

**Trustees' report for the period 2015/2016**

Last year's annual report and accounts was long and detailed, containing a very full illustrated description of the Club's origins, philosophy, activities and progress as well as formal information and the Independently Assessed financial accounts.

This report is much shorter because we see no need to repeat last year's material, which remains available on our web site at <https://hlcl.wordpress.com/documents/reports> Please do read it to get a full picture, especially if you are new to the Club. You can alternatively ask for a printed copy.

This report is mainly about the year from April 2015 to March 2016, with a few updates on subsequent events. The Independently Assessed financial accounts are issued at the same time, as a separate document.

**Governance:**

The Trustees met every 6 weeks. They were as follows:

Michael Edwards (Chair)

Brenda Morrell (Vice Chair)

Emily Montague (Hon Treasurer) (stood down 3 August 2016)

Dave Bell

Carlo Bellanova

Clarice Hall

Silvia Thomas (died November 2016)

Shelley Russell (stood down 13 July 2016)

Doreen Clauden

Claire McConville (withdrew before September 2015 AGM)

Rosemary Publicover (stood down at September 2015 AGM)

Amanda Paul, co-opted December 2015.

The Annual General Meeting was held on 23 September 2015 with about 40 members present. The annual report and accounts were tabled and a presentation of a pictorial slide show by the Coordinator summarised the Club's achievements, captioned with the key phrases from the evaluation report by HIN referred to below. Officers and Trustees were elected (as above) and the independent accountant S A Jeffries reappointed and thanked for her work.

In July 2015 a fund-raising committee held an inaugural meeting but did not become an effective body until re-constituted with a new Chair, Amanda Paul, a newly coopted Trustee and professional fund-raiser, in 2016.

## **Financial resources and the sustainability of the Healthy Living Club**

During the financial year 2015-2016 the accounts show that the Club managed to maintain and slightly increase its income, making up for the fact that our start-up grant from Guy's and St Thomas's Charity had already ended.

The coordinator secured a growing number and value of small grants, earmarked for particular Club activities such as exercise, music and art and for the new Monday Club sessions: an increase from £19,000 to £27,000. The Trustees are extremely grateful to her and to the 10 Charitable Trusts listed in the notes to the accounts for this generosity.

The main challenge has been —and continues to be— raising unrestricted income which can be used to pay the coordinator and general expenses including catering. Thanks to hard work by volunteers and the coordinator, and creative making of goods for sale by members and carers, we were able to increase our income from donations and fund-raising from £14,000 in the previous year to £16,000 this year.

As a result of all this, the charity was able to cover all its costs and end the year with a slightly larger bank balance than it started with.

However, the Trustees are aware that the Charity's survival has been possible only through over-reliance on unpaid overtime contributed by the coordinator and over-reliance on very committed volunteers. Just after the end of the financial year —in May 2016— the Trustees thus discussed and adopted an interim Strategy to reduce the coordinator's workload and to build up the Charity's regular unrestricted income to improve our sustainability. A number of volunteers took on additional responsibilities as an interim measure and a second part-time paid role of Community Development worker was established and then very capably filled by Christine Landreth from the Autumn of 2016.

At the time of writing the Trustees have been discussing strategies for longer-term sustainability with or without support which might come from Lambeth (see below).

### **Expansion at Lingham Court**

Lambeth Council had long been keen to see our activity expand to serve more people and, if possible, a second venue. As reported in the previous year, a pilot project at Clarence Avenue had been run, with generous financial support secured, mainly from the London Catalyst Foundation.

Following that pilot project, which had experienced difficulties with the venue and support available for Club participants, Trustees decided to transfer the expanded activity to Lingham Court as the Monday Morning Breakfast Club and with the agreement of the main funders. This weekly gathering of about 12 people meets the needs of some people for whom the much larger

Wednesday Club is a bit daunting or too hectic. It also permits and fosters small-group activity of a kind not practicable in the larger gathering.

On the initiative of Hannah Miller, the Club started a monthly Sunday 'Crafternoon' which attracts a small group of about 6 people, mostly Lingham Court residents....

The carers' group meetings, run jointly with the Lambeth Carers' Hub, have been held monthly...

### **Participation in Club sessions**

The Wednesday Club sessions continue to be a success, a community of people with and without dementia, following a programme of activities proven to be valued by people with dementia but which are enjoyed equally by carers, other elderly residents of Lingham Court and volunteers.

During the year we had about 70 members on average: 28 people with dementia from outside Lingham Court, 10 people with dementia who lived in Lingham Court, 13 older people without dementia (but with other long term conditions), most of whom lived in Lingham Court, and 14 carers. Most of our members (the volunteers excluded) are over 75, and the oldest was 101. As there is some turnover 95 to 110 people benefitted in the course of the year.

The majority of our members attend every single week, apart from a couple who attend every other week. Two of our volunteers ring all members who miss a week without telling us in advance. If the absence is due to a hospital admission or other crisis, and if the member agrees, the coordinator and another volunteer (an Admiral nurse) are informed so that they can offer further support, and/or signpost the family to relevant services.

Referrals of new members continue to flow in from the Memory Service, social workers, the Alzheimer's Society and by self-referral. Potential members are visited at home so that the Club and its ethos can be explained to them and their carers/family, questions answered and advice offered on whether the Club's Monday or Wednesday sessions might meet their needs. There is usually a waiting list because our capacity is limited by the size of the venue and sometimes by the availability of volunteer support.

### **Discussions with Lambeth about funding**

Hitherto the Charity has operated without any public funds. In October 2015 we approached Lambeth to discuss whether there were any possibilities for financial support from the Council or the Lambeth Clinical Commissioning Group (CCG) – the organisation gradually taking over some responsibilities for NHS spending. A series of meetings have since been held and, at the time of writing, are in their 14<sup>th</sup> month. Following a report on dementia services by Healthwatch Lambeth which was very positive about our work, Lambeth have gradually refined their priorities and sought responses from us and other organisations in respect of

- (a) support for residents of extra care housing (Council); and
- (b) post-diagnosis support for people with dementia and their carers (CCG).

We have responded with successive proposals for ways in which Lambeth could help secure the medium-term financial sustainability of our current activity at Lingham Court (our top priority and a recommendation of the Healthwatch Report) and also provide resources to enable us to develop a second venue in the south of the Borough. In this we are working with Mary Madden of the Streatham Dementia Support Group and with Notting Hill Housing Trust, the managers of the proposed second venue at Cheviot Gardens in West Norwood. If all this goes ahead, both venues could gradually become dementia-centred community hubs, extending and diversifying social life for extra care residents while also supporting a variety of local needs relating to dementia and linking the residents with the wider communities.

### **Evaluations and recognition**

The Club was shortlisted for the “Working Together” Category in Lambeth Clinical Commissioning Group's “Lammy Awards”. The Club was represented by the Coordinator and Richard Burley at the award ceremony at the Imperial War Museum.

A press release was prepared by Debbi Scholes summarising the remarkable findings of the HIN study of the club (summarised in last year's report). It was sent to a number of local and London media in the hope of publicity. The subject line is “**Self-funding dementia Club Turns £30K into £506,094**” and it is now on our web site.

The BBC had been filming at the Club in September 2015.

Thanks to Debbi Scholes for proof-reading, Luis Nossa for design work and Richard Burley for printing copies of last year's annual report

### **Independent Examiner's Report to the Trustees of the Healthy Living Club**

I report on the accounts of the charity for the year ended 31 March 2016, which are set out on pages 5 to 6.

#### **Respective responsibilities of Trustees and Examiner**

The charity's Trustees are responsible for the preparation of the accounts: The Charity's Trustees consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed. It is my responsibility to;

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the Act;
- and to state whether particular matters have come to my attention.

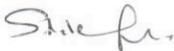
#### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the 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 you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in 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
  - (a) to keep accounting records in accordance with section 130 of the Act: and
  - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 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.



**S. A. Jeffries**  
**Chartered Accountant**  
**K. A. Jeffries & Company**  
**18 Melbourne Grove**  
**London SE22 8RA**

Date: 27.10.2016

Healthy Living Club ACCOUNTS

Receipt and Payment Account for year ended 31st March 2016

	Note	Unrestricted Funds y/e 31/3/2016 £	Restricted Funds y/e 31/3/2016 £	y/e 31/03/2016 £	Unrestricted Funds y/e 31/3/2015 £	Restricted Funds y/e 31/3/2015 £	y/e 31/03/2015 £
<b>Income</b>							
Donations	1	6,436			6,492		
Fund raising		8,497			7,669		
Gift Aid	2	810			302		
Grants	3	2,000	27,231		10,000	19,367	
Other		630					
		<u>18,373</u>	<u>27,231</u>	<u>45,604</u>	<u>24,463</u>	<u>19,367</u>	<u>43,830</u>
<b>Payments</b>							
Lunches		1,839	3,091		5,768	32	
Activities	4	3,813	13,619		2,411	8,439	
Co-ordinator's fees	5	9,699	8,561		11,230	6,220	
Administration fee to CoM					500		
Transport	6	59					
Travel	7	15			50	10	
Training			800				
Stationery		23	44		107		
Insurance	8	121			117		
Fund raising costs		359			611		
Evaluation costs			1,300				
Other expenses		56	588		94	184	
		<u>15,984</u>	<u>28,003</u>	<u>43,987</u>	<u>20,888</u>	<u>14,885</u>	<u>35,773</u>
Net receipts				<u>1,617</u>			<u>8,057</u>
Cash funds b/f 31st March 2015/14				<u>19,500</u>			<u>11,443</u>
<b>Cash funds at end of period</b>				<u><b>21,117</b></u>			<u><b>19,500</b></u>

Statement of assets and liabilities at 31st March 2016

Monetary Assets	Unrestricted funds y/e 31/3/2016	Restricted funds y/e 31/3/2016	y/e 31/03/2016	Unrestricted funds y/e 31/3/2015	Restricted funds y/e 31/3/2015	y/e 31/03/2015
General Fund	6,218		6,218	7,566		7,566
The Cicely Northcote Trust					803	803
The Peter Minet Trust		4,500	4,500		650	650
DEEP Involvement Fund					710	710
The London Community Foundation					800	800
London Catalyst		5,000	5,000		1,563	1,563
The Trusthouse Charitable Foundation					1,247	1,247
The Archer Trust					500	500
Anonymous					1,000	1,000
Greggs Foundation					396	396
Age UK					99	99
Skipton Building Society Charitable Foundation					1,166	1,166
Charles Hayward Foundation					2,000	2,000
Sylvia Waddilove Foundation UK					1,000	1,000
Mercers		993	993			
Aviva		1,264	1,264			
Freesport						
Mrs Smith and Mount Trust		1,900	1,900			
Care UK		492	492			
Brixton £ grant		750	750			
<b>Bank Balance</b>	<u><b>6,218</b></u>	<u><b>14,899</b></u>	<u><b>21,117</b></u>	<u><b>7,566</b></u>	<u><b>11,934</b></u>	<u><b>19,500</b></u>

Signed by:

*E. Montague*

E. Montague on behalf of the Trustees

Dated:

25/10/2016

**Healthy Living Club ACCOUNTS**

**Receipt and Payment Account Notes for year ended 31st March 2016**

1 Benefits in kind, not recognised in Receipt and Payment Accounts, have been calculated by an independent report from the South London's Health Innovation Network published in September 2015 and are as follows:

	£
Financial value of volunteer time (total number of hours per year x average UK wage)	58,737
Financial value of contributors' travel costs	1,612
Average financial value of similar venues in Lambeth	6,600
	<b>66,949</b>

The net present value of our output was calculated as £506,094 and the social value gained for every £ invested in our group was £5.18

Regular standing order donations are £310 with gift aid

2 Since 2nd October 2013 we have been able to claim back gift aid on some donations  
At 31st March 2016 outstanding claims for gift aid were £168 (£89 at 31st March 2015)

	Unrestricted y/e 31/03/2016 £	Restricted y/e 31/03/2016 £	Unrestricted y/e 31/03/2015 £	Restricted y/e 31/03/2015 £
3 Grants are made up as follows:				
Payments from The Trustees of the Guy's and St Thomas' Charity			10,000	
Age UK		250		250
The Cicely Northcote Trust		-		1,500
London Catalyst		5,000		8,500
The Trusthouse Charitable Foundation		-		2,500
The Archer Trust		-		500
Anonymous		-		1,000
Greggs Foundation		-		951
Skipton Building Society Charitable Foundation		-		1,166
Sylvia Waddilove Foundation UK		-		1,000
Charles Hayward Foundation		-		2,000
Mercers		3,000		
Aviva		4,356		
Freesport Fund GLA		1,353		
DEEP Involvement Fund		1,800		
Mrs Smith and Mount Trust		4,300		
Care UK Wellbeing Foundation		1,922		
PHAST	2,000	-		
Peter Minet		4,500		
Brixton £ Fund		750		
	<b>2,000</b>	<b>27,231</b>	<b>10,000</b>	<b>19,367</b>

In addition Metropolitan Housing Ltd gave a grant of £3,755 towards activities which took place between January and March 2016 but the grant payment was outstanding at 31st March 2016

4 Activities are the programme of sessions at the clubs designed to alleviate the symptoms of dementia and can be broken down into the following:

	Unrestricted y/e 31/03/2016 £	Restricted y/e 31/03/2016 £	Unrestricted y/e 31/03/2015 £	Restricted y/e 31/03/2015 £
Music workshops	302	6,193	184	3,650
Drama workshops	2,295	1,089	1,890	
Art workshops and art therapy	32	1,107	9	1,767
Keep fit sessions	743	2,374		1,425
Nails and makeup				105
Hairdressing sessions				1,200
Dance movement workshops	276	1,209	80	192
Yoga	165	657		
Other		990	248	100
	<b>3,813</b>	<b>13,619</b>	<b>2,411</b>	<b>8,439</b>

Outstanding payments for keep fit were nil at 31st March 2016 (£578 at 31st March 2015)

Outstanding payments for music were nil at 31st March 2016 (£400 at 31st March 2015)

5 The self employed part-time coordinator spends approximately 50% of the time coordinating the clubs, 10% on administration of the charity, 15% on developing and promoting our model and 25% on community development, partnership working and raising awareness of the issues that affect people with dementia and their carers  
The coordinator was paid an additional £1,250 in June 2016 for extra work done in the year ended 31st March 2016

6 Transport represents the cost of taxis for members and their carers to attend conferences on behalf of the Healthy Living Club

7 Travel costs are for the co-ordinator and volunteers to attend workshops, courses or conferences

8 Annual insurance was paid on 27th January 2016 for the year