assets	17,595	23,419
	-----	-----
Total assets less current liabilities	17,595	23,419
	-----	-----
Net assets	17,595	23,419
	-----	-----
Funds of the Charity		
Unrestricted funds	16,415	19,730
Restricted income funds	1,180	3,689
	-----	-----
Total funds	17,595	23,419
	-----	-----

For the period ending 31 March 2013 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.

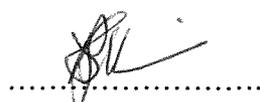
Signed by two Directors/Trustees on behalf of all the Directors/Trustees

Signature



..... Sara Steele
Director/Trustee

11/12/2012



..... Robert Franklin FCCA
Hon Treasurer and Director/Trustee

11/12/13

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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 second 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 Charity Commission natural categories approach, as in CC39(a) guidance notes, 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. The deferred income was £12,765 and details are set out in the Trustees' Annual Report.

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.

2.5 Trustee expenses

There were no payments to trustees for expenses.

2.6 Fees for examination of the accounts

The independent examination was kindly provided without cost.

2.7 Employee costs

There was one part time employee during a part of the year.

2.8 Restricted income funds movements

Incoming resources (after deferrals)	£22,638
Resources expended	<u>£(25,147)</u>
Deficit this year	£(2,509)
Funds b/fwd from last year	£3,689

Fund balances c/fwd	£1,180

The restricted resources and expenditures this year were for the London Arts Challenge 2012 Programme as shown above, with funding from Grant Making Trusts and the four Local Authorities. The other main funding from Barings and the Rayne Foundation paid for the part payments this year for the evaluation, but the majority of these funds were deferred income and have been paid out in our next financial year.

2.9 Analysis of net assets between funds

	Unrestricted	Restricted	Total
Net current and net assets	£16,415	£1,180	£17,595

**Independent Examiner's Report to the Trustees of Arts 4 Dementia Accounts for the period
1 April 2012 to 31 March 2013**

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,
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- 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 Act have 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

11 December 2013

Justin M Parfitt ACA

22 High Street

Rowledge

Farnham

Surrey

GU10 4BS