Consider DEMENTIA

Help Poole Hospital become more dementia-friendly

Coffee Morning Kit
We are delighted that you have decided to play your part in the Consider Dementia campaign by hosting a delightful coffee morning.

We need to raise £150,000 to develop Poole hospital into more dementia-friendly place by making environmental, therapeutic and behavioural changes.

The Dorset Dementia Partnership Team 2016-2018, estimates that we have 13,405 people living with dementia just in Dorset alone.

It is imperative that we create a less disorientating space, develop people’s understanding of dementia and improve therapies for our patients.

In this pack you will find essential print outs and useful tips to help you plan your event.

We wish you the very best of luck—and don’t forget to send us some photos!

Thank you.
Plan, Plan, Plan
Avoid the last minute mad dash to the shops by planning the party in phases: invites, shopping, preparing and the actual event. Try to set up as much as possible the day before too!

Keep things simple
Too many options can leave you overwhelmed so narrow the choices and choose to do a few things really well.

Set up a Just Giving page
Ideal for those who can’t attend or for those who don’t carry cash around.

Ask for money
Simply ask your guests to pay for the coffee and cakes. Raffles are always a fun addition and a good way to raise extra funds.

Top Tips

You’ve got a friend in me
Enlist some help and have a pre party get together to make the Consider Dementia décor.

Enjoy it
You’ve worked hard to pull the party together and you’re raising money for a great cause so relax, enjoy and feel proud of yourself!
Gift Aid

Donations by a UK tax payer may be eligible for Gift Aid. This is a government scheme that enables us to reclaim 25p for every £1 donated. Donors will need to complete a declaration form.

Social Media

Make sure you have liked our Facebook page and are following us on Twitter & Instagram. Use these to share photos of your event with us!

Matched Funding

Many companies actually donate a pound for every pound you raise, ask your employer or a friend’s employer if they can match your fundraising total.

Online Giving

Set up a personalised online giving page - A quick and easy way of raising money is by collecting donations online. We recommend justgiving.com simply search for “Poole Hospital Charity” and hit the “Fundraise for us” button. Once the page is set up all you need to do is share your page with your friends, family and work colleagues. You can even set up a text to donate number!

Fundraising Materials

We are able to provide collections boxes, buckets and other fundraising materials. Please contact us to discuss how we can help.
Your details:

Title:  Mrs  Miss  Mr  Dr  Other

First name:____________________  Last name:____________________

Organisation: (if applicable)  _______________________________________

Phone number:__________________  Email:__________________________

Address:  _______________________________________________________

______________________________________________________________

Postcode: _______________

Donation amount: £____________

How are you donating?

Cheque    Cash    Card    Just Giving

Cheque: Please make cheques payable to Poole Hospital Charity

Cash: If you would like to donate cash then we strongly advise that you deliver it in person to our fundraising office, by reception at Poole Hospital. Please do not risk sending cash through the post.

Card: Visa    MasterCard    Switch

Card Number: ________________________________

Issue no. (Switch only): __________

Security code : (last 3 digits on the back of the card) ________________

Start date: ______________    Expiry date: ______________

Just Giving: Please tell us the name the page is registered to:

______________________________________________________________

Please return this form to the Charity Office after your coffee morning.
Print outs

The following pages have lots of useful DIY party essentials. For best results we recommend printing onto card.

Straw discs

These fabulous discs brighten up any straw! Simply cut the discs out and stick onto drinking straws.

Food Flags

Attach to cocktail sticks to make your food table POP! Simply cut out, wrap around a cocktail stick and stick the backs of the circles together.

Bunting

Just cut out as many triangles as you require and carefully slice a gap to feed the ribbon through.

Gift Aid form

If you guests would like to increase their donation then please ask them to gift aid their donation using the form enclosed.
Food Flags
Straw Discs
Coffee Morning

Help Poole Hospital become more dementia-friendly
Consider DEMENTIA

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Mini place cards

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Consider DEMENTIA
You are invited to my coffee morning
In aid of
Consider DEMENTIA
Help Poole Hospital become more dementia-friendly
Where: 
When: 
Please R.S.V.P to:

You are invited to my coffee morning
In aid of
Consider DEMENTIA
Help Poole Hospital become more dementia-friendly
Where: 
When: 
Please R.S.V.P to:

Poole Hospital Charity. Reg no.1058808
Gift Aid Declaration

With the government’s introduction of new tax benefits on charitable donations the Trust can now claim back the tax (25p for each £1 and more depending on your rate of tax) on every donation you make to us of any amount if you are a tax payer. If you agree with the following statement please complete the ‘Gift Aid’ declaration form below.

Title

First Name

Surname

Address

Post Code

Email:

Telephone

I wish Poole Hospital Charity (Registered Charity No: 1058808) to reclaim tax on:

☐ My Donation of £.............................

☐ This Donation and any further donations I may make until I notify you otherwise.

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference.

Please notify the charity if you:

☐ want to cancel this declaration

☐ change your name or home address

☐ no longer pay sufficient tax on your income and/or capital gains

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

What rate of tax do you pay?  ☐ 20%  Basic  ☐ 40% Higher  ☐ 50% Highest

Signed  ..............................................  Date  .................................
## Chocolate Avocado Cake
Free from dairy, eggs, wheat and nuts!

**Method**

Preheat the oven to 160C/140C fan/gas 3.

Grease 2 x 20cm sandwich tins, then line the bases with baking parchment.

Put the avocado and the sugar in a food processor and blend until smooth.

Add the rest of the cake ingredients and blend again until a batter is formed.

Divide the batter equally between the baking tins and bake for 25 mins, until fully risen.

Allow the tins to cool for a few minutes then turn the cakes onto a rack to cool down completely.

For the frosting:

With electric whisks beat together the avocado and sunflower spread until creamy and smooth.

Pass the mix through a sieve and then set to one side.

Melt the chocolate in a bowl over a pan of simmering hot water, then take off the heat.

Bring the soya milk to a simmer and slowly add in the cocoa powder, whilst mixing well to prevent lumps. Allow this mix to cool for a few minutes.

In a big bowl, combine the soya milk and cocoa powder mix, the avocado mix, icing sugar, melted chocolate and vanilla extract.

Mix well until a thick, glossy frosting is formed.

Use this to sandwich and top the cake.

**Decorate as you wish and add some Consider Dementia flags for good measure**

<table>
<thead>
<tr>
<th>Ingredients for the cake</th>
<th>Ingredients for the frosting</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 large, ripe avocado (about 150g)</td>
<td>85g ripe avocado flesh, mashed</td>
</tr>
<tr>
<td>300g light muscovado sugar</td>
<td>85g dairy-free sunflower spread</td>
</tr>
<tr>
<td>350g gluten-free plain flour</td>
<td>200g dairy-free chocolate, 70% cocoa, broken into chunks</td>
</tr>
<tr>
<td>50g good quality cocoa powder</td>
<td>25g cocoa powder</td>
</tr>
<tr>
<td>1 tsp bicarbonate of soda</td>
<td>125ml unsweetened soya milk</td>
</tr>
<tr>
<td>2 tsp gluten-free baking powder</td>
<td>200g icing sugar, sifted</td>
</tr>
<tr>
<td>400ml unsweetened soya milk</td>
<td>1 tsp vanilla extract</td>
</tr>
<tr>
<td>150ml vegetable oil</td>
<td>gluten-free and vegan sprinkles, to decorate</td>
</tr>
<tr>
<td>2 tsp vanilla extract</td>
<td>dairy-free sunflower spread, for greasing</td>
</tr>
</tbody>
</table>