

SOUTHEND MENCAP

England & Wales · Charity number 1078686

Details

Status Registered

Legal form Charitable company

Company number [03707017](#)

Registered 1999-12-21

Register [View on the Charity Commission register](#)

Contact

Address Registered Office
The Harvey Centre
100 London Road
Southend-On-Sea
Essex
SS1 1PG

Phone 01702341250

Email marc.mcowens@southendmencap.co.uk

Website www.southendmencap.org.uk

Activities

Objects: THE SOCIETY IS ESTABLISHED FOR THE RELIEF OF PEOPLE WITH LEARNING DISABILITIES BY THE PROVISION OF SUPPORT TO THEM, THEIR FAMILIES, DEPENDANTS AND CARERS WITHIN THE AREA OF THE BOROUGH OF SOUTHEND-ON-SEA, CASTLE POINT, ROCHFORD AND RAYLEIGH

Activities: Advocacy service for learning disabled; Family Support Worker for families of learning disabled; Transitional Advocate for young people with learning disabilities; daily music sessions for adults with learning disabilities; sports club, music school, drama group, children's and young person's clubs and social club all for the learning disabled; also 3 charity shops and a coffee-shop.

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Disability, Arts/culture/heritage/science, Amateur Sport, Human Rights/religious Or Racial Harmony/equality Or Diversity, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** BOROUGH OF SOUTHEND-ON-SEA, CASTLE POINT, ROCHFORD AND RAYLEIGH
- Essex
- Southend-on-sea

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£387,572	£465,780	-	-
2024-03-31	£874,185	£515,200	£421,541	26
2023-03-31	£498,430	£529,129	-	-
2022-03-31	£463,030	£502,537	-	-
2021-03-31	£476,982	£440,297	-	-

Trustees

Name	Role	Appointed
MR CHRIS HEBDEN	Chair	
Anita Frances Cope-Prior		2023-03-08
Anthony Greensmith		2023-03-08
Greg Treadwell		2014-02-14
Karen Migliorini		2017-10-02
Steven Walsh		2019-11-13

SOUTHEND MENCAP

England & Wales - Charity number 1078686

Accounts

Charity registration number 1078686 (England and Wales)

Company registration number 3707017

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees	C Hebden MBE G Treadwell K Miglorini S Walsh A Cope-Prior A Greensmith
Secretary	C Hebden MBE
Charity number (England and Wales)	1078686
Company number	3707017
Principal address	The Harvey Centre 100 London Road Southend on Sea Essex SS1 1PG
Registered office	The Harvey Centre 100 London Road Southend on Sea Essex SS1 1PG
Independent examiner	L Keith FCA Cumberland House 24-28 Baxter Avenue Southend on Sea Essex SS2 6HZ
Bankers	Metro Bank One Southampton Row London WC1B 5HA

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
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**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF DIRECTORS' AND TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2025**

The trustees, who are also the directors of Southend Mencap for the purpose of company law, are responsible for preparing the Directors' And Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2025**

The trustees present their annual report and financial statements for the year ended 31 March 2025, for Southend Mencap (charity number: 1078686).

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's constitution, the Companies Act 2006 and "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)" (effective 1 January 2019).

Objectives and activities

The objectives are:

To serve the interests of children and adults with learning disability, and those of their families and carers, resident within Southend and the surrounding areas of Castlepoint, Rochford and Rayleigh.

To increase understanding, and public awareness, of the problems, and needs, of children and adults with learning disability, and their families and carers.

To introduce new, or already proven schemes, in the fields of education, training, social integration and employment.

To act as a pressure group, to stimulate local action, where the existing provision is inadequate, and to advocate for the needs of the learning disabled.

The aims of the charity are:

To work towards the full integration and acceptance of learning disabled children and adults into the open community.

To be a forward thinking and innovative society and to co-operate with other organisations and Royal Mencap in furtherance of these objectives.

To raise adequate funds for the achievement of the foregoing objectives and to invite and receive grants, contributions, donations and subscriptions.

To act always in conformity with the laws governing charities and with the Charity Commission.

Public benefit

The trustees are aware of their duty under S.17 of the Charities Act 2011 to have due regard to the Public Benefit Guidance published by the Charity Commission. As such, the trustees ensure that the activities of the charity are for the public benefit.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2025

Achievements and performance

Significant activities and achievements against objectives

On both an achievements and financial performance, this financial year ending 31st March 2025 was an incredibly rewarding for the society following on from last year's amazing one that saw the receipt of the two legacies left to Southend Mencap. As such, the society continues to have a level of long-term security it's never had before.

Student numbers still increased, following the trend for the past few years, and ultimately reaching record levels across our projects and activities. In turn, this further allows our self-sufficiency strategy to continue to deliver a small level of unrestricted income back into the society. Our Showstoppers Project again reported a profit for this financial year and, along with the continued success of our Novel Coffee Shop, those two services continued to be able support the financial costs for our Family Support Worker project. This means funding is still not required to be sought for our Family Support Worker project, which frees up other funding applications to be submitted for those projects that will never become self sufficient.

One such project that will never be self sufficient is our Advocacy service as it does not generate its own income due to it being a free service. However, thanks to the two large legacies received the previous year, this ensured our Advocacy service had full financial security throughout the year, something that is rare for the service. In addition, following an initial discussion with South Essex Advocacy Services back in the summer, the society partnered with them in their bid to secure the new Advocacy contract for Southend City Council and we were delighted to be informed in March that the bid had been successful. This is the first time Southend Mencap has been able to secure any part of the Council's Advocacy contract, which will now provide the society with guaranteed funds for the project through until March 2028. We are immensely grateful to South Essex Advocacy Services for inviting us to partner them on this bid and we very much look forward to a very fruitful and collaborative partner with them over these three years.

The Novel Coffee Shop continued to exceed all expectations and also hosted a number of fundraising events during the year, two of which were for other organisations. There had been a change in the staffing at the start of 2025 but, after a few weeks of re-organising the remaining staff and securing a couple of new staff, the coffeeshop remained as successful as ever. The use of the upstairs premises has slightly increased providing opportunities for a number of local community groups to stage regular meetings, gatherings etc, and there will also be a regular weekly booking from April 2025 that hopefully could in turn provide a new service for the community.

The full programme of our own fundraising events again proved very much in demand and allowing us to secure some much needed funding to support those projects that will never be able to become self-sufficient. The End of Summer Ball and Cabaret Fundraising Lunch events were terrific successes and we also had a Halloween Party that was organised by a close friend of the society to raise further funds.

Our MODS drama group's two night performance at The Palace Theatre in November saw the highest audience in attendance since the group have been performing there, thus providing the wonderful cast of actors and actresses to showcase their amazing confidence and talents to the largest gathering the MODS group has ever experienced. Incredibly moving standing ovations at the end of both performances happened and, thanks to the very generous audience members, we were able to raise over £1,500 from the raffle held on the two nights. In addition, our wonderful friends from The Only Fools and Horses Social Group were again in attendance and presented our president, Robin Nardone, with a cheque for £2,000. Historically, this lovely group only fundraise for an organisation for one year before choosing someone else to support but they had been so taken with our MODS Group and the students that they not only continued fundraising for this second year, they have even made plans to progress this in this current financial year. Southend Mencap is immensely grateful to The Only Fools and Horses Social Group for all their wonderful kindness, support and dedication to the society.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2025

Financial review

The financial climate remained a very uncertain one, especially with the continuation of the cost of living crisis in the UK. However, along with the security provided by the two large legacies received at the end of last year, the fundraising and donations the society secured during this year proved more than sufficient to ensure the Executive Committee continued to be confident on the long-term future for the society.

For a second straight year, the society also benefited greatly from an increase in other organisations choosing Southend Mencap, or one of our particular projects/activities, to raise funds for during the year.

For the financial year, expenditure was equal to £465,780, whereby three months' expenditure would approximate as £116,445. At the balance sheet date, the reserves balance sat at £343,333.

Going concern

Both the Southend and Leigh charity shops maintained an annual income generated as seen in the last two years but The Novel Coffee Shop greatly exceeded its income from the previous year and raised £60,000 in a financial year for the first time since it opened back in 2018, which was an increase of £8,000 from 2024.

Funding applications continued to be needed as not all projects will be able to become self sufficient e.g. Advocacy, which is a free service so generates no income. However, the continued success of the self-sufficiency strategy results in our Family Support project continuing to be funded by surplus funds generated by both our Showstoppers Project and Novel Coffee Shop, which was mentioned in the previous section on the society's performance and achievements.

We again had the continuation of our ongoing five-year grant from The National Lottery Community Fund, which provided £17,914.36 during this financial year and continues through until September 2025. There was also the final payment of £6,265.75 from our three year grant with BBC Children In Need that ended at the end of May 2024.

Other funding secured for the year from grant applications was £10,780 from The Essex Community Foundation, £6,239.25 from Southend Council Short Breaks, £6,216 from Nationwide Building Society, £2,875 from The Rosca Trust and also £2,875 from the FSJ Charities Trust. As ever, the society is immensely grateful to all these organisations for their financial support this year.

The charity continues to feel it is appropriate to hold reserves equivalent to three months running costs. This is considered to present a reasonable amount to allow time for the sourcing of new funds or the orderly winding up of the charity, in the case of the failure of present funding.

Major risks

Risk Management:

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity is a company limited by guarantee and is, therefore, governed by a memorandum and articles of association.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2025

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

C Hebden MBE

L Nardone

(Resigned 20 August 2025)

G Treadwell

K Miglorini

S Walsh

W Wilson

(Resigned 29 August 2024)

A Cope-Prior

A Greensmith

Recruitment and appointment of trustees

The board of trustees has the power to appoint and remove trustees on a majority basis, with the chairman C Hebden having the deciding vote where necessary.

None of the trustees has any beneficial interest in the company.

Organisational structure

The charity is organised so that trustees meet regularly to manage its affairs. M. McOwen is a full time support administrator, who implements the decisions of the trustees, overseeing the day to day running of the charity and organising fundraising and applications for grants etc. There is also one full time shop manager, a part-time assistant shop manager and two part-time job sharing office support administration assistants. In addition it has one full time and one part time advocates for the learning disabled, and their families, together with a part time Family Information Officer. There are some twenty two employees who run various activities for the learning disabled. These are a mixture of full and part time staff. We are also very grateful to all our volunteer workers, without whom the Society could not function.

The Directors' and trustees' report was approved by the Board of Trustees.



.....
C Hebden MBE

Director and Trustee

Date: 16.12.25.....

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF SOUTHEND MENCAP**

I report to the trustees on my examination of the financial statements of Southend Mencap (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Since the charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



L Keith FCA
Cumberland House
24-28 Baxter Avenue
Southend on Sea
Essex
SS2 6HZ
Date:15/12/25.....

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	Notes	2025 £	2025 £	2025 £	2024 £	2024 £	2024 £
Income from:							
Donations and legacies	3	17,649	51,647	69,296	332,090	140,027	472,117
Charitable activities	4	295	178,497	178,792	450	265,652	266,102
Other trading activities	5	138,383	-	138,383	134,832	-	134,832
Investments	6	1,101	-	1,101	1,134	-	1,134
Total income		157,428	230,144	387,572	468,506	405,679	874,185
Expenditure on:							
Raising funds	7	153,845	-	153,845	107,194	-	107,194
Charitable activities	8	63,360	248,575	311,935	102,149	305,857	408,006
Total expenditure		217,205	248,575	465,780	209,343	305,857	515,200
Net income/(expenditure)		(59,777)	(18,431)	(78,208)	259,163	99,822	358,985
Transfers between funds		(13,291)	13,291	-	(9,392)	9,392	-
Net movement in funds	10	(73,068)	(5,140)	(78,208)	249,771	109,214	358,985
Reconciliation of funds:							
Fund balances at 1 April 2024		347,653	73,888	421,541	97,882	(35,326)	62,556
Fund balances at 31 March 2025		274,585	68,748	343,333	347,653	73,888	421,541

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET**

AS AT 31 MARCH 2025

	Notes	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	14		278,659		291,756
Current assets					
Debtors	15	13,618		16,415	
Cash at bank and in hand		67,268		132,040	
		<u>80,886</u>		<u>148,455</u>	
Creditors: amounts falling due within one year	16	<u>(16,212)</u>		<u>(18,670)</u>	
Net current assets			<u>64,674</u>		<u>129,785</u>
Total assets less current liabilities			<u>343,333</u>		<u>421,541</u>
The funds of the charity					
Restricted income funds	18		68,748		73,888
Unrestricted funds	19		274,585		347,653
			<u>343,333</u>		<u>421,541</u>


The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 18.12.25


.....
C Hebden MBE
Director and Trustee

Company registration number 3707017 (England and Wales)

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF CASH FLOWS**

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	2025		2024	
		£	£	£	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	22		(65,873)		327,635
Investing activities					
Purchase of tangible fixed assets		-		(178,247)	
Proceeds from disposal of tangible fixed assets		-		304	
Investment income received		1,101		1,134	
Net cash generated from/(used in) investing activities			1,101		(176,809)
Financing activities					
Repayment of borrowings		-		(21,795)	
Net cash used in financing activities			-		(21,795)
Net (decrease)/increase in cash and cash equivalents			(64,772)		129,031
Cash and cash equivalents at beginning of year			132,040		3,009
Cash and cash equivalents at end of year			<u>67,268</u>		<u>132,040</u>

SOUTHEND MENCAP (A COMPANY LIMITED BY GUARANTEE) NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

Southend Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is The Harvey Centre, 100 London Road, Southend on Sea, Essex, SS1 1PG.

1.1 Basis of preparation

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustee's recognise there are no material uncertainties about the entity's ability to continue and thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

This view is supported by the approval of grant funding receivable over the next five years to support specific projects.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are regarded as receivable when the rights of ownership have been transferred to the charity.

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

Grant income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies (Continued)

Trading income is recognised when the sale occurs to the customer, and is shown after discounts and net of VAT.

1.5 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. Expenditure is classified under the following activity headings:

Costs of generating funds include the costs of commercial trading activities and its associated support cost and fundraising costs incurred in inducing people and organisations to contribute financially to the charity's work, this includes the cost of advertising for donations and the staging of special fundraising events and all associated support costs.

Expenditure on charitable activities includes all expenditure directly related to activities undertaken to further the purpose and achieve the objectives of the charity and their associated support costs.

Other expenditure represents those items not falling into any other heading.

Support costs are those functions that assist in the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charities programmes and activities. These costs have been allocated to expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 8.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Tangible fixed assets are stated at cost less depreciation. Items costing below £100 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold property	20 years straight line
Plant and machinery	40% reducing balance
Fixtures, fittings & equipment	15 - 40% reducing balance
Motor vehicles	25% reducing balance

Freehold land and assets in the course of construction are not depreciated.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies (Continued)

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price including transaction costs unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

3 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	2,649	32,136	34,785	16,364	19,477	35,841
Legacies	15,000	19,511	34,511	315,726	120,550	436,276
	<u>17,649</u>	<u>51,647</u>	<u>69,296</u>	<u>332,090</u>	<u>140,027</u>	<u>472,117</u>

4 Income from charitable activities

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Charitable activities						
Sale of goods	190	93,770	93,960	450	124,403	124,853
Services provided under contract	105	-	105	-	-	-
Sales of services by beneficiaries	-	41,734	41,734	-	13,749	13,749
Performance related grants	-	42,993	42,993	-	127,500	127,500
	<u>295</u>	<u>178,497</u>	<u>178,792</u>	<u>450</u>	<u>265,652</u>	<u>266,102</u>

5 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Non-charitable trading activities	138,383	134,832
	<u>138,383</u>	<u>134,832</u>

6 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	1,101	1,134
	<u>1,101</u>	<u>1,134</u>

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2025

7 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising and publicity		
Depreciation and impairment	13,041	13,776
Trading costs		
Other trading activities	48,300	59,473
Support costs	92,504	33,945
	<u>140,804</u>	<u>93,418</u>
Total costs	<u><u>153,845</u></u>	<u><u>107,194</u></u>

8 Expenditure on charitable activities

	Charitable activities 2025 £	Charitable activities 2024 £
Direct costs		
Depreciation and impairment	56	94
Other direct charitable expenditure	80,651	103,432
	<u>80,707</u>	<u>103,526</u>
Share of support and governance costs (see note 9)		
Support	230,598	303,239
Governance	630	1,241
	<u>311,935</u>	<u>408,006</u>
Analysis by fund		
Unrestricted funds	63,360	102,149
Restricted funds	248,575	305,857
	<u><u>311,935</u></u>	<u><u>408,006</u></u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

9 Support costs allocated to activities		2025	2024
		£	£
	Basis of allocation		
Staff costs	<i>Staff time spent (85% trading/15% charitable activities)</i>	265,118	292,782
Office supplies	<i>Usage (10% trading/90% charitable activities)</i>	7,344	4,895
Equipment hire	<i>Usage (10% trading/90% charitable activities)</i>	18,089	5,067
Light, heat and water	<i>Usage (10% trading/90% charitable activities)</i>	4,633	4,048
Insurance	<i>Usage (10% trading/90% charitable activities)</i>	4,801	4,022
Telephone and fax	<i>Usage (10% trading/90% charitable activities)</i>	4,224	3,652
Computer expenses	<i>Usage (10% trading/90% charitable activities)</i>	1,107	1,064
Licenses, permits and subscriptions	<i>Usage (10% trading/90% charitable activities)</i>	1,721	1,163
Travel and entertaining	<i>Usage (10% trading/90% charitable activities)</i>	-	13
Sundry	<i>Usage (10% trading/90% charitable activities)</i>	243	1,862
Rent	<i>Usage (10% trading/90% charitable activities)</i>	12,252	11,584
Governance costs	<i>Staff time spent (85% trading/15% charitable activities)</i>	4,200	8,273
		<u>323,732</u>	<u>338,425</u>
Analysed between:			
Fundraising		92,504	33,945
Charitable activities		231,228	304,480
		<u>323,732</u>	<u>338,425</u>
10 Net movement in funds		2025	2024
		£	£
The net movement in funds is stated after charging/(crediting):			
Fees payable for the independent examination of the charity's financial statements		-	-
Depreciation of owned tangible fixed assets		13,097	13,871
		<u>13,097</u>	<u>13,871</u>

11 Trustees

None of the trustees (or any persons connected with them) received any reimbursement for expenses during the year

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

11 Trustees

(Continued)

Remuneration was paid to a trustees for services provided to the Charity during the year; £6,711 (2024: £8,607) to L Nardone. Due to their employment status they are non-voting trustees.

12 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
Trading	5	5
Advocacy	4	3
Other charitable activities	18	16
Administration	2	2
	<u>29</u>	<u>26</u>

Employment costs

	2025	2024
	£	£
Wages and salaries	255,435	280,542
Social security costs	5,913	7,689
Other pension costs	3,770	4,551
	<u>265,118</u>	<u>292,782</u>

The full time equivalent of the total part time staff was 14 for the year (2024: 12).

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2025	2024
	£	£
Aggregate compensation	<u>34,088</u>	<u>33,633</u>

13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2025

14 Tangible fixed assets

	Freehold property	Plant and machinery	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2024	308,247	3,128	6,468	102,295	420,138
At 31 March 2025	308,247	3,128	6,468	102,295	420,138
Depreciation and impairment					
At 1 April 2024	25,467	2,988	6,393	93,534	128,382
Depreciation charged in the year	10,839	55	13	2,190	13,097
At 31 March 2025	36,306	3,043	6,406	95,724	141,479
Carrying amount					
At 31 March 2025	271,941	85	62	6,571	278,659
At 31 March 2024	282,780	140	75	8,761	291,756

15 Debtors

	2025	2024
	£	£
Amounts falling due within one year:		
Trade debtors	5,230	5,475
Other debtors	-	44
Prepayments and accrued income	8,388	10,896
	<u>13,618</u>	<u>16,415</u>

16 Creditors: amounts falling due within one year

	2025	2024
	£	£
Other taxation and social security	8,851	4,813
Trade creditors	-	6,341
Other creditors	787	879
Accruals and deferred income	6,574	6,637
	<u>16,212</u>	<u>18,670</u>

17 Retirement benefit schemes

	2025	2024
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	3,770	4,551

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

17 Retirement benefit schemes

(Continued)

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

18 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
Advocacy	45,688	16,160	(33,441)	-	28,407
Big lottery	(359)	18,177	(18,528)	-	(710)
Club 16+	(3,535)	12,715	(11,296)	1,557	(559)
Family play and respite	(1,139)	24,265	(36,981)	7,500	(6,355)
Family support worker	7,138	195	(13,041)	-	(5,708)
Friendship Group	(204)	5,252	(3,662)	-	1,386
MODS	1,579	23,164	(18,336)	-	6,407
Music Man Project	-	25,220	(25,220)	-	-
Music School	292	-	-	(292)	-
Sponsored Walk	-	22	-	-	22
Showstoppers	10,456	78,331	(66,046)	-	22,741
SMASH	2,685	5,633	(5,532)	-	2,786
Compatibles	1,284	1,971	(5,151)	6,771	4,875
Annual Fundraiser Pot	4,098	7,865	(4,937)	(2,245)	4,781
Yoga	5,905	11,174	(6,404)	-	10,675
	<u>73,888</u>	<u>230,144</u>	<u>(248,575)</u>	<u>13,291</u>	<u>68,748</u>

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2025

18 Restricted funds (Continued)

Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
Advocacy	(15,598)	107,626	(46,340)	-	45,688
Big lottery	(600)	17,914	(17,673)	-	(359)
Club 16+	(1,963)	11,804	(13,376)	-	(3,535)
Family play and respite	(11,187)	57,119	(47,071)	-	(1,139)
Family support worker	(6,917)	24,192	(10,137)	-	7,138
Friendship group	(1,092)	4,016	(3,128)	-	(204)
Maldon Branch	732	(146)	(644)	58	-
MODS	1,265	22,200	(21,886)	-	1,579
Music Man Project	(10,314)	45,477	(47,021)	11,858	-
Music School	966	102	(776)	-	292
Music Supplies	(1,542)	339	(192)	1,395	-
Palladium Concert	3,921	-	-	(3,921)	-
Showstoppers	4,757	77,870	(72,171)	-	10,456
SMASH	(725)	10,409	(6,999)	-	2,685
Transitional Advocate	(2)	-	-	2	-
Compatibles	78	6,540	(5,334)	-	1,284
Annual Fundraiser Pot	1,970	7,082	(4,954)	-	4,098
Yoga	925	13,135	(8,155)	-	5,905
	<u>(35,326)</u>	<u>405,679</u>	<u>(305,857)</u>	<u>9,392</u>	<u>73,888</u>

Description of material funds:

Advocacy (£28,407) and Family Support Worker (-£5708) projects represent free advice and support services provided by the charity, which are funded by external grant funding and the surpluses produced by unrestricted trading activities.

Showstoppers (£22,743), Smash (£2,785) and Yoga (£10,675) projects represent activity clubs operated for a membership subscription price, to enable to projects to cover their costs, and offered to the charity's core audience on a weekly basis.

All restricted funds showing deficits at the year-end date do so due to cashflow timing and return to surpluses shortly after the year-end, as further club fees, grant payments or donations are received.

During the year, transfers were made between restricted and unrestricted funds in order for the unrestricted funds to contribute to the salary costs attributable to Compatibles and Family Play & Respite funds .

All transfers were agreed upon by the Trustees and no other transfers were made in addition to those described above.

19 Unrestricted funds

	At 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
General funds	<u>347,653</u>	<u>157,428</u>	<u>(217,205)</u>	<u>(13,291)</u>	<u>274,585</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

19 Unrestricted funds (Continued)

Previous year:	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	97,882	468,506	(209,343)	(9,392)	347,653

20 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £
At 31 March 2025:			
Tangible assets	278,575	84	278,659
Current assets/(liabilities)	(3,990)	68,664	64,674
	<u>274,585</u>	<u>68,748</u>	<u>343,333</u>
	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Tangible assets	291,615	141	291,756
Current assets/(liabilities)	56,038	73,747	129,785
	<u>347,653</u>	<u>73,888</u>	<u>421,541</u>

21 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

22 Cash (absorbed by)/generated from operations	2025 £	2024 £
(Deficit)/surplus for the year	(78,208)	358,985
Adjustments for:		
Investment income recognised in statement of financial activities	(1,101)	(1,134)
Depreciation and impairment of tangible fixed assets	13,097	13,870
Movements in working capital:		
Decrease in debtors	2,797	7,970
(Decrease) in creditors	(2,458)	(52,056)
Cash (absorbed by)/generated from operations	<u>(65,873)</u>	<u>327,635</u>

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
*FOR THE YEAR ENDED 31 MARCH 2025***

23 Analysis of changes in net funds

The charity had no material debt during the year.

SOUTHEND MENCAP

England & Wales - Charity number 1078686

Accounts

Charity registration number 1078686

Company registration number 3707017 (England and Wales)

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	C Hebden MBE L Nardone G Treadwell K Miglorini S Walsh W Wilson A Cope-Prior D Milne A Greensmith
Secretary	C Hebden MBE
Charity number	1078686
Company number	3707017
Principal address	The Harvey Centre 100 London Road Southend on Sea Essex SS1 1PG
Registered office	The Harvey Centre 100 London Road Southend on Sea Essex SS1 1PG
Independent examiner	P A Stafford FCCA 457 Southchurch Road Southend on Sea Essex SS1 2PH
Bankers	Metro Bank One Southampton Row London WC1B 5HA

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
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**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF DIRECTORS' AND TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2024**

The trustees, who are also the directors of Southend Mencap for the purpose of company law, are responsible for preparing the Directors' And Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2024**

The trustees present their annual report and financial statements for the year ended 31 March 2024, for Southend Mencap (charity number: 1078686).

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's constitution, the Companies Act 2006 and "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)" (effective 1 January 2019).

Objectives and activities

The objectives are:

To serve the interests of children and adults with learning disability, and those of their families and carers, resident within Southend and the surrounding areas of Castlepoint, Rochford and Rayleigh.

To increase understanding, and public awareness, of the problems, and needs, of children and adults with learning disability, and their families and carers.

To introduce new, or already proven schemes, in the fields of education, training, social integration and employment.

To act as a pressure group, to stimulate local action, where the existing provision is inadequate, and to advocate for the needs of the learning disabled.

The aims of the charity are:

To work towards the full integration and acceptance of learning disabled children and adults into the open community.

To be a forward thinking and innovative society and to co-operate with other organisations and Royal Mencap in furtherance of these objectives.

To raise adequate funds for the achievement of the foregoing objectives and to invite and receive grants, contributions, donations and subscriptions.

To act always in conformity with the laws governing charities and with the Charity Commission.

Public benefit

The trustees are aware of their duty under S.17 of the Charities Act 2011 to have due regard to the Public Benefit Guidance published by the Charity Commission. As such, the trustees ensure that the activities of the charity are for the public benefit.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2024

Achievements and performance

On both an achievements and financial performance, this financial year ending 31st March 2024 was an incredibly successful one and one that, ultimately, provided the society with a level of long-term security it's never had before.

Back in January 2020, the society had taken on the property upstairs from our Novel Coffee Shop at 98A London Road, Southend, initially on a monthly rental basis with the view that the opportunity to purchase it would become available within 18 months. However, due to the pandemic and other legal issues outside of the society's control, renting the property continued through until the end of 2023. Then, on 29th February 2024, Southend Mencap finally completed on the purchase of 98A London Road. As we already owned The Novel Coffee Shop downstairs, this completion also saw the society take over the freehold for 98 London Road resulting in Southend Mencap owning some land for the first time in its history. This double purchase was only possible following the receipt of a large legacy in August of 2023 that had been bequeathed to the society and which had eventually been completed after a period of four years by the solicitors who were also the executors to the legacy.

Student numbers continued reaching record levels across our projects and activities, allowing our self-sufficiency strategy to continue to deliver a small level of unrestricted income back into the society. As reported last year, our Showstoppers Project again reported a profit for this financial year and, along with the continued success of our Novel Coffee Shop, those two services have been able to continue to support the financial costs for our Family Support Worker project. This had always been the long-term aim of our self sufficiency strategy whereby a few projects may eventually start turning a profit that could then support other projects that would never reach self sufficiency. This continued achievement means funding is still not required to be sought for our Family Support Worker project. In turn, this frees up other funding applications to be submitted, and ultimately funds secured, for our Advocacy service and ensure their costs continue to be covered in the future.

As reported in last year's report, our charity shop in Shoeburyness was closed down on 31st March 2023 but we were still liable for the lease, which at that time still had six years left to run. An agreement had been reached with the landlord that as soon as a new tenant had been found for the premises, the society would be able to completely exit the lease. The society was delighted to be informed just three months later that a new tenant had been found and during September 2023, once their new lease had been finalised, the landlord cancelled our lease and the society no longer had any financial liabilities to 110 West Road, Shoeburyness.

The Novel Coffee Shop continued to exceed all expectations and was even requested by other organisations to host a number of fundraising events during the year. These events, although seeing funds raised for other organisations, still resulted in all drinks and food purchased at these events being given to the society as a thank you from these other organisations. The use of the upstairs premises also provided opportunities for a number of local community groups to stage regular meetings, gatherings etc, allowing The Novel Coffee Shop to be recognised as a trusted venue for the wider community.

With full capacities continuing across our entire service provision, the society was again able to deliver a number of our own fundraising events that can be relied upon to produce some much needed funding to support those projects that will never be able to become self-sufficient. Our End of Summer Ball was another great success and the Cabaret Luncheon, where entertainment was provided by our Showstoppers Project, also returned for the first time since before the pandemic.

Our MODS drama group's two night performance at The Palace Theatre in November saw close on 90% audience capacity across both nights and allowed the wonderful cast of actors and actresses to again showcase their amazing confidence and talents to the local community. Incredibly moving standing ovations at the end of both performances happened and, thanks to the very generous audience members, we were able to raise over £1,200 from the raffle held on the two nights. In addition, The Only Fools and Horses Social Group were present and presented a cheque for £2,000 following them choosing MODS as their charity to support. However, in a change to their usual practice, The Only Fools and Horses Social Group chose to continue supporting MODS during 2024 and have two fundraising events planned for the summer of 2024 that will see them raise more funds for the drama group.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2024

The Making Care Fair Campaign continued during this year and, finally, the society felt with the support of Blade Education that we had started to 'open the eyes' of the authorities overseeing both the benefits system and financial assessment process for the learning disabled. The society accepted that this would be a long process so the fact it has taken over 2 years to just reach this point has not deterred the campaign and its long-term goals for the learning disabled community.

It was mentioned in last year's report about discussions having taken place regarding The Music Man Project separating from Southend Mencap, something that would allow both charities to continue on their respective paths in as successful a way as possible. This separation occurred at the start of September 2023 and Southend Mencap wishes continued success and growth for The Music Man Project Charity.

Financial review

The financial climate remained a very uncertain one, especially with the continuation of the cost of living crisis in the UK. However, the fundraising and donations the society secured during the year proved more than sufficient to ensure the Executive Committee continued to be confident on the long-term future for the society.

The society also benefited greatly from an increase in other organisations choosing Southend Mencap, or one of our particular projects/activities, to raise funds for during the year.

Then, though, there was the receipt of two large legacies that had been left to the society. The first, mentioned previously, and that took over four years to finally be completed, allowed the society to purchase 98A London Road as well as the freehold for 98 London Road, thus greatly increasing our fixed assets. Secondly, the society was also one of ten charities named in another legacy that resulted in the securing of cash funds that will provide a long-term financial security we haven't previously experienced. At a time that is still proving immensely challenging and concerning for our client base, with the society's 70th anniversary on the horizon the Executive Committee feel extremely confident in confirming that Southend Mencap's service provision and support can only increase from this point forward.

For the financial year, expenditure was equal to £515,200, whereby three month's expenditure would approximate as £128,800. At the balance sheet date, reserves totalled £421,541, of which £347,653 is unrestricted.

Funding applications continued to be needed as not all projects will be able to become self sufficient e.g. Advocacy, which is a free service so generates no income. However, the continued success of the self-sufficiency strategy results in our Family Support project continuing to be funded by surplus funds generated by both our Showstoppers Project and Novel Coffee Shop.

We had the continuation of our ongoing five-year grant from The National Lottery Community Fund, which provided £17,914.36 during this financial year and continues through until September 2025. Additionally, we had the continuation of our three year grant from Children In Need, which provided £25,063.70 during this financial year and continues until May 2024.

Other funding secured for the year from grant applications was £14,500 from the Post Code Community Trust, £10,650 from the Edward Gostling Foundation, £10,032 from the Trusthouse Charitable Foundation, £9,780 from a funder that prefers to remain nameless, £6,952.36 from Southend Short Breaks, £5,196 from Sport England, £2,500 from the FSJ Charities Trust, £2,500 from The Rosca Trust and £1,500 from the Tesco Community Grants Scheme. The society is immensely grateful to all these organisations for their financial support this year.

The charity continues to feel it is appropriate to hold reserves equivalent to three months running costs. This is considered to present a reasonable amount to allow time for the sourcing of new funds or the orderly winding up of the charity, in the case of the failure of present funding.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2024

Risk Management:

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity is a company limited by guarantee and is, therefore, governed by a memorandum and articles of association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

C Hebden MBE
L Nardone
G Treadwell
K Miglorini
S Walsh
W Wilson
A Cope-Prior
D Milne
A Greensmith

Recruitment and appointment of trustees

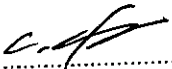
The board of trustees has the power to appoint and remove trustees on a majority basis, with the chairman C Hebden having the deciding vote where necessary.

None of the trustees has any beneficial interest in the company.

Organisational structure

The charity is organised so that trustees meet regularly to manage its affairs. M. McOwen is a full time support administrator, who implements the decisions of the trustees, overseeing the day to day running of the charity and organising fundraising and applications for grants etc. There is also one full time shop manager, a part-time assistant shop manager and two part-time job sharing office support administration assistants. In addition it has one full time and one part time advocates for the learning disabled, and their families, together with a part time Family Information Officer. There are some twenty two employees who run various activities for the learning disabled. These are a mixture of full and part time staff. We are also very grateful to all our volunteer workers, without whom the Society could not function.

The Directors' and trustees' report was approved by the Board of Trustees.


.....

C Hebden MBE
Director and Trustee

Date: 9-10-24
.....

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT**

TO THE TRUSTEES OF SOUTHEND MENCAP

I report to the trustees on my examination of the financial statements of Southend Mencap (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.


P A Stafford FCCA

457 Southchurch Road
Southend on Sea
Essex
SS1 2PH

Dated: 15/0/2024

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Income from:							
Donations and legacies	3	332,090	140,027	472,117	19,381	32,378	51,759
Charitable activities	4	450	265,652	266,102	454	293,673	294,127
Other trading activities	5	134,832	-	134,832	152,544	-	152,544
Investments	6	1,134	-	1,134	-	-	-
Total income		468,506	405,679	874,185	172,379	326,051	498,430
Expenditure on:							
Raising funds	7	107,194	-	107,194	99,359	-	99,359
Charitable activities	8	102,149	305,857	408,006	85,692	344,072	429,764
Other expenditure	12	-	-	-	-	6	6
Total expenditure		209,343	305,857	515,200	185,051	344,078	529,129
Net income/(expenditure)		259,163	99,822	358,985	(12,672)	(18,027)	(30,699)
Transfers between funds		(9,392)	9,392	-	(15,017)	15,017	-
Net movement in funds		249,771	109,214	358,985	(27,689)	(3,010)	(30,699)
Reconciliation of funds:							
Fund balances at 1 April 2023		97,882	(35,326)	62,556	125,571	(32,316)	93,255
Fund balances at 31 March 2024		347,653	73,888	421,541	97,882	(35,326)	62,556

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET**

AS AT 31 MARCH 2024

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	14		291,756		127,683
Current assets					
Debtors	15	16,415		24,385	
Cash at bank and in hand		132,040		3,009	
		148,455		27,394	
Creditors: amounts falling due within one year	17	18,670		92,521	
Net current assets/(liabilities)			129,785		(65,127)
Total assets less current liabilities			421,541		62,556
The funds of the charity					
Restricted income funds	18		73,888		(35,326)
Unrestricted funds			347,653		97,882
			421,541		62,556

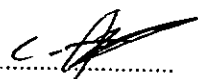
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 9-7-24


C Hebdon MBE
Trustee

Company registration number 3707017 (England and Wales)

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash generated from operations	22		327,635		4,633
Investing activities					
Purchase of tangible fixed assets		(178,247)		(613)	
Proceeds from disposal of tangible fixed assets		304		-	
Investment income received		1,134		-	
Net cash used in investing activities			(176,809)		(613)
Financing activities					
Repayment of borrowings		(21,795)		(3,380)	
Net cash used in financing activities			(21,795)		(3,380)
Net increase in cash and cash equivalents			129,031		640
Cash and cash equivalents at beginning of year			3,009		2,369
Cash and cash equivalents at end of year			<u>132,040</u>		<u>3,009</u>

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

Southend Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is The Harvey Centre, 100 London Road, Southend on Sea, Essex, SS1 1PG.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustee's recognise there are no material uncertainties about the entity's ability to continue and thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

This view is supported by the approval of grant funding receivable over the next five years to support specific projects.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are regarded as receivable when the rights of ownership have been transferred to the charity.

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

Grant income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

(Continued)

1 Accounting policies

Trading income is recognised when the sale occurs to the customer, and is shown after discounts and net of VAT.

1.5 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. Expenditure is classified under the following activity headings:

Costs of generating funds include the costs of commercial trading activities and its associated support cost and fundraising costs incurred in inducing people and organisations to contribute financially to the charity's work, this includes the cost of advertising for donations and the staging of special fundraising events and all associated support costs.

Expenditure on charitable activities includes all expenditure directly related to activities undertaken to further the purpose and achieve the objectives of the charity and their associated support costs.

Other expenditure represents those items not falling into any other heading.

Support costs are those functions that assist in the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charities programmes and activities. These costs have been allocated to expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 8.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Tangible fixed assets are stated at cost less depreciation. Items costing below £100 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold property	20 years straight line
Plant and machinery	40% reducing balance
Fixtures, fittings & equipment	15 - 40% reducing balance
Motor vehicles	25% reducing balance

Freehold land and assets in the course of construction are not depreciated.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price including transaction costs unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	16,364	19,477	35,841	9,381	32,378	41,759
Legacies receivable	315,726	120,550	436,276	10,000	-	10,000
	<u>332,090</u>	<u>140,027</u>	<u>472,117</u>	<u>19,381</u>	<u>32,378</u>	<u>51,759</u>

4 Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Membership fees	450	124,403	124,853	320	182,073	182,393
Programme & Merchandise income	-	13,749	13,749	134	13,360	13,494
Performance related grants	-	127,500	127,500	-	98,240	98,240
	<u>450</u>	<u>265,652</u>	<u>266,102</u>	<u>454</u>	<u>293,673</u>	<u>294,127</u>

5 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Non-charitable trading activities	<u>134,832</u>	<u>152,544</u>

6 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	<u>1,134</u>	<u>-</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

7 Expenditure on raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising and publicity		
Depreciation and impairment	13,776	5,213
Trading costs		
Other trading activities	59,473	63,332
Support costs	33,945	30,814
	<u>93,418</u>	<u>94,146</u>
Total costs	<u>107,194</u>	<u>99,359</u>

8 Expenditure on charitable activities

	Charitable activities 2024 £	Charitable activities 2023 £
Direct costs		
Depreciation and impairment	94	331
Other direct charitable expenditure	103,432	70,264
	<u>103,526</u>	<u>70,595</u>
Share of support and governance costs (see note 9)		
Support	303,239	358,474
Governance	1,241	695
	<u>408,006</u>	<u>429,764</u>
Analysis by fund		
Unrestricted funds	102,149	85,692
Restricted funds	305,857	344,072
	<u>408,006</u>	<u>429,764</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

11 Employees

Number of employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Trading	5	5
Advocacy	3	3
Other charitable activities	16	18
Administration	2	2
	<u>26</u>	<u>28</u>

Employment costs

	2024	2023
	£	£
Wages and salaries	280,542	324,401
Social security costs	7,689	18,544
Other pension costs	4,551	5,515
	<u>292,782</u>	<u>348,460</u>

The full time equivalent of the total part time staff was 12 for the year (2023: 13).

The number of employees whose annual remuneration was £60,000 or more were:

	2024	2023
	Number	Number
60,000 - 65,000	-	1
65,001 - 70,000	-	1
	<u>-</u>	<u>2</u>

12 Other expenditure

	Restricted	Restricted
	funds	funds
	2024	2023
	£	£
Net loss on disposal of tangible fixed assets	-	6
	<u>-</u>	<u>6</u>

13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

14 Tangible fixed assets	Freehold property	Plant and machinery	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2023	130,000	14,991	7,422	102,295	254,708
Additions	178,247	-	-	-	178,247
Disposals	-	(11,863)	(954)	-	(12,817)
At 31 March 2024	<u>308,247</u>	<u>3,128</u>	<u>6,468</u>	<u>102,295</u>	<u>420,138</u>
Depreciation and impairment					
At 1 April 2023	14,625	14,518	7,267	90,614	127,024
Depreciation charged in the year	10,842	92	17	2,920	13,871
Eliminated in respect of disposals	-	(11,622)	(891)	-	(12,513)
At 31 March 2024	<u>25,467</u>	<u>2,988</u>	<u>6,393</u>	<u>93,534</u>	<u>128,382</u>
Carrying amount					
At 31 March 2024	<u>282,780</u>	<u>140</u>	<u>75</u>	<u>8,761</u>	<u>291,756</u>
At 31 March 2023	<u>115,375</u>	<u>472</u>	<u>155</u>	<u>11,681</u>	<u>127,683</u>

15 Debtors	2024	2023
	£	£
Amounts falling due within one year:		
Trade debtors	5,475	13,215
Other debtors	44	-
Prepayments and accrued income	10,896	11,170
	<u>16,415</u>	<u>24,385</u>

16 Loans and overdrafts	2024	2023
	£	£
Other loans	-	21,795
Payable within one year	-	21,795

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

17 Creditors: amounts falling due within one year	2024	2023
	£	£
Borrowings	-	21,795
Other taxation and social security	4,813	53,766
Trade creditors	6,341	8,110
Other creditors	879	1,127
Accruals and deferred income	6,637	7,723
	<u>18,670</u>	<u>92,521</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

18 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	Movement in funds				Movement in funds				
	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2024 £
Advocacy	(7,664)	25,960	(40,894)	7,000	(15,598)	107,626	(46,340)	-	45,688
Big lottery	(469)	17,657	(17,788)	-	(600)	17,914	(17,673)	-	(359)
Top cats	(919)	-	-	919	-	-	-	-	-
Club 16+	(3,881)	13,051	(11,133)	-	(1,963)	11,804	(13,376)	-	(3,535)
Family play and respite	(8,185)	39,646	(42,648)	-	(11,187)	57,119	(47,071)	-	(1,139)
Family support worker	(2,063)	5,000	(12,854)	3,000	(6,917)	24,192	(10,137)	-	7,138
Friendship group	(1,656)	4,017	(3,453)	-	(1,092)	4,016	(3,128)	-	(204)
Maldon Branch	(9)	1,890	(1,149)	-	732	(146)	(644)	58	-
MODS	(2,595)	20,570	(16,710)	-	1,265	22,200	(21,886)	-	1,579
Music Man Project	(17,195)	119,869	(112,988)	-	(10,314)	45,477	(47,021)	11,858	-
Music School	1,605	1,391	(2,030)	-	966	102	(776)	-	292
Music Supplies	(1,292)	722	(972)	-	(1,542)	339	(192)	1,395	-
Palladium Concert	3,921	-	-	-	3,921	-	-	(3,921)	-
Showstoppers	2,158	62,365	(59,766)	-	4,757	77,870	(72,171)	-	10,456
SMASH	2,088	2,283	(5,096)	-	(725)	10,409	(6,999)	-	2,685
TFC	(1,273)	-	(2,578)	3,849	-	-	-	2	-
Transitional Advocate	3,095	999	(4,016)	-	(2)	-	-	-	-
Compatibles	2,963	6,683	(2,425)	(860)	78	6,540	(5,334)	-	1,284
Annual Fundraiser Pot	-	823	(2,917)	-	1,970	7,082	(4,954)	-	4,098
Yoga	4,063	3,948	(7,086)	-	925	13,135	(8,155)	-	5,905
	<u>(32,316)</u>	<u>326,051</u>	<u>(344,078)</u>	<u>15,017</u>	<u>(35,326)</u>	<u>405,679</u>	<u>(305,857)</u>	<u>9,392</u>	<u>73,888</u>

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

18 Restricted funds

(Continued)

Description of material funds:

Advocacy (£45,317) and Family Support Worker (£7,138) projects represent free advice and support services provided by the charity, which are funded by external grant funding and the surpluses produced by unrestricted trading activities.

Showstoppers (£10,849), Smash (£2,685) and Yoga (£5,905) projects represent activity clubs operated for a membership subscription price, to enable to projects to cover their costs, and offered to the charity's core audience on a weekly basis.

All restricted funds showing deficits at the year-end date do so due to cashflow timing and return to surpluses shortly after the year-end, as further club fees, grant payments or donations are received.

The only exception to this is the Music Supplies fund, which remains at its deficit of £1,305 post year-end. This deficit relates to the unwinding of depreciation on tangible assets purchased with this fund, that is to be cleared using unrestricted, general funds in the future.

During the year, transfers were made between restricted and unrestricted funds in order for the restricted funds relating to the Music Man Project (Music Man Project, Maldon Branch and Palladium Concert) to be transferred to the new charity established in September 2023.

All transfers were agreed upon by the Trustees and no other transfers were made in addition to those described above.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

19 Unrestricted funds

	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
General funds	97,882	468,506	(209,343)	(9,392)	347,653
Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2023 £
General funds	125,571	172,379	(185,051)	(15,017)	97,882

20 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fund balances at 31 March 2024 are represented by:			
Tangible assets	291,615	141	291,756
Current assets/(liabilities)	56,038	73,747	129,785
	<u>347,653</u>	<u>73,888</u>	<u>421,541</u>
	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Fund balances at 31 March 2023 are represented by:			
Tangible assets	127,145	538	127,683
Current assets/(liabilities)	(29,263)	(35,864)	(65,127)
	<u>97,882</u>	<u>(35,326)</u>	<u>62,556</u>

21 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2024 £	2023 £
Aggregate compensation	<u>33,633</u>	<u>30,000</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

21 Related party transactions **(Continued)**

The following amounts were outstanding at the reporting end date:

	Amounts owed to related parties	
	2024	2023
	£	£
Key management personnel	-	21,795
	<u> </u>	<u> </u>
22 Cash generated from operations	2024	2023
	£	£
Surplus/(deficit) for the year	358,985	(30,699)
Adjustments for:		
Investment income recognised in statement of financial activities	(1,134)	-
(Gain)/loss on disposal of tangible fixed assets	-	6
Depreciation and impairment of tangible fixed assets	13,870	5,544
Movements in working capital:		
Decrease in debtors	7,970	1,062
(Decrease)/increase in creditors	(52,056)	28,720
	<u> </u>	<u> </u>
Cash generated from operations	<u>327,635</u>	<u>4,633</u>

23 Analysis of changes in net funds/(debt)

	At 1 April 2023	Cash flows At 31 March 2024	
	£	£	£
Cash at bank and in hand	3,009	129,031	132,040
Loans falling due within one year	(21,795)	21,795	-
	<u> </u>	<u> </u>	<u> </u>
	<u>(18,786)</u>	<u>150,826</u>	<u>132,040</u>

SOUTHEND MENCAP

England & Wales - Charity number 1078686

Accounts

Charity Registration No. 1078686

Company Registration No. 3707017 (England and Wales)

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	C Hebden MBE L Nardone G Treadwell K Miglorini S Walsh W Wilson A Cope-Prior (Appointed 8 March 2023) D Milne (Appointed 8 March 2023) A Greensmith (Appointed 8 March 2023)
Secretary	C Hebden MBE
Charity number	1078686
Company number	3707017
Principal address	The Harvey Centre 100 London Road Southend on Sea Essex SS1 1PG
Registered office	The Harvey Centre 100 London Road Southend on Sea Essex SS1 1PG
Independent examiner	P A Stafford FCCA 457 Southchurch Road Southend on Sea Essex SS1 2PH
Bankers	Metro Bank One Southampton Row London WC1B 5HA

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
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SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF DIRECTORS' AND TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2023

The trustees, who are also the directors of Southend Mencap for the purpose of company law, are responsible for preparing the Directors' And Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2023**

The trustees present their annual report and financial statements for the year ended 31 March 2023, for Southend Mencap (charity number: 1078686).

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's constitution, the Companies Act 2006 and "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)" (effective 1 January 2019).

Objectives and activities

The objectives are:

To serve the interests of children and adults with learning disability, and those of their families and carers, resident within Southend and the surrounding areas of Castlepoint, Rochford and Rayleigh.

To increase understanding, and public awareness, of the problems, and needs, of children and adults with learning disability, and their families and carers.

To introduce new, or already proven schemes, in the fields of education, training, social integration and employment.

To act as a pressure group, to stimulate local action, where the existing provision is inadequate, and to advocate for the needs of the learning disabled.

The aims of the charity are:

To work towards the full integration and acceptance of learning disabled children and adults into the open community.

To be a forward thinking and innovative society and to co-operate with other organisations and Royal Mencap in furtherance of these objectives.

To raise adequate funds for the achievement of the foregoing objectives and to invite and receive grants, contributions, donations and subscriptions.

To act always in conformity with the laws governing charities and with the Charity Commission.

The trustees are aware of their duty under S.17 of the Charities Act 2011 to have due regard to the Public Benefit Guidance published by the Charity Commission. As such, the trustees ensure that the activities of the charity are for the public benefit.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

Achievements and performance

Following the uncertainty of the previous two years with the pandemic causing major disruption to the society's complete service provision, this year saw things return to 'normal'. Any concerns our students and their families may still have had in relation to safety etc, had clearly dissipated as all activities not only reached their maximum capacities but this year saw the highest number of new students joining at least one of our projects in a particular year.

With student numbers reaching never before seen levels across our projects and activities, this allowed our self-sufficiency strategy to get back on track following the previous two years' of disruption. One project that deserves a special mention here is our Showstoppers Project, which had reached self-sufficiency status back in October 2021 as reported last year. Due to their continued success in delivering very unique and enjoyable educational activities, Showstoppers can now boast a profit for this financial year and, along with the continued success of our Novel Coffee Shop, those two services now are able to support the financial costs for our Family Support Worker project. This had always been the long-term aim of our self-sufficiency strategy whereby a few projects may eventually start turning a profit that could then support other projects that would never reach self-sufficiency. This achievement means that funding is no longer required to be sought for our Family Support Worker project. In turn, this frees up more funding applications to be submitted, and ultimately funds secured, for our Advocacy service and ensure their costs continue to be covered in the future.

All our charity shops and The Novel Coffee Shop also had a disruption free year and across all of them they produced a record total income for shop sales. However, there is one sad piece of news and that's regarding our charity shop in Shoeburyness as, after over 30 years of service to the local Shoebury community, it had to close on 31st March 2023. This was primarily due to the shop's manager taking a very well deserved retirement but as we had no other volunteers available to take over the shop, coupled with the fact that since re-opening after the lockdowns the shop's sales income had significantly reduced, the decision was made to officially close down the shop. We still had 6 years remaining on the lease, which we were not able to get out of early, but it's hoped that the landlord can source a new tenant during the next financial year that would then allow us to exit the lease.

Along with the return to full capacities across our entire service provision, the society was able to deliver a number of our fundraising events that, prior to the pandemic, could be relied upon to produce some much needed funding to support those projects that will never be able to become self-sufficient. These included our End of Summer Ball that saw us switch to a new venue at The Maritime Rooms in the Cliffs Pavilion and a new event, The Black & White Ball, which was held in March and could become part of our annual calendar of events.

Further to the above mentioned fundraising events, our MODS drama group's two night performance at The Palace Theatre in November saw over 75% audience capacity across both nights and ensured the wonderful cast of actors and actresses showcased their amazing confidence and talents to the local community. They received extra long standing ovations at the end of both performances and, thanks to the very generous audience members, we were able to raise over £1,000 from the raffle held on the two nights.

As a result of the continued success of The Music Man Project, discussions took place regarding the project separating from Southend Mencap. There have been a couple of projects in the past that were eventually able to stand alone from the society, Shields Parliament and Artability, and to ensure both Southend Mencap's and The Music Man Project's long term futures, a proposal was presented to the board of trustees for The Music Man Project UK Charity for this to potentially take place during the next financial year.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

One other major achievement is the progression of our Making Care Fair Campaign that we first launched in partnership with Blade Education back in November of 2021. The primary aim of the campaign is making sure the benefits system works for everyone with learning disabilities. Over the last few years, PIP has replaced the Disability Living Allowance (DLA) for people aged between 16 and 64 living in England and Wales, which has ultimately been disastrous for some families/carers of those adults with learning disabilities. This campaign aims to highlight what needs to be changed to make sure that families/carers and adults with learning disabilities are being given the best support possible. From our own experience, especially through our amazing Advocacy service, we evidenced that families/carers are being penalised despite them already saving the government huge amounts of money in care costs. If they were to place their loved ones in a care setting/supported living scheme this would be costing the government so much more in the long run. We strongly started to campaign for the local authority to make necessary changes with regards to their care contribution charges, that the majority of families do need to pay, as the 'blanket one rule fits all' policy doesn't work. We continued to campaign that each person needs to be assessed individually as no two people are the same and each family faces different challenges daily.

By the end of this financial year, we had eventually received confirmation from Southend Council that their financial assessment process was flawed and needed a complete review, which will be something we will be heavily involved with in the next financial year. This includes totally updating the financial assessment form so that it is far more accessible and understandable for families/carers to complete, when necessary, with new-found confidence that they will ultimately secure the funds that it is their right to have and not be left having to progress down the appeal process that makes more work for them, the society and the local authority too.

Financial review

The financial climate was still a very uncertain one, more of which is explained in the next paragraph, but the level of income we generated through shops income, grants, fundraising and donations was sufficient to ensure the Executive Committee continued to be very confident on the long-term future for the society.

For the financial year, expenditure was equal to £529,129, whereby three months' expenditure would approximate as £132,282. At the balance sheet date, the reserves balance sat at £62,556 with unrestricted reserves of £97,882 and restricted reserves of (£35,326). The debit balance of restricted reserves is largely due to the timing of the receipt of membership dues, which are expected after the year end.

Even with the continued uncertainty that still surrounded the year, especially with the dramatic increase seen in energy costs from October and the UK's cost of living crisis, the society's reserves level was maintained at the level equivalent to three months' expenditure as required within our reserves policy. Due to having all our energy contracts fixed on long term deals back in 2021, thankfully the society was not subject to higher energy costs although the vast majority of other costs did increase with countless businesses countrywide, whom we deal with for our supplies etc, putting their prices up to cover their own respective expenditure increases.

Funding applications continued to be needed as not all projects will be able to become self-sufficient e.g. Advocacy, which is a free service so generates no income. However, the continued success of the self-sufficiency strategy resulted in our Family Support project now being able to be funded by surplus funds generated by both our Showstoppers Project and Novel Coffee Shop.

We had the continuation of our ongoing five-year grant from The National Lottery Community Fund, which provided £17,656.90 during this financial year and continues through until September 2025. Additionally, we had the continuation of our three year grant from Children In Need, which provided £25,063.70 during this financial year and continues until May 2024.

Other funding secured for the year from grant applications was £10,000 from a Trust that prefers to remain anonymous, £9,960 from Awards for All, £9,000 from the Edward Gostling Foundation, £8,000 from Southend's Community Investment Fund, £7,700 from the Essex Community Foundation, £3,500 from Eastern Counties Educational Trust, £2,000 from Baily Thomas Charitable Fund and £1,500 from the Rosca Trust and the society is immensely grateful to all these organisations for their financial support this year.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

Risk Management:

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity is a company limited by guarantee and is, therefore, governed by a memorandum and articles of association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

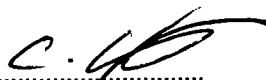
C Hebden MBE	
L Nardone	
G Treadwell	
K Coates	(Resigned 31 March 2023)
K Miglorini	
S Walsh	
W Wilson	
A Cope-Prior	(Appointed 8 March 2023)
D Milne	(Appointed 8 March 2023)
A Greensmith	(Appointed 8 March 2023)

The board of trustees has the power to appoint and remove trustees on a majority basis, with the chairman C Hebden having the deciding vote where necessary.

None of the trustees has any beneficial interest in the company.

The charity is organised so that trustees meet regularly to manage its affairs. M. McOwen is a full time support administrator, who implements the decisions of the trustees, overseeing the day to day running of the charity and organising fundraising and applications for grants etc. There is also one full time shop manager, a part-time assistant shop manager and two part-time job sharing office support administration assistants. In addition it has one full time and one part time advocates for the learning disabled, and their families, together with a part time Family Information Officer. There are some twenty two employees who run various activities for the learning disabled. These are a mixture of full and part time staff. We are also very grateful to all our volunteer workers, without whom the Society could not function.

The Directors' and trustees' report was approved by the Board of Trustees.


.....
C Hebden MBE
Director and Trustee

Date: 19-12-23.....

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF SOUTHEND MENCAP**

I report to the trustees on my examination of the financial statements of Southend Mencap (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.


A Stafford FCOA

457 Southchurch Road
Southend on Sea
Essex
SS1 2PH

Dated: 19/11/2023

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total Unrestricted 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	3	19,381	32,378	51,759	5,140	23,287	28,427
Charitable activities	4	454	293,673	294,127	28,981	271,957	300,938
Other trading activities	5	152,544	-	152,544	133,665	-	133,665
Total income		172,379	326,051	498,430	167,786	295,244	463,030
Expenditure on:							
Raising funds	6	138,218	-	138,218	111,844	-	111,844
Charitable activities	7	46,833	344,072	390,905	55,692	335,001	390,693
Other Expenditure	11	-	6	6	-	-	-
Total resources expended		185,051	344,078	529,129	167,536	335,001	502,537
Net outgoing resources before transfers		(12,672)	(18,027)	(30,699)	250	(39,757)	(39,507)
Gross transfers between funds		(15,017)	15,017	-	(5,000)	5,000	-
Net expenditure for the year/ Net movement in funds		(27,689)	(3,010)	(30,699)	(4,750)	(34,757)	(39,507)
Fund balances at 1 April 2022		125,571	(32,316)	93,255	130,321	2,441	132,762
Fund balances at 31 March 2023		97,882	(35,326)	62,556	125,571	(32,316)	93,255

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET
AS AT 31 MARCH 2023**

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	12		127,683		132,620
Current assets					
Debtors	13	24,385		25,447	
Cash at bank and in hand		3,009		2,369	
		<u>27,394</u>		<u>27,816</u>	
Creditors: amounts falling due within one year	15	<u>(92,521)</u>		<u>(67,181)</u>	
Net current liabilities			(65,127)		(39,365)
Total assets less current liabilities			<u>62,556</u>		<u>93,255</u>
Income funds					
Restricted funds	16		(35,326)		(32,316)
Unrestricted funds			97,882		125,571
			<u>62,556</u>		<u>93,255</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 19-12-23



C Hebden MBE
Trustee

Company Registration No. 3707017

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	19		4,633		(16,744)
Investing activities					
Purchase of tangible fixed assets		(613)		-	
Net cash used in investing activities					
			(613)		-
Financing activities					
Repayment of borrowings		(3,380)		9,175	
Net cash (used in)/generated from financing activities					
			(3,380)		9,175
Net increase/(decrease) in cash and cash equivalents					
			640		(7,569)
Cash and cash equivalents at beginning of year					
			2,369		9,938
Cash and cash equivalents at end of year					
			3,009		2,369

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

1 Accounting policies

Charity information

Southend Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is The Harvey Centre, 100 London Road, Southend on Sea, Essex, SS1 1PG.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustee's recognise there are no material uncertainties about the entity's ability to continue and thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

This view is supported by the approval of grant funding receivable over the next five years to support specific projects.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are regarded as receivable when the rights of ownership have been transferred to the charity.

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

Grant income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Trading income is recognised when the sale occurs to the customer, and is shown after discounts and net of VAT.

1.5 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. Expenditure is classified under the following activity headings:

Costs of generating funds include the costs of commercial trading activities and its associated support cost and fundraising costs incurred in inducing people and organisations to contribute financially to the charity's work, this includes the cost of advertising for donations and the staging of special fundraising events and all associated support costs.

Expenditure on charitable activities includes all expenditure directly related to activities undertaken to further the purpose and achieve the objectives of the charity and their associated support costs.

Other expenditure represents those items not falling into any other heading.

Support costs are those functions that assist in the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charities programmes and activities. These costs have been allocated to expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 8.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Tangible fixed assets are stated at cost less depreciation. Items costing below £100 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property	Over length of 99 year lease
Plant and machinery	40% reducing balance
Fixtures, fittings & equipment	15 - 40% reducing balance
Motor vehicles	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

1 Accounting policies (Continued)

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price including transaction costs unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	9,381	32,378	41,759	5,140	23,287	28,427
Legacies receivable	10,000	-	10,000	-	-	-
	<u>19,381</u>	<u>32,378</u>	<u>51,759</u>	<u>5,140</u>	<u>23,287</u>	<u>28,427</u>

4 Charitable activities

	2023	2022
	£	£
Membership fees	182,393	153,204
Minibus rental	-	20
Programme & Merchandise income	13,494	10,232
Performance related grants	98,240	137,482
	<u>294,127</u>	<u>300,938</u>
Analysis by fund		
Unrestricted funds	454	28,981
Restricted funds	293,673	271,957
	<u>294,127</u>	<u>300,938</u>
Performance related grants		
Business Support	-	10,668
Other Performance related grants	98,240	126,814
Other	-	-
	<u>98,240</u>	<u>137,482</u>

Charitable trading income

In the previous year a total of £10,668 (2023 - £0) was received in government grants in response to the coronavirus pandemic. This amount is made up of £10,668 (2023 - £0) in relation to business support grants.

These grants represented business support for periods of enforced closure of premises and trade. These grants were due upon receipt and no additional performance conditions were applied or were outstanding at the year end. The entity has received no other direct government support in the year.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Non-charitable trading activities	152,544	133,665

6 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
<u>Fundraising and publicity</u>		
Depreciation and impairment	5,213	6,514
<u>Trading costs</u>		
Other trading activities	63,332	37,715
Staff costs	38,859	35,574
Support costs	30,814	32,041
Trading costs	133,005	105,330
	<u>138,218</u>	<u>111,844</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

7 Charitable activities

	Direct charitable expenditure 2023 £	Direct charitable expenditure 2022 £
Staff costs	283,933	286,781
Depreciation and impairment	331	142
Other direct charitable expenditure	70,264	50,879
	<u>354,528</u>	<u>337,802</u>
Share of support costs (see note 8)	35,682	52,275
Share of governance costs (see note 8)	695	616
	<u>390,905</u>	<u>390,693</u>
Analysis by fund		
Unrestricted funds	46,833	55,692
Restricted funds	344,072	335,001
	<u>390,905</u>	<u>390,693</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

8 Support costs

	Support costs	Governance costs	2023 Support costs		Governance costs	2022	Basis of allocation
	£	£	£	£	£	£	
Staff costs	25,668	-	25,668	25,567	-	25,567	Time spent
Office supplies	4,548	-	4,548	14,788	-	14,788	Usage
Equipment hire, repairs and maintenance	4,260	-	4,260	6,742	-	6,742	Usage
Electricity and water	3,418	-	3,418	9,718	-	9,718	Usage
Insurance	3,438	-	3,438	2,436	-	2,436	Usage
Telephone and fax	3,423	-	3,423	3,234	-	3,234	Equal basis
Computer expenses	816	-	816	788	-	788	Usage
Licences, permits and subscriptions	694	-	694	1,737	-	1,737	Usage
Travel and entertaining	-	-	-	254	-	254	Usage
Sundry	577	-	577	1,538	-	1,538	Usage
Rent	15,716	-	15,716	14,025	-	14,025	Usage
Accountancy	-	3,800	3,800	-	3,800	3,800	Governance
Legal and professional	-	833	833	-	305	305	Governance
	<u>62,558</u>	<u>4,633</u>	<u>67,191</u>	<u>80,827</u>	<u>4,105</u>	<u>84,932</u>	
Analysed between							
Trading	26,876	3,938	30,814	28,552	3,489	32,041	
Charitable activities	35,682	695	36,377	52,275	616	52,891	
	<u>62,558</u>	<u>4,633</u>	<u>67,191</u>	<u>80,827</u>	<u>4,105</u>	<u>84,932</u>	

Governance costs include payments to the independent examiner of £3,800 (2022- £3,800).

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

9 Trustees

None of the trustees (or any persons connected with them) received any reimbursement for expenses during the year

Remuneration was paid to a trustees for services provided to the Charity during the year; £8,666 (2022: £6,752) to L Nardone. Due to their employment status they are non-voting trustees.

10 Employees

The average monthly number of employees during the year was:

	2023	2022
	Number	Number
Trading	5	4
Advocacy	3	4
Other charitable activities	18	18
Administration	2	2
	<u>28</u>	<u>28</u>

Employment costs

	2023	2022
	£	£
Wages and salaries	324,401	325,255
Social security costs	18,544	17,490
Other pension costs	5,515	5,177
	<u>348,460</u>	<u>347,922</u>

The full time equivalent of the total part time staff was 13 for the year (2022: 12).

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2023	2022
	Number	Number
60,000 - 65,000	-	1
65,001 - 70,000	1	-
	<u>1</u>	<u>-</u>

The employee whose emoluments exceed £60,000, also has £1,321 (2022: £1,313) retirement benefits accruing under defined contribution pension schemes.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

11 Other Expenditure

	Restricted funds	Total
	2023	2022
		£
Net loss on disposal of tangible fixed assets	6	-
	<u>6</u>	<u>-</u>

12 Tangible fixed assets

	Leasehold property	Plant and machinery	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2022	130,000	14,991	7,422	102,295	254,708
Additions	-	613	-	-	613
Disposals	-	(614)	-	-	(614)
At 31 March 2023	<u>130,000</u>	<u>14,990</u>	<u>7,422</u>	<u>102,295</u>	<u>254,707</u>
Depreciation and impairment					
At 1 April 2022	13,325	14,811	7,231	86,721	122,088
Depreciation charged in the year	1,300	315	36	3,893	5,544
Eliminated in respect of disposals	-	(608)	-	-	(608)
At 31 March 2023	<u>14,625</u>	<u>14,518</u>	<u>7,267</u>	<u>90,614</u>	<u>127,024</u>
Carrying amount					
At 31 March 2023	<u>115,375</u>	<u>472</u>	<u>155</u>	<u>11,681</u>	<u>127,683</u>
At 31 March 2022	<u>116,675</u>	<u>180</u>	<u>191</u>	<u>15,574</u>	<u>132,620</u>

13 Debtors

	2023	2022
	£	£
Amounts falling due within one year:		
Trade debtors	13,215	14,615
Prepayments and accrued income	11,170	10,832
	<u>24,385</u>	<u>25,447</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

14 Loans and overdrafts	2023	2022
	£	£
Other loans	21,795	25,175
	<u>21,795</u>	<u>25,175</u>
Payable within one year	21,795	25,175
	<u>21,795</u>	<u>25,175</u>
15 Creditors: amounts falling due within one year	2023	2022
	£	£
Borrowings	21,795	25,175
Other taxation and social security	53,766	28,198
Trade creditors	8,110	5,308
Other creditors	1,127	1,068
Accruals and deferred income	7,723	7,432
	<u>92,521</u>	<u>67,181</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds				
	Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£	£	£	£	£
Advocacy	(1,872)	31,995	(39,687)	1,899	(7,664)	25,960	(40,894)	7,000	(15,598)
Big lottery	(75)	17,404	(17,798)	-	(469)	17,657	(17,788)	-	(600)
Top cats	(974)	55	-	-	(919)	-	-	919	-
Club 16+	(932)	7,631	(10,361)	(219)	(3,881)	13,051	(11,133)	-	(1,963)
Family play and respite	(29)	30,793	(42,465)	3,517	(8,185)	39,646	(42,648)	-	(11,187)
Family support worker	278	9,430	(12,898)	1,127	(2,063)	5,000	(12,854)	3,000	(6,917)
Friendship group	(281)	1,034	(2,040)	(369)	(1,656)	4,017	(3,453)	-	(1,092)
Maldon Branch	-	800	(809)	-	(9)	1,890	(1,149)	-	732
MODS	(1,475)	16,214	(16,193)	(1,140)	(2,595)	20,570	(16,710)	-	1,265
Music Man Project	(10,232)	93,606	(101,528)	960	(17,195)	119,869	(112,988)	-	(10,314)
Music School	1,613	1,412	(1,420)	-	1,605	1,391	(2,030)	-	966
Music Supplies	(1,226)	831	(899)	-	(1,292)	722	(972)	-	(1,542)
Palladium Concert	3,934	-	(13)	-	3,921	-	-	-	3,921
Showstoppers	2,611	51,297	(54,049)	2,300	2,158	62,365	(59,766)	-	4,757
SMASH	587	5,944	(4,443)	-	2,088	2,283	(5,096)	-	(725)
TFC	2,725	5,359	(10,649)	1,292	(249)	-	-	249	-
Transitional Advocate	1,458	7,529	(3,892)	(2,000)	(1,273)	-	(2,578)	3,849	(2)
Compatibles	2,963	4,667	(2,425)	(860)	3,095	999	(4,016)	-	78
Annual Fundraiser Pot	-	823	(2,299)	(2,367)	(1,796)	6,683	(2,917)	-	1,970
Yoga	8,376	2,242	(6,557)	-	4,063	3,948	(7,086)	-	925
	<u>2,441</u>	<u>295,243</u>	<u>(335,000)</u>	<u>5,000</u>	<u>(32,316)</u>	<u>326,051</u>	<u>(344,078)</u>	<u>15,017</u>	<u>(35,326)</u>

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

16 Restricted funds

(Continued)

There are restricted funds showing an overdrawn amount at the year end that can be explained as follows;

Advocacy (£15,598): This fund relates to the provision of free advocacy services provided by the charity and pays for the salaries for two Councillors. This fund continues to be in deficit and has deepened since the prior year (2022: - £7,664)

Big Lottery (£600): The the small overdrawn amount is due to the timing of receipts and this fund restores to a surplus after the year-end.

Club 16+ (£1,963): This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a monthly basis and so the deficit clears after the year end.

Family play and respite (£11,187): This overspend will be cleared following receipt of grant funding shortly after the year end.

Family support worker (£6,917): This wages overspend is immediately repaid after the year end.

Friendship Group (£1,092); This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a bi-monthly basis and so the deficit clears after the year end.

Music Man Project (£10,314); This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a monthly basis and so the deficit clears after the year end.

Music Supplies (£1,542): This overspend relates to a timing difference between income and expenditure. This clears in the following year.

SMASH (£745): This deficit is due to the mismatch in timing between receipts and expenditure. This fund is restored to a surplus after the year-end.

During the year, the following transfers between restricted and unrestricted funds took place:

- A legacy was received during the year of £10,000 and the Trustees decided to use this against restricted funds, £3,000 to Family Support worker and £7,000 to advocacy.
- The other transfers relate to the use of unrestricted funds to clear deficit on funds that ceased in the year.

All transfers were agreed upon by the Trustees.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

17 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2023 are represented by:						
Tangible assets	127,145	538	127,683	132,358	262	132,620
Current assets/(liabilities)	(29,263)	(35,864)	(65,127)	(6,787)	(32,578)	(39,365)
	<u>97,882</u>	<u>(35,326)</u>	<u>62,556</u>	<u>125,571</u>	<u>(32,316)</u>	<u>93,255</u>

18 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2023 £	2022 £
Aggregate compensation	<u>33,788</u>	<u>30,000</u>

The following amounts were outstanding at the reporting end date:

	Amounts owed to related parties	
	2023 £	2022 £
Key management personnel	<u>21,795</u>	<u>25,175</u>

At the balance sheet date the Charity owed Marc McOwens £21,795 (2022:£25,175) following loans made by him to help support the cash flow position of the Charity.

19 Cash generated from operations

	2023 £	2022 £
Deficit for the year	(30,699)	(39,507)
Adjustments for:		
Loss on disposal of tangible fixed assets	6	-
Depreciation and impairment of tangible fixed assets	5,544	6,655
Movements in working capital:		
Decrease/(increase) in debtors	1,062	(11,770)
Increase in creditors	28,720	27,878
Cash generated from/(absorbed by) operations	<u>4,633</u>	<u>(16,744)</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

20 Analysis of changes in net (debt)/funds

	At 1 April 2022	Cash flowsAt 31 March 2023	
	£	£	£
Cash at bank and in hand	2,369	640	3,009
Loans falling due within one year	(25,175)	3,380	(21,795)
	<u>(22,806)</u>	<u>4,020</u>	<u>(18,786)</u>

SOUTHEND MENCAP

England & Wales - Charity number 1078686

Accounts

Charity registration number 1078686

Company registration number 3707017 (England and Wales)

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees	C Hebden MBE L Nardone G Treadwell K Coates K Miglorini S Walsh W Wilson
Secretary	C Hebden MBE
Charity number	1078686
Company number	3707017
Principal address	The Harvey Centre 100 London Road Southend on Sea Essex SS1 1PG
Registered office	The Harvey Centre 100 London Road Southend on Sea Essex SS1 1PG
Independent examiner	P A Stafford FCCA 457 Southchurch Road Southend on Sea Essex SS1 2PH
Bankers	Metro Bank One Southampton Row London WC1B 5HA

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
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**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF DIRECTORS' AND TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2022**

The trustees, who are also the directors of Southend Mencap for the purpose of company law, are responsible for preparing the Directors' And Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2022**

The trustees present their annual report and financial statements for the year ended 31 March 2022, for Southend Mencap (charity number: 1078686).

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's constitution, the Companies Act 2006 and "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)" (effective 1 January 2019).

Objectives and activities

The objectives are:

To serve the interests of children and adults with learning disability, and those of their families and carers, resident within Southend and the surrounding areas of Castlepoint, Rochford and Rayleigh.

To increase understanding, and public awareness, of the problems, and needs, of children and adults with learning disability, and their families and carers.

To introduce new, or already proven schemes, in the fields of education, training, social integration and employment.

To act as a pressure group, to stimulate local action, where the existing provision is inadequate, and to advocate for the needs of the learning disabled.

The aims of the charity are:

To work towards the full integration and acceptance of learning disabled children and adults into the open community.

To be a forward thinking and innovative society and to co-operate with other organisations and Royal Mencap in furtherance of these objectives.

To raise adequate funds for the achievement of the foregoing objectives and to invite and receive grants, contributions, donations and subscriptions.

To act always in conformity with the laws governing charities and with the Charity Commission.

The trustees are aware of their duty under S.17 of the Charities Act 2011 to have due regard to the Public Benefit Guidance published by the Charity Commission. As such, the trustees ensure that the activities of the charity are for the public benefit.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance

Although the year commenced with the country slowly starting to come out of lockdown, by late summer all but one of the society's activities had been able to restart albeit with a modicum of restrictions remaining in place to ensure all our wonderful students remained as safe as possible whilst finally being able to properly integrate back into both their services with us but also back into the community too.

Whereas the previous year had been a near write-off with all staff furloughed for at least eight months, staff slowly returned to their duties albeit some later than others or doing fewer hours whilst certain restrictions remained in place. Also, all our shops were able to re-open from the middle of April, which meant that there was little financial support available from the Government this year as both the Business Support Grants and Furlough Scheme were no longer options once we began to open all our service provision and shops.

This past year was all about getting back to 'normal' and nothing epitomised that more than having our amazing MODS drama group be able to return to The Palace Theatre in November for their two night annual performance. As the Omicron variant was still an uncertainty at that time, the level of attendance in the audience was lower than pre-pandemic shows but that did not stop the cast delivering two outstanding performances and receiving richly deserved standing ovations. What made the performance even more amazing was that the group had missed around four months of rehearsal time as a result of the lockdown from December 2020 to March 2021 and even once the group returned, restrictions required lower numbers to maintain the social distancing that remained in place until the summer, so the cast was actually around a dozen members down on what it should have been. Despite all this, the students were nothing short of outstanding and it was a sheer joy to witness them being able to wow the community again.

Whilst the social distancing restrictions were still in place, however, the society staged its first actual event in June with the return of our annual Achievers Awards presentation evening. Due to the restrictions that still needed to be followed, the children's section was split into two and then, finally, the adults' section took place at the end. People were only permitted to sit in a maximum of groups of six with sufficient spacing in place between all groups and face coverings were still required too. Despite all these things to contend with, being able to gather so many people together for this one evening was the first real highlight of the year and gave us all hope that, eventually, we would come out the other end. Seeing all the children and adults receiving their awards and hearing what they had all achieved was one of the most uplifting evenings in the society's history.

With the re-opening of our shops, certain restrictions remained in place for a few months, namely waiting for 72 hours until volunteers could start sorting through bags of donations when they were dropped off. This initially created something of an issue for all shops as the level of donations being received upon re-opening was very high but all our shop staff and volunteers worked marvels, especially in those early months, to not only have the shops running normally but as time progressed during the year it became very apparent that the level of income across all four of them was reaching highs we had never experienced before. The introduction of card machines in all shops was certainly a contributing factor to this but the local community came out in their droves during the year ensuring each shop returned to being vibrant and welcoming in a quicker space of time than we had anticipated.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2022

One new initiative that our Novel Coffee Shop embarked on once all restrictions were finally removed was the introduction of an afternoon quiz once a month and the first two were so well attended that an evening event was planned in March, which resulted in over 50 people attending and raising a terrific £650.70.

We also were able to put on our end of Summer Ball in September, another of the society's annual fundraisers that for the obvious reason had been cancelled the previous year. This event was sold out within 10 days of tickets going on sale and resulted in 110 attending at The Roslin Beech Hotel where an amazing total of £2,016 was raised.

In September we made the first price increases at both our Showstoppers and Music Man Projects since they started, which were 2015 and 2012 respectively, but this still saw students paying around 50% compared to other day provision activities in the area. However, what wasn't anticipated so quickly from this was that the increase resulted in both projects becoming self-sufficient, which was one of the main aims when they were being planned. With new students still coming onboard and with there being no waiting list at either project, it ensures both projects financial future is totally secure and we have even seen Showstoppers start to turn a profit by year end...a terrific accomplishment.

An additional achievement as a direct result of Showstoppers and Music Man becoming self-sufficient was that even though our 12 years of financial support from Southend Borough Council came to an end in September, due to them closing the Commissioning Grant process that had been in place since 2009, the loss of this grant money did not affect the society's finances. Instead, it showcases the success to date of the self-sufficiency strategy that we introduced back in 2012 when the first funding cuts began.

Throughout the lockdowns and this past year, the society has supported a higher level of families as a result of the local authorities increasing the care contribution charges relating to each individual students' personal care packages, with some even receiving bills for thousands of pounds relating to backdated services during the time when no services were actually open. As such, with the support of local Councillor Beth Hooper, the society embarked on a brand-new campaign to try and resolve this matter as not only have our families been unable to receive satisfactory responses, or any responses at all in most cases, from the local authorities but there is no consistency to how these charges are being calculated. Our 'Making Care Fair' Campaign was officially launched at our AGM in early December but it will be during the forthcoming financial year that we will hopefully begin to make inroads into what for some students and their families is leaving them with virtually no money to use on the basics for healthy every-day living.

Financial review

The financial climate was still an uncertain one as the country was coming out of all the lockdowns and restrictions but even though the society had virtually no Government support this year, whereas it was this support that got us through 2020-21, the level of income we generated through shops income, grants, fundraising and donations was sufficient to ensure the Executive Committee continued to be very confident on the long-term future for the society.

Even with the uncertainty that still surrounded most of the year, the society's reserves level was maintained at the level equivalent to three months' expenditure as required within our reserves policy; that unrestricted funds which have not been designated for a specific use be maintained at a level equivalent to three months' expenditure. However, with the increase seen in shops income and self-sufficiency being secured by both Showstoppers and Music Man, the trustees are quietly confident that the caveat in our reserves policy of eventually reaching six month's expenditure held in reserves is a possibility for the future.

For the financial year, expenditure was equal to £502,537, whereby three months' expenditure would approximate as £125,635. At the balance sheet date, the reserves balance sat at £93,255 with unrestricted reserves of £125,571 and restricted reserves of (£32,316). The debit balance of restricted reserves is largely due to the timing of the receipt of membership dues, which are expected after the year end.

With the re-opening of activities and the country in general, grant applications again became a requirement although not to the level of pre-pandemic days thanks to the continued success of our self-sufficiency strategy.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2022

The major grant application for the year was the one to BBC Children In Need for our children's Family Play & Respite Club. They had funded the project since 2012 with three consecutive three year grants but the prospect of securing a fourth term of financial support was a lot less certain as the pandemic had focussed some of their finances to emergency support, which a lot of grant providers were needing to do. Fortunately, in May we received the news that BBC Children In Need were going to continue with another three years' funding, and at a higher rate too, which ensures the Family Play & Respite Club is secure through until May 2024.

We also had the continuation of our ongoing five-year grant from The National Lottery Community Fund, which provided £17,404.39 during this financial year and continues through until September 2025.

Other funding secured for the year from grant applications was £8,365 from Awards for All, £7,500 from Garfield Weston Foundation, £7,500 from The Childwick Trust, £3,770 from Sport England via Royal Mencap, £3,410 from Essex Community Foundation, £3,000 from FSJ Charities Trust, £2,500 from Charles S French Charitable Trust and £2,000 from The Rosca Trust, and the society is immensely grateful to all these organisations for their financial support this year.

Risk Management:

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity is a company limited by guarantee and is, therefore, governed by a memorandum and articles of association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

C Hebden MBE
L Nardone
G Treadwell
K Coates
K Miglorini
S Walsh
W Wilson

The board of trustees has the power to appoint and remove trustees on a majority basis, with the chairman C Hebden having the deciding vote where necessary.

None of the trustees has any beneficial interest in the company.

The charity is organised so that trustees meet regularly to manage its affairs. M. McOwen is a full time support administrator, who implements the decisions of the trustees, overseeing the day to day running of the charity and organising fundraising and applications for grants etc. There is also one full time shop manager, a part-time assistant shop manager and two part-time job sharing office support administration assistants. In addition it has one full time and one part time advocates for the learning disabled, and their families, together with a part time Family Information Officer. There are some twenty two employees who run various activities for the learning disabled. These are a mixture of full and part time staff. We are also very grateful to all our volunteer workers, without whom the Society could not function.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2022

The Directors' and trustees' report was approved by the Board of Trustees.


.....

Director and Trustee

Date: 14-12-2022
.....

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF SOUTHEND MENCAP**

I report to the trustees on my examination of the financial statements of Southend Mencap (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

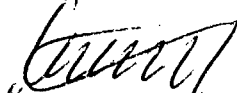
Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.


P A Stafford FCCA

457 Southchurch Road
Southend on Sea
Essex
SS1 2PH

Dated: 16/12/2022

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total Unrestricted 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes						
Income from:							
Donations and legacies	3	5,140	23,287	28,427	1,622	8,351	9,973
Charitable activities	4	28,981	271,957	300,938	109,352	301,651	411,003
Other trading activities	5	133,665	-	133,665	55,811	195	56,006
Total income		167,786	295,244	463,030	166,785	310,197	476,982
Expenditure on:							
Raising funds	6	111,844	-	111,844	99,296	-	99,296
Charitable activities	7	55,692	335,001	390,693	45,219	295,782	341,001
Total expenditure		167,536	335,001	502,537	144,515	295,782	440,297
Net incoming/(outgoing) resources before transfers		250	(39,757)	(39,507)	22,270	14,415	36,685
Gross transfers between funds		(5,000)	5,000	-	(2,043)	2,043	-
Net (expenditure)/income for the year/ Net movement in funds		(4,750)	(34,757)	(39,507)	20,227	16,458	36,685
Fund balances at 1 April 2021		130,321	2,441	132,762	110,094	(14,017)	96,077
Fund balances at 31 March 2022		125,571	(32,316)	93,255	130,321	2,441	132,762

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET**

AS AT 31 MARCH 2022

	Notes	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	11		132,620		139,275
Current assets					
Debtors	12	25,447		13,677	
Cash at bank and in hand		2,369		9,938	
		<u>27,816</u>		<u>23,615</u>	
Creditors: amounts falling due within one year	14	<u>(67,181)</u>		<u>(30,128)</u>	
Net current liabilities			(39,365)		(6,513)
Total assets less current liabilities			<u>93,255</u>		<u>132,762</u>
Income funds					
Restricted funds	15		(32,316)		2,441
Unrestricted funds			125,571		130,321
			<u>93,255</u>		<u>132,762</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 14-12-2022



Trustee

Company registration number 3707017

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF CASH FLOWS**

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	18		(16,744)		23,761
Net cash used in investing activities					
Financing activities					
Repayment of borrowings		9,175		(13,000)	
Net cash generated from/(used in) financing activities					
			9,175		(13,000)
Net (decrease)/increase in cash and cash equivalents					
			(7,569)		10,761
Cash and cash equivalents at beginning of year					
			9,938		(823)
Cash and cash equivalents at end of year					
			2,369		9,938

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

1 Accounting policies

Charity information

Southend Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is The Harvey Centre, 100 London Road, Southend on Sea, Essex, SS1 1PG.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustee's recognise there are no material uncertainties about the entity's ability to continue and thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

This view is supported by the approval of grant funding receivable over the next five years to support specific projects.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are regarded as receivable when the rights of ownership have been transferred to the charity.

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

Grant income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022**

1 Accounting policies (Continued)

Trading income is recognised when the sale occurs to the customer, and is shown after discounts and net of VAT.

1.5 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. Expenditure is classified under the following activity headings:

Costs of generating funds include the costs of commercial trading activities and its associated support cost and fundraising costs incurred in inducing people and organisations to contribute financially to the charity's work, this includes the cost of advertising for donations and the staging of special fundraising events and all associated support costs.

Expenditure on charitable activities includes all expenditure directly related to activities undertaken to further the purpose and achieve the objectives of the charity and their associated support costs.

Other expenditure represents those items not falling into any other heading.

Support costs are those functions that assist in the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charities programmes and activities. These costs have been allocated to expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 8.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Tangible fixed assets are stated at cost less depreciation. Items costing below £100 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property	Over length of 99 year lease
Plant and machinery	40% reducing balance
Fixtures, fittings & equipment	15 - 40% reducing balance
Motor vehicles	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies **(Continued)**

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price including transaction costs unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Donations and gifts	5,140	23,287	28,427	1,622	8,351	9,973

4 Charitable activities

	2022	2021
	£	£
Membership fees	153,204	59,636
Programme & Merchandise income	20	172
Minibus rental	10,232	-
Performance related grants	137,482	351,195
	<u>300,938</u>	<u>411,003</u>
Analysis by fund		
Unrestricted funds	28,981	109,352
Restricted funds	271,957	301,651
	<u>300,938</u>	<u>411,003</u>
Performance related grants		
Income under furlough scheme	-	127,538
Business Support	10,668	71,003
Other Performance related grants	126,814	152,654
Other	-	-
	<u>137,482</u>	<u>351,195</u>

Charitable trading income

In the current year a total of £10,668 (2021 - £198,541) was received in government grants in response to the coronavirus pandemic. This amount is made up of £0 (2021 - £127,538) in relation to the furlough job retention scheme and £10,668 (2021 - £71,003) in relation to business support grants.

These grants represent business support for periods of enforced closure of premises and trade. These grants were due upon receipt and no additional performance conditions were applied or were outstanding at the year end. The entity has received no other direct government support in the year.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

5 Other trading activities

	Unrestricted funds	Unrestricted funds	Restricted funds	Total
	2022	2021	2021	2021
	£	£	£	£
Non-charitable trading activities	133,665	55,811	195	56,006

6 Raising funds

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
<u>Fundraising and publicity</u>		
Depreciation and impairment	6,514	8,252
<u>Trading costs</u>		
Other trading activities	37,715	31,295
Staff costs	35,574	32,561
Support costs	32,041	27,188
Trading costs	105,330	91,044
	111,844	99,296

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

7 Charitable activities

	Direct charitable expenditure 2022 £	Direct charitable expenditure 2021 £
Staff costs	286,781	276,936
Depreciation and impairment	142	232
Other direct charitable expenditure	50,879	21,935
	<u>337,802</u>	<u>299,103</u>
Share of support costs (see note 8)	52,275	41,288
Share of governance costs (see note 8)	616	610
	<u>390,693</u>	<u>341,001</u>
Analysis by fund		
Unrestricted funds	55,692	45,219
Restricted funds	335,001	295,782
	<u>390,693</u>	<u>341,001</u>

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022**

8 Support costs	Support costs	Governance costs	2022	Support costs	Governance costs	2021	Basis of allocation
	£	£	£	£	£	£	
Staff costs	25,567	-	25,567	21,558	-	21,558	Time spent
Office supplies	14,788	-	14,788	9,089	-	9,089	Usage
Equipment hire, repairs and maintenance and water	6,742	-	6,742	7,045	-	7,045	Usage
Insurance	9,718	-	9,718	8,732	-	8,732	Usage
Telephone and fax	2,436	-	2,436	2,818	-	2,818	Usage
Computer expenses	3,234	-	3,234	2,644	-	2,644	Equal basis
Licences, permits and subscriptions	788	-	788	771	-	771	Usage
Travel and entertaining	1,737	-	1,737	1,153	-	1,153	Usage
Sundry	254	-	254	132	-	132	Usage
Rent	1,538	-	1,538	990	-	990	Usage
	14,025	-	14,025	10,084	-	10,084	Usage
Accountancy	-	3,800	3,800	-	3,800	3,800	Governance
Legal and professional	-	305	305	-	270	270	Governance
	<u>80,827</u>	<u>4,105</u>	<u>84,932</u>	<u>65,016</u>	<u>4,070</u>	<u>69,086</u>	
Analysed between							
Trading	28,552	3,489	32,041	23,728	3,460	27,188	
Charitable activities	52,275	616	52,891	41,288	610	41,898	
	<u>80,827</u>	<u>4,105</u>	<u>84,932</u>	<u>65,016</u>	<u>4,070</u>	<u>69,086</u>	

Governance costs include payments to the independent examiner of £3,800 (2021- £3,800).

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

9 Trustees

None of the trustees (or any persons connected with them) received any reimbursement for expenses during the year

Remuneration was paid to the following trustees for services provided to the Charity during the year; £6,752 (2021: £4,571) to L Nardone and £0 (2021: £0) to G Treadwell. Due to their employment status these are non-voting trustees.

10 Employees

The average monthly number of employees during the year was:

	2022	2021
	Number	Number
Trading	4	4
Advocacy	4	4
Other charitable activities	18	15
Administration	2	2
	<u> </u>	<u> </u>
Total	<u>28</u>	<u>25</u>

	2022	2021
	£	£
Employment costs		
Wages and salaries	325,255	310,211
Social security costs	17,490	16,055
Other pension costs	5,177	4,789
	<u> </u>	<u> </u>
	<u>347,922</u>	<u>331,055</u>

The number of employees was reduced the prior year due to the impact of Covid-19 on the provision of services. As, expected staff numbers have returned to pre-pandemic levels.

The full time equivalent of the total part time staff was 12 for the year (2021: 9).

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2022	2021
	Number	Number
60,000 - 65,000	<u>1</u>	<u>1</u>

The employee whose emoluments exceed £60,000, also has £1,321 (2021: £1,313) retirement benefits accruing under defined contribution pension schemes.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

11 Tangible fixed assets

	Leasehold property	Plant and machinery	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2021	130,000	14,991	7,422	102,295	254,708
At 31 March 2022	130,000	14,991	7,422	102,295	254,708
Depreciation and impairment					
At 1 April 2021	12,025	14,692	7,184	81,530	115,431
Depreciation charged in the year	1,300	119	47	5,191	6,657
At 31 March 2022	13,325	14,811	7,231	86,721	122,088
Carrying amount					
At 31 March 2022	116,675	180	191	15,574	132,620
At 31 March 2021	117,975	298	238	20,764	139,275

12 Debtors

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	14,615	3,563
Prepayments and accrued income	10,832	10,114
	25,447	13,677

13 Loans and overdrafts

	2022	2021
	£	£
Other loans	25,175	16,000
Payable within one year	25,175	16,000

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

14 Creditors: amounts falling due within one year

	2022	2021
	£	£
Borrowings	25,175	16,000
Other taxation and social security	28,198	4,213
Trade creditors	5,308	4,579
Other creditors	1,068	964
Accruals and deferred income	7,432	4,372
	<u>67,181</u>	<u>30,128</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds				Balance at 31 March 2022
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	
Advocacy	(6,512)	41,011	(36,703)	331	(1,872)	31,995	(39,687)	1,899	(7,665)
Big lottery	(73)	20,770	(20,772)	-	(75)	17,404	(17,798)	-	(469)
Top cats	(974)	-	-	-	(974)	55	-	-	(919)
Club 16+	(157)	6,857	(8,180)	548	(932)	7,631	(10,361)	(219)	(3,881)
Family play and respite	(8,748)	37,898	(29,179)	-	(29)	30,793	(42,465)	3,517	(8,184)
Family support worker	(2,515)	15,955	(12,831)	(331)	278	9,430	(12,898)	1,127	(2,063)
Friendship group	(398)	177	-	(60)	(281)	1,034	(2,040)	(369)	(1,656)
Maldon Branch	-	-	-	-	-	800	(809)	-	(9)
MODS	2,718	2,082	(6,640)	365	(1,475)	16,214	(16,193)	(1,140)	(2,594)
Music Man Project	(6,248)	91,950	(97,602)	1,667	(10,232)	93,606	(101,528)	960	(17,194)
Music School	1,525	88	-	-	1,613	1,412	(1,420)	-	1,605
Music Supplies	(1,130)	513	(607)	-	(1,226)	831	(899)	-	(1,294)
Palladium Concert	3,934	-	-	-	3,934	-	(13)	-	3,921
Showstoppers	(2,964)	54,958	(48,906)	(477)	2,611	51,297	(54,049)	2,300	2,159
SMASH	587	-	-	-	587	5,944	(4,443)	-	2,088
TFC	(473)	13,706	(10,508)	-	(249)	7,000	(7,000)	-	(249)
Transitional Advocate	2,372	2,624	(3,538)	-	2,725	5,359	(10,649)	1,292	(1,273)
Compatibles	2,963	-	(2,425)	(860)	1,458	7,529	(3,892)	(2,000)	3,095
Annual Fundraiser Pot	-	823	-	-	(1,796)	4,667	(2,299)	(2,367)	(1,795)
Yoga	7,084	7,609	(6,317)	-	8,376	2,242	(6,557)	-	4,061
	<u>(14,017)</u>	<u>310,198</u>	<u>(295,783)</u>	<u>2,043</u>	<u>2,441</u>	<u>295,243</u>	<u>(335,000)</u>	<u>5,000</u>	<u>(32,316)</u>

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022**

15 Restricted funds

(Continued)

There are restricted funds showing an overdrawn amount at the year end that can be explained as follows;

Advocacy (£7,665): This fund should be considered in conjunction with Lloyds TSB Foundation as both of these funds relate to the advocacy service. This fund is in deficit during to timing differences of income and expenditure and is expected to return to a surplus position in the next financial year.

Big Lottery (£469): The the small overdrawn amount relates to an additional spend required on premises hire in the year but the amount has since been cleared.

Top cats (£919): This fund will always show a year end overdrawn amount as the income that covers the costs, namely the students' weekly fees, gets paid in on a monthly basis so the deficit clears after the year end.

Club 16+ (£3,881): This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a monthly basis and so the deficit clears after the year end.

Family play and respite (£8,184): This overspend will be cleared following receipt of grant funding shortly after the year end.

Family support worker (£2,063): This wages overspend is immediately repaid after the year end.

Friendship Group (£1,656): This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a bi-monthly basis and so the deficit clears after the year end.

Maldon Branch (£9): This overspend it cleared following the receipt of funds in the following year.

MODS (£2,595): This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a bi-monthly basis and so the deficit clears after the year end.

Music Man Project (£17,195): This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a monthly basis and so the deficit clears after the year end.

Music Supplies (£1,294): This overspend relates to a timing difference between income and expenditure. This clears in the following year.

Transitional Advocate (£1,273): This overspend relates to a timing difference between income and expenditure. This clears in the following year.

TFC (£249): This balance relates to a small overspend which is cleared after the year end.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022**

15 Restricted funds

(Continued)

During the year, the following transfers between restricted and unrestricted funds took place:

- Proceeds from Zen City fundraiser of £2,043 were transferred to Club 16+ and Music Man Project from an unrestricted fund once all expenses had been paid.
- The other transfers relate to the allocation of room hire charges.

All transfers were agreed upon by the Trustees.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Fund balances at 31 March 2022 are represented by:						
Tangible assets	132,358	262	132,620	138,871	404	139,275
Current assets/(liabilities)	(6,787)	(32,578)	(39,365)	(8,550)	2,037	(6,513)
	<u>125,571</u>	<u>(32,316)</u>	<u>93,255</u>	<u>130,321</u>	<u>2,441</u>	<u>132,762</u>

17 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2022	2021
	£	£
Aggregate compensation	<u>33,667</u>	<u>30,000</u>

The following amounts were outstanding at the reporting end date:

	Amounts owed to related parties	
	2022	2021
	£	£
Key management personnel	<u>25,175</u>	<u>16,000</u>

At the balance sheet date the Charity owed Marc McOwens £25,175 (2021:£16,000) following loans made by him to help support the cash flow position of the Charity.

18 Cash generated from operations	2022	2021
	£	£
(Deficit)/surplus for the year	(39,507)	36,685
Adjustments for:		
Depreciation and impairment of tangible fixed assets	6,655	8,485
Movements in working capital:		
(Increase) in debtors	(11,770)	(3,360)
Increase/(decrease) in creditors	27,878	(18,049)
Cash (absorbed by)/generated from operations	<u>(16,744)</u>	<u>23,761</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

19 Analysis of changes in net (debt)/funds

	At 1 April 2021	Cash flows At 31 March 2022	
	£	£	£
Cash at bank and in hand	9,938	(7,569)	2,369
Loans falling due within one year	(16,000)	(9,175)	(25,175)
	<u>(6,062)</u>	<u>(16,744)</u>	<u>(22,806)</u>

SOUTHEND MENCAP

England & Wales - Charity number 1078686

Accounts

Charity Registration No. 1078686

Company Registration No. 3707017 (England and Wales)

SOUTHEND MENCAP

(A COMPANY LIMITED BY GUARANTEE)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees	C Hebden MBE L Nardone G Treadwell K Coates K Miglorini S Walsh W Wilson
Secretary	C Hebden MBE
Charity number	1078686
Company number	3707017
Principal address	The Harvey Centre 100 London Road Southend on Sea Essex SS1 1PG
Registered office	The Harvey Centre 100 London Road Southend on Sea Essex SS1 1PG
Independent examiner	P A Stafford FCCA 457 Southchurch Road Southend on Sea Essex SS1 2PH
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
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SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF DIRECTORS' AND TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2021

The trustees, who are also the directors of Southend Mencap for the purpose of company law, are responsible for preparing the Directors' And Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their annual report and financial statements for the year ended 31 March 2021, for Southend Mencap (charity number: 1078686).

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's constitution, the Companies Act 2006 and "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)" (effective 1 January 2019).

Objectives and activities

The objectives are:

To serve the interests of children and adults with learning disability, and those of their families and carers, resident within Southend and the surrounding areas of Castlepoint, Rochford and Rayleigh.

To increase understanding, and public awareness, of the problems, and needs, of children and adults with learning disability, and their families and carers.

To introduce new, or already proven schemes, in the fields of education, training, social integration and employment.

To act as a pressure group, to stimulate local action, where the existing provision is inadequate, and to advocate for the needs of the learning disabled.

The aims of the charity are:

To work towards the full integration and acceptance of learning disabled children and adults into the open community.

To be a forward thinking and innovative society and to co-operate with other organisations and Royal Mencap in furtherance of these objectives.

To raise adequate funds for the achievement of the foregoing objectives and to invite and receive grants, contributions, donations and subscriptions.

To act always in conformity with the laws governing charities and with the Charity Commission.

The trustees are aware of their duty under S.17 of the Charities Act 2011 to have due regard to the Public Benefit Guidance published by the Charity Commission. As such, the trustees ensure that the activities of the charity are for the public benefit.

Achievements and performance

This year has without doubt been the most challenging for the society as the Coronavirus pandemic took hold of the country and the world. However, from feeling incredibly concerned as to what the future would hold for us when this all started back in late March 2020, the trustees are delighted to advise that as the country finally came out of its third lockdown in March 2021, the society and our students' futures were definitely looking a lot healthier.

From the 1st April through until late June, all our services and shops were closed with our staff on various levels of furlough. During this time, many of our amazing team took it upon themselves to find ways to not only keep in contact with our students and their families but also introduced some unique online services that became such a lifeline for the majority of our beneficiaries, especially during the first lockdown. Zoom meetings and also Zoom parties became readily available for students to gain access to with other staff arranging face to face 'door-step surprises' for those who had birthdays during lockdown.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

Our advocates and family support worker became 'masters of the Zoom call' as we very quickly found out during the first lockdown that the vast majority of parents/families of our students had basically been left stranded by the local authority. Although services etc had to be closed, families still needed support and, due to the isolation caused by the lockdowns, this support was more vital than ever just to maintain their personal mental health and well-being. For some reason, hardly any families heard from any of their social workers but fortunately, our advocates and family support worker were able to keep in regular contact with their existing clients, as well as be able to start supporting new clients, via Zoom, telephone and email.

When our shops were able to re-open in late June, all of them were inundated with donations from the local community. However, with the way the virus spreads etc, whereas in the past a bag of donated clothes could be sorted by our volunteers immediately, a 72 hour waiting process had to now take place for everything that was brought into the shops, which resulted in all shops having literally no space available for many months whilst the donations kept coming in and being stored waiting for the 72 hours to pass. This was also the same in The Novel Coffee Shop with all the donated books, DVDs etc but thankfully we had the upstairs flat that we now have the use of and this allowed our team to begin moving the mass overflow of stock into the flat ready for when we could eventually open it up to the public. The excess of work that all the shop volunteers had to do to ensure all premises and donations were kept clean and free from the virus was nothing short of exemplary and the trustees are forever grateful to them all for the tireless dedication and support they gave even during the most uncertain of times for us all.

During the time the shops were closed, the society received business support grants from the Government via Southend Council and although these greatly assisted in covering our continued costs that still needed to be paid during lockdown, we still lost significant income when basing these grants against the usual shops income we would have received. When it was time to re-open, however, not only did the level of donations increase mentioned previously but so did the level of income as all shops did a marvellous trade between late June and the start of November, which was when the next lockdown hit. So, even though the shops were only able to open for four and a half months during this reporting year, they actually generated closer to six months' worth of income, which was staggering.

As for our services, some of these first began to re-open in mid July with Music Man and Showstoppers both doing several weeks of summer sessions. To ensure the safety of our students who could and were happy to return, we needed to introduce a whole host of safety requirements such as temperature checks upon arrival, the wearing of face masks/coverings, no sharing of instruments or equipment, social distancing for all students including no physical contact permitted except between students and their PAs/carers and a constant level of cleaning needed to be undertaken throughout every session by the staff and volunteers. We even had to hold off from singing until the Autumn as it wasn't known until then what effect singing had on helping to spread the virus. Despite these restrictions, the joy on the faces of those students who returned to our services was clear to see and, having gate-crashed a number of sessions myself, I was able to see first hand just how beneficial it was to our wonderful students in having some of their activities back.

MODS, 16+ and Play & Respite then returned in September and for a period of four months through until early December, we had about 60% of our usual student attendance accessing the services we could re-open and even though the level of income from the students' fees was down on what we would ordinarily have if the pandemic had not happened, it wasn't down by much as many students increased the number of days per week they accessed our services.

Sadly, though, when the next lockdown was announced in December, we once again had to close all shops and services but again we had the business support grants and job retention scheme payments from the Government to ensure all wages and overheads could continue to be paid and this time there was a greater level of online sessions available to the students to access so they could still have fun and laughter whilst having to stay safely indoors as the infection rate remained high during the winter months.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

Eventually, in early March, Music Man, Showstoppers, MODS, 16+ and Play & Respite all were able to re-open again and we are greatly hoping that with the vaccine being distributed incredibly quickly to our students, as well as our staff too, that this will be the last re-start we have to do and that in time, all the safety and social distancing requirements can be dropped too.

As for the shops re-opening after the latest lockdown, all re-opened for business again on Monday 12th April 2021, although The Novel Coffee Shop was only open for the bookshop part and any takeaway drinks orders. Providing the 'roadmap out of lockdown' continued to go to plan, then The Novel Coffee Shop will fully re-open on 17th May 2021.

Financial review

Despite the severe uncertainty that enveloped the whole country at the start of the financial year, the financial support provided by the Government not only ensured the society's safety but actually allowed us to report on a small profit for the first time in three years. As such, the Executive Committee continues to be very confident on the long term future for the society especially as Southend Mencap is the residual beneficiary of a Will left by a former long standing member of the society that is due to be finalised later in 2021.

Currently the society's reserves policy is that unrestricted funds which have not been designated for a specific use be maintained at a level equivalent to three months' expenditure. There is, however, a caveat to that with the society's longer term aim to increase this to a level equivalent to six months' expenditure and, once our Novel Coffee Shop not only fully re-opens following the Coronavirus pandemic but actually expands into the property upstairs that the society has now taken over, the trustees are very confident that this caveat in our reserves policy can start to be realised.

For the financial year, annual expenditure was equal to £440,298. Three months' of expenditure would approximate as £110,074. At the balance sheet date, the reserves balance sat at £132,761 so just slightly over three months' expenditure, the reserves balance has increased by nearly £30,000 from the previous year's reserves balance showing that the society is progressing well financially despite the very difficult and challenging year.

Even through all the time our shops and services were closed, there was still opportunities to secure other grants and progress with our plan to extend The Novel Coffee Shop into the upstairs property that we took on back in January of 2020. Three of the grants secured totalling £8,135.00 from The Edward Gostling Foundation, Charles S French Charitable Trust and National Lottery Community Fund, enabled us to purchase a wealth of new furniture and kitchen equipment in readiness for the coffeeshop expansion.

In addition, we were also able to secure a much needed £10,000 from a Charitable Trust who prefers to remain anonymous, which had the rarity of being an unrestricted grant as this particular funder had changed their programme during the pandemic and were only offering previously supported organisations with financial support if they could prove a significant financial loss as a direct result of the pandemic. When we had to go back into lockdown in November and then again from mid December, we were able to show a significant financial loss to the society, which then resulted in this Charitable Trust making a £10,000 unrestricted grant.

Finally, on the grants front, our three year grant with The National Lottery Community Fund came to an end in September 2020 but, thankfully, we had our continuation funding application to them not only accepted but actually increased from what we had originally applied for. Our application was for a further three years' funding totalling just over £51,000. However, at the assessment stage, our grant advisor called to see if we would be interested in having the continuation grant for 5 years as that had been suggested by their funding panel. This was a scenario we had never experienced previously with any funding organisation so, once our grant advisor assured us there was no catch and this was a genuine offer from the funding panel, it resulted in the society securing continuation funding from The National Lottery Community Fund totalling £89,000 over 5 years.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
DIRECTORS' AND TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
(CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2021

These additional grants secured were nothing short of God-sends during the past year as not only had our shops income and student fees income been significantly impacted by the six months of closure to the business, none of our annual fundraising events could take place either. The Chinese night at Zen City, the Summer Ball at The Roslin Beach Hotel, the Genting Lunch and entertainment, the week long fair at Chalkwell Park and the MODS two night performance at The Palace Theatre all had to be cancelled resulting in an estimated further loss to the society of around £13,000.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity is a company limited by guarantee and is, therefore, governed by a memorandum and articles of association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

C Hebden MBE

L Nardone

G Treadwell

K Coates

K Miglorini

S Walsh


W Wilson

The board of trustees has the power to appoint and remove trustees on a majority basis, with the chairman C Hebden having the deciding vote where necessary.

None of the trustees has any beneficial interest in the company.

The charity is organised so that trustees meet regularly to manage its affairs. M. McOwen is a full time support administrator, who implements the decisions of the trustees, overseeing the day to day running of the charity and organising fundraising and applications for grants etc. There is also one full time shop manager, a part-time assistant shop manager and two part-time job sharing office support administration assistants. In addition it has one full time and one part time advocates for the learning disabled, and their families, together with a part time Family Information Officer. There are some twenty two employees who run various activities for the learning disabled. These are a mixture of full and part time staff. We are also very grateful to all our volunteer workers, without whom the Society could not function.

The Directors' and trustees' report was approved by the Board of Trustees.


.....

Director and Trustee

Date: 7-12-21
.....

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF SOUTHEND MENCAP**

I report to the trustees on my examination of the financial statements of Southend Mencap (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.


P A Stafford FCCA

457 Southchurch Road
Southend on Sea
Essex
SS1 2PH

Dated: 19/12/21.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total Unrestricted funds 2021 £	Restricted funds 2020 £	Total 2020 £
Income from:						
Donations and legacies	3	1,622	8,351	9,973	62,660	75,736
Charitable activities	4	109,352	301,651	411,003	364,593	381,881
Other trading activities	5	55,811	195	56,006	-	118,821
Total income		166,785	310,197	476,982	427,253	576,438
Expenditure on:						
Raising funds	6	99,296	-	99,296	-	90,594
Charitable activities	7	45,219	295,782	341,001	438,587	528,725
Total resources expended		144,515	295,782	440,297	438,587	619,319
Net incoming/(outgoing) resources before transfers		22,270	14,415	36,685	(31,547)	(42,881)
Gross transfers between funds		(2,043)	2,043	-	1,566	-
Net income/(expenditure) for the year/ Net movement in funds		20,227	16,458	36,685	(9,768)	(42,881)
Fund balances at 1 April 2020		110,094	(14,017)	96,077	(4,249)	138,958
Fund balances at 31 March 2021		130,321	2,441	132,762	(14,017)	96,077

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET
AS AT 31 MARCH 2021

	Notes	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	11		139,275		147,760
Current assets					
Debtors	12	13,677		10,317	
Cash at bank and in hand		9,938		100	
		<u>23,615</u>		<u>10,417</u>	
Creditors: amounts falling due within one year	14	<u>(30,128)</u>		<u>(62,100)</u>	
Net current liabilities			(6,513)		(51,683)
Total assets less current liabilities			<u>132,762</u>		<u>96,077</u>
Income funds					
Restricted funds	15		2,441		(14,017)
Unrestricted funds			130,321		110,094
			<u>132,762</u>		<u>96,077</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 7.12.21



Trustee

Company Registration No. 3707017

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF CASH FLOWS**

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash generated from operations	18	10,761		304	
Net cash used in investing activities		-		-	
Net cash used in financing activities		-		-	
Net increase in cash and cash equivalents		10,761		304	
Cash and cash equivalents at beginning of year		(823)		(1,127)	
Cash and cash equivalents at end of year		9,938		(823)	
Relating to:					
Cash at bank and in hand		9,938		100	
Bank overdrafts included in creditors payable within one year		-		(923)	

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Southend Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is The Harvey Centre, 100 London Road, Southend on Sea, Essex, SS1 1PG.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustee's recognise there are no material uncertainties about the entity's ability to continue and thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

This view is supported by the approval of grant funding receivable over the next five years to support specific projects.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are regarded as receivable when the rights of ownership have been transferred to the charity.

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Grant income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received

Trading income is recognised when the sale occurs to the customer, and is shown after discounts and net of VAT.

1.5 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. Expenditure is classified under the following activity headings:

Costs of generating funds include the costs of commercial trading activities and its associated support cost and fundraising costs incurred in inducing people and organisations to contribute financially to the charity's work, this includes the cost of advertising for donations and the staging of special fundraising events and all associated support costs.

Expenditure on charitable activities includes all expenditure directly related to activities undertaken to further the purpose and achieve the objectives of the charity and their associated support costs.

Other expenditure represents those items not falling into any other heading.

Support costs are those functions that assist in the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charities programmes and activities. These costs have been allocated to expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 8.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Tangible fixed assets are stated at cost less depreciation. Items costing below £100 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property	Over length of 99 year lease
Plant and machinery	40% reducing balance
Fixtures, fittings & equipment	15 - 40% reducing balance
Motor vehicles	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

1 Accounting policies

(Continued)

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are measured at transaction price including transaction costs unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Donations and gifts	1,622	8,351	9,973	13,076	62,660	75,736

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities

	2021 £	2020 £
Membership fees	59,636	143,881
Programme & Merchandise income	172	69,504
Performance related grants	351,195	168,496
	<u>411,003</u>	<u>381,881</u>
Analysis by fund		
Unrestricted funds	109,352	17,288
Restricted funds	301,651	364,593
	<u>411,003</u>	<u>381,881</u>
Performance related grants		
Income under furlough scheme	127,538	-
Business Support	71,003	-
Other Performance related grants	152,654	168,496
Other	-	-
	<u>351,195</u>	<u>168,496</u>

Charitable trading income

In the current year a total of £198,541 (2020: £ nil) was received in government grants in response to the coronavirus pandemic. This amount is made up of £127,538 in relation to the furlough job retention scheme and £71,003 in relation to business support grants.

These grants represent business support for periods of enforced closure of premises and trade. These grants were due upon receipt and no additional performance conditions were applied or were outstanding at the year end. The entity has received no other direct government support in the year.

5 Other trading activities

	Unrestricted funds	Restricted funds	Total	Unrestricted funds
	2021 £	2021 £	2021 £	2020 £
Non-charitable trading activities	<u>55,811</u>	<u>195</u>	<u>56,006</u>	<u>118,821</u>

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

6 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Fundraising and publicity</u>		
Depreciation and impairment	8,252	10,571
	<hr/>	<hr/>
<u>Trading costs</u>		
Other trading activities	31,295	20,265
Staff costs	32,561	32,266
Support costs	27,188	27,492
	<hr/>	<hr/>
Trading costs	91,044	80,023
	<hr/>	<hr/>
	<u>99,296</u>	<u>90,594</u>

7 Charitable activities

	Direct charitable expenditure	Direct charitable expenditure
	2021	2020
	£	£
Staff costs	276,936	309,085
Depreciation and impairment	232	379
Other direct charitable expenditure	21,935	144,908
	<hr/>	<hr/>
	299,103	454,372
	<hr/>	<hr/>
Share of support costs (see note 8)	41,288	73,671
Share of governance costs (see note 8)	610	682
	<hr/>	<hr/>
	341,001	528,725
	<hr/>	<hr/>
Analysis by fund		
Unrestricted funds	45,219	90,138
Restricted funds	295,782	438,587
	<hr/>	<hr/>
	<u>341,001</u>	<u>528,725</u>

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

8 Support costs	Support Governance costs		2021		Support Governance costs		2020		Basis of allocation
	£	£	£	£	£	£	£		
Staff costs	21,558	-	21,558	17,226	-	-	17,226	Time spent	
Office supplies	9,089	-	9,089	16,681	-	-	16,681	Usage	
Equipment hire, repairs and maintenance	7,045	-	7,045	15,888	-	-	15,888	Usage	
Electricity and water	8,732	-	8,732	10,624	-	-	10,624	Usage	
Insurance	2,818	-	2,818	5,729	-	-	5,729	Usage	
Telephone and fax	2,644	-	2,644	2,451	-	-	2,451	Equal basis	
Computer expenses	771	-	771	441	-	-	441	Usage	
Licences, permits and other charges	1,153	-	1,153	1,759	-	-	1,759	Usage	
Travel and entertaining	132	-	132	305	-	-	305	Usage	
Sundry	990	-	990	15,272	-	-	15,272	Usage	
Rent	10,084	-	10,084	10,924	-	-	10,924	Usage	
Accountancy	-	3,800	3,800	-	4,100	-	4,100	Governance	
Legal and professional	-	270	270	-	445	-	445	Governance	
	<u>65,016</u>	<u>4,070</u>	<u>69,086</u>	<u>97,300</u>	<u>4,545</u>	<u>101,845</u>			
Analysed between									
Trading	23,728	3,460	27,188	23,629	3,863	27,492			
Charitable activities	41,288	610	41,898	73,671	682	74,353			
	<u>65,016</u>	<u>4,070</u>	<u>69,086</u>	<u>97,300</u>	<u>4,545</u>	<u>101,845</u>			

Governance costs include payments to the independent examiner of £3,800 (2020- £4,100).

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

9 Trustees

None of the trustees (or any persons connected with them) received any reimbursement for expenses during the year

Remuneration was paid to the following trustees for services provided to the Charity during the year; £4,571 (2020: £4,571) to L Nardone and £0 (2020: £375) to G Treadwell. Due to their employment status these are non-voting trustees.

10 Employees

The average monthly number of employees during the year was:

	2021	2020
	Number	Number
Trading	4	4
Advocacy	4	4
Other charitable activities	15	23
Administration	2	3
	<hr/>	<hr/>
Total	25	34
	<hr/> <hr/>	<hr/> <hr/>

	2021	2020
	£	£
Employment costs		
Wages and salaries	310,211	334,749
Social security costs	16,055	18,854
Other pension costs	4,789	4,974
	<hr/>	<hr/>
	331,055	358,577
	<hr/> <hr/>	<hr/> <hr/>

The number of employees has reduced this year due to the impact of Covid-19 on the provision of services. It is expected that staff numbers will return to pre-pandemic levels once all restrictions are lifted.

The full time equivalent of the total part time staff was 9 for the year (2020: 11).

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2021	2020
	Number	Number
60,000 - 65,000	1	1
	<hr/> <hr/>	<hr/> <hr/>

The employee whose emoluments exceed £60,000, also has £1,313 (2020: £1,316) retirement benefits accruing under defined contribution pension schemes.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

11 Tangible fixed assets

	Leasehold property	Plant and machinery	Fixtures, Motor vehicles fittings & equipment	Total
	£	£	£	£
Cost				
At 1 April 2020	130,000	14,991	7,422	254,708
At 31 March 2021	130,000	14,991	7,422	254,708
Depreciation and impairment				
At 1 April 2020	10,725	14,495	7,118	106,948
Depreciation charged in the year	1,300	198	66	8,485
At 31 March 2021	12,025	14,693	7,184	115,433
Carrying amount				
At 31 March 2021	117,975	298	238	139,275
At 31 March 2020	119,275	496	304	147,760

12 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Trade debtors	3,563	6,502
Prepayments and accrued income	10,114	3,815
	13,677	10,317

13 Loans and overdrafts

	2021	2020
	£	£
Bank overdrafts	-	923
Payable within one year	-	923

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

14 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Bank overdrafts	13	-	923
Other taxation and social security		4,213	23,070
Trade creditors		4,579	2,899
Other creditors		16,964	30,064
Accruals and deferred income		4,372	5,144
		<u>30,128</u>	<u>62,100</u>

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2019		Movement in funds		Movement in funds		Balance at 1 April 2020		Movement in funds		Balance at 31 March 2021	
	£	£	Incoming resources	Resources expended	Transfers	£	Incoming resources	Resources expended	Transfers	£	£	£
Advocacy	(6,053)	34,314		(36,714)	1,941	(6,512)	41,011	(36,703)	331	(1,873)		(1,873)
Big lottery	(606)	24,260		(23,727)	-	(73)	20,770	(20,772)	-	(75)		(75)
Top cats	(811)	4,559		(4,722)	-	(974)	-	-	-	(974)		(974)
Club 16+	28	9,927		(8,737)	(1,375)	(157)	6,857	(8,180)	548	(932)		(932)
Family play and respite	(4,487)	38,259		(42,520)	-	(8,748)	37,898	(29,179)	-	(29)		(29)
Family support worker	281	10,700		(13,496)	-	(2,515)	15,955	(12,831)	(331)	278		278
Friendship group	(120)	2,387		(1,345)	(1,320)	(398)	177	-	(60)	(281)		(281)
MODS	(131)	16,960		(16,344)	2,233	2,718	2,082	(6,640)	365	(1,475)		(1,475)
Music Man Project	1,714	183,014		(193,436)	2,460	(6,248)	91,950	(97,602)	1,667	(10,233)		(10,233)
Music School	1,674	3,026		(3,175)	-	1,525	88	-	-	1,613		1,613
Music Supplies	(841)	3,426		(3,715)	-	(1,130)	513	(607)	-	(1,224)		(1,224)
Palladium Concert	3,934	-		-	-	3,934	-	-	-	3,934		3,934
Showstoppers	737	47,892		(49,625)	(1,968)	(2,964)	54,958	(48,906)	(477)	2,611		2,611
SMASH	63	4,464		(3,940)	-	587	-	-	-	587		587
TFC	(1,273)	11,846		(11,046)	-	(249)	14,000	(14,000)	-	(249)		(249)
Transitional Advocate	3,687	3,998		(4,908)	(405)	(473)	13,706	(10,508)	-	2,725		2,725
Compatibles	2,963	-		(2,425)	(860)	2,372	2,624	(3,538)	-	1,458		1,458
Annual Fundraiser Pot	-	823		-	-	(1,796)	-	-	-	(1,796)		(1,796)
Yoga	-	11,761		(4,677)	-	7,084	7,609	(6,317)	-	8,376		8,376
	(4,249)	427,253		(438,587)	1,566	(14,017)	310,198	(295,783)	2,043	2,441		2,441

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

15 Restricted funds

(Continued)

The Big Lottery Fund and Lloyds TSB Foundation are separated as a requirement of the funders to identify the income and expenses relating to the grants. The other funds have membership fees specific to the activities carried out under that heading. Any balances at the year end are to cover future costs for those activities.

There are no restrictions imposed on the funds apart from those stated above. No grant income is transferred. The balance of membership income is occasionally moved between funds as agreed by the committee and allowed by the terms of the income.

There are restricted funds showing an overdrawn amount at the year end that can be explained as follows;

Advocacy (£1,872): This fund should be considered in conjunction with Lloyds TSB Foundation as both of these funds relate to the advocacy service. This fund is in deficit during to timing differences of income and expenditure and is expected to return to a surplus position in the next financial year.

Big Lottery (£75): The the small overdrawn amount relates to an additional spend required on premises hire in the year but the amount has since been cleared.

Top cats (£974): This fund will always show a year end overdrawn amount as the income that covers the costs, namely the students' weekly fees, gets paid in on a monthly basis so the deficit clears after the year end.

Club 16+ (£932): This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a monthly basis and so the deficit clears after the year end.

Family play and respite (£29): This overspend will be cleared following receipt of grant funding shortly after the year end.

MODS (£1,475): This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a bi-monthly basis and so the deficit clears after the year end.

Music Man Project (£10,232): This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a monthly basis and so the deficit clears after the year end.

Friendship Group (£281): This will always show an overdrawn amount as the income that covers the costs, namely the students weekly fees, gets paid on a bi-monthly basis and so the deficit clears after the year end.

TFC (£249): This balance relates to a small overspend which is cleared after the year end.

**SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

15 Restricted funds

(Continued)

During the year, the following transfers between restricted and unrestricted funds took place:

- Proceeds from Zen City fundraiser of £2,043 were transferred to Club 16+ and Music Mas Project from an unrestricted fund once all expenses had been paid.
- The other transfers relate to the allocation of room hire charges.

All transfers were agreed upon by the Trustees.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

16 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 March 2021 are represented by:						
Tangible assets	138,871	404	139,275	147,124	636	147,760
Current assets/ (liabilities)	(8,550)	2,037	(6,513)	(37,030)	(14,653)	(51,683)
	<u>130,321</u>	<u>2,441</u>	<u>132,762</u>	<u>110,094</u>	<u>(14,017)</u>	<u>96,077</u>

17 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2021 £	2020 £
Aggregate compensation	<u>33,676</u>	<u>30,000</u>

The following amounts were outstanding at the reporting end date:

	Amounts owed to related parties	
	2021 £	2020 £
Key management personnel	<u>16,000</u>	<u>28,000</u>

At the balance sheet date the Charity owed Marc McOwens £16,000 following loans made by him to help support the cash flow position of the Charity.

SOUTHEND MENCAP
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

18 Cash generated from operations	2021	2020
	£	£
Surplus/(deficit) for the year	36,685	(42,881)
Adjustments for:		
Depreciation and impairment of tangible fixed assets	8,485	10,951
Movements in working capital:		
(Increase)/decrease in debtors	(3,360)	26,101
(Decrease)/increase in creditors	(31,049)	6,133
Cash generated from operations	<u>10,761</u>	<u>304</u>

19 Analysis of changes in net funds/(debt)

The charity had no debt during the year.