



**Arts4dementia**

Empowering people with dementia  
through artistic stimulation

**Trustees' Annual Report  
And  
Financial Statements  
For the year ended 31 March 2016**

**Registered Charity Number 1140842 Registered Company Number 7511427**

**Registered Office: The Music Base, Kings Place, 90 York Way, London N1 9AG**

## **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.

Mary Patricia Bonar Chairman

Roderick Rudd Caxton-Spencer (resigned as Chairman and Trustee on 23<sup>rd</sup> November 2015)

Nigel David Franklin (resigned 28th September 2015)

Wendy Jones

Veronika Weisweiller (resigned 31<sup>st</sup> March 2016)

Gillian Wolfe

Samantha Hovey

Gabrielle Braun Ray (resigned 21st July 2015)

Doreen Lay In See (resigned 30th April 2015)

Tim O'Brien (appointed 11th August 2015)

Philip Badman (appointed 10<sup>th</sup> December 2015)

Pauline Prendergast (appointed 14<sup>th</sup> March 2016)

Lydia Shaw (appointed 25<sup>th</sup> July 2016)

Mycal Miller (appointed 25<sup>th</sup> July 2016)

## **Honorary President**

Veronica Franklin Gould

## **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 President of Alzheimer's Disease International and of the Alzheimer's Society

## **Trustees' Annual Report**

This Trustee Report includes the disclosures required under UK Companies law to be included in the Directors report under the smaller companies' regime.

### **Objectives**

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 on a day-to-day basis by a Chief Executive, the founder Veronica Franklin Gould until September 2015, and Nigel Franklin from that date, supported by a part-time administrator and 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. A fundraising consultant was contracted in 2015 to assist in developing a funding strategy. A pipeline of applications to major trusts and foundations, which are key to the charity being able to achieve its objectives, has been developed.

A4D's recognises that we cannot achieve our ambition to help people with early stage dementia across the United Kingdom on our own. So, while the existence of a large number of other organisations working for people with dementia represents a risk in terms of competition for attention and for funds, it is also an opportunity for A4D and cooperation with other charities and with public sector organisations will be key to our success. We will continue to work with Dementia Pathfinders to provide training workshops and to develop links with The Alzheimer's Society, Age UK, Public Health England and various arts and health organisations not only strategically at a national level but also locally when organising specific events.

The Trustees continue to place considerable reliance on the Chief Executive. Veronica Franklin Gould stepped down as Chief Executive to become Arts Director on a consultancy basis in September 2015 and was replaced by Nigel Franklin. This arrangement, and plans to recruit for two further roles of regional arts coordinator and development manager, help to mitigate the concentration risk but we are dependent on sufficient funds being available from donors.

A4D recognises its responsibility to staff, members of the public and clients, including inter-alia vulnerable individuals. As well as clear legal obligations in these areas, failure to act appropriately will have a major impact on the charity's reputation. Accordingly, it has developed policies and procedures to address risks in the areas of: Health and Safety, Equality and Diversity, Access Control, Information Security, Vulnerable Adults, Data Privacy and Security, Conflicts of Interest. The last two policies were developed during the period covered by this report.

### **Activities and public benefit for year ended 31 March 2016**

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

During 2015/16, A4D has continued to provide arts activities directly for people with dementia and their carers while also spreading the word about the importance of arts participation in countering the symptoms of dementia and social exclusion. Disseminating this message among arts and health practitioners, facilitating training and highlighting provision across the country were key activities, informed by the charity's on-the-ground experience in running arts workshops.

The successful A4D Friends' programme continued in London with a range of arts workshops open to people with dementia living in the community. These included opera on the Angel Community Canal Boat, painting and drawing workshops in partnership with the Estorick Collection of Modern Italian Art (which featured in London Creativity Week, National Carers' Week and National Volunteers' Week), Ballet4Life dance workshops and drama and music at Putney Arts Theatre. The total number of participants for all A4D Friends workshops numbered 225 people living with dementia and their carers. The workshops were conducted by eight workshop leaders assisted by two volunteers.

Music was a major theme during the year. In April 2015, A4D organised a Best Practice Music Symposium at the Wigmore Hall in London, chaired by BBC presenter and A4D patron Katie Derham. This was attended by 40 healthcare and arts practitioners. Delegates heard evidence from leading music psychologists and orchestral and opera workshop leaders on the importance of music in early-stage dementia, and examples of inspirational workshops, with discussion of ways to extend provision.

This was followed by the publication on World Alzheimer's Day in September of our report, *Music Reawakening: Musicianship and Access for Early to Mid-Stage Dementia – The Way Forward*, made possible by Arts Council support. It was launched by Baroness Greengross at an event in the offices of Esmée Fairbairn Foundation at Kings Place. A presentation from Dr Trish Vella-Burrows of the Sidney de Haan Research Centre for Arts and Health described

how artistic – and especially musical – stimulation could be integrated into the dementia care pathway.

Arranging specialist dementia awareness training for arts practitioners remained a key activity and during the year A4D commissioned five training sessions from Dementia Pathfinders at different venues in London, with 80 trainees in all. This training equipped arts practitioners to run their own future workshops, spreading more widely the benefits of arts participation for people with dementia.

Our website further extended its national role of signposting arts activities for people with dementia throughout the UK, with a calendar of events searchable by art form, region and date. Over 600 events and workshop series were posted on the site during the year, up from 500 the previous year. The site also illustrated A4D's own workshop activity with audio-visual material, provided information on training for arts facilitators and offered a wealth of more general information on living with dementia, together with relevant external links. The site received 18,659 visitors during the year, and since February has been listed by Dementia Pathfinders on its Dementia Roadmap, a service developed in a partnership between the Royal College of General Practitioners and the Department of Health.

A4D continued to work jointly with many other organisations and its contribution was recognised in several arenas during the year. In May 2015 A4D was highly commended in the 2015 Adult Learners' Awards for the south-east, and local MP The Rt. Hon. Justine Greening attended our Putney base to meet the team and discuss our work.

In the role of chief executive, Veronica Franklin Gould, attended a number of meetings at Westminster, including a joint session in June 2015 of the All Party Parliamentary Groups on Dementia and on Arts, Health and Wellbeing. She also attended various arts and health conferences during the year. In November, the Trustees appointed Veronica as Honorary President of A4D in recognition of her knowledge, experience and outstanding contribution to development of the charity since its inception. Newly appointed as A4D president, she gave a paper on *Music Reawakening* at the UK Dementia Congress and joined both the British Association of Music Therapists' Dementia Working Group and the Royal Society of Public Health. A4D also provided input for the BSI Code of Practice for the recognition of dementia-friendly communities in England, with reference to our publication, *Reawakening the Mind*.

In June Veronica took part in a television debate on dementia as part of Channel 4's *Dementiaville* series and in September she was interviewed on Sky News' breakfast programme where she called for people with dementia to be directed towards arts participation as a means of overriding their symptoms

During the year, we built up to a quarterly distribution of our newsletter and a distribution list of 1,700 people – partners, supporters and others interested in our works. A4D began to expand its presence on social media, with a particular push starting in February to increase friends and followers on Facebook and Twitter.

## **Sponsors and supporters**

The Trustees are grateful to all funders and supporters during the year. Major funders who continued to support us included Grants for the Arts (Arts Council for England), Besso Insurance Group Ltd, Eleanor Rathbone Charitable Trust, Esmée Fairbairn Foundation, Hazel Carner and Mackintosh Foundation. Significant contributions were also received during the year from Ian Stoutzker, Susan Bulmer, Peter Fineman Charitable Trust and participants at the RAC annual squash dinner. In March, major foundation funding towards the regional development programme was also received from Network for Social Change.

Events which both drew attention to dementia and A4D's work and also raised funds were an important feature of the year. A successful gala fund-raising evening at 2 Temple Place in London was held in June 2015 to celebrate the bi-centenary of Julia Margaret Cameron. Virginia Wolf's comic play, *Freshwater*, adapted by Lynne Truss and directed by Timothy West, was performed by actors Prunella Scales, Timothy West, Diane Fletcher, Charlotte Gallagher, Sam Crane, John Rowe, Janet Ellis and Stephen Thorne. The evening was introduced by photography historian and A4D patron Colin Ford, and raised over £6,000, with thanks due to all those who donated raffle prizes.

Once again we were indebted to Sir Vernon and Lady Ellis for hosting a wonderful concert, which this year featured international soloists Susanna Schaeffer (violin) and Olga Jegunova (piano) playing Mozart and Schumann sonatas. Our patron Harry Cayton and new trustee Pauline Prendergast described the effectiveness of participating in the arts for people with dementia. The event raised a record sum of more than £6,500. We are grateful for the generosity of all those who donated raffle prizes or pledged additional donations on the evening.

We also thank musicians Jane Haughton, Nicola Bibby and Simon Edge-Partington who gave a concert, *Songs of Innocence and Experience*, in Winchelsea, Sussex, in aid of A4D. And we are grateful to artist Darren Howat for his exhibition, *Hang on a Minute*, at Lewisham in south London in aid of A4D and inspired by his father.

We again attracted sponsorship through the Royal Parks Half-Marathon in October and increased the number of people running on behalf of A4D to 11, raising £6,800. We thank all the runners and their sponsors.

## **People and organisation**

In October our founder Veronica Franklin Gould stood down as Chief Executive to become A4D Honorary President, handing over the running of the charity to Nigel Franklin, who resigned from the Board of Trustees in order to take on the executive role. We are very grateful to Veronica for her commitment and unstinting dedication over the past five years and look forward to continuing to benefit from her expertise in the period ahead.

The year saw a number of other changes to Board membership. Our founding chairman Roddy Caxton-Spencer stood down, as did founding trustee Veronika Weisweiller. We are grateful to both for their extensive service. Mary Bonar took over from Roddy as chairman.

Gabrielle Braun Ray and Doreen Lay In See also both left the Board during the year, and we were pleased to welcome Tim O'Brien as honorary treasurer, Philip Badman and Pauline Prendergast.

October saw A4D's move to new office space at the The Music Base, Kings Place, in north London; we are grateful for continued support from the Esmée Fairbairn Foundation. Thanks are also due to the administrative assistants who provided invaluable service to A4D during the year – Naomi Boal, Maura Hamer and then Lottie Barker – and to our intern Erin Taylor for bringing in new arts contacts and Catherine Demetriadi for her work in fund-raising.

### **Activity since 1<sup>st</sup> April 2016**

We have continued to run our A4D friends' workshops in London along with training sessions. A weekly music workshop programme took place at St Mary The Boltons Church in Kensington, led by a clarinettist and pianist from Live Music Now, and generously funded by Edwina Sassoon through the church. The spirit of the programme is illustrated through video material on our website. We continued with further opera workshops on the Angel Community Canal Boat and this popular programme attracted a waiting list. Other events are planned.

We are continuing to review our strategy and to consider new ways of reaching more participants with dementia and their carers. A major activity this year is to implement a new regional programme and our president Veronica Franklin Gould is developing a programme of weekly arts projects covering art, dance, music, drama and poetry at arts venues in Dorset, in collaboration with arts, health and other charity partners as a model.

Our social media activity has expanded further, with the number of Facebook likes passing 1,000 in April and Twitter followers reaching 4,600. Recent publicity has included an article by our president in the Journal of Dementia Care on the transforming power of music.

Fund-raising has continued actively, with the objective of broadening the donor base. New sources of funding in the past few months include the Headley Trust, a Sainsbury family trust. We also held a fund-raising evening of classical music, drama, opera and jazz at Kings Place on 1<sup>st</sup> August.

The Trustees are grateful for the continuing support and encouragement of all volunteers, partners, patrons, advisers and funders.

## **Financial Review**

The financial statements in this report are for the year ended 31<sup>st</sup> March 2016.

Total income for the year was £89,675 (2014/15 £86,345), of which £35,590 was in restricted funds (2014/15 £33,091). The broadly similar level of funds has enabled the charity to continue to pay the Chief Executive a modest salary. In addition, on her appointment as Arts Director a smaller salary was paid for 4 months to Veronica Franklin Gould.

The mix of income from donors is similar to last year. While we did not participate in the “Big Give” campaign in 2015, we doubled the contribution from fundraising events and sponsored activities and a similar level of income was achieved from training events, although the number was reduced from 7 to 6.

Total expenditure for the year was £83,332, significantly higher than in the previous year (2014/15 £65,494). This mainly reflects the salary payments referred to above, but also higher fundraising costs associated with three very successful events. Also in October 2015 A4D began to rent office space at Kings Place in London. These increases in expenditure were partly offset by lower costs for Friends Workshops and Training Delivery.

A surplus of income over expenditure of £6,343 (2014/15 £20,850) was recorded for the year, contributing to cash held at the year-end of £52,041 (2014/15 £44,605). Reserves at the end of the year were £50,058 of which £31,746 was restricted. The Restricted Funds balance represents donations given for specific purposes and includes £15,000 received in March 2016 from The Network for Social Change towards activities that are planned to be completed over the next 15-18 months.

More details are provided in the financial statements in the following pages and the notes that accompany them. The Statement of Financial Affairs shows expenditure by activity for the first time this year, the format recommended by the Statement of Recommended Practice (SORP) for Charities Accounting. An explanation of how these figures are calculated is given in the notes to the accounts.

## **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 published in the relevant Statement of Recommended Practice for charity accounting;
- 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

2016 and signed on its behalf by:

.....

Mary Patricia Bonar

Director and Trustee

.....

Wendy Jones

Director and Trustee

## Arts 4 Dementia

### Statement of Financial Activities For the year ended 31<sup>st</sup> March 2016

	Unrestricted funds	Restricted Funds	Total Funds	Prior Year Funds
	£	£	£	£
<b>Incoming and Endowments</b>				
Donations and Legacies				
Trust and Foundation Grants	18,946	35,590	54,536	53,491
Other Donations	13,334	-	13,334	13,461
Training and Seminar ticket sales	10,897	-	10,897	10,983
Fundraising events	10,437	-	10,437	5,745
Other Income	471	-	471	2,664
<b>Total incoming resources</b>	<b>54,085</b>	<b>35,590</b>	<b>89,675</b>	<b>86,345</b>
<b>Expenditure</b>				
A4D Friends Workshops	12,369	8,560	20,929	18,584
Training	14,893	-	14,893	16,255
Signposting	7,536	-	7,536	8,505
Dementia Arts Development	8,726	2,546	11,272	4345
<b>Total Charitable Activity</b>	<b>43,524</b>	<b>11,106</b>	<b>54,630</b>	<b>47,689</b>
Fundraising	16,269	-	16,269	6,512
Governance and Administration	10,189	2,244	12,433	11,293
<b>Total resources expended</b>	<b>69,982</b>	<b>13,350</b>	<b>83,332</b>	<b>65,494</b>
<b>Net Income/(expenditure) for the year</b>	<b>(15,897)</b>	<b>22,240</b>	<b>6,343</b>	<b>20,850</b>
Transfers between funds	-	-	-	-
Other Gains / (Losses)	-	-	-	545
<b>Net Movement in Funds</b>	<b>(15,897)</b>	<b>22,240</b>	<b>6,343</b>	<b>21,395</b>
Total Funds Brought Forward	32,407	9,506	41,913	23,540
Prior Year Adjustment (note 10)	1,802	-	1,802	(2,533)
<b>Adjusted Funds B/Forward</b>	<b>34,209</b>	<b>9,506</b>	<b>43,715</b>	<b>21,007</b>
<b>Total Funds Carried Forward</b>	<b>18,312</b>	<b>31,746</b>	<b>50,058</b>	<b>42,402</b>

**Arts 4 Dementia**  
**Balance Sheet as at 31<sup>st</sup> March 2016**

	<b>31<sup>st</sup> March 2016</b>	<b>31<sup>st</sup> March 2015</b>
	<b>£</b>	<b>£</b>
Fixed Assets	-	-
Current Assets		
Prepayments (note 9)	1,950	1,300
Gift Aid Receivable	-	374
Cash at bank and in hand	52,041	44,605
<u>Less: Creditors - amounts falling due within one year</u>		
Deferred Income (note 9)	-	(383)
Taxation and Social Security	(3,033)	(1,323)
Other Accruals	(900)	(2660)
Total Assets less current Liabilities	50,058	41,913
Creditors – amounts falling due in more than one year	-	-
Net Assets	50,058	41,913
 Total Charity Funds:		
Unrestricted Funds	18,312	32,407
Restricted Funds	31,746	9,506
	50,058	41,913

For the year ending 31<sup>st</sup> March 2016, 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 Charities FRSSSE 2015 applicable to smaller charities and the provisions applicable to companies subject to the small companies' regime.

Signed on behalf of the Board

Mary Patricia Bonar  
 Director and Trustee

Timothy James O'Brien  
 Director and Trustee

Date:

## Arts 4 Dementia

### Notes to the financial Statements for the year ended 31<sup>st</sup> March 2016

#### 1. Basis of accounting

Arts 4 Dementia is a public benefit entity. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### 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 split into main categories and expenditure by fully-costed activity, which is preferred method under the Charities SORP. Support cost are allocated to activity categories using as the key an estimate of the time spent on each activity by staff.

##### *Fixed Assets*

The only fixed assets owned by the charity are computers and printers. These are 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 Trustees' objective is to hold reserves at a level sufficient to cover 4 months indirect costs plus committed and planned events during this time, together with any statutory liabilities. The level will be reviewed from time to time when plans and financial forecasts are updated.

#### 3. Change in reporting Format

The format of the Statement of Financial Activities has been changed this year to adopt an activity analysis of expenditures, as recommended by the SORP, referred to in note 1 above. This has necessitated the allocation of support costs across the various activities

undertaken by the Charity. The method is described in note 7 to these accounts. As an allocation key is not available for the comparative period, the same key has been used as for 2015/16.

#### **4. Trustee expenses**

No payments were made to Trustees during the year by way of remuneration or expenses. A payment of £150 was made to one Trustee in the capacity of an independent consultant for preparing and negotiating employment contracts for staff. This payment was approved by the Trustees because the arrangement was less costly than employing a third party.

#### **5. Related Party Transactions**

The President Veronica Franklin Gould is related to the current Chief Executive, Nigel Franklin. To avoid conflict of interest, the Chairman of the Board and or the Finance Trustee approve all contracts with and payments to the President.

#### **6. Fees for Examination of the Accounts**

During the year, £600 was paid for independent examination of the 2014/15 accounts and £300 was paid for payroll administration to Kirk Rice LLP. An accrual of £900 has been included in these accounts for the current year independent examination fee.

## 7. Support Costs

Support costs are those that have not been incurred directly in relation to one or more specific activities. The table below shows the total costs allocated and how they have been allocated between activity categories. Staff costs and Office rental costs are allocated to activity categories using an estimate of staff effort as a key. The allocated cost has been split between restricted and unrestricted classes of expenditure pro-rata to direct cost for each activity. Other support costs are generally not material and have been included under governance and administration.

This is the first year that expenses have been reported on an activity basis. As separate estimates of time spent on each activity are not available for the prior year, to provide comparative numbers the proportions estimated for the current year have been used. These are unlikely to be materially different.

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
<b>Costs allocated to activities</b>		
Gross Salaries	45,938	26,850
Employer's National Insurance	2,033	2,604
Staff Travel, Accommodation, Sustenance	359	502
Staff Training and membership	-	233
	<hr/> 48,330	<hr/> 30,189
Rented Office Space	3,600	-
Total Allocated Cost	<hr/> 51,930	<hr/> 30,189
<b>Allocated to activities as follows:</b>		
A4D Friends Workshops	14,550	6,799
Training	11,894	6,799
Signposting	3,099	2,151
Dementia Arts Development	4,870	2,784
Fundraising	9,142	4,029
Governance and Administration	8,376	7,124
	<hr/> 51,930	<hr/> 29,686
<b>Other Support Costs:</b>		
Accounts and Accountancy	1,200	613
Insurance	616	637
Office Equipment	817	-
Office Supplies, printing and Stationary	823	732
Third Party Fees and charges	180	60
Telephone, internet, postage	403	579
Other	18	86
	<hr/> 4,057	<hr/> 2,707
Allocated cost	8,376	7,124
<b>Total Governance and Administration</b>	<hr/> 12,433	<hr/> 9,831

## 8. Staff Costs

The charity employed two persons part-time and one full-time during the year. The breakdown of staff costs is shown in note 7.

No employee was paid more than £60,000.

## 9. Current Assets and Current Liabilities

	<u>2015/16</u>	<u>2014/15</u>
	£	£
Prepayments and Sundry Debtors		
Royal Parks Half Marathon entry fees	1,950	1,300
Deferred Income		
Symposium ticket income received in advance	-	(383)
Other Accruals		
Sundry Accruals	-	(2,060)
External Examiner Fee accrued	(900)	(600)
	<u>(900)</u>	<u>(2,660)</u>

## 10. Prior Year Adjustment

An accrual for unpresented cheques was included as a current liability in the balance sheet at 31<sup>st</sup> March 2014 which remained in the balance sheet at the end of last year. This should have been written back last year and has been shown as a prior year adjustment in the Movement of Funds statement shown in the Statement of Financial Activities.

In 2015 a correction was 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.

**Independent Examiner's Report to the Trustees of Arts 4 Dementia**  
**on the Accounts for the year ended 31<sup>st</sup> 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, FCA  
Kirk Rice LLP  
13 Princeton Court  
53-55 Felsham Road  
London SW15 1AZ



