



# THE MURRAYFIELD DEMENTIA PROJECT

Scottish Charity Number SC023210

*Trustees Annual  
Report  
1st April 2017-  
31st March 2018*

# Murrayfield Churches Together



Church of the Good Shepherd

Saughtonhall United Reformed Church

Murrayfield Parish Church

SC000357

SC014175

SC005198

**The Murrayfield Club - a safe, stimulating, supportive, fun place for older members of our community.**



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**MINUTES of the ANNUAL GENERAL MEETING of THE MURRAYFIELD CLUB**  
**Murrayfield Dementia Project, Charity SC023210**  
**Held at SURC on Tuesday 13<sup>th</sup> June 2017 at 7.00pm.**

**Convenor's Opening Remarks**

Convenor, The Rev'd Canon Dean Fostekew opened the meeting with prayer and welcomed members of the Management Committee, Staff, Volunteers, Carers and members of the three churches, 30 people were present.

**Apologies**

Rev'd Keith Graham, Katy Lessells, Liz Smith and Gina Miller.

**Minutes**

Minutes of the AGM held on 21<sup>st</sup> June 2016 included in the Annual Report Brochure. Acceptance proposed by Agnes Spence, seconded by Hazel Pryde.

**Report from Convenor**

Full report in Brochure. This has been a year of changes in staff and governance of the club. This year has also seen changes in the Trustee's Board. Isobel Mackenzie resigned and John Gibb, Treasurer has also resigned. Staff resignations were received from Gavin Watson our Chef, Kerry Shott, part-time Care Worker and Eleanor Watson, Senior Support Worker. Lesley Webster joined the team in July 2016 as a Project Co-ordinator and has very quickly settled into the position. Pat Elgalib was appointed as Kitchen Assistant as we out sourced our catering to Wester Hailes on the resignation of the Chef; this arrangement was working very successfully. Pat resigned and we decided to revert to employing a cook and have just this week welcomed Audrey Watson to join our team. Lyzzie Dell was appointed to the Trustee Board at last year's AGM and has very quickly moulded into the board. We also welcomed Gina Miller and Jenny Walker as volunteers. On behalf of all the Trustees I thank you again to all the Staff and Volunteers for their dedication and commitment.

Our Constitution was amended in March 2017 this exercise was undertaken to tidy up changes required to the Trustees and Board. A copy of the proposed changes was on display with the proposals highlighted and the meeting agreed to accept all the changes. Proposed by Pat Gordon and seconded by Linny Lawson. The amended Constitution was also on the Club website.

The club were also visited by the Care Commission with a view to the club requiring to be registered. The meeting was very positive and the inspectors were impressed with the service we are providing and the high standard of qualified staff. We have been advised verbally that we will not require to be registered which removes any threat of closure. We await the written confirmation.

### **Financial Report and Adoption of Accounts**

A copy of the unsigned accounts for 2016/17 included in the report. The trustees had already approved the final accounts and a signed copy would be available for anyone wishing to view the audited accounts for 2016/17.

The funding received from Edinburgh Council £60,371.59 is for 13 months and funding from Edinburgh & Lothian Health Foundation will cease this year.

We received several generous donations and our biggest expenditure is staff salaries, also Office expenditure due to relocation of the office from the church to the Dove.

Funding for 2017/18 was assured and we will require to apply for further funding for 3 years from 2018/19.

Adoption of accounts proposed by Martha Dickson, seconded by Pat Gordon.

John was thanked for all his work in producing the accounts and was stepping down as treasurer but would continue with his expertise on the IT figures. John Crispin had agreed to be Treasurer, proposed by Pat Gordon, seconded by Tiggy Herbert.

### **Project Co-ordinator Report**

Report included in brochure. Lesley Webster thanked the Trustees, Staff and Volunteers for their support and highlighted the themed weeks which were working well and enjoyed by all.

Dean thanked Lesley for all her work in what has been a very difficult initiation year.

### **Report from Outreach Worker**

Report included in brochure. Liz Potter gave a resume of what she had achieved in the past 18 months and has continued to develop the outreach support.

Unfortunately the funding from Edinburgh & Lothian Health Foundation (ELHF) was for 2 years and they are no longer able to fund this service.

Liz was thanked for all the work and support she has given to our members and clients within the community.

#### **Election of Trustees and Office Bearers.**

**Trustees:** Victor Chlebowski, Agnes Spence, Chris Goudie and Lizzie Dell, proposed by Carol Wands, seconded by Tiggy Herbert

**Re-Election of Office Bearers:** Convenor, The Rev'd Canon JB Fostekew, Church of the Good Shepherd, proposed by Martha Dickson, seconded by Pat Gordon.

Secretary, Isabell Coupland, Church of the Good Shepherd, proposed by May Lindsay, seconded by Pat Tait.

Treasurer, John Crispin, Murrayfield Parish Church, proposed by Pat Gordon, seconded by Tiggy Herbert.

A Vice Convenor to be appointed from Board of Trustees.

The secretary, May Lindsay was standing down after 24 years involvement with the club, was thanked by Dean and presented with flowers and wine.

#### **AOCB**

Thanks were expressed by Dean to all Trustees, Staff and volunteers for all the work and commitment they gave to the **club**.

The business part of the meeting was closed by saying The Grace together.

Lizzie Dell then took us on a musical journey of song, laughter and humour of a "Wedding" and was accompanied by Norma Macdonald, Lesley Webster, May Lindsay and Ian Lawson (the groom).

We then had time to chat together over nibbles and wine, greatly enjoyed by all.

## Trustees- Management Committee:

The newly formed Task Groups (including Governance, Access and Staffing) have been successfully establishing their individual roles. The current Board comprises:



### **The Rev'd. Canon Dean Fostekew (Chairman of Trustees):**

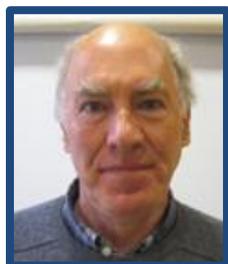
Dean became a Trustee in 2009 when he was appointed as Rector of the Church of the Good Shepherd (Scottish Episcopal) and joined Murrayfield Churches Together Ecumenical Team. He has been the chair of the Trustees since 2012. Dean has experience of over 20 years in ministry and has cared for family members living with Dementia.



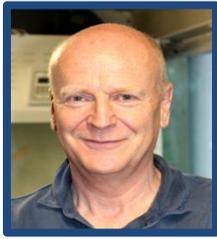
**Isobel McKenzie (Trustee):** An enthusiastic fundraiser at the Church of the Good Shepherd, Isobel uses experience gained from previously running a coffee shop/retail business. Sometime past, she also established and ran a Day Centre for frail elderly at Carrickvale Day Centre.



**Isabell Coupland (Secretary):** Isabell joined the congregation of the Church of the Good Shepherd in 2003 and was invited to take over as the new Secretary for the Board of Trustees at the AGM last year. She brings with her a wide and varied experience from serving as a police officer for 18 years, 6 years within the Community Liaison Department where she was very involved in a series of Personal Safety presentations throughout the city. Isabell is delighted to be given the opportunity to once again be involved in the local community.



**John Crispin (Trustee):** John has been an Elder at Murrayfield Parish Church for over 30 years and became a Trustee of the Project in 2009. The same year he became Treasurer and retired from that position after 5 years in the post. John graduated as a Doctor in July 1968 and has spent most of his career in General Practice working in deprived areas of Edinburgh. He was always interested in medical politics and towards the latter part of his working career held a position in medical administration as a Clinical Director with Lothian Health Board.



**Victor Chlebowski (Trustee):** Victor joined the Board in March 2014 having previously worked in both Social Work and management positions in a number of Local Authorities and Voluntary organisations. Including periods within the Scottish Borders, City of Edinburgh, Capability Scotland, Leonard Cheshire Foundation, and Scottish Consortium for Learning Disabilities, Garvald Edinburgh and Deaf Action.



**Agnes Spence (Trustee):** Agnes became a Trustee in 2011. Her interest in care of the elderly stems from her background in nursing, training in Denmark and working in hospitals there and in Sweden before coming to the Royal Infirmary of Edinburgh. Latterly, for a period of 18 years, she was the Matron/Manager of a Nursing Home before retiring in 2008.



**Chris Goudie (Trustee):** Chris was appointed to the board during the AGM in 2015. She is a long-standing member and Elder of the Murrayfield Parish Church and continuously recognises the needs of older people in the community. She has even established a successful Scrabble group that now meet on a regular basis.



**Lyzzie Dell (Trustee):** Lyzzie has been a volunteer at The Murrayfield Club for a number of years. Her professional background lies in Primary School teaching and Nursing, the last part of her career being on the management team of a Stroke Rehabilitation Unit. In retirement she thoroughly enjoys being a member of Edinburgh People's Theatre and Cutting Edge Community Theatre Company, participating in everything from pantomime to Passion Plays. Lyzzie loves music and singing and feels privileged to be in the choir of the Church of the Good Shepherd.

**Sandi Marshall (Trustee- Carer's Representative):** Sandi understands the needs of Carers and is a valuable asset as Carers Representative on the Board of Trustees. She also lends her time to the Club as a volunteer on Tuesdays. Sandi has been involved in 'The Pioneers'- a monthly support group for people with Dementia and their care partners.

**Changes to the Board:** Rev'd Canon Dean Fostekew has agreed to remain as Convenor and Chairman for the next year.

## Staff:



**Lesley Webster – Project Co-ordinator:** Lesley joined the Club in June 2016. Lesley originally trained as a nurse and worked in various disciplines within the NHS (including A&E, Surgical Theatres and Stroke Rehabilitation). She then moved to a community role in the Rapid Response Team and also spent time as a Police Custody Visitor helping people at their most vulnerable. She has grown up within the Church from Sunday School to Session Clerk and feels very much at home within MCT. When not working, Lesley enjoys spending time with family, friends and looking after her 3 year old granddaughter.

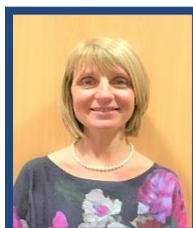


**Jenny Rowe – Senior Support Worker:** Jenny joined the Club in November 2017. After studying textiles and fine art at Duncan of Jordanstone in Dundee Jenny worked in Erskine Care Home in Edinburgh. She worked as an Activities co-ordinator there for 8 years, leaving to have her son Hamish in 2017. Jenny was looking for work closer to home and is glad the vacancy at the Club timed in nicely. Jenny enjoys spending time with her family and her hobbies are sewing, weaving, baking, gardening, cycling and walking.



**Karen Avey – Support Worker:**

Karen joined the Club in January 2015 as a part-time Support Worker, after working in the Private Healthcare sector for 15 years doing administrative work. She enjoys spending time with her two daughters and catching up with her friends.



**Lesley Fair – Support Worker:** Lesley joined the Club in August 2017 and worked until May 2018.



### **Audrey Watson - Cook:**

Audrey joined the Club in June 2017. She has worked in catering for the past 25 years. Audrey has 3 grown up children and enjoys gardening, socialising with family and friends and walking with her dog Jet. She enjoys cooking for the Club and catching up with the members.

### **Volunteers:**

The Murrayfield Club is privileged to have the support of 10 Volunteers from the community who kindly lend their time either within the Club environment or assisting in safely transporting members each day. They bring with them an extensive knowledge of the care sector, a multitude of ideas and resources, many varied talents and a great sense of fun to assist in providing the best possible day for each individual member.

## Convenor's Report:



# **The Murrayfield Club**

Murrayfield Dementia Project. Charity SCO 23210

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I am pleased to be able to present the Report (for the year ending 31st March 2018) of the Management Group (Trustees) of the Murrayfield Dementia Project – known as The Murrayfield Club or ‘The Club’. This has been a year of changes in staff and governance of the Club. This year has also seen some changes in the Trustee Board. The Trustees have continued to manage the grant from the council (guaranteed until 2019) and for the dedicated outreach worker focused on the Club, funded by the Edinburgh and Lothians Health Foundation (which ended at the close of 2017). The Trustees are pleased that the Council grant has been maintained at its current level and no cut in 2018 has been imposed.

### Vision

Our vision is to provide high quality day care for the Frail Elderly and those living with Dementia in the North West of Edinburgh. We also aim to support the carers of our members with help and advice as appropriate.

### Development

Enhanced care plans are in place for all the service users, and a weekly programme of activities and events across the three days is fully in place. Activities across the week follow themes relating to the lives of the members and current local and national events; such as the Remembrance, fashion, Easter and Wimbledon. Themes are chosen in collaboration between staff, volunteers and members.

The collaborative style of staff working has continued to be successful. The team work closely with each other to ensure that members’ needs are well met and that planning for the future and the day to day running is coherent. Lesley Webster the Club Co-ordinator has continued to develop her role over the past year. The change in practice was necessitated in 2017 by the increasing amount of daily administration and compliance with changes in day care legislation that has recently come about. There have been many changes of staff over the past year with the appointment of Audrey Watson as Cook, Jennifer Rowe as Senior Support Worker and Lesley Fair as part-time Support Worker.

Thanks are extended to the staff members, volunteers and trustees who helped fill gaps in staff over the past 12 months as previous staff left and new staff were appointed. It is good to have a full complement of staff in the Club. We are exceptionally fortunate in the quality of our workers and their commitment to the Club and its members and my thanks are extended to all who have gone the 'extra mile' to ensure that the members experience of the Club is always a positive one.

### Support Team

We thank our former staff members Eleanor Watson (senior worker) and Kerry Shott (part-time worker) for the commitment, enthusiasm and dedication they brought to their roles and we wish them well for the future.

The appointment of Audrey Watson a cook has been a boost to the Club and the members are enjoying their meals and home baking very much. Thanks are extended to all who helped in the interim period of change following the retirement of the former cook in January 2017.

Without the dedicated team of volunteers the Club would not be able to function as well as it does and we are thankful to all who freely give of their time in service of our members.

Leaving the Trustee Board this year was the Rev'd Keith Graham changes in the constitution now mean that not all the Murrayfield Churches Together clergy are expected to be trustees. The clergy can now decide which of them will take a lead in the Club and in other MCT activities. We are grateful to Keith and thank him for all he did on our behalf. Thanks are also extended to May Lindsay our former secretary who stepped down at the AGM in 2017. May transformed the role and functioning of the post of secretary and helped steer through the changes in the constitution as agreed at the AGM in 2017.

The Trustees welcomed to their number Lyzzie Dell (Good Shepherd) and welcomed back Isobel MacKenzie (Good Shepherd) and appointed Isabell Coupland (Good Shepherd) as secretary. We are grateful for the experience they all bring. The board has a number of vacancies which we hope to fill from the local churches and community in 2018.

We have also been blessed by the commitment and skills of John Crispin our Treasurer. John took on the role again following the AGM. We are also grateful to John Gibb for his book keeping skills and support.

The Club is fortunate in its Trustee Board, that everyone is prepared to shoulder responsibilities and extra burdens when times must and I am thankful to the whole Board for all that they have done this past 12 months. It has been a very busy and at times stressful year.

The Trustees would like to thank the administrative team at Murrayfield Parish Church for continuing to ensure a quality environment for our club. Special thanks to Maureen Gilleade the Centre Manager, and Robin Leach caretaker.

Thanks are also due to the Centre Committee of Murrayfield Parish Church for their willingness to engage with the terms and conditions of our let and for the support they and the elders give us.

### Members/Users

We are an 'open' club welcoming anyone referred to us by Social Care Direct whatever their age, race, religion, sex or sexual orientation. Generally, people are referred to us from our local area. Our provision at full strength is a maximum of 10 members per session over three days. Monthly returns are supplied to Edinburgh City Council.

To protect our members/users all 'the team' both employed and voluntary are checked via an enhanced disclosure using the Church of Scotland process.

### Activities

We continued in the provision of a varied programme, further details in the Co-Ordinator's report.

### Feedback

We continue to be proactive in seeking feedback from members and their carers in order to ensure we meet needs. Opportunities for volunteers, carers and family members to make comments are offered. This also includes direct feedback on our service provision and things we could do to enhance it. Feedback is also regularly sought from the Co-ordinator, the Senior Worker, the two part-time workers and volunteers both individually and at the volunteers meetings. All feedback is reviewed, shared with the relevant people and acted upon as appropriate.

### Team Development

Training support continues for staff and volunteers with all staff employees expected and encouraged to complete the appropriate SVQ externally validated training awards.

### Financial

In addition to the funding from the constituent Churches of Murrayfield Churches Together, Edinburgh City Council continues to provide a substantial support towards the cost of running the club for which we are very grateful.

Club finances, are in good shape. The Trustees believe it is prudent to maintain a reserve which would cover our operating costs for a period of six months. This would enable an orderly wind down of activities in the event of a cessation of funding. The Trustees also plan to use some of the increasing reserves to employ a Community Liaison Officer who will develop links with the wider community and raise awareness of how we can as a community become more dementia friendly.

#### Governance

The Trustees have met regularly to provide direction, oversight, review performance and assess risks. We have also reviewed and developed our aims and objectives to ensure good governance practice for the benefit of our members, volunteers and employees alike.

The Trustee Staffing Group has a clear remit to oversee all Human Resource matters. We are grateful to Isobel MacKenzie, Agnes Spence, Victor Chlebowski and Chris Goudie for continuing to undertake leading roles in these vital tasks.

#### Wider

The challenges of Dementia are becoming more main-stream and are now receiving a higher media profile. There is, however, still much that needs to be done. That is where we play our part by providing social time, with love and support incorporating stimulation and exercise. In undertaking this we provide support not just for the person with dementia, but to carers as well.

The thanks we receive when we have made a difference to those in our care and their carers make all the work so worthwhile.

Finally, on behalf of all the Trustees I should like to thank again all the volunteers and staff for their dedication and commitment.

The Rev'd Canon Dean JB Fostekew

Convener

(Rector of the Church of the Good Shepherd)

**MURRAYFIELD DEMENTIA PROJECT**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

JOHNSTON SMILLIE LTD  
CHARTERED ACCOUNTANTS  
6 Redheughs Rigg  
Edinburgh  
EH12 9DQ

## **MURRAYFIELD DEMENTIA PROJECT**

### **ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

**Scottish Charity Number SC023210**

#### **Current Management Committee**

Rev'd. Canon Dean Fostekew, Convener  
May Lindsay (resigned June 2017)  
Agnes Spence  
Victor Chlebowski  
Chris Goudie  
John Gibb (resigned June 2017)

Rev'd. Keith Graham (resigned September 2017)  
John Crispin  
Sandi Marshall  
Elizabeth Dell  
Isabell Coupland (appointed June 2017)  
Isobel Mackenzie (appointed June 2017)

All members of the Management Committee have voting rights and, accordingly, are deemed to be "Trustees" in terms of Charities Legislation.

#### **Contact Address:**

2B Ormidale Terrace  
Edinburgh  
EH12 6EQ

#### **Recruitment and appointment of Management Committee**

All of the Project's management committee are appointed or re-appointed by the members at our Annual General Meeting.

#### **Governing Document**

The Project is a charitable unincorporated association and the purposes and administration arrangements are set out in our constitution.

#### **Purpose**

The purpose of the Project is to provide for the welfare of people with dementia in Murrayfield and district and to provide support to their families and carers.

#### **Management Committee remuneration and expenses**

No member of the Committee received any remuneration for their services as members of the Management Committee.

## MURRAYFIELD DEMENTIA PROJECT

### Activities and achievements

- The club has continued to function throughout the year mainly as a result of the block grant from Edinburgh City Council. The Funding from the Lothian Health Foundation ceased in September 2017.
- Governance has continued to be provided through a small sub-committee of the Trustees with discussion on relevant issues at all the meetings of the Management Committee.
- A varied series of activities have continued for all members throughout the year with emphasis being placed on:
  - Themed weeks including seasons, Burns Day, schooldays, working life, Hollywood and the armed forces.
  - Keep fit including movement to music, skittles, indoor golf, tossing the caber.
  - Reminiscence and storytelling; musical activities with visiting entertainers; flower arranging and visits from local School children.
  - Monthly religious services.

### Reserves

At the end of the year the Project held funds of £56,320. Of this £53,240 is unrestricted and £3,080 is restricted with the restricted fund being for the Outreach service. The project has been awarded continued funding for 2018/19 at the present level of £54,815 by Edinburgh Council. The Management Committee considers that the fund of £56,320 is sufficient for the Project to cover operating costs for a period of at least 6 months, which will allow an orderly wind down of activities in the event of cessation of funding.

.....

Rev'd. Canon Dean Fostekew, Convener

.....

Date

## MURRAYFIELD DEMENTIA PROJECT

Receipts and payments account for the year ended 31 March 2018

	2018 Unrestricted Funds £	2018 Restricted Funds £	2018 Total £	2017 Total £
<b>Receipts</b>				
Grants -				
Edinburgh Council	54,815.00	-	54,815.00	54,815.00
Edinburgh & Lothian Health Foundation	-	4,400.00	4,400.00	8,800.00
Club Charges	9,077.10	-	9,077.10	8,287.50
Donations	1,185.00	-	1,185.00	5,159.50
Fund Raising	-	-	-	53.00
Bank Interest	-	-	-	4.88
<b>Total Receipts</b>	<b>65,077.10</b>	<b>4,400.00</b>	<b>69,477.10</b>	<b>77,119.88</b>
<b>Payments</b>				
<b>Staff Costs</b>				
Salaries	39,539.10	4,331.99	43,871.09	48,111.15
Ee'r Pension	301.37	-	301.37	-
Training	195.00	-	195.00	125.00
Recruitment Costs	888.78	-	888.78	330.00
<b>Office/Administration</b>				
Computer, Stationery, Printing, Telephones etc.	1,754.91	154.11	1,909.02	2,482.57
<b>Client Services</b>				
Functions and Client facilities	659.53	62.83	722.36	311.08
Catering	4,473.99	-	4,473.99	3,526.12
Hall Rental	7,200.00	-	7,200.00	6,600.00
Transport	6,750.06	135.56	6,885.62	6,228.03
<b>Other Costs</b>				
Insurance	606.36	107.01	713.37	700.45
Miscellaneous (Sundries)	1,915.89	-	1,915.89	1,645.43
Bank Charges	32.00	-	32.00	96.00
Accountancy (Payroll)	679.32	119.88	799.20	192.00
<b>Total payments for charitable activities</b>	<b>64,996.31</b>	<b>4,911.38</b>	<b>69,907.69</b>	<b>70,347.83</b>
Governance Costs: Independent Examination				
	637.50	112.50	750.00	720.00

<b>Total Payments</b>	65,633.81	5,023.88	70,657.69	71,067.83
<b>Surplus (Deficit) for period</b>	<b>(556.71)</b>	<b>(623.88)</b>	<b>(1,180.59)</b>	<b>6,052.05</b>

## MURRAYFIELD DEMENTIA PROJECT

Statement of Balance as at 31 March 2018

	2018 Unrestricted Funds £	2018 Restricted Funds £	2018 Total £	2017 Total £
<b>Bank and Cash in hand</b>				
Opening Balances	53,797.02	3,703.64	57,500.66	51,448.61
Surplus (Deficit)	(556.71)	(623.88)	(1,180.59)	6,052.05
Closing balances	<b>53,240.31</b>	<b>3,079.76</b>	<b>56,320.07</b>	<b>57,500.66</b>
<b>Reserves</b>	<b>53,240.31</b>	<b>3,079.76</b>	<b>56,320.07</b>	<b>57,500.66</b>

At the 31 March the charity also held

	2018 £	2017 £
<b>Other liabilities</b>		
Accountancy and Independent examination fees	775.00	750.00
Temporary Staff costs	-	300.00
Staff costs	86.74	-
Transport costs	715.96	450.00
Credit card	229.58	-
Edinburgh and Lothian Health Foundation	3,079.76	3,703.64
	<b>4,887.04</b>	<b>5,203.64</b>

The unrestricted fund represents free reserves.

The restricted fund represents unspent Edinburgh and Lothian Health Foundation funding which may have to be returned to the Foundation if it remains unspent. The restricted fund is for the Outreach service.

Approved by the Management Committee and signed on their behalf

.....

J Crispin, Treasurer

Date .....

## **MURRAYFIELD DEMENTIA PROJECT**

Independent Examiner's Report to the Management Committee of Murrayfield Dementia Project  
(SC023210)

I report on the accounts of the Charity for the year ended 31 March 2018 which are set out on pages 3 and 4.

### **Respective responsibilities of Management Committee and Examiner**

The charity's management committee are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 as amended. The charity's management committee consider that the audit requirements of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 as amended. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

### **Independent examiners statement**

In the course of my examination no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, as amended ,and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts regulations as amended  
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.

.....

Lea Brash BA CA

Relevant Professional Body: The Institute of Chartered Accountants of Scotland

Johnston Smillie Ltd

Chartered Accountants

6 Redheughs Rigg

EH12 9DQ

Date.....

## Project Co-ordinator's Report:

### *Activities*

#### **Music**

Dementia is rapidly becoming the health and social care challenge of the 21st century. Numbers affected are set to soar because of an expanding older population. The total number of people with dementia in the UK is predicted to be in excess of 1million by 2021. So, while there are no long-term cures, ways of alleviating symptoms are becoming more available and accessible

#### **The quickening art- being brought to life**

The auditory system of the brain is the first to fully function at 16 weeks, which means that you are musically receptive long before anything else. The same applies later in life especially in regards to a dementia-type breakdown of memory.

Singing and listening to music are not only enjoyable activities, they can also provide a way for people with cognitive impairments, along with their carers, to express themselves and socialise with others in fun and supportive groups.

Even when many memories are hard to retrieve, music seems to be especially easy to recall. Dr. Oliver Sacks (CBE, FRCP) eminent Neurologist and 'Awakenings' author indicated that music- especially music that has been selected with the individual in mind can help to:



**“Animate, organise and bring a sense of identity back to people who are out of it otherwise- music will bring them back into it, into their own personhood, their own memories, and their own autobiographies”.**

There are five leading reasons why music is especially important to people with Dementia or any other cognitive impairment:

1. Music evokes emotions that bring memories
2. Musical aptitude and appreciation are two of the last remaining abilities in dementia patients
3. Music can bring emotional and physical closeness
4. Singing is engaging
5. Music can shift mood, manage stress and stimulate positive interactions

Using the Alzheimer's Singing for the Brain as inspiration, we have certainly seen the effects that music has on our members of the club and on many occasions have witnessed a member that is often withdrawn or uncommunicative become lively and interactive when music is introduced to a session.

At the Murrayfield Club, we try to incorporate music into each day, whether it be through a music and movement session, music related to the weekly theme, songs designed to help personal reminiscence or quiet, contemplative music after lunch. We also invite local singing groups and musicians and even our own volunteers and staff to showcase their unique talents.



### ***Other activities***

The Murrayfield Club is open three days per week and can accommodate up to ten individuals each day. Tuesdays, Thursdays and Fridays provide a service for socially isolated, frailer older people and those individuals with a diagnosis of Cognitive Impairment/Dementia.

The Activities delivered within the Club environment are varied and flexible and try to offer as much stimulation for each individual member. A programme of themed weeks reflects the seasons, local, national and world events, interests and hobbies and has included: *Babies, Wimbledon, Armed Forces Day and School Days*

The basic structure of the day stays the same (travel to venue, welcome refreshments and home baking, music and movement, 2-3 activities, lunch and afternoon activity) but the specific activities will change on a daily basis. Some will reflect the themes but others will incorporate reminiscence, mental agility/stimulation, and sensory therapy. All of the activities are in line with recognised Cognitive Stimulation Therapy and have an emphasis of enjoyment and fun.

Although delivered in a group setting, the Club endeavours to provide a person-centred approach to care and the staff and volunteers recognise the needs of individuals and are very flexible in their approach to activity planning.

Members are encouraged to share their ideas, opinions and memories and often bring items into the Club for others to enjoy and talk about.

## ***Transport***

We have been fortunate in utilising the Pilton Equalities Project (PEP) buses on all three days per week that we operate. PEP is a member of the Edinburgh Community Transport Operators Group (ECTOG) and has always been consistent in their delivery of service to the Club. As well as



transport, PEP also provide a number of different services throughout North Edinburgh- including; neighbourhood groups, gardening and decorating, homecare and companionship, lifelong learning and volunteer training. Our Staff and Volunteers have been fortunate to attend comprehensive Passenger Assistant Training in line with the Minibus Driver's Awareness Scheme (MIDAS).

## ***Catering***

Audrey our cook started work with us in June 2017. She provides a delicious two course meal each day and caters for any special dietary requirements. Our Members enjoy home cooked foods such as mince and potatoes, haggis, neeps and tatties and fish pie to name but a few. Audrey interacts well with the members and often tries out new recipes provided by them. It would be remiss not to mention Audrey's legendary home baked scones which Members, Staff and Volunteers enjoy with tea/coffee when they arrive each morning – they have become legendary – even the Church window cleaner pops in for one when he is around!

## ***Spiritual Well-being***



The importance of continuity of worship (and using familiar signs and symbols as part of that) as well as the capacity to *create* forms of worship that tap into spiritual memory are an important aspect in the Club's environment. As far as reasonably practical, we offer monthly Ministerial services and emotional and spiritual support to the members. This is optional and members have the

opportunity to remove themselves from the room if they do not wish to take part and are provided with an alternative activity. Mostly these short sessions are an opportunity to give the time, attention and listening support to individuals and aid in finding meaning and purpose in their lives. It also provides continuity for older people in terms of their familiar rituals and routines that help to sustain their memory and general wellbeing.

Spirituality can be expressed through the Ministerial services or through music, dancing, reminiscence and poetry. All of which are readily included in the variety of activities at the Club

## ***Visitors/entertainment***

As well as the talents of our very own volunteers, the Club is thankful to be visited by incredibly talented people. Within the past year we have enjoyed:

- The musical and vocal talents of Mhari Leach
- Flower arranging with Tina Brown
- Two visits from Storyteller Jack Martin
- Singing with the children from Roseburn School
- We continue to regularly host placements for student Doctors from local G.P. offices
- We host young students from various Schools that take part in the Young Philanthropist Initiative (YPI). Any prize money from YPI competition stages is kindly donated to Club funds
- A special mention is also made in recognition of a substantial donation from Bruce Smith's funeral which is to be used for the further enjoyment of Club activities
- Generous donations were also received from families of members who have moved on to other services, Murrayfield Medical Practice and the Wednesday Morning Coffee Ladies at Roseburn House
- Outings have been enjoyed throughout the year - Christmas Nursery Nativity at Murrayfield Church, Christmas parties, Fisherrow harbour and fish shop then Luca's for lunch and ice cream, Dalmeny Estate for lambs and spring flowers then ice cream at South Queensferry.



### Feedback:

The Murrayfield Club seeks feedback from its members throughout each of their visits. Their care needs are monitored and service is adjusted accordingly, especially regarding risk assessments, likes/dislikes, allergies and mobility issues. There is also a 6 week review of service after commencement and subsequent annual reviews of service. The following are quotes from members, carers and volunteers regarding provision of activities and entertainment, transport, catering, spiritual well-being and communication.

“I was very happy to know my Husband enjoys his time at the club and always looks forward to attending. It also gives me a little break and makes me feel comfortable knowing that he is being looked after by such caring people”

“The ladies who look after us are very attentive and caring. They look after us very well. They are well hand picked”

“Helping me maintain my independence in staying at home!”

“I feel so lucky to be in this club”

“Everyone is so friendly, helpful and caring. I feel very happy amongst them and **safe** as they are always beside us if we have any difficulties. The atmosphere is always happy and constructive. I cannot praise them enough. **God Bless.**”

“Thursdays, my Husband and I look forward to each week. The programme is so varied and the carers superb.

From scones and coffee at 10.30 to lunch, all the home cooking is excellent”

“Found the main door challenging at times especially in bad weather. A Blue Badge space is needed for wheelchair users.”

“Valuable social event for Mum. Also precious hours for “me time” knowing she was safe and well looked after. Everyone is so supportive of both Mum and myself.”

“Murrayfield Club has given M a great service. Staff are very understanding of M’s needs. M just loves coming” 😊

I like to say thank you to The New Murrayfield Church for kindly allowing us to use their premises over the Easter Holiday period this year.

The Murrayfield Club continues to function as a cohesive unit of Trustees, Staff and Volunteers and provides consistent care in the community for older people with social and health care needs. The Club is still a warm, welcoming and safe environment for members and visitors alike.

The Goals for the future include:

- Continuing to provide a comprehensive programme of stimulating and engaging activities.
- Striving to maintaining full numbers and high attendance figures
- Using existing funding to continue provision of service through 2018 and beyond
- Improve communication methods with carers and members

- Continue to train staff and volunteers to a higher standard
- Provide consistently reliable transport to and from the Club

### **Current Vacancies:**

#### Trustee Board Vacancies:

- 2 Representative for Saughtonhall United Reformed Church.
- 1 representative from the Church of the Good Shepherd
- 1 representative from Murrayfield Parish Church

### ***Contact Details***

Telephone: 0131 337 7739    Mobile: 07881 288909

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Secretary : [mdp.secretary@mct.org.uk](mailto:mdp.secretary@mct.org.uk)

Tuesday, Thursday and Friday 9:00 am – 4.00 pm

If you wish to peruse the Murrayfield Dementia Project Constitution or the signed copy of the AGM report please contact The Murrayfield Club using the above details.

