

Devon Memory Café Consortium

Hansford Bell, Culver House, 13 West Street,
TAVISTOCK. PL19 8AN

Reg Charity Number 1170159. Registered in UK.

Website <http://dmcc.org.uk> Email: info@dmcc.org.uk



Application to join the Devon Memory Café Consortium

Single Memory Café Membership

Devon Memory Café Consortium (DMCC) uses a broad and inclusive definition of what a memory café does: A Memory Café offers a social session in a stimulating and safe environment for those living with dementia and their carers, to providing an opportunity for group support and sharing of information.

We ask that members recognise themselves in the above definition and meet the Agreement Conditions listed below and if not, that you are willing to work towards achieving them. Our single membership of is open to any single Memory Café in Devon. You will have one voting right at meetings, AGMs etc. and the joining fee is £10.00 with an annual subscription fee due on 1st April.

Memory Café name	
Memory Café address	
Memory Café Co-ordinator name(s)	
Co-ordinator email address	
Contact tel. number (Land line and/or mobile)	
Memory Café website	
Opening times of the Memory Café	
Do you agree to display information about your Memory Cafe on our web map?	YES / NO
Tell us your preferred way for us to contact you	Email Text Phone Mobile
Is your Memory Café a registered charity? If applicable please give you charity number.	
Name of parent company - if part of a larger organisation (if applicable)	
Details of the person completing this form	
Your Name	
Tel No	
Email address	
Your role/position in the Memory Café	

DMCC Agreement - Conditions

Please complete this section below to give us information about your Memory Café, tick all statements that apply to your Memory Café by adding:

In Place (IP), Working Towards' (WT) or Not Appropriate (NA)

		IP, WT or NA
1	Regularly offer a social session and provide a stimulating and safe environment for those living with dementia or other memory difficulties and their carers	
2	Offer those living with dementia and their carers support and information.	
3	Actively support carers to enable those living with dementia to remain in a home environment for the longest time possible.	
4	Work towards reducing loneliness and isolation for those living with dementia and their carers	
5	Work collaboratively with mental health and social care professionals in the best interests of those living with dementia and their carers	
6	Have trained volunteers to meet the needs of a Memory Café in the following:	
	(a) First Aid	
	(b) Food Safety	
	(c) Health and Safety	
	(d) Dementia Awareness Training	
7	Have a safeguarding process in place so that volunteers know what to do if someone says that they are not safe or appears to be in danger or at risk of abuse.	
8	Have a health & safety policy/statement and one person who takes responsibility for health & safety at the memory café (this might include things like checking that the room is safe and free from trip hazards for example, before the start of a session)	
9	Have a Trustees or a Management Committee, have suitable financial arrangements in place and hold a yearly AGM and elections - if applicable	
10	Have appropriate insurance in place, including public liability	
11	Provide some information about how many people you support and the types of activities you run during the year that will contribute to an evaluation of the effectiveness of Devon Memory Cafés as an approach to supporting people who have dementia and their carers and families.	
12	We would like to apply to join the DMCC Quality Assurance Mark (information available on the DMCC website)	

What to do next

Please return the completed form to: info@dmcc.org.uk

The joining fee is £10 per Memory Café. Please tick the appropriate payment box below.

PAYMENT OPTIONS:

	Type of payment	Method of payment
1	BY DIRECT DEBIT Deposit the payment to: Account: Devon Memory Café Consortium. Sort code: 40 34 31. Account No: 71639137 HSBC BANK (if paying by direct debit please send an email to info@dmcc.org.uk say it has been paid)	
2	BY CHEQUE To pay by cheque please send the cheque to: DMCC Treasurer, c/o Hansford Bell, Culver House, 13 West Street, TAVISTOCK. PL19 8AN	
3	Amount to pay: £10.00	

AGREEMENT

I / we wish to apply for our Memory Café to become a member of Devon Memory Café Consortium.

Signature	
Date	
Position of person signing	

For office use

Membership Number	
Date form received	
Date payment received	
Date receipt sent	
Added to DMCC Membership lists	
Added to DMCC webmap	