

Town Break SCIO

Annual Report & Financial Statements Year Ended 31 December 2023



Our mission is to inspire and enable people across Forth Valley to live well with dementia.

Patron: Events Host and Radio Presenter, Gina McKie [@ginaontheradio](https://www.instagram.com/ginaontheradio)

Registered Scottish Charity No. SC020526
(A Scottish Charitable Incorporated Organisation)
Registered Office: 1 Springkerse Road, Stirling, FK7 7SN.

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Reference and Administrative Details

Registered Charity Name: Town Break SCIO

Registered Charity No: SCO20526

Registered Office: 1 Springkerse Road
Springkerse Road
Stirling
FK7 7SN



Website Address: www.townbreak.org

Founder: Rosas Mitchell

Patron: Events Host and Radio Presenter, Gina McKie

Current Trustees:	P Cassidy	Chair of the Board
	D Carson	Treasurer
	L Dodds	Trustee (resigned May 2024)
	J Oswald	Trustee
	D Newell	Trustee
	A Tollemache	Trustee
	M Silver	Trustee
	G Young	Trustee
	L Bennie	Trustee

Management:	Helen Duncan	Chief Executive Officer
	Daniel Keane	Operations Manager
	Kath Phipps	Finance Manager

Current Staff:	Davina Pilley	Team Leader
	Leighann Rushforth	Community Fundraiser
	Penny Casey	Admin Coordinator
	Lesley Milne	Services Coordinator
	Jan Palmer	Services Coordinator
	Anne Goodman	Services Coordinator
	Kirstie Inglis	Services Coordinator
	Margit De Bruijn	Services Coordinator
	Beth Colbecki	Services Coordinator
	Scott Marshall	Services Coordinator

Independent Auditors: Arm in Arm Accounting, Alloa Business Centre
FK10 3SA

Bankers: Bank of Scotland, Stirling
FK8 2EJ

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Introduction

Town Break Dementia Support is dedicated to improving the lives of those affected by dementia in Forth Valley. Through our support services, advocacy, and community engagement, we inspire individuals to live well with dementia. With your support, we endeavour to lead the way in dementia support, ensuring no one faces dementia alone.

We have emerged with renewed hope and optimism, prepared to embark on a new chapter. We aim to inspire and enable individuals across Forth Valley to live well with dementia. We extend our heartfelt gratitude to all who have supported us throughout the past year. With your continued support, we can transform our vision into reality.

In the past year alone, Town Break Dementia Support has made significant strides in enhancing the lives of those affected by dementia in our community. Through our dedicated efforts and the generosity of our supporters, we have achieved remarkable milestones and positively impacted the lives of many.

As we look back on the past 12 months, we are reminded of the profound impact of our work. From providing essential support services to advocating for greater awareness and understanding of dementia, Town Break Dementia Support remains at the forefront of improving dementia care and support in Forth Valley.

In this annual report, we invite you to explore the progress we've made together in 2023 and to celebrate the collective achievements that have brought us closer to our shared goal of ensuring that everyone affected by dementia can be inspired and live well.



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Our Services



Group Services	AM (10:00 – 12:00)	PM (12:00 – 16:00)
Monday	<ul style="list-style-type: none"> Stirling Time Out+ Alva Brunch Group+ Killin Social Group+ 	<ul style="list-style-type: none"> Stirling Time Out+ Falkirk Time Out+ Stirling Lunch Group+
Tuesday	<ul style="list-style-type: none"> Camelon Social Group+ Camelon Lunch Group+ 	<ul style="list-style-type: none"> Killearn Social Group+
Wednesday	(Time held for office activities. Including team training etc.)	<ul style="list-style-type: none"> Musical B.E.A.T Braehead Social Group+ Grangemouth Social Group+
Thursday	<ul style="list-style-type: none"> Callander Social Group+ Doune Meeting Centre (in partnership with DFD) 	<ul style="list-style-type: none"> Bannockburn Peer Support+ Falkirk Stadium Social Group+
Friday	<ul style="list-style-type: none"> Falkirk Time Out+ 	<ul style="list-style-type: none"> Falkirk Time Out+ Stirling Lunch Group+

At Home	AM (10:00 – 12:00)	PM (12:00 – 16:00)
Falkirk exclusive	<ul style="list-style-type: none"> Town Break at Home 	<ul style="list-style-type: none"> Town Break at Home

24 Hour Online	AM	PM
Town Break Forum	<ul style="list-style-type: none"> Let's Talk - Online Forum 	<ul style="list-style-type: none"> Let's Talk - Online Forum

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Our Charitable Mission, Purpose, Vision, and Values

Our mission, purpose, vision and values underpin everything that we do at Town Break. They define us and set the tone for the way we work.

Our Mission:

To inspire and enable people across Forth Valley to live well with dementia.

Our Purpose:

To provide a highly personal and holistic approach that places the physical, emotional, and spiritual well-being of people living with dementia and their unpaid carers at our heart. This means that we can achieve something special.

Our Vision:

- To draw on the knowledge, energy, and experiences of people living with dementia and their unpaid carers ensuring our service commitment and compassion continues to reflect and meet their individual needs.
- To be creative, vibrant, and resourceful in our thinking.
- To seamlessly collaborate with healthcare professionals and other partners to ensure an efficient and timely referral process.
- To be proactive and responsive to an ever-changing dementia landscape.

Our Values:

Our values are our heart **BEAT**. They are at the centre of who we are and run throughout everything we do. They inspire our thinking, guide our actions, and ensure we deliver the best for people living with dementia and their unpaid carers. We are:

- **B**old - we listen, challenge stigma, learn, and find better ways to make a difference.
- **E**xpert – we continuously develop our knowledge and skills.
- **A**mbitious - we strive to be the very best in our field and positively influence those around us.
- **T**ogether – we embrace diversity, work collaboratively and provide people with the care, consideration, and respect they deserve.

Achieving the charity's mission, purpose, vision and values:

We will:

- Provide appropriate and meaningful support for people living with a dementia and their unpaid carers.
- Support continued learning training the staff team and volunteers in understanding the issues related to dementia.
- Provide information and support for unpaid carers.

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About Town Break Dementia Support

Three decades ago, in collaboration with the Central Regional Council (now Clackmannanshire, Falkirk, and Stirling Council), a vision emerged for local support for individuals affected by dementia and their unpaid care partners.

This vision was straightforward yet profoundly impactful: to establish a nurturing place where those affected by dementia could gather, share conversations over a cuppa, and find solace. This initiative also offered invaluable respite to unpaid caregivers, granting them precious moments to connect with friends, run errands, or simply take a breather. Thus, on the 16th of September 1992, Town Break Dementia Support was inaugurated, hosting its inaugural support group in Stirling.

Throughout our history, we've left an enduring imprint on countless lives. Whether it's crafting cherished memories for families, tailoring support services to individual needs, or fostering meaningful connections, Town Break Dementia Support has stood as a steadfast companion every step of the way. We serve as your unwavering guiding force, empowering you to embrace each moment with your loved ones.

Join us on this extraordinary journey, where compassion and empathy form the cornerstone of our charitable endeavour. Discover the transformative impact of Town Break and embark on a path illuminated by hope, connection, and joy.

- Provided assistance to over 12,500 families affected by dementia.
- Supported by a dedicated team of over 1000 volunteers.
- Grants and trusts have contributed funds exceeding £2.5 million to support our cause.



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Cared For and Carer Partners

At Town Break Dementia Support, we recognise the invaluable contributions of both those cared for and their care partners.

To those living with dementia, your courage inspires us. Your unique experiences and perspectives enrich our understanding and shape the support we provide. We are honoured to walk alongside you.

To the unpaid partners, we acknowledge the selflessness and sacrifices you make each day. Your devotion, patience, and endless compassion are truly commendable. Your dedication to providing comfort, care and support is an inspiration to us all.

Together, as a community, we cherish the bond between cared for and care partners. Your resilience and mutual support exemplify the spirit of Town Break Dementia Support. Thank you for allowing us to be a part of your lives and for entrusting us with your care and well-being.

Our Volunteers

Our volunteers are the heartbeat of Town Break. They make significant contributions to all of our activities: fundraising, providing insights, supporting individuals affected by dementia, facilitating local groups, and serving as Trustees.

In 2023, our dedicated volunteers collectively contributed 4332 hours of their time. We are fortunate to have around 55 committed volunteers, many of whom have a personal connection to dementia. Their commitment remains the driving force of our success in delivering our strategic goals.

It is difficult for us to put a value on the skills, care and devotion of our volunteers. However, without their dedication to the cause, we would not have had the same impact that we have been able to achieve. In 2023, our volunteer contribution significantly contributed to our operations, saving us the equivalent of £52,000 in salary costs.

Thank you to each and every one of our volunteers for their invaluable contributions and support.

Our Staff Team

At Town Break Dementia Support, we extend our deepest gratitude to our dedicated staff team. Your tireless efforts, professionalism and commitment are the driving force behind our ability to make a positive difference in the lives of those affected by dementia.

Your compassion, expertise and commitment to excellence ensure that our services are delivered with the utmost care and compassion. Whether providing direct support, administrative assistance, or behind-the-scenes coordination, each member of our team plays a vital role in our mission.

We acknowledge the challenges you face, the sacrifices you make and the extraordinary efforts you put forth each day. Your hard work and dedication are truly commendable and are instrumental in the success of Town Break Dementia Support.

Thank you for your dedication and love for the work you do.

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Our Fundraising

In 2023, Town Break was sustained by the remarkable efforts of individuals who participated in various fundraising initiatives. These champions exemplify the spirit of generosity and community support, contributing to our ongoing mission to support individuals affected by dementia and their care partners.

From the Kiltwalk to the Ride London-Essex, from the Three Peaks Challenge to the Braehead Football Tournament, these individuals dedicated their time, energy, and resources to raise vital funds for our cause. Their determination and enthusiasm have not only raised funds but also raised awareness about the importance of dementia support within our community.

Their efforts have played a crucial role in enabling us to expand our services, reach more families and continue providing the highest standard of care and support. We are immensely grateful for their commitment and passion, which have made a tangible difference in the lives of people affected by dementia.

To all who took part in fundraising efforts throughout 2023, thank you for your unwavering support and dedication to our cause.



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No Longer With Us

As we reflect on the achievements and milestones of 2023, we also take a moment to remember and honour those who are no longer with us. Their presence, dedication and contributions have left an indelible mark on Town Break Dementia Support.

Whether they were individuals living with dementia, unpaid car partners, volunteers, staff members, or supporters, each played a unique and valuable role in our community. Their kindness, compassion, and commitment have touched the hearts of many and will continue to inspire us as we carry forward their legacy.

While they may no longer be with us in person, their spirit and influence endure in the memories we hold dear and the impact they have made on Town Break Dementia Support and the wider community. We honour their memory by continuing our work with renewed dedication and determination, striving to uphold the values and principles they held dear.

To all those who are no longer with us, we offer our deepest gratitude for the contributions they made and the lives they touched. Their legacy lives on in the continued success and growth of Town Break Dementia Support.

A Story of Transformation

4	anonymous	Town Break kept me sane when my husband had dementia and I made friends in the same situation. It is a place when you don't need to apologise!
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The above comment from an anonymous user who faced challenges highlights Town Break's transformative impact.

In their words, "Town Break kept me sane when my husband had dementia, and I made friends in the same situation. It is a place where you don't need to apologise!" This powerful statement reflects the emotional strain and isolation often experienced by unpaid carers.

The person emphasises the role of Town Break in providing a supportive community, breaking down the barriers of stigma and creating a space where individuals in similar circumstances can connect. The phrase - "a place where you don't need to apologise" - speaks volumes about the acceptance and understanding nurtured by Town Break.

As the person found solace and companionship, the transformative journey extended beyond the direct services and indirect respite. With the community aspect coupled with Town Break's commitment to treating people as individuals, Town Break became more than a service. It became a lifeline, contributing to the user's well-being and mental resilience during a challenging period.

This story underscores Town Break's ability to offer not only practical support but also demonstrates the profound emotional and social impact Town Break has on the lives of people affected by dementia. It exemplifies how Town Break, through its programmes and supportive environment, plays a pivotal role in transforming the lives of people affected by dementia, turning what could be a period of despair into a community-driven journey of triumph and resilience.

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Family Feedback

These stories are not just anecdotes - they are personal accounts of individuals whose lives have been positively affected by our services and a reflection of our purpose in action. In this section we share a selection of these impactful narratives, providing a genuine look into the profound changes we help create. We believe that sharing these stories is an essential part of understanding our impact and using it to guide our future work.

- I never have to persuade my husband to go to Town Break each week. This is unheard of as he has never been a 'group' person."
- "The services provided are priceless. The utter joy and support you feel from Town Break is wonderful. The sense of togetherness in the services due to the bond you forge with others. Everyone is included made to feel part of something."
- "I cannot thank Town Break enough for all the care, laughter and social interactions they have provided for my Dad. It makes me feel less anxious about his well-being."
- "I look forward to this. The friendship meetings with music."
- "The support during COVID helped me maintain my mental health, and my husband looked forward to parcels, doorstep visits, etc."
- "It made a whole day of it! Mum loves singing and connection with others."
- "My husband always enjoys the exercises and sing-alongs."
- "I appreciate the respite. My husband thoroughly enjoys the clubs, and I appreciate the respite."
- "It enabled me to do as much as I could for him."
- "Town Break has helped to show us that we still matter and have something to offer others."
- "Just enjoy it 'in the moment.' They all enjoy the Olympics, but others are not keen on sticky, painting, etc. They are all different."
- "The people who come to these groups love it and always leave with a smile."
- "It just helps me get out on those days, tackling feelings of isolation. It is motivation to get out."
- "All the volunteers are so kind and helpful and have brought meaning again to my life."
- "Town Break is an excellent operation and since COVID has expanded the services on offer and catered for a wide group of people at different stages of the illness."
- "Provides me days I can work without having to pop home."

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- "I like putting my personal problems to one side and enjoying company with no pressure."
- "We would definitely miss Town Break if it wasn't there."
- "Thank you for all of the kind and thoughtful input. This is a great service which has something to offer for everyone affected by dementia providing a range of activities suitable for different abilities."
- "Thank you for all that you do, it's a great invaluable service you provide."
- "You have shown so much love and support to my parents, mum is happy and settled after her time at the group."
- "Keep doing what you are doing. Your support is the best dementia support I have heard about when speaking with my friends and family."
- "Thanks for the support - Mum feels content after her Monday lunch group and I gets the week off to a good start by getting jobs done around the house. I don't know where I would find the time otherwise."
- "Just hope you continue to be there for us and the countless others who will need your support in the future."
- "The support we receive through Town Break is first class."
- "An excellent organisation who enrich the lives of those living with dementia, through meaningful activities."
- "Love how they look out for all people in their communities."
- "Can't speak too highly of Town Break's activities, staff and volunteers put their all into it."
- "Town Break is a great service for people with dementia and their loved one/ carers to access. They support people to live well with dementia and support their loved ones/ carers through their journey too, signposting them to other organisations that may be of benefit."
- "Services provided are priceless. The utter joy support you feel from Town Break is wonderful. The sense of togetherness in the groups due to the bond you forge with others. Everyone is included made to feel part of something."
- "Thanks for all the staff and volunteers that run the services. Much needed and appreciated."
- "I cannot thank Town Break enough for all the care, laughter and social interactions they have provided for my Dad. It makes me feel less anxious about his well-being."
- "Mum just loves attending. She calls it her time."

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Chair of Trustees Statement

Since its establishment in 1992, Town Break has embarked on an incredible journey, evolving from a small drop-in centre to a comprehensive support network. Our mission is to inspire and enable people across Forth Valley to live well with dementia. At Town Break, we embrace a highly personal and holistic approach, focusing on the physical, emotional, and spiritual well-being of individuals with dementia and their unpaid carers. Our values guide our actions - we are bold, continuously learning, and challenging stigma. Together, we embrace diversity, work collaboratively, and treat everyone with care, consideration and respect.

We extend heartfelt gratitude to our dedicated team members, volunteers and trustees, whose commitment drives our success. Special recognition goes to Chief Officer Helen Duncan, Operations Manager Daniel Keane, and Finance Manager Kath Phipps for their exceptional leadership and contributions. Their energy, drive, commitment, enthusiasm and brilliant leadership have been invaluable in steering Town Break Dementia Support through the challenges and triumphs of the past year.

In the past year, we have expanded our services to 21 weekly groups, thanks to the support of our talented volunteers. These groups offer a range of activities, including cognitive stimulation, simple exercises, sing-alongs, board games, lunches, teas and more. Our dedicated Service Coordinators ensure the seamless operation of these groups, bringing unpaid carers and those living with dementia together to connect and find a sense of well-being. We maintain strong working relationships with Falkirk and Clackmannanshire and Stirling Health and Social Care Partnerships, NHS Forth Valley and other key partners to ensure the effectiveness and sustainability of our services.

Looking ahead, we remain committed to our vision of drawing on the knowledge and experiences of those affected by dementia. We will continue to seek funding to support our initiatives, enhance skills through training and strengthen our board of trustees with diverse expertise. Plans for a dementia choir and community fundraising group are underway to further engage with our community and raise awareness of our cause. Additionally, we are excited about the prospect of acquiring Beech Gardens at Batterflats through community asset transfer, which will enable us to expand our services to include weekend and overnight respite care, catering to the diverse needs of our community.

We are pleased to report a 4% pay increase for all employees in April 2024, reflecting our commitment to fair employment practices and strong budgetary control. This demonstrates our dedication to recognising the hard work and dedication of our staff members while ensuring the sustainable growth of Town Break Dementia Support.

Earlier this year, Town Break Dementia Support faced a difficult decision to address the lack of financial support from Stirling and Clackmannanshire Council. Through open communication and advocacy efforts, we highlighted the importance of our services and the impact of funding gaps on our operations. We are grateful for the resolution reached, which underscores the value of our partnership with local authorities in serving our community effectively.

In conclusion, we extend our sincere thanks to all stakeholders for their ongoing support and dedication to our cause. Together, we will continue to make a meaningful difference in the lives of those affected by dementia in Forth Valley.



Paul Cassidy

Paul Cassidy
 Chair of the Board of Trustees

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Chief Executive Officer's Statement

It is amazing how swiftly another year has passed, emphasising the fleeting nature of time. The past year at Town Break Dementia Support has been a whirlwind, marked by persistent funding challenges. Nevertheless, we take pride in the fact that we've been able to extend our support to more individuals than ever before.

Our services throughout Forth Valley have reached maximum capacity, yet the influx of referrals remains steady. Despite our best efforts to accommodate everyone, the necessity to implement a waiting list this year reflects the pressing need for immediate support.

It is my belief that people should not have to wait for the support they desperately need, their time is already precious and waiting is not an option for them or their care partners. We hear about all these wonderful strategies, and how we must always put people first. The dementia strategy from the Scottish Government is called "everyone's story". But is it?

While early intervention is repeatedly emphasised as pivotal for improving outcomes, it's crucial to recognise that every successful endeavour starts with a robust foundation. Unfortunately, the current landscape lacks the necessary infrastructure, resulting in potential setbacks or projects failing to materialise.

At Town Break, our services are firmly rooted in local communities. We derive our effectiveness from listening to and learning from those we serve, as they continually inform us about what works best for them.

Every group is different, not because of what we do but because of the people who attend, each one of them is unique, with their own set of responsibilities, roles, and now, challenges associated with dementia.

Our commitment at Town Break is to enable people to live well with dementia, promoting an environment where joy and laughter echo through activities like art, music, and physical exercise, all of which are vital for overall well-being. Town Break remains steadfast in its mission to provide essential support and care to individuals and families affected by dementia in the Forth Valley region. As we reflect on the accomplishments and challenges of the past year, we are reminded of the resilience and dedication of our community.

We will continue to advocate for improved access to timely support and services, ensuring that no one faces the journey of dementia alone. Together, let us look forward to another year of making a positive impact, guided by our shared values of compassion, empowerment, and inclusivity. Thank you to all who have contributed to our success, and we eagerly anticipate the journey ahead!



Helen Duncan

Helen Duncan
Chief Executive Officer (CEO)

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Structure, Governance and Management

Town Break is a Scottish Charitable Incorporated Organisation, registered as a charity with the Scottish Charity Regulator on 20 March 2014. Prior to this Town Break Stirling Group was established in 1992 and was an unincorporated organisation.

A Board of Trustees that administers the charity meets every two months. The charity's governing document, its Constitution, provides for a minimum of five and a maximum of 12 trustees. The board is open to any person aged 16 years and over; and/or any individual who has been nominated for membership; and/or who subscribes to the purposes of the charity and wishes to see them fulfilled.

A person will not be eligible for election or appointment to the board unless they are a member of the organisation. A person will not be eligible for election or appointment to the Board of Trustees if:

- a. They are disqualified from being a charity Trustee under the Charities and Trustees Investment (Scotland) Act 2005; or
- b. They have been employed by the organisation within the last 12 months.

Trustees are elected at each Annual General Meeting (AGM). The trustees may co-opt other trustees to join the board between AGMs if they consider it to be in the interests of the charity. Trustees are chosen on the basis of their experience and abilities, but should training be required, they are directed to relevant learning modules. Trustees will normally serve a maximum of two terms of three years.

New trustees are invited to three meetings before they, and the board, decide if they want to join. This includes a meeting to find out about the work of the charity and a sub group meeting if appropriate.

As well as the board meetings, there is a sub-committee covering finance, which meets when considered necessary. Other sub-committees are formed as and when required in response to specific issues. A Chief Officer is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Officer has delegated authority for operational matters.

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2023 Objectives and Achievements

1. **Investigated our Impact:** Undertook a comprehensive evaluation of our services to assess their impact on the individuals and families we support. This analysis enabled us to identify areas of strength and opportunities for improvement, ensuring that our interventions are tailored to meet the evolving needs of our community effectively.
2. **Expanded Reach in Clackmannanshire Council:** Recognising the need to extend our services to underserved areas, we successfully established new support services in Clackmannanshire Council. By expanding our reach, we are now able to provide vital support to individuals and families affected by dementia in this region, enhancing their quality of life and access to essential resources.
3. **Strategic Plan Implementation:** Developed and realised our inaugural Strategic Plan titled "Making Time Count for People Living with Dementia". This comprehensive roadmap outlines our organisational goals, priorities, and strategies for the coming years, ensuring that we remain focused and effective in achieving our mission of supporting individuals affected by dementia.
4. **Redefined Purpose, Vision, and Values:** Undertook a thorough review of our organisational purpose, vision, and values to align them with our evolving aspirations and the needs of our community. This process resulted in a renewed sense of clarity and direction, guiding our actions and decisions as we strive to make a meaningful difference in the lives of those affected by dementia.
5. **Volunteer Engagement:** Organised three volunteer days throughout the year, providing opportunities for our dedicated volunteers to come together, bond, and contribute to our mission. These events not only strengthened our volunteer community but also fostered a sense of friendship and shared purpose among participants, enhancing our organisational culture.
6. **Partnership Development:** Actively engaged with both existing and new partners to expand our network of support and collaboration. By forging strategic partnerships with like-minded organisations and stakeholders, we maximised our impact and reach, ensuring that individuals affected by dementia receive the comprehensive support they need.
7. **Summer Trips for Dementia Community:** Organised two memorable summer trips for individuals living with dementia and their unpaid carers. These outings provided much-needed respite and enjoyable experiences for participants, fostering social connections and enhancing overall well-being.
8. **Celebratory Events:** Hosted a coronation celebration in honour of King Charles the Third, bringing our community together for a memorable and uplifting occasion.
9. **Fundraising Initiatives:** Participated in various fundraising activities, including the Kiltwalk, Ride London-Essex, Three Peaks Challenge, and the Braehead Football Tournament. These initiatives not only raised vital funds to support our programmes and services but also raised awareness of our cause within the wider community. This list of fundraising initiatives is non-exhaustive and we thank everyone for their support.

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10. **CEO Advocacy:** CEO joined the Clackmannanshire and Stirling Integrated Joint Board, as a non-voting member representing third-sector organisations in Clackmannanshire and Stirling.
11. **Staff Expansion and Transition:** Transitioned staff roles to include a focus on community fundraising and welcomed five new staff members to support our growing activities and initiatives, ensuring that we have the necessary resources to meet the increasing demand for our services.
12. **Staff Changes and Welcomes:** Bid farewell to valued team members Shirley and Laetitia, while welcoming Paddy from Hearing Dogs for Deaf People to support our finance manager, enhancing our organisational capacity and expertise.
13. **Website Revamp:** Undertook maintenance and revamped our website to enhance accessibility and usability on both desktop and mobile platforms, ensuring that individuals seeking information and support can easily navigate our online resources. To help reduce risk Town Break Dementia Support achieved Cyber Essential Plus certification.
14. **Inaugural Christmas Fayre:** Successfully hosted our first-ever Christmas Fayre, providing a festive and inclusive gathering for our community members to celebrate the holiday season together.
15. **Positive End to the Year:** Despite facing challenges, ended the year on a positive note with a memorable Christmas party, bringing joy and camaraderie to our staff, volunteers, and beneficiaries.

The Difference We Made

Currently, there are over 2,500 individuals in Forth Valley who are affected by dementia (EMIS_WEB_FV), with projections indicating a substantial increase by 2025. This is the way we made a difference to people affected by dementia in 2023.

In 2023, our efforts led to significant achievements and enhancements:

- Received 363 new referrals whilst maintaining consistent weekly support.
- Achieved a 50% increase in service delivery, expanding from 16 services in 2022 to the highest level of 24 services in 2023.
- Established three new services in Clackmannanshire.
- Introduced the Musical BEAT Choir.
- Launched Time Out+ in Falkirk and initiated a Lunch Group+ in the same area.
- Restarted a Cognitive Stimulation Therapy group.
- Introduced modest payments for services in Clackmannanshire and Stirling.
- Initiated a partnership group in collaboration with Dementia Friendly Dunblane, operating as a monthly Meeting Centre in Doune.
- Expanded our team with the employment of eight additional staff members.

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Annual Report and Financial Statements 2023

- Published our first-ever Strategic Plan and conducted our inaugural Impact Review at the year's end, now to be conducted annually.
- Enhanced our social media presence.
- Welcomed new trustees to our board.
- Revamped our website for improved functionality.
- Hosted special events for both individuals living with dementia and our volunteers.
- Refreshed our mission, vision, and values.
- Introduced the Lead Coordinator role to streamline our organisational structure.
- Established the Community Fundraiser role to spearhead fundraising initiatives.
- Purchased the Mobii Interactice Table for enhanced engagement.
- Initiated the asset transfer application process for Beech Gardens, with stage one application submitted in October 2023.
- Bid farewell to Shirley, Laetitia, Kimberley, and Fiona.
- Released our second campaign video, "The Spark," to highlight our work.
- Transitioned data recording to a new online platform.
- Completely revamped the referrals process, with several staff members upskilled to assist in the process.
- Commenced staff training days covering topics such as health and safety and human rights.
- Instituted weekly team communications to ensure everyone is informed.
- Introduced a knowledge hub during team meetings, subsequently extended to volunteers.
- Restructured the Strategy and Engagement role to Operations Manager in alignment with organisational growth and lead coordinators.
- Participated in the Clackmannanshire & Stirling HSCP Dementia Consortium.
- Contributed to the Falkirk Dementia Strategy Group, shaping the future model of care for people living with dementia across Forth Valley.
- Engaged in the decision-making process for dementia innovation funding in Falkirk.
- Developed our governing finance policy, which includes a policy, risk register, and a risk management plan, to ensure robust financial governance and accountability.

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Financial Review

Grant income, our main funding source, increased by £61,000 (25%) to £306,000 for the year. Donations and other income together contributed a further £32,000, which is significant in the face of the continuing cost of living crisis. The charity incurred a small loss for the year of £11,000 (2022: surplus of £13,000). However, reserves were maintained at £137,000, a small reduction from the previous year's total of £148,000. Fixed assets were added to the balance sheet which reflected the completion of the client database, essential for efficient running of the charity and reporting to funders, and purchase of the Mobii Interactice Table, for which feedback has been excellent.

The proportion of unrestricted reserves to total reserves increased to 39% compared to 30% last year end. We encourage grantors and donors to give unrestricted funding, which allows the charity to be more flexible in its approach to dementia care as circumstances change.

The current investment policy is to keep cash reserves in mainstream banks and building societies. Cash balances are kept within the protected limit of £85,000. Where this limit is exceeded or expected to be exceeded for a significant period a transfer to deposit/savings account at another bank or building society is made.

In-kind donations valued conservatively at over £1,400 (2022:£7,000) were received, which consisted of a variety of items, such as food and refreshments for group meetings, office equipment and prizes for raffles at the special events held in the year.

The charity benefits greatly from the involvement and support from its many dedicated volunteers, without whom the services to our clients and their carers could not be delivered. In accordance with FRS102 and the Charities SORP (FRS 102) the economic contribution of the volunteers is not recognised in these accounts. However, the value of the input from volunteers is estimated at £52,000 (2022: £35,000) based on the living wage; nearly a 50% increase over the previous year.

Reserves Policy and Going Concern

The trustees consider that an unrestricted cash reserve of at least 4 months of unrestricted budgeted spend is sufficient to provide for an orderly managed run down of the charity, should the trustees decide to dissolve the charity. Unrestricted reserves were £70,210 at year end (2022: £45,905) representing 2.4 months (2022: 2 months) of total future budget spend. However, there is assured restricted funding for the majority of budget expenditure.

At 31 December 2023 the charity had over £138,000 of total cash reserves representing over 4.6 months of total budget spend. The charity had net assets of £137,417 (2022: £148,498) at year end. The 2024 budget indicates assured funding is in place to cover expenditure for the whole of 2024. Accordingly, the trustees consider that funding will continue to be available to enable the charity to continue as a going concern for the foreseeable future.

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Risk Statement

Risk is managed by means of a risk register that is monitored by staff and updated for new and expired risks. The risk register is reported to the Board of Trustees regularly. In 2023, the main areas of risk were identified as below:

Risk	Management
Loss, or reduction of funding – either for core or specific services, or the loss of any principal funder.	The Chief Officer and Finance Sub-Group have a watching brief on all aspects of funding to ensure any issues are identified as early as possible. Efforts are made to ensure as wide a range of funders as possible is approached and we maintain 4 – 6 months of reserves.
Loss of operational disruption caused by cyber-attacks and electronic scams	We have ongoing compulsory training for all staff to heighten awareness, increase vigilance and identify suspicious activity. We have also implemented the ongoing development and monitoring of our systems and apply regular security updates to ensure software is as up-to-date as possible to help protect our IT infrastructure from attacks. Additionally, we have achieved Cyber Essential Plus certification.
Reduced public trust in the UK charity sector leads to fewer donations and impacts on Town Break's income and our ability to provide services and support.	Clear and focussed communications about the work carried out by the charity and the social impact of our work. We will continue to lobby and increase our community outreach efforts.
Loss of key staff - as a small organisation we are aware of the impact of the potential loss of key staff.	Minimum notice periods are considered for each post when contracts are signed.
Loss of volunteer team.	We require a steady number of volunteers to support each of our services and through training and support, we aim to retain an engaged and supported team of volunteers.
Inadequate compliance with legal or regulatory duties	Regular trustee meetings are held at which such matters are discussed and monitored, alongside RBS Mentor appointed to advise on HR matters.
Inadequate governance by the board.	Support for trustees to avail themselves of training provided by the Office of the Scottish Charity Regulator (OSCR) or Stirlingshire Voluntary Enterprise (SVE), and robust recruitment of board members ensuring key expertise and knowledge is covered.

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Future Plans

Town Break continually reviews its operations and activities to ensure that our services remain relevant to people affected by dementia and adapt to the evolving landscape of dementia. To further enhance our offerings and address the challenges of the future, we have outlined key objectives that will guide our future activities:

1. **Enhancing Quality of Life:** We are committed to improving the quality of life and well-being of individuals living with dementia and their unpaid carers. Our focus will be to continue to inspire and enable people across Forth Valley to live well with dementia.
2. **Expanding Reach and Understanding:** We aim to increase our reach to ensure broader engagement and understanding of dementia. Our commitment to making time count will drive our efforts to raise awareness and promote understanding within our community.
3. **Investing in Our Team:** We recognise the invaluable contribution of our staff and volunteers. We will invest in their development to ensure they continue to reflect our values and grow both personally and professionally.
4. **Building Sustainable Funding:** We will strive to enhance the diversity, sustainability, and strength of our funding base. By leveraging our existing strengths and skills, we will pursue sustainable, organic growth to support our initiatives effectively.
5. **Future-Proofing Our Organisation:** Our aim is to future-proof our organisation and meet the evolving needs of our community. We will remain adaptable and responsive to changes, ensuring our continued relevance and effectiveness.
6. **Collaborating for Variety and Opportunity:** We will continue to collaborate with various partner organisations to offer diverse opportunities to individuals living with dementia and their unpaid carers. By working together, we can provide a range of enriching experiences and support services.

In line with these objectives, we are actively pursuing the asset transfer of Beech Garden Dementia Support and Wellbeing Centre, with the aim of reimagining respite care for those affected by dementia. This initiative aligns with our commitment to improving the lives of individuals living with dementia and their carers, ensuring they receive the support and care they deserve.


This report was approved by the trustees on 2nd July 2024 and signed on their behalf by:

Name: Paul Cassidy

Position: Chair of Trustees

Signature:

Date:

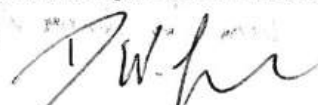

 4 July 2024

Name: David Carson

Position: Treasurer (Board of Trustees)

Signature:

Date:


 2 July 2024

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Independent Examiner's Report

I report on the accounts of the charity for the year ended 31 December 2023 which are set out on pages 23 to 40.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The trustees consider that the audit requirement of Regulation (10)(1)(a)-(c) of the 2006 Regulations does not apply.

It is my responsibility to examine the accounts under section (44)(1)(c) of the 2005 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 2006 Regulations. 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 seeks explanations from the trustees 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 view given by the accounts.

Independent examiner's statement

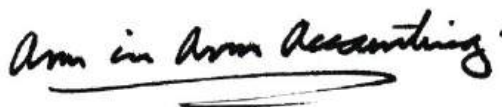
In connection with my examination, no matter came to my attention:-

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 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Regulationshave 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.

Neil Mackinnon

Arm in Arm Accounting
Chartered Accountants
Alloa Business Centre
The Whins
Alloa
FK10 3SA

Signed:



Date:

2nd July 2024.

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Statement of Financial Activities

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
		£	£	£	£
Income					
Grants and donations	3	127,032	194,757	321,789	267,199
Income from charitable activities	4	12,932	-	12,932	23,344
Investment income	5	3,095	-	3,095	680
Total income		<u>143,059</u>	<u>194,757</u>	<u>337,816</u>	<u>291,223</u>
Expenditure					
Cost of raising funds	6	489	-	489	1,902
Expenditure on charitable activities	7	118,265	230,143	348,408	276,185
Total expenditure		<u>118,754</u>	<u>230,143</u>	<u>348,897</u>	<u>278,087</u>
Net income and net movement in funds for the year		24,305	(35,386)	(11,081)	13,136
Reconciliation of funds					
Total funds brought forward		45,905	102,593	148,498	135,362
Total funds carried forward		<u>70,210</u>	<u>67,207</u>	<u>137,417</u>	<u>148,498</u>

The results relate wholly to continuing operations. There are no unrecognised surpluses or deficits in the current year.

The notes on pages 26 to 39 form part of these accounts.

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Statement of Financial Position

	Note	2023 £	2022 £
Tangible assets	13	11,024	5,689
Intangible assets	14	5,094	5,442
Total non-current assets		<u>16,118</u>	<u>11,131</u>
Current assets			
Receivables	15	2,988	3,155
Cash at bank and in hand		137,838	144,555
Total current assets		<u>140,826</u>	<u>147,710</u>
Liabilities			
Payables due within one year	16	(19,527)	(10,343)
Net current assets		<u>121,299</u>	<u>137,367</u>
Net assets		<u>137,417</u>	<u>148,498</u>
The funds of the charity:			
Unrestricted income funds	17	70,210	45,905
Restricted income funds	17	67,207	102,593
Total charity funds		<u>137,417</u>	<u>148,498</u>

These accounts were approved by the trustees on 02.07.2024 and signed on their behalf by:

Name: Paul Cassidy

Position: Chair of Trustees

Signature:

Date:

[Handwritten signature of Paul Cassidy]
 4 July 2024

Name: David Carson

Position: Treasurer

Signature:

Date:

[Handwritten signature of David Carson]
 2 July 2024

The notes on pages 26 to 39 form part of these accounts.

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Statement of Cash Flows

	Note	2023	2022 £
Cash used in operating activities	19	(206)	14,747
Cash flows from investing activities:			
Purchase of tangible fixed assets		(8,748)	-
Purchase of intangible fixed assets		(858)	(840)
Interest income		3,095	680
Cash (used in) investing activities		(6,511)	(160)
(Decrease)/increase in cash and cash equivalents in the year		(6,717)	14,587
Cash and cash equivalents at the beginning of the year		144,555	129,968
Total cash and cash equivalents at the end of the year		137,838	144,555

The notes on pages 26 to 39 form part of these accounts.

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Notes to the Accounts

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation:

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). Town Break SCIO meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note. The accounts have been prepared in pounds sterling, the functional currency of the charity, and are rounded to the nearest pound.

b) Going concern basis:

The trustees are satisfied that the charity is a going concern. The accounts are prepared on the going concern basis.

c) Income:

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of a fundraising event is deferred until the criteria for income recognition are met.

d) Donated services, facilities and assets:

Donated professional services, facilities and assets are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised. On receipt, donated professional services, facilities and assets are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable:

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

f) Fund accounting:

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity that the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work. The purposes of the funds are shown in Note 17.

g) Expenditure:

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. The charity is not registered for VAT; consequently expenditure is stated inclusive of irrecoverable VAT.

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Notes to the Accounts (cont'd)

h) Allocation of governance costs:

Governance costs comprise those costs incurred for the independent examination of the accounts and the costs associated with trustees' meetings and the Annual General Meeting. The basis on which governance costs have been allocated are set out in note 10.

i) Operating leases:

The charity classifies the rental of office premises as an operating lease. Rental charges are charged on a straight line basis over the term of the lease.

j) Tangible fixed assets:

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Leasehold improvements: up to 5 years (remaining length of lease)

Office equipment: 4 years

k) Intangible fixed assets:

Intangible fixed assets costing £1,000 or more are accounted for at cost and are amortised over their expected useful economic lives of 5 years on a straight line basis.

l) Receivables:

Trade and other receivables are recognised at the settlement amount due after any discounts offered. Prepayments are valued at the amount prepaid net of any discounts due.

m) Cash at bank and in hand:

Cash at bank and cash in hand includes cash and short term access bank deposit balances.

n) Creditors, accrued charges and provisions:

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due. Accrued charges are valued at their estimated settlement amount.

o) Financial instruments:

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

p) Taxation:

The charity is not subject to corporation tax on its charitable activities. The charity has no other activities that would be subject to taxation.

The charity is not registered for VAT. Input VAT is therefore not recoverable on purchases and is written off in the same category of expenditure as the net cost.

q) Pensions:

Employees of the charity are entitled to join the Nest pension scheme operated by the Nest Corporation, which reports to Parliament. Employees are automatically enrolled into the scheme unless they have exercised their right to opt out of scheme membership. The scheme is accounted for as a defined contribution scheme. The employer's contributions made to the scheme in 2022 were £5,275 (2021: £5,151) with an employer's contribution rate of 3% of pensionable pay and an employee's contribution of 5% of pensionable pay. The trustees are satisfied that any foreseeable change in employer's contributions can be budgeted for without detriment to the charity's ongoing activities.

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Notes to the Accounts (cont'd)

2. Legal Status

The charity is a Scottish Charitable Incorporated Organisation (SCIO) and has no share capital.

3. Income from donations and legacies

3(a) Analysis of grants by funder and type

Funder	Unrestricted Funds £	Restricted Funds £	Total 2023 £	2022 £
Stirling Council	55,829	-	55,829	33,796
Stirling & Clacks Integrated Care Fund	-	8,916	8,916	13,288
Stirling Council Digital Development Fund	-	7,650	7,650	15,225
Falkirk Health & Social Care Partnership	-	61,559	61,559	40,000
Inspiring Scotland	-	14,965	14,965	23,881
Robert McAlpine Foundation	7,500	-	7,500	5,000
Communities Mental Health & Wellbeing Fund	-	10,000	10,000	7,500
R S Macdonald Charitable Trust	15,000	-	15,000	20,000
R S Macdonald Charitable Trust - Digital	-	5,000	5,000	-
Hugh Fraser Foundation	5,000	-	5,000	5,000
Arnold Clark	-	2,500	2,500	-
Awards for All	-	10,000	10,000	-
Community Fund	-	66,667	66,667	-
Falkirk Round Table	-	3,000	3,000	-
Ross & Liddle	-	500	500	-
Skipton Building Society Trust	-	3,000	3,000	-
Age Scotland	-	1,000	1,000	-
Souter Trust	3,000	-	3,000	-
Edward Gosling	25,000	-	25,000	-
Agnes Hunter Trust	-	-	-	10,000
Lintel Trust	-	-	-	500
Cruach Trust	-	-	-	2,000
Stafford Trust	-	-	-	5,000
Christina Mary Hendrie	-	-	-	2,500
Bank of Scotland Reach Foundation	-	-	-	20,000
Big Lottery Fund	-	-	-	40,000
Stirling Council Let's Get Together Fund	-	-	-	500
Tesco	-	-	-	500
JTH Trust	-	-	-	500
Totals	111,329	194,757	306,086	245,190

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Notes to the Accounts (cont'd)

3(b) Summary analysis

	2023	2022
	£	£
Grants	306,086	245,190
Donations	15,703	22,009
	<u>321,789</u>	<u>267,199</u>

The analysis between unrestricted and restricted funds is as follows:

Unrestricted	127,032	73,805
Restricted	194,757	193,394
	<u>321,789</u>	<u>267,199</u>

The income from donations was £15,703 (2022:£22,009) all of which was unrestricted. In accordance with FRS102 and the Charities SORP(FRS102) the economic contribution of general volunteers is not recognised in these accounts.

4. Income from charitable activities

	Unrestricted funds 2023	Unrestricted funds 2022
	£	£
Fees for dementia services	6,164	340
Fund raising	5,133	22,212
Sundry income	1,635	792
Total income from charitable activities	<u>12,932</u>	<u>23,344</u>

5. Investment income

	Unrestricted funds 2023	Unrestricted funds 2022
	£	£
Interest received	<u>3,095</u>	<u>680</u>

6. Cost of raising funds

	Unrestricted funds 2023	Unrestricted funds 2022
	£	£
Cost of raising funds	<u>489</u>	<u>1,092</u>

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Notes to the Accounts (cont'd)

7. Analysis of expenditure on charitable activities

	2023	2022
	£	£
Payroll costs	267,559	207,530
Staff training	798	850
Governance - Board expenses	258	-
Governance - accountancy and examination	880	580
Hall hire	12,752	8,778
Activities - lunches for clients	10,621	4,711
Activities - clients	1,310	1,434
Activities - other	-	1,575
Activities - special events	5,975	10,005
Transport	9	65
Volunteer expenses	1,336	885
Communications - telephone	3,666	3,621
Communications - post	85	267
Property - rent and rates	15,648	14,555
Property - heat light power	4,336	2,758
IT - expenditure	10,110	6,949
Equipment expenditure	1,335	2,690
Depreciation - leasehold improvements	3,414	3,414
Amortisation - database software	1,206	-
Stationery	1,096	462
Printing	757	464
Sundry expenses	5,257	4,592
Totals	348,408	276,185

The analysis of unrestricted and restricted expenditure is as follows:

	2023	2022
	£	£
Unrestricted	118,265	97,385
Restricted	230,143	178,800
Totals	348,408	276,185

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Notes to the Accounts (cont'd)

8. Summary analysis of expenditure and related income for charitable activities

The table below shows the cost of the main activities and the sources of income directly related to support those activities.

	2023	2022
	£	£
Costs	343,580	271,576
Fee income	(6,164)	(340)
Direct grants	(194,757)	(193,394)
Donations	(15,703)	(22,009)
Governance costs (note 10)	4,828	4,609
Net cost funded from other income	<u>131,784</u>	<u>60,442</u>

9. Staff

	2023	2022
	£	£
Salaries	243,162	189,754
Social security costs	13,081	14,527
Pension costs	6,759	5,275
Totals	<u>263,002</u>	<u>209,556</u>

No employee was paid in excess of £60,000 (2022: nil).

The Trustees are not remunerated and no expenses were claimed during the year (2022: £nil). No Trustee received payment for professional or other services supplied to the charity (2022: £nil).

The key management person is the Chief Officer. The remuneration of the Chief Officer was £37,700, excluding employer pension contributions. In the prior year the Chief Officer changed due to retirement. The remunerations of the retiring Chief Officer and her replacement were £17,287 and £21,000 respectively, totalling £38,287 for the year, excluding employer pension contributions.

The average monthly number of full time equivalent employees including casual and part time staff during the year was as follows:

	2023	2022
	Number Full time equivalents	Number Full time equivalents
Management	1.9	0.9
Administration	1.0	0.7
Operational	6.8	6.5
Governance	0.1	0.1
Totals	<u>9.8</u>	<u>8.2</u>

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Notes to the Accounts (cont'd)

10. Governance costs

The charity identifies the direct costs associated with its governance function. Other costs relative to governance are allocated on a time basis. The total governance costs are apportioned to the charitable activities in note 7.

Governance function	2023	2022	Basis of apportionment
	£	£	
General governance costs	258	180	per invoices
Staff costs	3,770	3,829	allocation
Independent examiner's fees	800	600	estimated
Totals	4,828	4,609	

11. Related party transactions

The former Chair of the charity, who is now a regular trustee is a member of Stirling Council, which provided revenue grants totalling £62,809 to the charity (2021: £49,829).

12. Taxation

The charity is not liable to corporation tax or capital gains tax on its charitable activities.

The charity is not registered for VAT as its fees for services do not exceed the current threshold. Consequently, input VAT is not recoverable on expenditure.

13. Tangible assets

	Leasehold improvements	Equipment	Total
	£	£	£
Cost			
At 1 January 2023	12,281	-	12,281
Additions	-	8,748	8,748
At 31 December 2023	12,281	8,748	21,029
Depreciation			
At 1 January 2023	6,592	-	6,592
Charge for the year	3,413	-	3,413
At 31 December 2023	10,005	-	10,005
Net book value			
At 31 December 2023	2,276	8,748	11,024
At 31 December 2022	5,689	-	5,689

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Notes to the Accounts (cont'd)

14. Intangible assets

	2023 Database £
Cost	
At 1 January 2023	5,442
Additions	858
At 31 December 2023	<u>6,300</u>
Amortisation	
At 1 January 2023	-
Charge for the year	1,206
At 31 December 2023	<u>1,206</u>
Net book value	
At 31 December 2023	<u>5,094</u>
At 31 December 2022	<u>5,442</u>

15. Receivables

	2023 £	2022 £
Fees receivable		
Prepayments	2,988	2,988
Other	-	167
Totals	<u>2,988</u>	<u>3,155</u>

16. Payables due within one year

	2023 £	2022 £
Untaken staff leave	9,190	3,890
Taxation and social security	5,914	4,843
Accruals	1,933	789
Other payables	2,490	821
Totals	<u>19,527</u>	<u>10,343</u>

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Notes to the Accounts (cont'd)

17. Analysis of charitable funds

Analysis of movements in unrestricted funds:

	Balance at 1 January 2023 £	Income £	Expenditure £	Balance at 31 December 2023 £
General fund	45,905	143,059	(118,754)	70,210
	<u>45,905</u>	<u>143,059</u>	<u>(118,754)</u>	<u>70,210</u>

Unrestricted funds	Description, nature and purpose of the fund
General fund	Unencumbered reserves after allowing for any designated funds.

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Notes to the Accounts (cont'd)

17. Analysis of charitable funds (cont'd)

Analysis of movements in restricted funds:

	Balance at 1 January 2023 £	Income £	Expenditure £	Balance at 31 December 2023 £
Age Scotland	-	1,000	(1,000)	-
Agnes Hunter	10,000		(10,000)	-
Awards4all - Awards For All	-	10,000	(10,000)	-
Stirling Council Challenge Fund	4,897	-	(4,964)	(67)
Communities Mental Health & Wellbeing Fund	7,500	10,000	(7,500)	10,000
Falkirk Health & Social Care Partnership	5,205	61,559	(61,998)	4,766
Falkirk Round Table	-	3,000	-	3,000
Inspiring Scotland	19,092	14,965	(34,056)	1
Stirling & Clacks Integrated Care Fund	1,005	8,916	(9,921)	-
Lintel Trust	500	-	-	500
Big Lottery Fund	28,011	-	(22,917)	5,094
Bank Of Scotland Reach Foundation	14,433	-	(14,433)	-
R S Macdonald Charitable Trust - Digital	-	5,000	(5,000)	-
Stirling Council Digital Development Fund	11,489	7,650	(19,139)	-
Stirling Council Let's Get Together Fund	380	-	(380)	-
Tesco Covid	81		(81)	-
Arnold Clark	-	2,500	(252)	2,248
Community Fund	-	66,667	(28,002)	38,665
Ross & Liddle	-	500	(500)	-
Skipton Building Society	-	3,000	-	3,000
	<u>102,593</u>	<u>194,757</u>	<u>(230,143)</u>	<u>67,207</u>
	148,498	337,816	(348,897)	137,417

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Notes to the Accounts (cont'd)

17. Analysis of charitable funds (cont'd)

Restricted funds	Description, nature and purpose of the fund
Stirling & Clacks - Integrated Care Fund	Funding to support staff costs in delivering cognitive stimulation therapy (CST) programme within group services.
Stirling Council - Let's Get Together Fund	Funding towards staffing costs for groups in Bannockburn.
Stirling Council Challenge Fund	Funding of development of a carer support service.
Stirling Council Digital Development Fund	Funding towards the staffing costs relating to Digital work, developing our online reach and capacity.
Falkirk Health & Social Care Partnership	Funding of development and delivery of services in the Falkirk Local Authority area.
Falkirk Round Table	Funding for Interactive Equipment for Groups
R S Macdonald Charitable Trust - Digital	Funding towards the staffing costs relating to Digital work, developing our online reach and capacity.
Arnold Clark	Funding towards Interactive Equipment for Groups
Communities Mental Health & Wellbeing Fund	Funding towards delivery of services, allocated to services in Clackmannanshire.
National Lottery Community Fund	Funding towards delivery of services in Stirling and Clacks. Includes funds towards staff salaries and operational delivery costs.
Awards for All	Funding towards admin Co-ordinator salary costs
Agnes Hunter	Funding towards Dementia Services Co-ordinator salaries working in rural areas.
Inspiring Scotland	Development of 4 month pilot project, developing and delivering services in Clackmannanshire.
Lintel Trust	Funding towards Interactive Equipment for Groups
Bank of Scotland Reach Foundation	Funding towards a range of core costs, including rent, utilities, HR support, IT support and core salaries.
Tesco - Groundworks	Funding for volunteer expenses.
Ross and Liddle	Funding for volunteer expenses
Age Scotland	Funding towards Summer Outings
Skipton Building Society	Funding towards Interactive Equipment for Groups

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Notes to the Accounts (cont'd)

18. Analysis of net assets between funds

	General fund	Restricted funds	Totals
	£	£	£
Non-current assets	2,276	13,842	16,118
Net current assets	67,934	53,365	121,299
Totals	<u>70,210</u>	<u>67,207</u>	<u>137,417</u>

19. Cash flow from operating activities

	2023	2022
	£	£
Net movement in funds	(11,081)	13,136
Add depreciation and amortisation	4,619	3,414
Deduct interest	(3,095)	(680)
Operating cash flow before movement in working capital	(9,557)	15,870
Decrease/(increase) in receivables	167	(168)
Increase/(decrease) in payables	9,184	(955)
Net cash used (used in)/generated from operating activities	<u>(206)</u>	<u>14,747</u>

20. Financial commitments

	2023	2022
	£	£
Amounts due:		
Within one year	9,952	13,935
Between one year and five years	331	10,283
	<u>10,283</u>	<u>24,218</u>

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Notes to the Accounts (cont'd)

21. Comparative Statement of Financial Activities

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022
		£	£	£
Income				
Grants and donations	3	73,806	193,394	267,199
Income from charitable activities	4	23,344	-	23,344
Investment income	5	680	-	680
Total income		<u>97,829</u>	<u>193,394</u>	<u>291,223</u>
Expenditure				
Cost of raising funds	6	1,902	-	1,902
Expenditure on charitable activities	7	97,385	178,800	276,185
Total expenditure		<u>99,287</u>	<u>178,800</u>	<u>278,087</u>
Net income and net movement in funds for the year		<u>(1,458)</u>	<u>14,594</u>	<u>13,136</u>
Reconciliation of funds				
Total funds brought forward		47,363	87,999	135,362
Total funds carried forward		<u>45,905</u>	<u>102,593</u>	<u>148,498</u>

22. Comparative Movement in Funds

	Balance at 1 January 2022	Income	Expenditure	Balance at 31 December 2022
	£	£	£	£
General fund	47,363	97,829	(99,287)	45,905
	<u>47,363</u>	<u>97,829</u>	<u>(99,287)</u>	<u>45,905</u>

Unrestricted funds

General fund

Description, nature and purpose of the fund

Unencumbered reserves after allowing for any designated funds.

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Notes to the Accounts (cont'd)

22. Comparative Movement in Funds (continued)

	Balance at 1 January 2022 £	Income £	Expenditure £	Balance at 31 December 2022 £
Agnes Hunter	-	10,000	-	10,000
Stirling Council Challenge Fund	9,221	-	(4,324)	4,897
Communities Mental Health & Wellbeing Fund	10,000	7,500	(10,000)	7,500
Cruach Trust	-	2,000	(2,000)	-
Falkirk Health & Social Care Partnership	16,413	40,000	(51,208)	5,205
Inspiring Scotland	-	23,881	(4,789)	19,092
Stirling & Clacks Integrated Care Fund	2,862	13,288	(15,145)	1,005
Life Changes Trust	11,875	-	(11,875)	-
Lintel Trust	-	500	-	500
Big Lottery Fund	30,128	40,000	(42,117)	28,011
Bank Of Scotland Reach Foundation	-	20,000	(5,567)	14,433
R S Macdonald Charitable Trust	-	20,000	(20,000)	-
Stirling Council Digital Development Fund	7,500	15,225	(11,236)	11,489
Stirling Council Let's Get Together Fund	-	500	(120)	380
Tesco Covid	-	500	(419)	81
	<u>87,999</u>	<u>193,394</u>	<u>(178,800)</u>	<u>102,593</u>
	135,362	291,223	(278,087)	148,498

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Thank You

We extend our heartfelt gratitude to all who have contributed to our success, from volunteers, members of the community to our dedicated staff and Trustees. Their diverse perspectives and profound insights have been invaluable.

We owe a special debt of gratitude to the families associated with Town Break Dementia Support. As an organisation dedicated to supporting those affected by dementia and their unpaid carers, we must honour their experiences. We remain committed to your involvement, ensuring that the lived experiences of dementia continue to shape and inform our initiatives.

We also extend our sincerest thanks to all our donors for their unwavering generosity, including trusts, corporations, and those who choose to remain anonymous. Your support enables us to continue our vital work, empowering individuals and families affected by dementia across Forth Valley.



Picture above: Town Break Dementia Support Christmas Celebrations 2023

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Special thanks to these donors and supporters

Falkirk Health and Social Care Partnership	Clackmannanshire & Stirling HSCP
Stirling Council	SCVO Community Mental Health & Wellbeing Fund
NHS Forth Valley	Lintel Trust
R.S Macdonald	The Robertson Trust
Corra Foundation	Bank of Scotland Reach Foundation
Cruach Trust	Stafford Trust
Life Changes Trust	Garfield Weston Foundation
Sir Robert McAlpine	Falkirk Round Table
Tesco Groundworks	Skipton Foundation
Awards For All	Agnes Hunter Trust
The Big Lottery Community Fund	Inspiring Scotland Communities
Personal Donations	Christina Mary Hendrie Fund
Hugh Fraser Foundation	

Partner Organisations

Art Link Central	Our Connected Neighbourhoods
The Sensory Centre	Stirling University
Dementia Services Development Centre	Stirling Carers Centre
Falkirk & Clackmannanshire Carers Centre	Tesco
Asda	Co-op
Waitrose	Morrison's
Befriending Networks	Dementia Dogs
TCV Scotland	Drummond Software
Black Frog Technology Services	Scottish Government
Stirling Voluntary Enterprise	CTSI
The Alliance	HMP Stirling (previously HMP Corton Vale/YOI)
Nevis Ensemble	SSAFA
Royal Voluntary Service (RVS)	SCVO
Dementia Friendly Dunblane	Worcestershire University
Milton Football Club	The Stirling Highland Hotel
Department for Work and Pensions	Job Centre +
Enterprise Holdings	The Grand Boys

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Call 01786 641 541 or email admin@townbreak.org

Open Monday – Friday 9 am until 5 pm

Town Break
1 Springkerse Road
Stirling
FK7 7SN

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