



Trustees Annual Report

And

Financial Statements

For the period 1 April 2014 to 31 March 2015

Registered Charity Number 1140842 Registered Company Number 7511427

Registered Office: 20 Charlwood Road, London SW15 1PE

Directors and Trustees

Unless otherwise stated, the directors listed served throughout the year covered by this report and the period up to and including the date of signature of the report.

Roderick Rudd Caxton-Spencer Chairman

Mary Patricia Bonar

Nigel David Franklin

Wendy Jones

Sara Steele (resigned 29th November 2014)

Veronika Weisweiler

Gillian Wolfe

Samantha Hovey (appointed 20th November 2014)

Robert Martin Franklin (resigned 10th October 2014)

Gabrielle Braun Ray (appointed 20th November 2014, resigned 21st July 2015)

Doreen Lay In See (appointed 19th January 2015, resigned 30th April 2015)

Tim O'Brien (appointed 11th August 2015)

Patrons

Harry Cayton CBE

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, FRSA

Charles Saumarez Smith CBE

Advisory Panel

Charlotte Cunningham – Director of Turtle Key Arts and Turtle Song

Fergus Early OBE – Artistic Director 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 – Professor of Psychology and Public Health at Canterbury Christ Church University

Dr Charles Alessi – Chair of the National Association of Primary Care, and of the NHS Clinical Commissions

Professor Dawn Broker – Director of the University of Worcester Association for Dementia Studies

Dr Nori Graham – Vice Chair of Alzheimer's Disease International and of the Alzheimer's Society

Trustees' Annual Report

Objectives, governance, organisation and risks

Arts 4 Dementia (A4D) was set up as a company limited by guarantee on 31 January 2011 and registered as a charity in March 2011. The trust provisions are contained in the Memorandum and Articles of Association. The main objectives of A4D are:

- To advance public understanding of dementia
- To relieve those living with dementia and those who support or care for them, in particular through access to the arts and the provision of therapeutic intervention related to the arts.

The charity focuses on the benefit of arts activities for people living in the community in particular, rather than hospitals and care homes, as dynamic involvement in arts-related activities has been shown to significantly alleviate symptoms, to re-energise and inspire people in the early stages of dementia so that they can enjoy greater freedom and independence and remain in their home environment.

Governance and Risks

The charity is run by a Chief Executive, Veronica Franklin Gould, with some administrative support, together with advice and assistance from the Trustees, who have been selected for their skills and experience specifically in arts education, legal and regulatory, communications and finance areas. A finance sub-committee has been established to support the main Board of Trustees.

The Trustees have reviewed the major risks to the charity and regard the main area of risk to be the need to generate funding in order to maintain its activities. To this end, in July 2015 the Trustee Board agreed to set up a sub-committee on fundraising and development to assist the Chief Executive in this area and to develop a fund raising strategy for the future.

A large number of organisations provide dementia-related services, both in the public sector and also amongst non-governmental organisations, including other charities, and this can make for a competitive environment. The charity works with The Alzheimer's Society and Dementia Pathfinders to provide training workshops. It also maintains links with Age UK, Public Health England, Dementia UK, arts and various health organisations. It is a member of the Dementia Alliance. A4D believes that it can best achieve its own objectives by working hand-in hand with other organisations and not in competition.

The Trustees recognise that the charity has placed considerable reliance on the Chief Executive. This seen as a potential risk. At the end of September 2015 Veronica Franklin Gould stepped down as Chief Executive to become President and Arts Director on a consultancy basis and was replaced by Nigel Franklin. This will reduce the risk of reliance on just one person and provide additional flexibility while retaining the benefit of Veronica's network and immense experience.

A4D recognises its responsibility to staff, members of the public and clients, including inter-alia vulnerable individuals and has developed policies and procedures to address the risks, including in the areas of:

Health and Safety

Equality and Diversity

Access control

Information Security

Vulnerable Adults.

Activities and public benefit

This section contains a summary of the main activities carried out by A4D in pursuit of its charitable purposes for public benefit.

A4D has had another successful year, providing a range of stimulating arts activities for people in the early stages of dementia and their carers. These built upon the experience and success of the 2012 London Arts Challenge programme and the follow-up activities in 2013-14. The charity has also continued to spread the word more widely among arts and health practitioners about the effectiveness of active participation in the arts in helping people to override the stresses of dementia and feel re-energised and more confident.

A4D Friends' monthly workshops (funded by Grants for the Arts and Eleanor Rathbone Charitable Trust) were held at various London venues throughout the spring and summer. These comprised dance with Green Candle Dance in Tower Hamlets, art at Dulwich Picture Gallery and Kenwood House, music at Cadogan Hall and poetry at Putney Library.

Opera sessions were started in May with trips aboard the Angel Community Canal Boat and in the autumn eight-week programmes of dance and drama workshops were part-funded by D'Oyly Carte Charitable Trust. The dance programme was with English National Ballet and culminated in participants spending a behind-the-scenes day at the London Coliseum and seeing a performance of *The Nutcracker*, which they had rehearsed in their workshops. The drama workshops were led by a trio of actors at the Almeida Theatre in London and led to a final performance by participants to Almeida staff and A4D trustees.

In January, the A4D music programme got underway with orchestral workshops led by the English Chamber Orchestra at the London College of Music and funded by Grants for the Arts.

Total participation in the programmes throughout the year amounted to over 240 people with dementia and carers, alongside nearly 140 artists and volunteers.

A4D training for arts practitioners was commissioned from both the Alzheimer's Society and Dementia Pathfinders and training sessions were held at nine arts venues in London, Bristol and Lincolnshire, with nearly 130 participants in all.

A4D was represented at a number of arts and health conferences in this country and overseas with the aim of encouraging the spread of arts activities for people with early dementia. Our chief executive Veronica Franklin Gould spoke about the impact of these activities at several events and presented our research paper, *Rearwakening the Mind*. We are indebted to Dr Nori Graham, Vice-President of the Alzheimer's Society and of Alzheimer's Disease International (ADI), for presenting a paper on our behalf at the ADI conference in Puerto Rico.

Our website extended its signposting of arts activities for people with dementia throughout the country, with a calendar of events searchable by region and art form. It provided information on arts and dementia training as well as advice for people with dementia and their carers. A short film on the A4D Friends' workshops was made by Terry Braun of Braun Arts, a relative of one of the participants, and posted on the website.

A4D worked in partnership with a range of other organisations and received recognition in a variety of arenas during the year. The comments of some of our workshop participants featured in *The Little Book of Friendship* launched by Public Health England and the Alzheimer's Society to encourage people to become dementia Friends. Their work was also displayed at the Dementia Friendly Awards at Central Hall, Westminster. A4D supported Chichester's 2014 Living with Dementia Festival. Our chief executive's contribution was recognised when she became a finalist in the Sunday Times' *The Changemakers* competition, and she was also invited to join the panel for the Royal Society for Public Health's 2014 art and health awards. A4D was involved in offering advice on arts participation to one of the Task and Finish Groups on Dementia Friendly Communities set up under the Prime Minister's Dementia Challenge.

Media coverage during the year included the Guardian, the Sunday Times, a BBC One *Inside Out* documentary and a BBC Radio London's *Dementia Question Time*, as well as local newspapers.

Sponsors and supporters

The trustees are grateful to all funders and supporters during the year. These included Grants for the Arts (Arts Council of England), which has continued to support us, The Esmée Fairbairn Foundation, The John Murray Charitable Trust, Eleanor Rathbone Charitable Trust, The D'Oyly Carte Charitable Trust, The Mackintosh Foundation, The DMF Trust, Mrs Hazel Carner, The Constance Travis Charitable Trust, The Royal National Scottish Opera and Canonbury Limited.

We also thank the six people who ran the Royal Parks Half Marathon in October on behalf of A4D and all those who contributed through the Big Give 2014 Christmas Challenge. Once again, funds were raised – and the work of A4D celebrated – through a concert at the home of Sir Vernon and Lady Ellis, introduced by broadcaster and Arst4Dementia patron Katie Derham and this year featuring the acclaimed Boyd Duo.

The trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any relevant powers and duties.

Activity since April 2015

A4D friends' workshops have continued in recent months with art, music, dance and poetry sessions in London. A new programme of weekly art discussion and drawing workshops took place at the Estorick Collection in July 2015 and plans are underway for a dance programme with Ballet4Life. Early-stage dementia awareness training for arts organisations is also continuing, delivered jointly by A4D and Dementia Pathfinders.

The charity continued to promote the importance of arts participation in early-stage dementia with a Best Practice Music Symposium at the Wigmore Hall in London in April. The outcome of this was Art 4 Dementia's latest report *Music Rearwakening: Musicianship and Access in Early to Mid-Stage Dementia – The Way Forward*. The report presents programmes developed by leading arts organisations, music education opportunities and neurological evidence of the power of music to increase and maintain cognitive ability, reduce isolation in dementia and reduce the risk of

developing dementia. It also contains proposals, from Dr Trish Burrows of the Sydney de Haan Research Centre for Arts and Health at Canterbury Christchurch University, for a nationally accessible Music and Arts pathway for dementia programmes.

A4D was highly commended in the 2015 Adult Learners' Awards for the south-east and was represented at a joint session in June of the All Party Parliamentary Groups on Dementia and on Arts, Health and Wellbeing. A gala fund-raising evening featuring actors Timothy West and Prunella Scales was held in June to celebrate the bi-centenary of Julia Margaret Cameron, introduced by photography historian and A4D patron Colin Ford.

The trustees are grateful to Veronica Franklin Gould for her tireless dedication to the work of A4D and the inspiring way in which she has led the charity's activities. Thanks are also due to our administrators in 2014-15, Hayley Ovens and Charlotte Hems Rogers, and their successor Naomi Boal, and to all volunteers, partners, patrons, advisers and funders for their encouragement and support.

Financial Review

The financial statements in this report are for the year ended 31st March 2015.

Total income for the year was £86,345 (2013/14 £60,739), of which £33,091 was in restricted funds (2013/14 £28,754). The increase was due primarily to a number of larger donations from charitable foundations and trusts. These included funds specifically received to enable the charity to provide modest remuneration to the Chief Executive. Income from training events was also higher in the current period.

Total expenditure for the year was £65,495, an increase on the previous year (2013/14 £54,794), largely reflecting the salary paid to the Chief Executive from November onwards, together with a part-time administrative assistant, and increased employment costs.

A surplus of income over expenditure of £20,850 was recorded for the year, contributing to cash held at the year-end of £44,605.

Reserves at the end of the year were £41,913, of which £9,506 was restricted. The Restricted Funds balance represents donations given for specific purposes. It is anticipated that these activities will be undertaken during the remainder of 2015.

More details are provided in the financial statements in the following pages and the notes that accompany them.

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 (UK Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the Trustees to prepare statements for each financial year that give a true and fair view of the charity's affairs 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 (Accounting and Reporting for Charities Statement of Recommended Practice issued on 1 April 2015);
- 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 statement on a 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 1992 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board on _____ and signed on its behalf by:

.....

Director and Trustee

.....

Director and Trustee

Arts 4 Dementia

Statement of Financial Activities For the year ended 31st March 2015

	Unrestricted funds	Restricted Funds	Total for the year	Total last year
	£	£	£	£
Incoming Resources				
Donations and grants	35,087	33,091	68,178	23,527
Fundraising events	4,520		4,520	4,850
Training income	10,983		10,983	8,440
Big Give	2,209		2,209	7,230
Other income	455		455	3,882
Total Income	53,254	33,091	86,345	47,974
Add: Deferred Income b/fwd				12,765
Total incoming resources	53,254	33,091	86,345	60,739
Resources Expended				
Arts Programme	660	11,016	11,676	15,574
Training Delivery	9,065	1,750	10,815	3,209
Staff Travel, Research & Conferences	617	207	824	858
Website	5,245		5,245	7,997
Insurance	637		637	543
Fundraising	2,279		2,279	2,718
Staff costs	17,359	13,829	31,188	20,999
Telephone, Postage, Printing & Office Supplies	923	695	1,618	1,647
Accounting fees	1,213		1,213	-
Total resources expended	37,998	27,497	65,495	53,545
Net Income/(expenditure) for the year	15,256	5,594	20,850	7,194

Arts 4 Dementia

Balance Sheet as at 31st March 2015

	31 st March 2015	31 st March 2014
	<i>£</i>	<i>£</i>
Fixed Assets	-	-
Current Assets		
Prepayments (note 6)	1,300	-
Gift Aid Receivable	374	1,158
Cash at bank and in hand	44,605	24,784
<u>Less: Creditors - amounts falling due within one year</u>		
Deferred Income (note 6)	(383)	-
Accruals	(3,983)	(2,402)
Total Assets less current Liabilities	41,913	23,540
Creditors over a year	-	-
Net Assets	41,913	23,540
Funds of the Charity (note 7)		
Unrestricted Funds	(32,407)	(20,643)
Restricted Funds	(9,506)	(2,897)
	(41,913)	(23,540)

For the year ending 31st March 2015, 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 Companies Act 2006 with respect to accounting records and the preparation of the accounts that give a true and fair view of the state of the company's affairs.

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

Signed on behalf of the Board

.....
Director and Trustee	date	Director and Trustee	date

Arts 4 Dementia

Notes to the financial Statements for the year ended 31st March 2015

1. Basis of accounting

These accounts have been prepared in accordance with the provisions applicable to Small Companies under the Companies Act 2006.

The accounts have been prepared under the historic cost convention and in accordance with:

- the Statement of Recommended Accounting Practice “Accounting and Reporting by Charities (revised 2005)”, as applicable to Smaller Charities;
- the UK Accounting Standards, including specifically The Financial reporting Standard for Smaller Entities, and Generally Accepted Accounting Principles (GAAP);
- The Charities Acts

2. Accounting Policies

There have been no changes to accounting policies during the period covered by this report.

Recognition of Income and expenditure

The accounts are prepared on an accruals basis. Income is recorded in the period it is received unless it explicitly relates to an event that will take place in a future period, in which case it will be treated as deferred. Expenditure is recorded in the period to which it relates.

Income and expenditure headings

The statement of Financial Activities shows income and expenditure using the natural categories approach permitted by the Charities Commission in its guidance note CC39(a).

Fixed Assets

The only fixed assets owned by the charity are computers and printers. These are all expensed in the period in which they are acquired.

Fund accounting

Reserves are split between restricted and unrestricted funds. Restricted funds are those that, because of the wishes of the donors, may only be used in accordance with the grant application and in furtherance of the particular projects specified.

Reserves

The trustees recognise the need to maintain reserves sufficient to enable A4D to meet its core commitments despite fluctuations in the level of income. Such reserves will be held in the readily realisable form of cash or near-cash equivalents. The level of reserves held will generally be sufficient to cover 4 months indirect costs plus committed and planned events during this time, together with any statutory liabilities. The level is reviewed from time to time when plans and financial forecasts are updated.

3. Trustee expenses

No payments were made to Trustees during the year by way of remuneration or expenses.

4. Fees for Examination of the Accounts

£600 has been accrued in respect of the cost of the independent examination of the accounts.

5. Staff Costs

The charity employed two persons part-time and one full-time during the year.

Staff costs are made up as follows:

	£
Gross salaries	26,850
Employers National Insurance contributions	2,604
	233
Pensions	-
	<u>29,687</u>

No employee was paid more than £60,000.

6. Current Assets and Current Liabilities

An amount of £1,300 was prepaid for 10 places in the Royal Parks Foundation Half Marathon, which will take place in October 2015.

Deferred Income represents ticket proceeds received in advance in respect of the Best Practice Music Symposium that was held in April 2015.

7. Movement in Funds

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
	£	£	£
Balance reported last year	(2,897)	(20,643)	(23,540)
Prior Year Adjustment		2,533	2,533
	<u>(2,897)</u>	<u>(18,110)</u>	<u>(21,007)</u>
Write off gift aid receivable		545	545
Incoming resources	(33,091)	(53,254)	(86,345)
Resources expended	27,496	37,398	64,894
Net income for the year	<u>(5,595)</u>	<u>(15,856)</u>	<u>(21,451)</u>
Transfer to restricted funds	<u>(1,014)</u>	1,014	
Fund balances c/fwd	<u>(9,506)</u>	<u>(32,407)</u>	<u>(41,913)</u>

A correction has been made to the opening balance of Cash at bank and in hand, representing expenses paid in the year that were not accounted for in the closing cash balance, resulting in a prior year adjustment of £2,533.

The transfer to restricted funds is the excess of expenditure over the funds received in respect of the Dance for Dementia programme.

Independent Examiner's Report to the Trustees of Arts 4 Dementia
on the Accounts for the year ended 31st March 2015

Respective Responsibilities of the 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 for 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

Name: Les Adey
Horder Aday
13 Princeton Court
53-55 Felsham Road
London SW15 1AZ

