



Menopause Café Trustees' Annual Report

October 1st 2023 – September 30th 2024



Contents

Objective and Charitable Purpose	p 2
Activities a) Menopause Cafes b) Menopause Awareness Ribbon c) Other activities	p 3 p 5 p 6
Progress a) Progress towards opportunities identified in 2023 Annual Report b) Progress in other areas	p 13
Achievements and Impact a) Participants feedback b) Facilitators' feedback	p 16
Key risks	p 20
Opportunities and Objectives	p 21
Structure, Governance and Management	p 22
Financial review	p 23
Reference and Administration Details	p 24
Declaration	p 26
Independent Examiner's Report	p 26
Annual Accounts	p 27

Our Objective and Charitable Purpose

Our objective is to increase awareness of the impact of the menopause on those experiencing it, their friends, colleagues, and families, so that we can make conscious choices about this third stage of life.

We do this by creating spaces for conversations about menopause.

Charitable purpose: The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended. The relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage.

Our Activities

Until November 1st 2023 our charity was entirely run by volunteers. From then on, the Menopause Café charity contracted a self-employed administrator for 10 hours a week. The purpose of this role is to manage the day to day activity of the charity and to keep the administration tasks up to date.

All other activities were run by volunteers. We are deeply appreciative of the many hours of volunteer time which enable our activities. We're a small charity with a big impact!

a) Menopause Cafes

In this report period our volunteers hosted over 650 Menopause Cafés, online and face-to-face – an increase of over 80% since last year, with over 6500 participants.

Menopause Café Hosts held eight Zoom Meetups (this included new daytime sessions), to share tips and for mutual support. These events are hosted by three of our MC Hosts: Kirsty Dixon, Pat Duckworth and Sam Jones. There is also an active Hosts WhatsApp group, administered by Helen Saaler, which has increased in numbers by 22% this year.

A total of 253 new cafes signed up to host events during this financial year.

Public Menopause Cafés worldwide included:

- Australia - Canberra, Frankston, Lomondale, Sydney, Yass
- Austria - Steiermark
- Bahrain
- Canada - Amherst, New Brunswick, Newfoundland, South Winnipeg
- UAE - Dubai
- Germany - Berlin
- Ireland - Headford
- Switzerland - Zurich
- The Netherlands - The Hague
- USA - Massachusetts, North Carolina, Philadelphia, Virginia
- Scotland - Aberdeen, Banff, Brechin & Montrose, Edinburgh, Glasgow, Helensburgh, Livingston, Orkney, Perth, South Queensferry
- England - Ashford, Carnforth, Ferndown, Hackney, Lichfield, Shirley, York, Winchester, Wymondham, Wolverhampton,
- Wales - Caerphilly, Conwy,
- Online - with Michelle, and others from Connecticut USA, York, Norfolk and abroad.

Organisations hosting Menopause Cafés at Work included:

- Bayer - Finland, Switzerland, Zurich
- Anti Corruption Commission - Zambia
- Schools - Heathfield in Ayr, Oakham in Rutland, Queen Ethelberga's in York
- Councils - Enfield, Perth & Kinross
- Church of England - Birmingham
- Elekta
- Mansfield Building Society
- Port of Felixstowe
- Universities - Cardiff, King's College London
- NHS/Public Health - Bristol & Weston, Greater Manchester, Mid Cheshire, Wales, BUPA

And many more!

Common topics discussed at menopause cafes included:

HRT. Testosterone.
Breast cancer and HRT
Workplace issues. Tribunals
Early menopause
Difference between peri-menopause and menopause
Symptoms : Sleep. Brain fog. Hot flushes. Night sweats. Anxiety. Suicidal Thoughts. Confidence. Lack of energy. Forgetfulness. Low mood.
Experiences of using GP and other medical services. Lack of GP knowledge & training
Sex. Relationships
Becoming an old person before we're old.
Generational attitudes
Nutrition & Diet. Supplements
Positivity
Skeletal and muscular strength
Surgical menopause
Period education vs Menopause
Hints & tips
And much, much more!



Word cloud showing common topics discussed at Menopause Cafes.

We are grateful to all the volunteers, who hosted these events in their hometowns or workplaces. Menopause Café would not exist without them!

b) Menopause Awareness Ribbon Campaign



Photo credit: Steve MacDougall / DC Thomson

We designed six items of merchandise including the world's first menopause awareness ribbon. Special recognition goes to Andy Sanwell for creating from scratch, the MC online shop.

Our aim is that people wear the Menopause Awareness Ribbon to help make menopause part of everyday conversation. By wearing the ribbon, people signal their willingness to talk menopause. We focus sales on World Menopause Month in October, but the items are available all year round: cloth, metal and digital ribbons, a Menopause Cafe bag, pen and Menopause Cafe logo pin badge.





We are grateful to Perth & Kinross Council for help in marketing the ribbon and to the celebrities who joined us by creating a short video of them wearing our ribbon and saying "Support the cause – Menopause". Click [here](#) to watch one of our campaign videos.

Celebrities who took part included: Dr Nighat Arif, Gabby Logan, Gerald Richards, Jenni Minto, John Swinney, Karen Arthur, Kirsty Wark, Liz Earle, Monica Lennon MSP, Rachel Weiss, Samantha Baines, Vivienne Barclay.

We were pleased with sales of £812 by the end of September. In future, merchandise sales will provide a small income stream, as well as raising awareness, once we have recouped the initial design costs and investment in stock and packaging. See Financial Review p24 for details.

c) Other Activities

Research

We were approached by over 27 students researching aspects of the menopause, for help finding participants for their studies. We shared their call for participants on our social media channels.

Research topics ranged from menopause mental health impact, adapted sports for menopause, treatment and support options, improving sex drive, eating habits, menopause in the workplace and a study on transgender & non binary experiences.

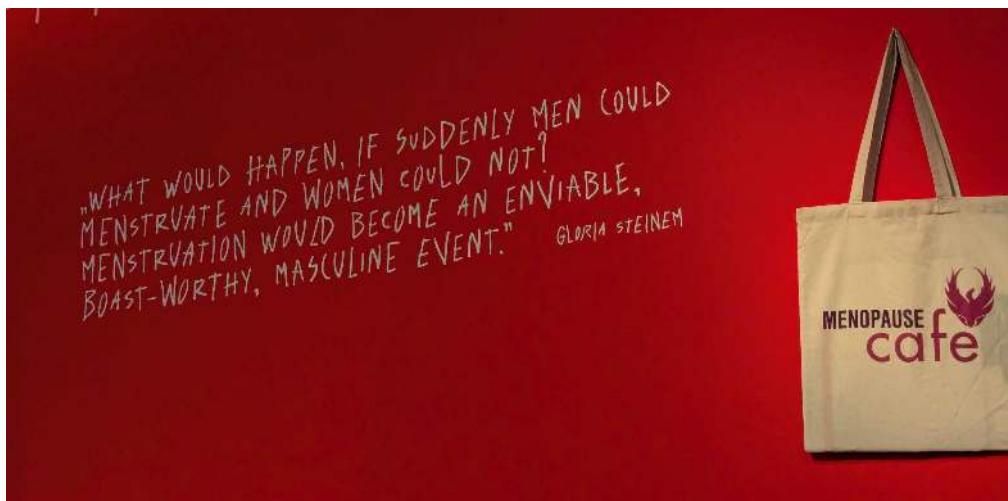
We wrote a letter of support for a menopause research project.

Awards

- March 2024 - Rachel Weiss recognised as a **WISE100 Social Business Woman of the Year** and shortlisted for the award of WISE100 Equality & Empowerment Champion for her work at Menopause Cafe charity.
- September 2024 - Rachel Weiss won a **Businesswomen of Colour** competition by Women's Business Club.

Radio and TV

- 17th October - **BBC Radio West Midlands** interviewed Rachel
- 18th October - **BBC Radio Lancashire** spoke with Sue Eccles about the Menopause Cafe she hosted in November.
- 31st October - **STV** regarding menopause symptoms at work
- 9th November - **Go Radio newsroom, Glasgow** interviewed Rachel about menopausal women leaving their jobs.
- 26th July - **BBC Radio Scotland** Lunchtime Live spoke with Rachel about menopause in the workplace.



Articles

- 17th October Menopause Cafes were number one in an article on [10 ways that perceptions about menopause are shifting](#) in **Positive News**
- 29th Oct "[The Campaigners Tackling the Menopause Fear Factor](#)" by Helen Puttic in the **Sunday Times**
- 29th Dec "[The Expensive Business of Menopause in the Workplace](#)" in **Medscape**
- 5th March on the publication of **The Lancet** series about over-medicalisation of menopause, which said "*Public initiatives aiming to empower women by dispelling myths, sharing realistic experiences, and promoting positive images include Menopause Café...directly challenge negative beliefs and create new positive role models.*" (Hickey et al, "An empowerment model for managing menopause" The Lancet, Series Menopause [Volume 403, Issue 10430](#) p947-957 March 09, 2024)
 - "[Depression Risks of Menopause have been overstated](#)" in **The Washington Post**
 - **The Indian Express** [Lancet Study shows how menopause pain can be managed: why over-medication isn't the answer](#) which recommends Menopause Cafes
 - **Stat News** ["It's time to stop treating menopause like a disease"](#)
 - **Deutsche Welle** [Menopause news a societal rethink](#)

- March/April 2024 **Magis magazine**, ITESCO university Jesuita de Gaudalajara [Cuerpos en revolution](#) featuring menopause portraits by Elizabeth Dalziel, including a portrait of Rachel in Blend Coffee Lounge.
- 30th March **Crunchy Tales** - [Rachel Weiss And The Power Of Having The Conversation](#)
- April 8th 2024 **Irish Times** "[Menopause: We need to swing the pendulum to the middle and normalise it](#)"
- September 12th 2024 **My Weekly** article on older women in the workplace included quotes from Rachel on menopausal women at work.
- September 20th 2024 **Salisbury Journal** [Tidworth's monthly menopause cafe at the civic centre](#) featured Menopause Cafe host Amy Young

Exhibitions

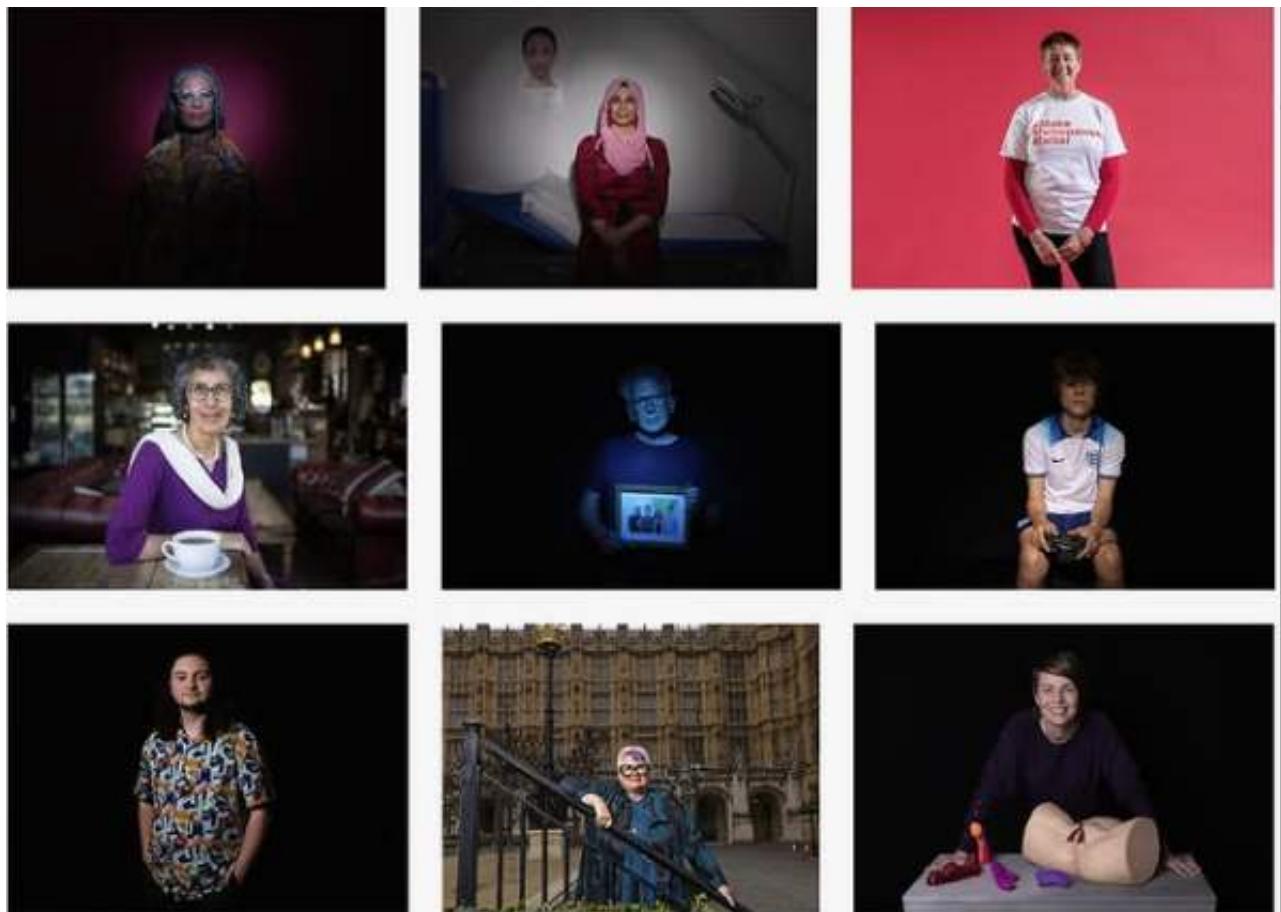
- 1) **The Museum of European Culture in Berlin** hosted an exhibition, *Lauft or "Flow: the exhibition on Menstruation"* from October 6th 2023 , which will close on March 9th 2025 and then go on tour. Artefacts on display included a poster for #FlushFest22 and a Menopause Cafe tote bag. In September, they invited Rachel to host a Menopause Cafe at a Theme Day linked to the exhibition. The Cafe was offered in German, English and Turkish, but in the event all participants were happy to discuss menopause in German. Some were inspired to set up the first public Menopause Cafe Berlin.



Dr Jana Wittenzellner,
Deputy Director,
Museum of European Culture,
Berlin

With our #FlushFest22
Poster, at the Flow
exhibition.

2) Elizabeth Dalziel, photographer, included her portrait of Rachel in Blend Coffee Lounge, as part of her [exhibition in Mexico](#) showing the diversity of experience of Menopause.



Photographs by Elizabeth Dalziel
 Karen Arthur, Dr Nighat Arif, Diane Danzebrink,
 Rachel Weiss, Martin Weatherit with portrait of his late wife Annette, Ben Hodge,
 Odhran Thomson, Caroline Harris MP, Dr Claire MacAulay.

Speaking out

- 18th October 2023 - World Menopause Day - Rachel spoke at 3 online events for the **Institute of Government and Public Policy** (IGPP), the **Scottish Government** and [Noon](#), and attended an in-person panel at **University of St Andrews**.
- 25th October 2023 - Rachel gave a menopause awareness talk to the **Scottish Paralegal Association conference** in Dundee
- 8th March 2024 - **Gender Equality Perth** International Women's Day event where Rachel spoke about our charity's work
- 27th March 2024 - **Knowledge Exchange Holyrood Conference**, Edinburgh, Rachel spoke on *Embedding Diversity and Inclusion into Menopause Support*

- 28th March - Rachel gave a talk on Menopause and Menopause Cafe for staff at **Wedlake Bell LLP** in person in London
- 2nd August - Felicity Brazil, host of Menopause Cafe Canberra, addressed the **Australian Senate Inquiry into issues relating to menopause and perimenopause**, sharing her lived experience through menopause and the benefits that Menopause Cafes have in Australia and globally.
➡ Sharing my lived experience at Canberra Senate Inquiry into Menopa...
- 26th September 2024 - **AGM of COSCA**, the national body for counselling and psychotherapy in Scotland. Rachel spoke about Menopause and Mental Health.

Attending events



Tanya Milligan matching our bag's vibe and colours at the Scottish Yarn Festival

Feb:Heather and Rachel attended **Perthshire Businesswomen's Network's** (PBN) 25 years anniversary reception, hosted by Perth and Kinross Council at the Chamber Buildings, Perth.

June:Heather attended **PBN Hive event** at Creative Exchange, Perth

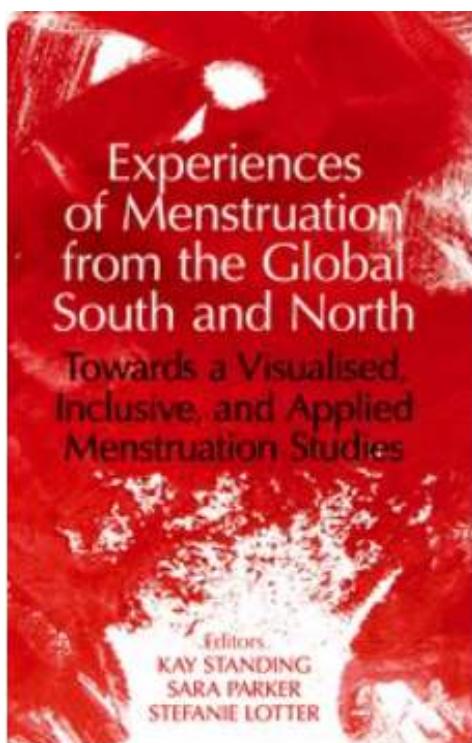
We had stands at:

- May: **Hillcrest Housing Marvel Marketplace** featuring organisations that promote health and well being initiatives in May

- June: Amy Young's stand at **Tidworth Armed Forces Day** raised £80 for Menopause Cafe.

- Sept: **Scottish Yarn Festival** stand and hosted a Menopause Cafe in September

Publications



- Menopause Cafe charity featured in the *Exhibition Catalogue for Flow*, Museum of European Culture, Berlin
- Rachel co-authored a chapter on "Inclusive Conversations about Menopause" in the book "*Experiences of Menstruation from the Global South and North: towards a visualised, inclusive and applied menstruation studies*", published as proceedings of The British Academy.
- We discovered that Menopause Cafe is mentioned in a book *Hot and Bothered* by Jancee Dunn
- Rachel continued to write a quarterly column, *Café Culture*, for the Menopause Matters magazine.

Video

Rachel appeared in a BMJ video for GPs on [Menopause and Mental Health](#)



Hosts Interaction

Online Meetups:

2023 - November

2024 - January, March, April (first daytime Meetup), May, June (daytime), July, September, October (daytime), November.

Hosts WhatsApp group: 77 in group on Nov 29th 2023; 94 at end Sept 2024

Hosting cafes and training volunteers

October 2023 - Rachel facilitated Menopause Cafes and trained employees to be hosts at the **Crown Office and Prosecution Fiscal Service**, the **Registry Office** and at **Shepherd & Wedderburn LLP**.

Social Media

Platform	Likes/Followers /Subscribers	Increase on 2023	
FaceBook Page	8,379	+663	+8.6%
FaceBook Group	5,631	+1,031	+22.4%
Instagram	4,054	+437	+12.1%
X/Twitter	11,561	+161	+1.4%
Linkedin	1,231	+451	+57.8
Mailchimp Newsletter	2,328	+744	+47%
YouTube	227	Not previously recorded	

Progress

a) Progress on opportunities identified in our previous Annual Report

Opportunity identified in 2023 Annual Report	Progress
Diversity and Inclusion	
1) Increase the percentage of men, trans men and non-binary attending Menopause Cafes	Achieved! 27 men were recorded by hosts as attending Menopause Cafes, which is 0.4% of all participants. Last year only 12 were recorded, being 0.3% of total participants, so this is an increase.
Spread awareness of menopause wider	
2) More Menopause Cafes held outside the UK	Achieved! Over 70 International Menopause Cafes were logged on our website, with 61 new International Hosts signing up compared to the previous year of 31.
3) Produce and sell merchandise enabling people to demonstrate menopause support	Achieved!
Data Collection	
4) Improve our data collection by asking for annual returns from hosts	Partially achieved - we sent a survey out to all hosts, 49 replied.
Website improvements	
5) Test the AND.Digital scheme for allowing hosts to register their own events	Not needed. AND.Digital withdrew their pro-bono work but we had already decided not to pursue this as our new Administrator has taken on checking and publishing events.
6) Investigate switching to SquareSpace to host website	Achieved. We decided that our current website is sufficient for our needs at present.
7) Improve speed, accessibility and environmental impact of website	Partially achieved, by backend maintenance of the website.

8) Investigate whether Participants Feedback Form responses can be automatically sent straight to the relevant volunteer host as well as to the Administrator	Achieved, decided not viable. Administrator has taken this task on, sending participants feedback to hosts as part of our response to them submitting their Facilitators Feedback forms.
Finance	
9) Increase donations from individuals	Achieved! 2024: £1236 2023: £659
10) Continue donations from companies	Achieved! 2024: £12598, included £10K from Bayer 2023: £23121, including £10K from EY and £10K from Besins, both as #FlushFest23 sponsorship
11) Sell merchandise	Achieved! We spent £2,606 on merchandise stock, sales yielded £812. Our stock at cost is £1,533.
12) Look at other sources of finance such as grants	Achieved. We applied for several grants but were not successful in any of them.
Volunteers	
13) Train up an Internet Terrier, to spot rogue cafes, misuse of our trademarked name, registered cafes which fail to follow our principles.	Achieved, but not resolved. We trained two volunteers, but unfortunately both have had to resign due to work or personal commitments. Role is currently being covered by Administrator, with assistance from Rachel.
14) Move from email to MailChimp for communicating with volunteer Hosts.	Achieved! Much easier to make their news more interesting with images, and links can also be included. Open rate is around 40%
15) Start GMT daytime Hosts MeetUp Zoom events.	Achieved! Kirsty Dixon has held 3 daytime meet-ups this year.
16) Improve the community feel for hosts via greater interaction at Hosts Meetups, on WhatsApp group and possibly via annual returns	Achieved. Measured by activity in Hosts WhatsApp group and continued attendance at Hosts Zooms and opening rate of Hosts Newsletter.

Administration	
17) Hire a freelance Administrator	Achieved! Heather Borderie started on 1st November 2023 working freelance for 10 hours a week.
18) Join SCVO	Achieved!
Raise awareness of Menopause	
19) Highlight that menopause affects women, trans men and non-binary people.	Achieved. Rachel mentioned this point in talks, articles and media appearances.
20) Speak about the intersectionality of menopause with mental and physical health.	Achieved! We contributed to the BMJ video on mental health and menopause. Rachel spoke at the COSCA AGM on "Mental Health and Menopause"
21) Write a quarterly column for Menopause Matters magazine, to raise awareness of our charity and of menopause diversity and inclusion.	Achieved! Topics included: menopause as a journey; when things go wrong; social media and menopause; meno-rage.
Volunteer Support	
22) Support Menopause Cafes Hosts through Zoom Meetups, WhatsApp group and social media.	Achieved!
23) Support potential hosts by having a list of experienced hosts happy to talk with them.	Achieved, mainly through sending relevant information and Heather offers a chat if they want. New hosts also ask in WhatsApp and in Hosts Zoom calls.
Contribute to Research	
24) Broadcast calls for research participants on our social media channels	Achieved!

b) Progress in other areas

- Heather created a JustGiving page, to enable individual fundraising.
- Andy created 3 spreadsheets where Participant feedback forms, Facilitator feedback forms and Working Agreement forms responses are stored automatically on website submission.
- We recruited individuals for our Advisory Board.
- We recruited two Trustees with experience in governance: Dr Laura Jarvis and Dr Emma Woodcock.

Our Achievements and Impact

We are pleased and satisfied to have had a positive impact on people's mental and physical health through our Menopause Café events and other activities, below is some of the evidence.

a) Feedback from Menopause Cafés

Online Cafe - November 2023

Great to be able to talk to others, and share some of the stuff that I want to say everyday but don't get the chance. It's given me some confidence to tackle my post menopause symptoms like my terrible brain fog and anxiety with my doctor instead of going straight to the memory clinic test! Thank you to Michelle and attendees.

Solihull - November 2023

I received more information here than I have from ALL visits to my GP

Workplace Cafe - March 2024

It is a great opportunity to discuss all things menopause in a safe environment with others. It's great we work for an organisation that is breaking down barriers and encourages all to be involved in these events.

Online Cafe - April 2024

2 fold

1. great to meet other women who can appreciate what I am going through and can give their advice/help/sympathy.. Super helpful to know I am not alone.
2, I am hoping to start running the cafes where I am as I feel in the USA there are not many.

York - July 2024

Attending the menopause cafe gave me the confidence to then approach my GP to discuss my menopause and to ask for the right treatment for me.

From New Forest South - Sept 2024

I started Testosterone because of conversations at a Menopause Cafe and seriously think it has saved my life.



Word Cloud showing recurring feedback we receive from menopause cafe participants.



Menopause Cafe Royston.
This lady was looking for the Bridge Club!
But stayed for the MC



Menopause Cafe at work
Bayer



Menopause Cafe Medway Towns

- Having the opportunity to openly discuss my concerns and questions in a non-judgmental setting was incredibly therapeutic. It provided me with a sense of validation and reassurance, which greatly contributed to my overall mental wellbeing.
- I found the atmosphere within the group to be warm and welcoming. As a newcomer, I immediately felt at ease and could sense the genuine support and camaraderie. It was evident how important this group is in providing much-needed support to women navigating through the complexities of

menopause. Overall, I left the Menopause Cafe feeling empowered and equipped with valuable information, thanks to Sam's expertise and the supportive community atmosphere. I highly recommend this experience to anyone seeking support and knowledge about menopause.

- Thank you to both you and @~Kathryne Scully for another informative and fun evening. The ladies are so nice and moving from table to table, gives us an opportunity to meet new people, remove isolation and hear about others' experiences. You both do an amazing job and I feel so lucky to have found the Menopause Cafe, a sincere thank you'.
Royston Menopause Cafe participant to Pat Duckworth March 2024

b) Facilitator Feedback

Menopause Cafe Beckenham, Kent, UK January 2024

Hosting this Menopause Cafe was a really great and uplifting experience for me and I will definitely be hosting another one. This is based on the conversations from all our attendees, who were keen to come to another Menopause Cafe and bring along more friends.

Thank you for giving us this opportunity to get more people talking about the Menopause and to reinforce the fact that we do not need to be alone on this journey, we have each other's backs.

Menopause Cafe Lichfield , February 2024

There was a real buzz around this one as we had seen the results of some good change with a response from the Social Prescriber who said we had set up a "wonderful group" that will be a "life saver for many women struggling with the menopause, often silently"

Helen Wentworth - Host of Menopause Cafe at Southampton City Council - e-mailed saying she was moving to a new employer: "it has been a highlight having Menopause Café and talking all things menopause; we have definitely broken the stigma here at the Council, we have it acknowledged now as a reason for absence, we promote reasonable adjustments and we have menopause buddies who offer that listening ear.

I'm off to work for Twinings (as in the tea company) so if they don't yet have a Menopause Café, I will be setting one up

Unsolicited compliments on LinkedIn:



Chella Quint (She/Her) • 1st

Author, teacher, Period Positive founder and menst...

3w • Edited •

• • •

On World Menopause Day, **Period Positive** and I want to big up **Rachel Weiss**, founder of the **Menopause Cafe charity** and a kind, thoughtful and dynamic advocate for inclusive conversations around the menopause transition!



I am excited about the growing number of opportunities to talk about the menopause these days. One thing that I am hearing from friends and colleagues in the period space, which I echo, is that we wish there were more joined up conversations around periods and the menopause. That's why I really appreciate Rachel's engagement in period activism spaces as well as exclusively menopause-focused spaces. The outreach and inclusion she takes the time to engage with is crucial for joining up both ends of the menovulatory span, while still focussing on advocating for access to open, challenging and often joyful conversations about perimenopause and the menopause transition, not to mention coordinating the fabulous **#FlushFest** - an annual menopause arts weekend which you can attend in person or online.



Rose Matthews (They/them) • 1st

(MA, DipSW, FRSA) Neurocosmopolitan researcher,...

3w •

• • •

Attending an online menopause cafe during lockdown changed the direction of my life in a positive way. So honoured to have been part of this year's **#FlushFest23** delivering a workshop on **#neurodivergent** experiences of **#menopause**.

The pop-up menopause cafe approach is such a great model!

#WorldMenopauseDay

Key risks

Risks	Impact	Likelihood	Mitigating plans
Failing to raise the £10K needed to fund the administrator's post in 2025/26	High	Medium	<ul style="list-style-type: none"> • Seek corporate sponsorship for ribbon • Raise funds by continuing to deliver talks and training • Raise funds by producing and selling merchandise • Apply for grants
Menopause Café name being used for events which don't meet our principles, thus tarnishing our name and reputation.	Medium	High	<ul style="list-style-type: none"> • Continue policing use of the term "Menopause Café" on web and challenge those who misuse it, inviting them to rename their events or sign the working agreement.
Burnout of Trustees	High	Medium	<ul style="list-style-type: none"> • Recruit volunteers, so that more than one person can cover each role. • Recruit new Trustees, specifically a Treasurer, with experience of governance of a charity, and fund-raising.
The charity is highly dependent on Rachel, what if she steps down?	High	Low	<ul style="list-style-type: none"> • Rachel focus on securing funding for Administrator and Social Media posts. • Spread some of Rachel's responsibilities to other Trustees eg talks.
Charity is dependent on Andy (volunteer and Trustee) for website support, what if he steps down?	High	Medium	<ul style="list-style-type: none"> • Consider paying an IT company to maintain the site or training administrator to be able to do so
Spreading ourselves too thinly in response to demand from hosts and public	High	Low	<ul style="list-style-type: none"> • Keep focus on our aim (raising awareness by creating space for conversations), resisting pressure to provide many stands (unless nearby and selling merchandise), information and to become experts on menopause.

Opportunities and Future Plans

Raise awareness about menopause, including diversity of experience

1. Monitor the percentage of men, trans men and non-binary attending Menopause Cafes.
2. Continue to be inclusive in our external comms in terms of diversity of those experiencing menopause and impact on mental as well as physical health, and on a holistic approach ie lifestyle as well as medication. Not all doom and gloom!
3. Contribute to relevant events by speaking, networking, having stands.
4. Promote the Menopause Awareness Ribbon in October.
5. More Menopause Cafes held outside the UK, especially in the USA.
6. Produce and sell merchandise enabling people to demonstrate menopause support. Consider expanding the range.

Data Accuracy

7. Improve our data collection by asking for annual returns from hosts e.g No. of cafes / year. We want to decrease the number of cafes held without being registered on our website, and increase the number of Facilitator feedback forms returned.
8. Clean the list of cafe hosts, to remove ones who are no longer active, by asking them.

Website improvements

9. Improve speed, accessibility, and environmental impact of our website.
10. Add a webpage listing members of our Advisory Board.
11. Add a webpage listing our Trustees.

Finance

12. Continue to encourage donations from individuals
13. Continue to pursue donations from companies
14. Continue to sell merchandise
15. Look at other sources of finance such as grants.
16. Secure funding for admin post 10 hours/ week and for a 3 hour per week social media and Internet Terrier.

Volunteers

17. Recruit ambassador hosts for more regional engagement and possible in-person meet-ups and reviews, supporting potential and current hosts.
18. Support Menopause Cafes Hosts through Zoom Meetups, WhatsApp group and social media. Provide hosts with menopause training online.

Contribute to Research

19. Broadcast calls for research participants on our social media channels.

Governance

20. Attend The SCVO Gathering to learn more about running a charity including fundraising, marketing and governance.
21. Create policies eg safeguarding, complaints, volunteer, EDI, environmental
22. Recruit experienced Secretary and Treasurer
23. Update the Administrator's role description
24. Review the Constitution

Contribute to Research

23. Broadcast calls for research participants on our social media channels.

Protect our brand and reputation

24. Continue monitoring the use of our trademarked term "Menopause Café" and our logo on the web and challenge those who misuse it, inviting them to rename their events or sign the working agreement.

Develop the Advisory Board

25. Send all members a copy of our Annual Report and clarify the level of involvement they are willing to provide.

Structure, Governance and Management

Type of governing document: The charity is a Scottish Charitable Incorporated Organisation(SCIO). It is governed by its constitution for single tier SCIO, available on its website.

Trustee recruitment and appointment: trustees are recruited by advertising vacancies in our newsletter and sometimes on social media. Sometimes we identify a potential trustee, with the required skills, and approach them asking whether they would be willing to become a trustee. If willing, we interview them and the Board of Trustees will then decide whether to appoint that person to be a charity trustee, by way of a resolution passed by majority vote at a board meeting. At the conclusion of the next AGM any new charity trustees retire from office and are eligible for re-appointment at the next board meeting, in accordance with our constitution.

Financial Review

Donated facilities and services

- **The hosts** spend hours selecting suitable venues and advertising and hosting
- **Kirsty Dixon, Pat Duckworth** and **Sam Jones** facilitated regular Hosts meetups on Zoom
- **Elaine Luck**, Secretary, created the agenda for and wrote up the minutes for committee meetings. She also performs the role of Treasurer, overseeing the work done by the Admin person who maintains the book-keeping.
- **Perth & Kinross Council** prepared videos and helped with ideas and advertising of the ribbon campaign.
- **Gaynor Ptak** managed and monitored the Facebook closed group.
- **Andy Sanwell** maintained the website and created an online shop for merchandise
- **Helen Saaler** administered and moderated the WhatsApp group for hosts.
- **Rachel Weiss** posted on social media pages, led the merchandise development and campaign and gave talks & attended panel events on behalf of Menopause Cafe

Main expenditure: Administrator Post & purchasing merchandise and creating online shop.

Reference and Administration Details

Names of charity trustees on date of approval of Trustees' Annual Report:

	<u>Date of appointment</u>	<u>Role</u>
Mr Andrew Sanwell	15/01/2022	IT
Ms Rachel Mary Weiss	18/01/2020	Chairperson
Dr Emma Woodcock	05/08/2024	Policies Advisor
Dr Laura Jarvis	02/11/2024	Policies Advisor

Charity Name and Number: Menopause Café SC048435

Registered Office: 14 Fraser Avenue, Wolfhill, Perth PH2 6DG

Bank: Bank of Scotland

Independent examiner: Leona Ramsay CA CTA

Paid Admin post

From 1st November 2023 we took on a Self Employed Administrator to keep the day to day running of the charity in order. This post is contracted for 10 hours a week.

Financial Summary

This year, a deficit of £3,319 arose as a result of £16,165 total receipts and £19,484 total payments. This deficit was in part due to the majority of FF2023

income being received in the last financial year (£24,410) whilst several payments remained outstanding (£6,674) and came out of this financial year. We also invested in new merchandise to raise awareness and generate some income. We spent £3,224 on merchandise stock and P&P, yielding an income of £812, and have stock in hand with a saleable value of £3,811.

We are still in a good place, with sufficient money to fund the £10K administrator post next year. We remain financially sound with adequate reserves in the bank to continue our activities going forward, but will need to look to raise £10K to maintain the administrator post going forward.

Our policy on reserves: We have regular expenses eg admin post. advertising menopause café events and potentially hosting a Menopause Festival, but no regular income. Sometimes we need to commit to activities before we have secured the funding, this is when we need our reserves, ie for cash flow. We only apply for funding, or fundraise, when we have an expense to meet, this way we will not accumulate excessive reserves. For the coming year, we need reserves of £10,000, to pay the self-employed administrator. All monies raised by or on behalf of the Charity shall be applied to further the objectives of the Charity. It is the charity's policy to maintain reserves equal to 12 months of average expenditure.

We received donations in return for services, such as hosting a café whilst training volunteers and giving talks:

Registers of Scotland	£ 98	Training volunteers & hosting a MC
Shepherd & Wedderburn LLP	£ 250	Training volunteers & hosting a MC
Crown Office & PF Service	£ 150	Facilitating a MC
Bayer	£10,000	Training volunteers & hosting MC
BMJ	£ 150	Audio recording for GP's

Total for Hosting & Training **£10,648**

Noon	£100	talk
IGPP	£150	conference talk
Scottish Government	£150	WMD panel event
Scottish Paralegal Assoc	£250	conference talk
Gender Equality Perth	£ 50	talk
Wedlake Bell	£500	conference talk
Holyrood Knowledge Exchange	£250	conference talk
Scottish Paralegal Association	£500	conference talk

Total for Giving Talks **£1,950**

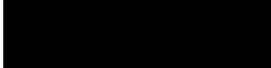
Total donation for services provided **£ 12,598**

Other donations received

Donations for items HB sold	£ 20
Donations for items RW sold	£ 995
Paypal donations	£ 146
Givey donations	£ 5
Donations into the bank a/c	£ 30
Stripe donations	£ 40
Total from other donations	£ 1,236
Total donations	<u>£13,834</u>

Declaration

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees

Signature: 

Position: Chairperson

Full name: Rachel Mary Weiss

Date: 29th January 2025

Independent Examiner's Statement

I report on the accounts of the charity for the year ended 30 September 2024 which are set out on pages 8 to 11.

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 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts 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 the course of my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Name: Leona Ramsay CA CTA

Signed:

A large black rectangular box used to redact a signature.

Address: 119 Curlew Way, Inverkeithing, KY11 1FF Date: 15/12/24

**STATEMENT OF RECEIPTS AND PAYMENTS FOR THE PERIOD ENDING
30 SEPTEMBER 2024**

Receipts	Note	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Grants	2, 5	0	0	0	500
Receipts from fundraising activities		0	0	0	0
Bank Interest		90	0	90	0
Donations	4	13834	0	13834	23780
Gross receipts from other charitable activities	6	2241	0	2241	4424
TOTAL RECEIPTS		16165	0	16165	28704

Payments	Note	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Expenses for fundraising activities		0	0	0	0
Payments relating directly to charitable activities	7	19434	0	19434	23386
Governance costs: Accounting fees		50	0	50	50
TOTAL PAYMENTS		19484	0	19484	23436

Surplus / (Deficit)		(3319)	0	(3319)	5268
----------------------------	--	---------------	----------	---------------	-------------

The notes on pages 29-30 form an integral part of these accounts.

STATEMENT OF BALANCES AS AT 30 SEPTEMBER 2024

Cash Funds	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Cash & Bank Balances at start of year	19635	0	16635	14367
Surplus/(Deficit) shown on receipts and payments account	(3319)	0	(3319)	5268
CASH & BANK BALANCES AT END OF YEAR	16316	0	16316	19635

The notes on pages 29-30 form an integral part of these accounts.

NOTES TO THE ACCOUNTS FOR PERIOD ENDING 30 SEPTEMBER 2024

1. Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005.

2. Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objectives of the charity. The trustees maintain a single unrestricted fund for the day to day running of the charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for a specific purposes. There were no grants received this year for specific charitable projects.

3. Related party transactions

No remuneration was paid to any trustees or connected parties during the year.

4. Donations received

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Donations from members of the public	1236	0	1236	659
Business donations £500 or less	2598	0	2598	3121
Bayer	10000	0	10000	0
Besins	0	0	0	10000
Ernst & Young	0	0	0	10000
TOTAL DONATIONS	13834	0	13834	23780

5. Grants received

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Perth & Kinross Council for a Chromebook	0	0	0	500
TOTAL GRANTS	0	0	0	500

6. Gross Receipts from other Charitable Activities

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Income from Menopause Festival (2023)	1164	0	1164	4100
Merchandise Sales	812	0	812	0
General	265	0	265	324
TOTAL from Charitable Activities	2241	0	2241	4424

7. Cost of Charitable Activities

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Marketing	317	0	317	95
Menopause Festival (2023)	6824	0	6824	22524
Merchandise Costs	3287	0	3287	0
Administrator	8700	0	8700	0
Misc.	306	0	306	817
TOTAL from Charitable Activities	19434	0	19434	23436