The Trustees' Annual Report
and Financial Statements
for the year ended 31st March 2015

Introduction by our Chairman

The Reports of My Death are Greatly Exaggerated

As Mark Twain said after hearing that his obituary had been published in the New York Times. We have heard over the last few years rumours that GOPA had been disbanded. This as you can see by our second newsletter has been greatly exaggerated. To be honest I feel we are going from strength to strength. We are recognised as a charity that can engage, facilitate and provide results whilst working towards our priorities as follows:

- GOPA will continue to act for older people and is run by a committed group of volunteers.
- GOPA – older people being alert to the needs of older people.
- GOPA is committed to working in, and seeking, partnerships across the statutory, private and voluntary sectors.
- GOPA is committed to improving the quality of life for older people

I am pleased to report that we are operating on a firm financial position and still receiving support from a number of funders without whom we would not be able to cover the operating expenses. As such I would like to take this opportunity to thank them for their on-going support - in particular Martin Surl, the Police and Crime Commissioner who made a donation of £500 from his personal charity. The main funders for the year were Gloucestershire Police and Crime Commissioner (£5,000); Gloucestershire County Council (£3,500); Age UK Winter Gant (£500) and Stroud District Council (£3,072).

Without the funding and the support of our partners across the voluntary and statutory sectors we would not have been able to do what we have done. Specific partners I would like to mention include Gloucestershire Care Services NHS Trust; Stroud District Council; Age UK; Age UK Gloucestershire and Gloucestershire Constabulary.

As part of our on-going planning the trustees have agreed to focus on a number of key topics including
- Secure funding to cover overheads/governance costs for next 3 years
- Police & Crime Commissioner – partnership networking lead
- Dementia
- Homeless
- Mental health
- Providing information/signposting
- Updating policies and procedures
- Increase membership
- Recruit new trustees to fill skills/knowledge gaps

I would also like to thank our membership for their support after all we are here to represent you and report on your concerns. We are also here to let you know of upcoming events that we feel could be of benefit to you. As such we have a website www.gopa.org.uk where we publish notices to inform you. Please feel free to visit.

Finally I, as Chair, would like to thank my fellow Trustee for all the hard work and dedication in supporting GOPA and the aims of the Charity. Without their volunteering we would not be able to perform all the actions we are able to perform within our limited budget.

David Grant
17th August 2015

General Information

Gloucestershire Older Persons' Association

Charity Registration Number: 1124977

Trustees

The trustees serving during the year were as follows:

David Grant (Chair)

Jim Rollinson (Secretary)

David Hearn (Treasurer)

Pamela Tawse

Paul Harries

Dilys Warren

Bank

Cooperative Bank

Structure, Governance and Management

Legal Status and Governing Document

Gloucestershire Older Persons' Association is a registered charity. It was established in 2000 as the Gloucestershire Older Persons' Assembly and changed to its current name in 2010.

The charity is governed by its Constitution which was amended by Special Resolution in 2010 following the change in name.

The Objects of the charity are:

"To promote the benefit of older people in Gloucestershire who are affected by the issues of ageing, by associating the local authorities, voluntary organisations and older people in a common effort to provide facilities and services in the interest of social welfare with the object of improving the conditions of life for the said older people.
To advance the education of older people in Gloucestershire through the development of activities that develop individual capabilities, competencies, skills

and understanding about the issues of ageing, with the object of improving conditions of life for the said older people."

Governance:

At the present time (August 2015) the Governance of the charity is three tiered as follows:
1. General Meetings
a. Open to all individual members and representatives of organisations approved by the Trustees.
b. Responsible for electing the Trustees of the Charity and determining policies in accordance with the Objects of the Charity and subject to this constitution and the law.
2. The assembly
a. Made up of the Board of Trustees elected by the General Meeting, plus one representative of each of the recognised Older People's Forums, or Seniors' Networks and other representatives as agreed by the Board of Trustees.
b. Responsible for determining policies in between General Meetings in accordance with the Objects of the Charity, subject to this constitution, the law and the decisions of the Trustees.
c. The Assembly will meet at least quarterly, except in the quarter when the Annual General Meeting is held.
3. The Board of Trustees (the Management Committee)
a. Responsible for the proper running of the Charity.
b. With a right of veto over any policies or decisions of The Assembly necessary to ensure the proper running of the Charity.
c. The Board of Trustees will meet at least once between each Assembly meeting.
4. Sub-Committees and Working Parties.
The Management Committee, or Assembly, may at any time set-up a Sub-Committee, or Working Party to look at any particular aspect of policy (for example on the provision of social care), or the running of the Charity (for example a Finance Sub-Committee)

In order to reflect the fact that no Assembly has been held for a number of years, and is unlikely to be held in the foreseeable future the following special motion will be considered at the Annual General Meeting to be held on Monday 17th August 2015:

To change section 9 of the Constitution from:

> **9. Governance**
> Governance of the charity will be three tiered:
> **(1) General Meetings**
>   a. Open to all individual members and representatives of organisations approved by the Trustees.
>   b. Responsible for electing the Trustees of the Charity and determining policies in accordance with the Objects of the Charity and subject to this constitution and the law.
> **(2) The Assembly**
>   a. Made up of the Board of Trustees elected by the General Meeting, plus one representative of each of the recognised Older People's Forums, or Seniors' Networks and other representatives as agreed by the Board of

Trustees
   b. Responsible for determining policies in between General Meetings in accordance with the Objects of the Charity, subject to this constitution, the law and the decisions of the Trustees.
   c. The Assembly will meet at least quarterly, except in the quarter when the Annual General Meeting is held.

(3) The Board of Trustees (the Management Committee)
   a. Responsible for the proper running of the Charity.
   b. With a right of veto over any policies or decisions of The Assembly necessary to ensure the proper running of the Charity.
   c. The Board of Trustees will meet at least once between each Assembly meeting.

(4) Sub-Committees and Working Parties
   a. The Management Committee, or Assembly, may at any time set-up a Sub-Committee, or Working Party to look at any particular aspect of policy (for example on the provision of social care), or the running of the Charity (for example a Finance Sub-Committee)

to:

9. Governance
Governance of the charity will be two tiered:

(1) General Meetings
   a**.** Open to all individual members and representatives of organisations approved by   the Trustees.
   b. Responsible for electing the Trustees of the Charity and determining policies in accordance with the Objects of the Charity and subject to this constitution and the law.

(2) The Board of Trustees (the Management Committee)
   a. Responsible for the proper running of the Charity.
   b. The Board of Trustees will meet at least six times in each calendar year.

(3) Sub-Committees and Working Parties
   a. The Board of Trustees (the Management Committee) may at any time set-up a Sub-Committee, or Working Party to look at any particular aspect of policy (for example on the provision of social care), or the running of the Charity (for example a Finance Sub-Committee)

Management:

The Charity is managed by the Board of Trustees using self-employed facilitators and consultants for specific projects as funding and circumstances permit.

The Charity has no paid employees.

Reserves Policy:

It is the policy of the Trustees of the Gloucestershire Older Persons' Association to maintain a reserve which represents at least one year's cost of governance.
This policy is reviewed annually by the Board of Trustees or as may be necessary to comply with the duty of prudence.

History:

The charity was established in 2000 and over the next twelve years carried out a number of engagement and other projects working with and on behalf of statutory and voluntary organisations.

In 2012 the Trustees were forced to close the office in Gloucester and make the staff redundant. Following a series of consultations with key partners the trustees recognised that while the charity was not in a position to offer services there remained a need for an independent organisation to represent the many voices of older people. With financial support from Stroud District Council and two trustees the charity was able to continue to function and subsequently has obtained funding from a number of other organisations for specific projects.

The trustees recognise that in a period of austerity and continuing reductions in statutory funding they must be realistic in their expectations for the future. They have decided that in order to remain financially viable the charity would not maintain a permanent office or paid staff. They would seek funding for projects that met their current priorities on a case by case basis using both volunteers and self-employed facilitators and consultants. That model has been successful and will continue for the foreseeable future.

Review of funding and activities during the year:

Stroud District Council

The charity received a Community Investment Grant of £3,070 from Stroud District Council and activities which took place during the year included:

Supporting the Stroud District Older Persons' Forum

The Forum meets approximately every six weeks and comprises representatives from organisations working with and supporting older people; staff and members of Stroud District Council and older residents of Stroud District.

The Forum met on nine occasions and presentations had been given by organisations on a range of topics including Dementia Friendly Walks; planning for end of life; Pets as Therapy; the review of sheltered housing in Stroud District and Social Prescribing. Issues affecting and/or of interest to older people are discussed at each meeting.

Development of the Stroud Older Peoples' Community Hub

We have actively promoted and supported the development of this Hub - in particular the official launch on Silver Sunday, 5th October 2014 at St Laurence Church Hall, Stroud.   .

Gloucestershire Police and Crime Commissioner

The funding from the Police and Crime Commissioner under the Older but not Overlooked initiative has enabled us to continue with our programme of Tea and Tell sessions as well as support a number of events across the county. During the year we held 8 Tea and Tell sessions and also:

- organised a joint event with the Gloucestershire Chinese Women's Guild at Gloucester City Museum in October with a modified Tea and Tell session.
- held an informal Tea and Tell session on 'Silver Sunday' (5th October) at the café at Gloucestershire Crematorium.
- attended the Stow Fair in October to engage with the Traveller Community.
- arranged information stands at three 'Full of Live' events for older people organised by Gloucestershire County Council; two 'In Touch' events organised by the Gloucestershire Rural Community Council; a 'Wise and Well' event in Cheltenham and a 'Battling the Bills' event in Matson.
- attended a number of events to promote the tea and tell initiative

We are particularly pleased that through the partnerships we have established with Gloucestershire Care Services NHS Trust and Age UK Gloucestershire we have been able to engage with a range of ethnic communities as well as the Gay, Lesbian, Bisexual and Transgender communities.

In 2012 we started carrying out a simple wellbeing survey with older people and to date over 700 people have taken part.

Age UK Winter Celebration Grant

As a direct result of the experience gained and contacts established by the projects funded by Stroud District Council and the Gloucestershire Police and Crime Commissioner we secured a grant of £500 from Age UK under their Winter Celebration Programme. That grant was used to part or fully fund a number of events including:

> **Festive Friends 14**. The Barton, Tredworth and White City Community Team of Gloucestershire Police worked with a range of organisations to take lonely and isolated older people to established lunch clubs over Christmas. We used £100 of the grant to pay for small gifts for everyone who attended. The funding supported 12 events with 443 older people attending (which includes members of the lunch club as well as the visitors taken by the police team).
>
> **Taste the Memory**. The Churn Project based in Cirencester received £130 which funded three sessions for 43 older people. The visitors were given soup, puddings and cakes as well as engaging in a variety of activities.
>
> **Multi-Agency New Year event**. The police team in Tewkesbury received £130 to organise what was described as a 'multi-agency New Year event' for local residents. A range of organisations organised information stands. Over 70 older people attended and were given a light lunch and refreshments with entertainment.

Asian Ladies. Together with the Healthy Lifestyle Service of Gloucestershire Care Services NHS Trust we organised a 'Ladies Day' for members of the older Asian community in Gloucester. We used £130 of the grant to pay for a hand massage with each visitor receiving a small gift pack containing nail care and hand massage. The event included an activity session and lunch. 25 members of the Asian community attended.

Day Care Standards

In 2013 GOPA and Age UK Gloucestershire hosted two meetings of day care providers to identify common issues and concerns. Those meetings were well received by those who attended and were followed up with a meeting hosted by AUKG in April 2014 and culminated in a meeting the following July at Shire Hall hosted by Mark Branton, Assistant Director Adult Social Care.

In late 2014 GOPA was commissioned by Gloucestershire County Council to work with day care providers to highlight examples of good practice and develop a 'toolkit' that can be used by them to identify gaps or deficiencies in such areas as governance, training, recruitment and quality of service. Two workshops were held in January and February 2015 and a toolkit (the Standard) drafted to provide a set of minimum requirements for day care provision for older people. That Standard has now been issued to day care providers as a consultation document in advance of a further meeting to be held later this year.

Networking

The trustees attended a number of networking and other events during the year and were also invited to join a number of consultation events. They included:
- Stroud Local Strategic Partnership
- Stroud Health and Wellbeing Partnership
- Gloucestershire BME Network Group for Dementia
- Mental Health and Wellbeing Strategy sub group
- Your Care, Your Opinion Programme Board
- South West Seniors' Network

GOPA is a member of a number of local and regional organisations including Gloucestershire Rural Community Council; Gloucestershire Association for Voluntary and Community Action; Gloucestershire VCS Alliance; the South West Foundation; the South West Forum on Ageing/South West Seniors Network and is a Forum member of Age UK.

Providing information

A key element of all our programmes has been supporting organisations working with and on behalf of older people. We have an extensive library of information booklets and leaflets produced by a range of organisations. As an example, up to March 2015 we had distributed over 1,000 information booklets produced by Age UK.

Planning for the future……

CURRENT PRIORITIES, FUTURE PROJECTS AND FUNDING

- Secure funding to cover overheads/governance costs for next 3 years
- Dementia
- Homeless
- Mental health
- End of Life/Bereavement
- BME communities/Travellers
- Networking
- Providing information/signposting
- Gay, Lesbian, Bisexual and Transgender communities
- Isolation and Loneliness (in crisis situations)
- Updating policies and procedures
- Increase membership
- Recruit new trustees to fill skills/knowledge gaps

Future developments:
We are continuing to work with a range of organisations across the statutory, voluntary and business sectors to identify opportunities for partnership working.

Accounts

Profit and Loss

INCOME				EXPENSES			
Business Income				Bus. Expenses			
Grant				Advertising			
Stroud District Council	3,072.00			Web Page	59.98		
Age UK	500				-----------		
Glos Police & Crime Commissioner	5,000.00			TOTAL Advertising		59.98	
Glos County Council	3,500.00			Insurance		395.6	
		12,072.00		Meeting Rooms		143	
Donation				Expense		26.12	
Gloucester PCC		500		Projects			
				Age UK Winter Grant			
Other Income				Other Expense	491.74		
Repayment	100			Travel Expense	8.55		
Age UK Contribution	100				-----------		
	-----------			TOTAL Age UK Winter Grant		500.29	
TOTAL Other Income		200		Day Care			
		-----------		Consultancy	499		
TOTAL Business Income			12,772.00	Tool Kit	555.2		
Interest Inc					-----------		
Bank Interest	9.3			TOTAL Day Care		1,054.20	
	-----------			PCC			
TOTAL Interest Inc		9.3		Events	847.5		
				Other Expenses	230.23		
		-----------		Prep Planning	217.5		
TOTAL INCOME			12,781.30	Project Work	752.07		
				Tea & Tell Refreshments	812.83		
				Travel Expenses	246.45		
OVERALL TOTAL	**5,846.43**				-----------		
				TOTAL PCC		3,106.58	
				Printing		85.08	
				Stroud Projects			
				Other Expenses	91.83		
				Printing	38.58		
				Typing Minutes	77.16		

				TOTAL Stroud Projects		207.57	
				Tea and Tell			
				Project Work	75		

				TOTAL Tea and Tell		75	

				TOTAL Projects		5,028.72	
				Subscriptions		55	
				Travel			
				Contractor Travel	9.9		
				Trustee Travel	1,216.55		

				TOTAL Travel		1,226.45	

				TOTAL Bus. Expenses			6,934.87

				TOTAL EXPENSES			6.934.87

Balance Sheet

ASSETS			LIABILITIES & EQUITY		
Cash and Bank Accounts					
Current	11,220.86		LIABILITIES		0

TOTAL Cash and Bank Accounts		11,220.86	EQUITY	11,478.80	
Other Assets				------------	
			TOTAL LIABILITIES &		
Customer Invoices	0		EQUITY		11,478.80
Salary Overpayment	257.94				

TOTAL Other Assets		257.94			

TOTAL ASSETS		11,478.80			

SOME OF OUR FUNDERS, PARTNERS AND MEMBERS

Office of the
**Police and Crime
Commissioner**
Gloucestershire

STROUD DISTRICT COUNCIL
www.stroud.gov.uk

ageUK
Improving later life

Gloucestershire
COUNTY COUNCIL

Gloucestershire
ageUK

Gloucestershire Care Services **NHS**
NHS Trust

Fair Shares
community time banks

Gloucestershire
Rural Community
Council