

DEMENTIA FRIENDLY EAST LoTHIAN CIC
COMPANY REGISTRATION NO: SC543607
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 AUGUST 2017

THURSDAY



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DEMENTIA FRIENDLY EAST LoTHIAN CIC

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DEMENTIA FRIENDLY EAST LoTHIAN CIC

COMPANY INFORMATION

Directors	Dr. S Northrop Mr. A Northrop Miss. E Gale Mr. E Stark
Registered Number	SC543607
Registered Office	29 Williamstone Court North Berwick East Lothian EH39 4RQ
Accountant	EA Independent Ltd 1 Rosebery Place Dunbar East Lothian EH42 1AQ

DEMENTIA FRIENDLY EAST LoTHIAN CIC

DIRECTORS' REPORT

The directors present their report and the financial statements for the period ending 31 August 2017.

Status

The company was incorporated on 24th August 2016. It is a Community Interest Company (CIC) and is limited by guarantee without share capital.

Principal activities

As a CIC, the main purpose is to provide services and activities to benefit people living with dementia, their friends and families. Funding has been received for several projects since the incorporation of the CIC and service delivery is underway. As a new company, spend on our infrastructure, such as computer equipment, website development and promotion has also been essential. A full review of the activities for the period since incorporation to 31 August 2017 is set out in the Community Interest Company Report accompanying these financial statements.

Directors

The directors who served during the period since incorporation were:

Dr. S Northrop (appointed 24 August 2016)

Mr. A Northrop (appointed 24 August 2016)

Miss. E Gale (appointed 30 January 2017)

Mr. E Stark (appointed 24 April 2017)

Directors' responsibilities statement

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with applicable law (UK Generally Accepted Accounting Practice). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of the profit and loss of the Company for that period.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies for the Company's financial statements and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statement on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

DEMENTIA FRIENDLY EAST LoTHIAN CIC

DIRECTORS' REPORT

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Micro-Entity Provisions

This report has been prepared in accordance with the micro-entity provisions for small companies.

This report was approved by the board on 1 March 2018 and signed on its behalf by:



Dr S Northrop
Director

DEMENTIA FRIENDLY EAST LoTHIAN CIC

**INCOME STATEMENT
FOR THE PERIOD ENDED 31 AUGUST 2017**

	2017 £
Turnover	29,012
Other income	6,001
Cost of raw materials and consumables	(2,847)
Staff costs	(18,142)
Depreciation and other amounts written off assets	(393)
Other charges	(15,128)
Taxation	-
Deficit for the period	<u>(1,497)</u>

DEMENTIA FRIENDLY EAST LoTHIAN CIC

**BALANCE SHEET
AS AT 31 AUGUST 2017**

	2017	
	£	£
Fixed Assets		3,180
Current Assets	19,263	
Creditors		
Amounts falling due within one year	(23,940)	
Net current assets/(liabilities)		<u>(4,677)</u>
Total assets less current liabilities		<u><u>(1,497)</u></u>
Reserves		<u><u>(1,497)</u></u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 August 2017.

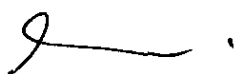
The members have not required the company to obtain an audit of its financial statements for the period ended 31 August 2017 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the micro-entity provisions for small companies.

The financial statements were approved by the Board of Directors on 1 March 2018 and were signed on its behalf by:



Dr. S Northrop – Director

DEMENTIA FRIENDLY EAST LoTHIAN CIC

ACCOUNTANT'S REPORT

Report of the Accountants to the Directors on the unaudited financial statements of Dementia Friendly East Lothian CIC

Period ending 31 August 2017

As set out in the Directors' responsibilities statement, you are responsible for the preparation of the financial statements for the period ended 31 August 2017 set out on pages 4 and 5.

In accordance with our terms of engagement, and in order to assist you to fulfil your statutory duties we have compiled the financial statements of the company which comprise the Profit and Loss Account and Balance Sheet from the accounting records and information and explanations you have given to us.

This report is made to the Company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's Board of Directors, as a body, for our work or for this report.

You have acknowledged on the balance sheet as at 31 August 2017 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the period.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.



Elaine Alsop
EA Independent Ltd
1 Rosebery Place
Dunbar
East Lothian
EH42 1AQ

1 March 2018

This page does not form part of the statutory financial statements

DEMENTIA FRIENDLY EAST LoTHIAN CIC

**DETAILED INCOME AND EXPENDITURE ACCOUNT & NOTES
FOR THE PERIOD ENDED 31 AUGUST 2017**

	Note	2017	
		£	£
Turnover			
Grants receivable		28,399	
Yoga Classes		338	
Publications and papers		275	
			29,012
Other income			
Donations		5,900	
Bank interest		101	
			6,001
Total income for period			35,013
Funded Projects' expenses	1	15,065	
Core Project expenses	2	8,243	
Administration & General expenses	3	13,202	
Total expenditure for the period			36,510
Operating deficit for the period			(1,497)

This page does not form part of the statutory financial statements

DEMENTIA FRIENDLY EAST LoTHIAN CIC

**DETAILED INCOME AND EXPENDITURE ACCOUNT & NOTES
FOR THE PERIOD ENDED 31 AUGUST 2017**

	2017	
	£	£
Note 1: Funded Projects		
Community Kitchen		
Project facilitation	7,919	
Training	300	
Facility hire, consumables & promotion	554	
		8,774
DEEP		
Project facilitation	2,540	
Training	548	
Facility hire, consumables & promotion	422	
		3,510
Dementia Design		
Project facilitation	1,315	
		1,315
Other projects		
Project facilitation	430	
Capacity building	1,000	
Facility hire, consumables & promotion	37	
		1,467
Total expenditure on Funded Projects		15,065

This page does not form part of the statutory financial statements

DEMENTIA FRIENDLY EAST LoTHIAN CIC

**DETAILED INCOME AND EXPENDITURE ACCOUNT & NOTES
FOR THE PERIOD ENDED 31 AUGUST 2017**

	2017	
	£	£
Note 2: Core Projects		
Dementia Friendly Communities		
Project facilitation	1,100	
Capacity building	903	
Training	320	
Facility hire, consumables & promotion	852	
		3,175
Memory Skills		
Project facilitation	800	
Training	812	
		1,612
Other		
Events, conferences, capacity building, policy & research	2,113	
Yoga provision	1,343	
		3,456
Total expenditure on Core Projects		8,243

This page does not form part of the statutory financial statements

DEMENTIA FRIENDLY EAST LoTHIAN CIC

DETAILED INCOME AND EXPENDITURE ACCOUNT & NOTES
FOR THE PERIOD ENDED 31 AUGUST 2017

	2017	
	£	£
Note 3: Administration & General Expenses		
Project facilitation	4,038	
Website & IT costs	4,580	
Promotion & communications	1,663	
Travel	215	
Office costs	527	
Insurance	242	
Training	192	
Facility hire, consumables & small equipment	170	
Fees & subscriptions	59	
Accountancy	1,013	
Depreciation	393	
Other	111	
		13,202

This page does not form part of the statutory financial statements

CIC REPORT
PERIOD ENDED 31 AUGUST 2017

CIC 34

Community Interest Company Report

For official use

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*Please
complete in
typescript, or
in bold black
capitals.*

Company Name in full

DEMENTIA FRIENDLY EAST LOTHIAN CIC

Company Number

SC543607

Year Ending

31 AUGUST 2017

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 AUGUST 2017

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

Dementia Friendly East Lothian CIC (DFEL) exists to transform the daily lives of people living with dementia, their families and friends. We connect and support people and communities to build relationships, challenge stigma and promote citizenship, rights and participation using community psychology and best dementia practice.

WHAT WE DO:

- Bring people living with dementia and carers together for friendship, fun and mutual support
- Work together to build communities where people living with dementia, families and friends are respected and connected
- Make dementia about everyone; bringing people of all ages and interests together.

HOW WE DO IT

- Empowering people affected by dementia to exercise their rights and access opportunities and resources
- Promoting and developing services that empower people affected by dementia and enhance emotional, social and community well-being and health
- Inspiring new thinking and practice on dementia and challenging stigma and discrimination

WHO WE ARE

There are 4 Directors: Dr. Sue Northrop, founding member; Elaine Gale; Eliot Stark and Alasdair Northrop.

MAKING CHANGE HAPPEN

Made Here By US!

DFEL supports Dementia Friendly Communities by promoting and supporting local communities to become more inclusive and supportive of people affected by dementia through assets based community development and supporting local initiatives. We do provide direct, practical support and advice. We are developing a series of 'What's On in...' guides for local communities.

Living Not Existing

DFEL facilitates groups of people with dementia and care-partners to do the things that matter to them and promote mutual self-support for people living with dementia and carers. This includes opportunities for fun friendships and empowering people to get their voices heard on the issues that matter to them.

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 AUGUST 2017

Doing things differently

We work with communities to promote and support innovative, inter-generational projects that bring people together to build friendships and challenge stigma, discrimination and social isolation.

We also work with services to develop innovative practice and policy. This includes partnership working with the Adult Mental Health team to support people to stay connected and active in their community as they manage the critical diagnostic period of living with dementia and participating in policy and practice forums locally and nationally.

Sharing Learning & Experience

Networks and relationships that help us learn and change the world together are at the heart of what we do. We hold regular learning events and conferences; do presentations, talks and awareness raising with a wide range of groups. We have a monthly newsletter and an active Facebook Page and website.

HIGHLIGHTS FOR 2016 - 2017

This was critical year for DFEL CIC as we consolidated core work streams developed over previous years and initiated new projects. People with dementia, families and in communities and organisations make change happen, DFEL CIC simply provides support and encouragement to help people find how they personally can make a difference. We are a widget, we oil the wheels through practical support and sharing ideas. This year, as a CIC, we have been very fortunate to get funding to develop innovative collaborative projects and develop ideas and impact further.

Funding from the East Lothian Health and Social Care Partnership has been supplemented by a generous donation from the local Health Centres and funding from DEEP (the Dementia Engagement and Empowerment Project), The Big Lottery and Haddington Area Partnership. Several Dementia Friendly Communities have been supported directly by Area Partnerships and organisations and individuals to run local community events and projects. All money raised for communities goes direct to that community, none funds DFEL.

Empowering people with dementia, and care-partners is core to our work and we have established Friendship Groups for people living with dementia in Haddington, Dunbar, Musselburgh and Cockenzie and support a dementia-inclusive group in North Berwick. Groups meet monthly and undertake a range of activities, we aim for them to be run by and for people with dementia and care-partners.

Getting a diagnosis of dementia is a critical stage and we work with the Adult Mental Health to run Memory Skills Course. DFEL focusses on promoting community connections so that people have places to go, people to see, things to do. This year, we supported 5 Memory Skills courses in different community venues across East Lothian. Practice is evolving to enhance friendships and relationship building further, for example we end each course

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 AUGUST 2017

with a light lunch and invite Friendships Groups join the final session to share their experiences and information. Firm friendships have formed as a result. We are delighted by the support and partnership we have formed with the Adult Mental Health Team and look forward to developing our community-enhancing practice further.

Building awareness and skills to promote inclusive communities is an important area of our work. Last year, we ran free 'train the trainer' courses on Playlist for Life; Intergenerational Working and Assets Based Community Development for around 40 community members, volunteers and activity co-ordinators. We also did presentations to Church Guilds (2); Schools (4); Business Associations (1) and Local groups and associations (8). And support policy development including on East Lothian's Housing, Carers Strategy and Transport policies and the North Berwick Area Partnership Charrette. We supported pupils at Knox Academy to win the Youth Philanthropy Initiative prize (£3,000) with funds going to Haddington Day Centre; Market Court Sheltered Housing and Dementia Friendly Haddington.

We are actively supporting Dementia Friendly Community initiatives in Haddington, North Berwick, Longniddry, Dunbar and Pencaitland and provide general support to other communities on request. We only get involved where we are invited to work with the community. Area Partnerships have been a major support for our work and have enabled many community groups to develop their ideas. We have also worked closely with the Area Partnerships on project development, dementia friendly businesses and community events.

As a CIC we have accessed funding which has enabled us to develop innovative projects bringing new approaches to practice and thinking about dementia. Projects are led by people with expertise in different areas.

- **Design for Life** - bringing design solutions to living with dementia - run by Alison Connell a local Designer. Funded by a donation from local health centres.
- **Our Community Kitchen:** Creating a dementia inclusive community food hub - run by Elaine Gale, who runs the East Lothian Social Enterprise Network and has considerable expertise in this area. Funded by The Big Lottery and Haddington and Lammermuir Area Partnership.

New projects are under development for 2017/2018.

In conclusion, becoming a CIC has been a significant stage in the development of Dementia Friendly East Lothian. Directors have played an important role in supporting the development of processes and structure and ensuring funding from the Health and Social Care Partnership and developing innovative projects. Their support and encouragement have been invaluable.

DFEL works because of many people. People living with dementia, families and friends have given freely and generously of their time, experience and trust to work with us. Individuals and communities across East Lothian

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 AUGUST 2017

have seized the challenge and made things happen where they live. Staff in many organisations have given their support and encouragement. DFEL is about the work they do.

Also many thanks to the East Lothian Health and Social Care Partnership; East Lothian Council, the Area Partnership Managers; DEEP, Big Lottery and East Lothian Health Centres for funding. Many thanks to Margaret McCole from TwoDogDesign for help with communications and Elaine Alsop our accountant.

And finally thanks to the many individuals and organisations that are working to make East Lothian Dementia Friendly.

Sue Northrop
Director
Dementia Friendly East Lothian

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

The stakeholders are the people in East Lothian living with dementia, and their families and friends, together with professionals and funders supporting the work we do. The CIC is in early stages, and consultations have been made as described in Part 1 above. We will continue to consult to ensure the work we do is in response to the needs of our stakeholders.

People living with dementia and their families and friends are at the heart of what we do and our priorities are decided by what they tell us makes their lives better. We go beyond consultation and work together to design and develop programmes through your friendship groups, learning events and projects.

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below.

The aggregate amount of emoluments paid to or receivable by all directors in respect of qualifying services was £13,977.

There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT
PERIOD ENDED 31 AUGUST 2017

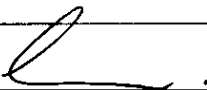
PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that “no transfer of assets other than for full consideration has been made” below.

No transfer of assets other than for full consideration has been made

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed



Date

1 March 2018

Office held - Director

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Dr. S Northrop	
29 Williamstone Court	
North Berwick	
East Lothian EH39 4RQ	Tel 01620 895571
	07727 883881
DX Number	DX Exchange

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

(N.B. Please enclose a cheque for £15 payable to Companies House)