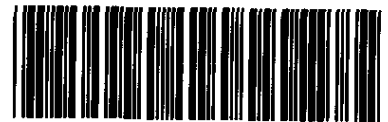


DEMENTIA FRIENDLY EAST LoTHIAN CIC
COMPANY REGISTRATION NO: SC543607
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2020

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DEMENTIA FRIENDLY EAST LoTHIAN CIC

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DEMENTIA FRIENDLY EAST LoTHIAN CIC

COMPANY INFORMATION

Directors in year	Dr. S Northrop Mrs. H Smith Miss. E Gale Dr. LJ Turney 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 2020.

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 2020 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
Mrs. H Smith
Miss. E Gale (resigned 9 January 2020)

The following directors served during the year but resigned before the signing date of these accounts:

Dr. LJ Turney (resigned 11 June 2020)
Dr. A Schrag (appointed 15 July 2019, resigned 12 June 2020)

The following director was appointed following the year end but before the signing date of these accounts:

Miss. M Howell (appointed 24 May 2020)

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:

DEMENTIA FRIENDLY EAST LOTHIAN CIC

DIRECTORS' REPORT

-
- 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.

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 31 October 2020 and signed on its behalf by:



Dr S Northrop
Director

DEMENTIA FRIENDLY EAST LoTHIAN CIC

**INCOME STATEMENT
FOR THE PERIOD ENDED 31 MARCH 2020**

	2020	2019
	£	£
Turnover	25,145	29,385
Other income	-	-
Cost of raw materials and consumables	(191)	(767)
Staff costs	(9,167)	(8,625)
Depreciation and other amounts written off assets	(1,179)	(1,179)
Other charges	(15,027)	(17,600)
Taxation	-	-
Surplus/(deficit) for the period	<u>(419)</u>	<u>1,214</u>

DEMENTIA FRIENDLY EAST LoTHIAN CIC

**BALANCE SHEET
AS AT 31 MARCH 2020**

	2020		2019	
	£	£	£	£
Fixed Assets		134		1,313
Current Assets	7,890		9,357	
Creditors				
Amounts falling due within one year	(8,044)		(10,271)	
Net current assets/(liabilities)		(154)		(914)
Total assets less current liabilities		(20)		399
Opening reserves		399		(815)
Result for the year		(419)		1,214
Closing reserves		(20)		399

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 March 2020.

The members have not required the company to obtain an audit of its financial statements for the period ended 31 March 2020 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 31 October 2020 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

Year ended 31 March 2020

As set out in the Directors' responsibilities statement, you are responsible for the preparation of the financial statements for the period ended 31 March 2020 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 2020 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

31 October 2020

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 2020**

	Note	2020	2019
		£	£
Income			
Grants – Health & Social Care		20,000	20,000
Grants – Innovations in Dementia		-	5,000
Other grant & donations		2,795	2,653
Yoga Classes		2,350	889
Other fees			843
Total income		25,145	29,385
Expenditure			
<i>Delivery of core projects:</i>			
Events, Gatherings, Strategy, Development and Policy		5,975	8,605
Memory Skills/Rehabilitation Course		2,002	2,637
Friendship groups		4,843	2,583
Dementia Friendly Communities		2,019	846
Dementia Friendly Yoga Development		1,421	2,035
Dementia Friendly Haddington		1,300	-
Meeting Centres		670	543
		18,230	17,249
<i>Specific projects completed in 18/19:</i>			
Community Kitchen		-	975
Dementia Design		-	1,972
Other		-	-
		-	2,947
Administration & General expenses	1	7,334	7,975
Total expenditure		25,564	28,171
Operating surplus		(419)	1,214

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 2020**

	2020		2019	
	£	£	£	£
Note 1: Administration & General Expenses				
Project facilitation including travel	1,787		2,762	
Website & IT costs	83		637	
Promotion & communications	302		1,472	
Office costs	762		691	
Insurance, fees & subscriptions	262		251	
Capacity building	97		18	
Training	964		-	
Facility hire, consumables & small equipment	270		50	
Legal, accountancy & professional fees	1,628		830	
Depreciation	1,179		1,179	
Other	-		85	
Total		7,334		7,975

This page does not form part of the statutory financial statements

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DEMENTIA FRIENDLY EAST LOTHIAN CIC

CIC REPORT
PERIOD ENDED 31 MARCH 2020

CIC 34

Community Interest Company Report

For official use

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complete in
typescript, or
in bold black
capitals.*

Company Name in full

DEMENTIA FRIENDLY EAST LOTHIAN CIC

Company Number

SC543607

Year Ending

31 MARCH 2020

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 2020

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 our core themes, with 2 new themes being integrated into our core work – Meeting Centres and the Carers Strategy:

- Friendship Groups
- Gatherings and events
- Memory Rehabilitation Course
- Dementia Friendly Communities
- Intergenerational Working
- Meeting Centres
- Carers Strategy

This report covers until mid-March 2020 when COVID-19 arrived. After COVID-19 our work has changed radically. This report captures our last year's work before the pandemic restrictions.

FRIENDSHIP GROUPS – are at the heart of what we do. They started in 2017 when people on the NHS Memory Rehab course said they had made friends and wanted to stay in touch. With funding from DEEP we set up groups as the demand arose and they, along with a monthly newsletter, kept us in touch with over 400 people with dementia and carers. As time has progressed, the link with friends and people in the same boat has been immensely valuable and it provided a direct relationship and friendship from diagnosis on, now for many over 3 years.

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 MARCH 2020

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. DFEL supports 6 monthly Friendship Groups (one meets fortnightly). Groups provide a space in the community where people can go to find others in the same boat. Groups are all different and choose their own projects and activities. Over the year we facilitated 77 group sessions with a total of 673 people (most people come regularly).

Groups continued with ongoing and set up new projects:

- Members set up a Singing Group in Haddington
- Participation in Beyond the Margins Research Project – developing peer run information sessions
- A sensory community garden at Cockenzie House and Gardens, with support from Cockenzie House & Gardens and the Co-op. Including a public lecture on DF gardens and we planted over 5,000 bulbs.
- Creative Clans, an arts project with the Outer Hebrides funded by DEEP, including 'Craft Bombing' at Cockenzie House & Garden's, and an interactive workshop as part of the Thee Harbours Festival.
- An outing to Falkirk to see the Kelpies, ride on the Falkirk Wheel and afternoon tea at Callendar House, funded by a very generous donation from a local family.
- A visit to the new Community Hospital with a guided tour
- Dunbar Old and Young Diners - a weekly dining club run with Dunbar Grammar School and Rotary – including Burns Night, Christmas Party
- Participating in the Musselburgh Area Partnership Participatory Budgeting decisions about funding for local projects
- Visits from Dunbar, Musselburgh & North Berwick Health & Well Being Chairs to talk about local support for people with dementia and carers
- Meetings with local Area Partnerships, Councillors and others to comment in Area Plans, parking proposals etc.

Our friends at Muirfield Riding Therapy set up a weekly drop in café for people with dementia and carers, with home baked cakes, supported by their volunteers. A small group met there for several months until COVID-19.

Group members continue to provide friendship, peer support and help people link to local community groups. They have arranged speakers to the groups – e.g. local churches, history societies; and chumming folk along to local lunch clubs, swimming and other groups in the community.

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 MARCH 2020

GATHERINGS & EVENTS

The Spring Gathering in March 2019 set our priorities for the next 3 years:

- To set up a planning group to explore where and how Meeting Centres might support the aspirations of the Health and Social Care Strategy
- Develop DFEL as a network and a resource
- Work with carers to support a carers forum and event, building on their event last year
- Make the links with all the Change Boards, including re-provisioning, where we could build Meeting Centres discussions and Dementia Friendly thinking in from the start

At our Winter Gathering, in November 2019, more than 50 people came together to explore 3 of the key themes:

- Carers
- Information/Post Diagnostic Support
- Transport.

The Gathering agreed to:

- Develop mutual support led by and focussed on the particular needs of carers supporting someone with dementia.
- Address support after the one-year Post Diagnostic Support
- Look urgently at one point of information to access information.
- Provide better advice and support for planning ahead and respite
- Find effective solutions to transport and mobility issues, in particular Blue Badges

We also updated on the other priorities:

Meeting Centres – Musselburgh and Dunbar were looking at setting up Meeting Centres and visits were planned.

Roundtables – About Dementia and bold, the Life Changes Trust programmes held events in East Lothian in November on housing, where local councillor Jim Goodfellow presented on Housing Policy in East Lothian. Bold ran a taster on building leadership.

ELH&SC Change Boards – DFEL and the Open Arms Carers attend the Carers Reference Group and had initiated a discussion about the role and purpose of the Group.

The Spring Gathering in 2020 was postponed to enable the Life Changes Trust to organise its NHS Lothian event.

MEMORY REHABILITATION – POST DIAGNOSTIC SUPPORT – we continued to work collaboratively with the Adult Mental Health team on the Memory Rehabilitation Course this year, but sadly the NHS team decided to run the course in future at the Community Hospital, and our collaboration ended in February 2020.

Our role had been to arrange and fund courses to run in familiar community settings and ensure people had a welcoming cuppa and chat at what is for many a difficult time. We also funded an end of course light lunch. These small changes made a significant difference, helping people make friends, sessions were more relaxed

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 MARCH 2020

and interactive, enabling people living with dementia to ask about things that worry them and learn from each other and the OTs. We also attended 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.

Through this we began to build an ongoing friendship with people with dementia and carers as they moved from diagnosis to living with dementia, through and beyond post diagnostic support and as long as people wanted to stay in touch. Often people get back in touch when they need to; for some that has been several years after the course.

Over the year we supported 11 Memory Rehab courses. Unfortunately, we don't have data on how many people attended the courses.

The loss of this collaborative project means that we no longer have a direct contact with people with dementia and carers at diagnosis. For various reasons not everyone accesses Post Diagnostic Support early or at all, a critical gap we filled. The decision may have implications for our Friendship Groups.

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 Community Learning and Development.

In line with the decision made at the Gathering, we took the discussion about Meeting Centres into the community, building on conversations initiated last year and led by Friendship Groups on what life is like with dementia in this community. Musselburgh Health & Well Being Group agreed to work with ELH&SCP and DFEL to start a community conversation about setting up a Meeting Centre. We held a collaborative joint event in February 2020, where the community came together to talk about dementia and discuss the idea of setting up a Meeting Centre. At the event, we agreed to:

- Grow Dementia Friendly Musselburgh – Community and Businesses
- Organise a steering group from various groups in MB, churches to set up hub/Meeting centre
- Get more informed about dementia
- Involve people with dementia and carers
- Involve medical centres and local business
- Get evidence – what is the need? What do we already have? What are the gaps?
- Find the venue

The first planning meeting was arranged for 23 March 2020 and so had to be cancelled due to Covid. We are planning to pick up the conversation with Musselburgh Health & Well Being Group.

TRAINING – We have been providing free training on the Dementia Services Development Centre Best Practice in Dementia training with 5 staff from 4 East Lothian Day Centres.

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 MARCH 2020

POLICY WORK – A key role for DFEL is to make links with a range of decision makers to take forward priorities agreed by people with dementia and carers. Work included policy work with ELH&SCP, in particular round the Carers Strategy, work with Area Partnerships to develop DF Communities and Meeting centres and liaison with Scottish and UK bodies, such as the Life Changes Trust round their Regional Gatherings, About dementia and bold to help us link to their work and with the Day Centres.

DEMENTIA FRIENDLY YOGA – we have been running Dementia Friendly Yoga sessions for local care homes and day centres. We've had lots of positive feedback and growing demand and so have been working with Melanie Cook, a highly respected Yoga Teacher, Therapist and Trainer, to develop training to make Yoga more accessible and available to people with dementia and carers. We also generate income from Yoga classes to help fund this workstream. Over the year, we ran over 60 free classes for people with dementia in care homes and 15 low cost classes in care settings. We also developed training in DF Yoga for Yoga teachers and others, due to launch in April 2020. That will now be delivered online.

INTERGENERATIONAL WORKING – we continue to support the East and Mid Lothian Intergenerational Network, with Support from the Start.

LOOKING AHEAD

Like many others, our plans for most of 2020 were put on hold when COVID-19 arrived. Friendship Groups were cancelled in early March. Unable to work outside our own communities and because of limited access for many people with dementia and carers to digital channels, our work was restricted to letters, phone calls, e mails and supporting people in our communities.

Working online has many problems but also opportunities, and we will be reviewing DFEL's work and our role in the light of these changes. And hope to re-start work on Meeting Centres as soon as ELH&SCP and Musselburgh H&WB Group are able.

THANK YOU!

DFEL works because of many, 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

DEMENTIA FRIENDLY EAST LoTHIAN CIC

**CIC REPORT
PERIOD ENDED 31 MARCH 2020**

and Gardens, The Royal Mackintosh Hotel Dunbar; The Maitlandfield House Hotel; The Fraser Centre, Alzheimer's Scotland, East Lothian Libraries, Community Centres and many more.

Funding from East Lothian Health and Social Care Partnership has been invaluable in providing a strong basis for our work, so we can focus on what makes most difference. It's also been exciting to be generating income from Yoga. We are deeply appreciative of the generosity of local people who support our work in so many ways.

A personal thank you to DFEL's Directors. This year we said 'farewell' to Elaine Gale who has been a Director for several years. Elaine has contributed so much to DFEL over the years, from a first conversation about the idea to her work helping to launch our Friendship Groups in Haddington and Dunbar. Elaine's vision and passion set up Our Community Kitchen which is now independent and flourishing and changing the world.

Directors Hilary Smith and Laura Turney continue to bring great energy, ideas and practical support. Their community connections and wise counsel have been much valued.

Many thanks to Margaret McCole from TwoDogDesign for help with communications and our new Yoga website and Elaine Alsop our accountant for keeping us right on spending and accounting.

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

Take care, stay safe

Dr Sue Northrop
Director
Dementia Friendly East Lothian

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT PERIOD ENDED 31 MARCH 2020

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.

Over 2019/20 we worked to the priorities that were set at our Spring Gathering in 2019 and reported back through online blogs, printed newsletters, e mails and Friendship Groups.

We held a Gathering in November 2020 to work on 3 priorities set by people with dementia and cares: information and advice, carers and transport. Work on Meeting Centres was progressed with Health and Well Being Groups which bring together people from across the community and are accountable via Area Partnerships.

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 £9.167.

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

PART 5 – SIGNATORY

DEMENTIA FRIENDLY EAST LoTHIAN CIC

CIC REPORT
PERIOD ENDED 31 MARCH 2020

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

Signed



Date 31 Oct 2020

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)