

DEMENTIA FRIENDLY EAST LoTHIAN CIC
COMPANY REGISTRATION NO: SC543607
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2019



DEMENTIA FRIENDLY EAST LoTHIAN CIC

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DEMENTIA FRIENDLY EAST LoTHIAN CIC

COMPANY INFORMATION

Directors	Dr. S Northrop Miss. E Gale Dr. LJ Turney Mrs. H Smith Dr. A Schrag
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 March 2019.

Status

The company was incorporated on 24th August 2016 and is a Community Interest Company (CIC) 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. Focus on funding, promotion and development of the CIC remains important in these early stages. A full review of the activities for the period ended 31st March 2019 is set out in the Community Interest Company Report accompanying these financial statements.

Directors

The directors who served during the period were:

Dr. S Northrop
Miss. E Gale
Mr. E Stark (resigned 6 January 2019)
Dr. LJ Turney (appointed 20 August 2018)
Mrs. H Smith (appointed 11 January 2019)
Dr. A Schrag (appointed 15 July 2019)

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 September 2019 and signed on its behalf by:



Dr S Northrop
Director

DEMENTIA FRIENDLY EAST LoTHIAN CIC

**INCOME STATEMENT
FOR THE PERIOD ENDED 31 MARCH 2019**

	2019 (12 months) £	2018 (7 months) £
Turnover	29,385	17,998
Other income	-	334
Cost of raw materials and consumables	(767)	(1,598)
Staff costs	(8,625)	(5,809)
Depreciation and other amounts written off assets	(1,179)	(688)
Other charges	(17,600)	(9,556)
Taxation	-	-
Surplus/(deficit) for the period	<u>1,214</u>	<u>682</u>

DEMENTIA FRIENDLY EAST LoTHIAN CIC

**BALANCE SHEET
AS AT 31 MARCH 2019**

	As at 31 March 2019		At 31 March 2018	
	£	£	£	£
Fixed Assets		1,313		2,492
Current Assets	9,357		5,538	
Creditors				
Amounts falling due within one year	(10,271)		(8,847)	
Net current assets/(liabilities)		<u>(914)</u>		<u>(3,307)</u>
Total assets less current liabilities		<u>399</u>		<u>(815)</u>
Opening reserves		(815)		(1,497)
Result for the year		<u>1,214</u>		<u>682</u>
Closing reserves		<u>399</u>		<u>(815)</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the period ended 31 March 2019 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 September 2019 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 March 2019

As set out in the Directors' responsibilities statement, you are responsible for the preparation of the financial statements for the period ended 31 March 2019 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 March 2019 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 September 2019

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 MARCH 2019**

	Note	2019		2018	
		(12 months)		(7 months)	
		£	£	£	£
Income					
Grants – Health & Social Care		20,000		11,667	
Grants – Innovations in Dementia		5,000		-	
Other grant & donations		2,653		5,975	
Yoga Classes		889		346	
Other fees		843		344	
Total income			29,385		18,332
Expenditure					
<i>Delivery of core projects:</i>					
Events, Gatherings, Strategy, Development and Policy		8,605		2,316	
Memory Skills/Rehabilitation Course		2,637		1,354	
Friendship groups (formally DEEP groups)		2,583		2,714	
Dementia Friendly Communities		846		2,474	
Dementia Friendly Yoga Development		2,035		1,159	
Meeting Centres		543		-	
			17,249		10,017
<i>Specific projects completed in 18/19:</i>					
Community Kitchen		975		1,503	
Dementia Design		1,972		869	
Other		-		531	
			2,947		2,903
Administration & General expenses	1		7,975		4,730
Total expenditure			28,171		17,650
Operating surplus			1,214		682

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 MARCH 2019**

	2019		2018	
	(12 months)		(7 months)	
	£	£	£	£
Note 1: Administration & General Expenses				
Project facilitation including travel	2,762		2,263	
Website & IT costs	637		531	
Promotion & communications	1,472		13	
Office costs	691		163	
Insurance, fees & subscriptions	251		-	
Capacity building	18		-	
Training	-		34	
Facility hire, consumables & small equipment	50		215	
Legal, accountancy & professional fees	830		500	
Depreciation	1,179		688	
Other	85		323	
Total		7,975		4,730

This page does not form part of the statutory financial statements

DEMENTIA FRIENDLY EAST LOTHIAN CIC

CIC REPORT
PERIOD ENDED 31 MARCH 2019

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 MARCH 2019

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 MARCH 2019

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 lives of people living with dementia, their families and friends. We help people to live and not exist; connected and involved in daily life in their community – people to see, things to do and places to go. We make dementia about everyone, every day.

What we do

Dementia Friendly East Lothian brings together people living with dementia and carers for friendship, fun and mutual support. We work with communities to make them more inclusive so people living with dementia, families and friends are fully involved, respected and connected. We work with services and policy makers to develop innovative approaches that empower people with dementia and carers to do the things that matter to them. We bring everyone together, changing the world together through collaboration and friendship.

How we do it

Over the year we have continued to grow and strengthen core work:

- Friendship Groups
- Gatherings and events
- Memory Rehabilitation Course
- Dementia Friendly Communities
- Intergenerational Working

Two new areas of work are helping to focus and direct our work and develop links with other groups and communities.

- Meeting Centres
- Carers Strategy

Friendship Groups – are at the heart of what we do. Anyone living with dementia can come along - people with dementia, carers, family and friends. Groups are social clubs run by and with people living with dementia. Five Friendship Groups meet monthly (one meets fortnightly), numbers vary, sometimes only a few people come, other times rooms can be over-flowing. However many come, groups provide a space in the community where people can go to find others in the same boat. And of course, every group is different. Over the year we facilitated 53 group sessions with a total of 423 people (most people come regularly).

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CIC REPORT PERIOD ENDED 31 MARCH 2019

Groups are increasingly running their own activities, including:

- A sensory community garden at Cockenzie House and Gardens, with support from Cockenzie House & Gardens and the Co-op
- Creative Clans, an arts project with the Outer Hebrides funded by DEEP
- An outing to Peebles supported by a gift from a local family
- Dunbar Old and Young Diners - a weekly dining club run with Dunbar Grammar School and Rotary
- A move to the Hollies Centre for the Musselburgh Group to support them as a community hub.

Groups members are also connecting people to their own community groups and connections, both through inviting people to speak to the group, eg local history groups or Rotary; and chumming folk along to lunch, swimming and other groups.

Gatherings and Events bring people together to learn, share ideas and build relationships and connections. Increasingly, Day One is for people living with dementia and Day Two for everyone. We have found this model works well in balancing voices and building confidence.

At the Autumn Gathering, Day 1 brought together 50 people living with dementia to talk about what matters to them. We offered the choice of separate sessions for people with dementia and care-partners. Thanks to DEEP and Tide for facilitating these workshops. On Day 2 we welcomed Dr Shirley Evans from the Meeting Centres UK Support Programme who led a workshop for 40 plus people to learn about Meeting Centres and start to explore if they are a useful option in our communities. Many thanks to the Area Partnership Managers for facilitating the conversations. The Gathering agreed to support community conversations about Meeting Centres, with people living with dementia at the heart.

The Spring Gathering focussed on the new East Lothian Health and Social Care Partnership Draft Strategy and how it addresses dementia. We also reviewed progress with community conversations about Meeting Centres with Dr Shirley Evans and Graham Galloway from Kirrie Connections, Scotland's first Meeting Centre. On Day 2, a group of us met with members of the Health and Social Care Partnership and agreed to:

- Set up a planning group on Meeting Centres
- Develop DFEL as a network and a resource
- Work with carers to support a carers forum and event
- Link to all the Change Boards, including re-provisioning, to build lived experience, the voices and views of people living with dementia, DF communities and Dementia Friendly thinking in from the start

Gatherings are increasingly valuable in connection people and ideas and creating opportunities for people living with dementia to have their say and for the development of policies and services that are based on what works in real life.

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CIC REPORT PERIOD ENDED 31 MARCH 2019

Memory Rehabilitation - post diagnostic support – we continue to work collaboratively with the Adult Mental Health team on the Memory Rehabilitation Course. DFEL arranges and funds courses to run in familiar community settings and ensure people can have a welcoming cuppa and chat at what is for many a difficult time. We also fund an end of course light lunch. These small changes have made a significant difference, helping people make friends and sessions are more relaxed and interactive, enabling people living with dementia to ask about things that worry them and learn from each other and the OTs. We also attend the first and last sessions to support a focus on the importance of social health and community connections to adapting and coping to living with dementia - helping people to live and not exist with dementia.

Over the year we supported 11, 4-week courses in Haddington (4); Musselburgh (2); Cockenzie (2), Dunbar (2) and North Berwick (1). Participants are offered the opportunity to stay in touch via our monthly newsletter. At the end of the year over 112 couples, families and individuals were signed up to the newsletter and a growing number are now sent to local groups (building up circulation after GDPR).

Dementia Friendly Communities - we continue to support communities to be Dementia Friendly from providing advice on dementia friendly buildings to training and events. We work closely with the Area Partnerships, in particular Health and Well Being Groups and CLD. Meeting Centre conversations have provided a valuable focus, raising questions about what life is like with dementia in a community, what support is available and what would make a difference. Friendship Groups have invited local people and organisations to join them to find out about dementia and discuss Meeting Centres. These conversations continue to build local links and understanding. We also provide training for communities through the Community Learning and Development Training Programme and support Prestonpans Surgery develop social prescribing.

Bringing the generations together - we continue to support the East and Mid Lothian Intergenerational Network, with Support from the Start. In 2018, Dunbar Fashion School and Dunbar Grammar School both won awards from Generations Working Together for work including their Dementia Friendly projects supported by DFEL. Dementia is about everyone and younger generations have much to benefit from work that supports their cognitive and social health over the life-time. This is an area that we expect will develop over coming years.

Meeting Centres - the community conversations about Meeting Centres are providing a growing focus for much of our work, looking at what services and community connections support people to live with dementia, adapt and cope with the challenges it brings and find a life of meaning and purpose. They are providing a focus for looking holistically at how services in place support daily life and what makes a difference. Very early on we got feedback in one community that there was a good range of services, but they need to join up. Other conversations highlight a worrying lack of provision. Conversations bring people together to understand what it is like to live with dementia or as a carer of someone with dementia and how services and communities can help people adapt and cope – to live and not exist.

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CIC REPORT PERIOD ENDED 31 MARCH 2019

The process provides a way for communities to come together to develop Centres if they enhance local provision. The work on Centres is also linking us to national programmes on dementia supported by the Life Changes Trust.

Promoting Carers - As a result of participating in the East Lothian Carers Conference run by 3 local carers with the support of Life Changes Trust and TIDE, we have developed a clearer focus that we see dementia as about everyone. Friendship groups are for everyone and anyone affected by dementia. We are also working with the Carers Reference Group to support the development of awareness of carers, their views, contribution and needs. In particular drawing on our approach to Dementia Friendly Communities to develop Carer Friendly Communities.

Project work:

Designs for Life - this project has now ended. Whilst we got very positive feedback from carers and local organisations about the benefits of providing advice and support on creating positive environments for dementia, we have been unable to secure the funding or resources to keep the project going. Alison continues to provide support where funding is available.

Dementia Friendly Yoga - development of DF Yoga training is well underway and we are in the early stages of establishing a separate organisation to take this forward.

LOOKING AHEAD

Meeting Centres, community conversations and developing the DFEL network will be our main focus over the year ahead. Linking to Life Changes Projects will help us access skills, training and capacity building to enable us to pull together work strands and focus on creating community resources for people living with dementia and opportunities for them to participate in and influence decisions locally, country-wide and nationally.

Tranent Friendship Group - A new Friendship Group starts in Tranent in August 2019. With thanks to Tranent Library for the room.

Haddington Singing Group – A new singing group, run by carers with support from the Maitlandfield House Hotel, starts in August 2019.

Community Psychology Festival - we will be presenting on DFEL's work, with Kirrie Connections, Queen Margaret's University and University of Worcester at the British Psychological Society Community Psychology Festival in September 2019.

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 MARCH 2019

We will continue to support individuals and communities who want to make a difference. East Lothian is full of people with great ideas and energy to make life great for everyone. Often our role is to provide encouragement, training and initial support for new DF projects and initiatives.

Muirfield Riding Therapy - is setting up a weekly drop in cafe for people with dementia and care-partners, due to start in September 2019.

Singing Groups & Choirs - a tv programme about singing and dementia has stimulated interest in singing and offers to set up groups. We are running a workshop led by Let's Sing, a very popular singing group in Musselburgh, for people interested in singing and dementia.

THANK YOU!

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 have seized the challenge and made things happen where they live. Staff in many organisations have given their support and encouragement and changes to how they work, leading to significant changes to peoples' lives. DFEL is the work they do and helping people realise their visions and aspirations.

We would not have achieved as much as we have without the active support and openness to change of a range of organisations, including East Lothian Health and Social Care Partnership; East Lothian Council; Area Partnerships; Community Learning and Development; Adult Mental Health; Ageing Well; The Hollies Centre; Port Seton Community Centre; DEEP and the Co-Op. We are also indebted to many organisations and business for working collaboratively with us, including Dunbar Grammar School and Dunbar Rotary; Cockenzie House and Gardens, The Royal Mackintosh Hotel Dunbar; The Maitlandfield House Hotel; East Lothian Libraries, Community Centres and many more.

Many thanks to Margaret McCole from TwoDogDesign for help with communications and Elaine Alsop our accountant and to my fellow directors for their time, energy, commitment and support.

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

Sue Northrop
Dementia Friendly East Lothian

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 MARCH 2019

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, the wider community and the professionals and funders supporting the work we do. Our priorities are developed in consultation with people with dementia, carers and the wider community.

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. We use our Learning Events and Groups to decide what we do.

We are reviewing our governance to explore how we can give people affected by dementia greater influence over the work we do.

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 £8,625.

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

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

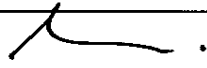
DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT
PERIOD ENDED 31 MARCH 2019

PART 5 – SIGNATORY

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

Signed



Date

1 Sep 2019

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
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)