HASTINGS AND BEXHILL MENCAP SOCIETY

England & Wales · Charity number 1092206

Details

Other names	FRIMLEY
Status	Registered
Legal form	Charitable company
Company number	04392494
Registered	2002-05-24
Register	View on the Charity Commission register

Contact

Address	Frimley 64 London Road St. Leonards-On-Sea East Sussex TN37 6AS
Phone	01424424813
Email	hello@hastings-bexhill-mencap.org
Website	www.hastings-bexhill-mencap.org

Activities

Objects: THE SOCIETY IS ESTABLISHED TO RELIEVE, ADVANCE THE EDUCATION AND RELIGION AMONG MENTALLY HANDICAPPED PEOPLE.

Activities: To provide services for people with learning disabilities, their families and carers in the local area. This is achieved through residential care, day service, education through the arts, social activities, and outings.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Disability, Accommodation/housing, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** People With Disabilities

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Geography

- East Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,688,882	£1,421,917	£2,163,549	48
2024-03-31	£1,543,724	£1,249,467	£1,889,040	45
2023-03-31	£1,204,564	£1,032,428	£1,592,731	37
2022-03-31	£968,861	£891,950	£1,419,876	40
2021-03-31	£1,013,553	£828,351	£1,339,855	37

Trustees

Name	Role	Appointed
Daniel John Price		2025-11-05
Gillian Jeffries		2013-09-27
JOANNE DAUTI		2012-01-03
June Fletcher		2018-10-26
Marc Adrian Bailey		2025-11-05
Richard Buttrey		2023-11-10
Ruth Farr		2023-11-10
WENDY BRISTOW		2012-01-03

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HASTINGS AND BEXHILL MENCAP SOCIETY

England & Wales - Charity number 1092206

Accounts

REGISTERED COMPANY NUMBER: 04392494 (England and Wales)
REGISTERED CHARITY NUMBER: 1092206

REPORT OF THE TRUSTEES AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

FOR

HASTINGS AND BEXHILL MENCAP SOCIETY

Ashdown Hurrey Auditors Limited
Statutory Auditor
20 Havelock Road
Hastings
East Sussex
TN34 1BP

HASTINGS AND BEXHILL MENCAP SOCIETY

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FOR THE YEAR ENDED 31 MARCH 2025

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HASTINGS AND BEXHILL MENCAP SOCIETY

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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).

HASTINGS AND BEXHILL MENCAP SOCIETY

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES

Objectives and aims

Purpose and Aims:

The Charity's purpose is set out in the objectives contained in the Memorandum and Articles of Association.
To promote the care, treatment and education of people with learning disabilities, and to secure for people with a learning disability provision commensurate with their needs.

The Charity aims to increase public awareness and understanding of the problems faced by people with learning disabilities, thus creating a climate of opinion that encourages inclusion into the community.

To encourage mutual help, friendship and cooperation between families and carers of people with learning disabilities and also between them and other agencies and individuals who work for and with them.

To become acquainted with all people with a learning disability and their families within the local area.

To provide housing, care and support, training, education, employment, leisure and recreation for people with a learning disability, and to guide and support all those entrusted with the task of making similar provision.

Our aims fully reflect the purposes that the charity was set up to further.

Ensuring our work delivers our aims

We review our work on a constant basis to reflect the ever-changing support needs of the people we provide services for. We work with outside agencies to understand the services needed and thereby funded. We adapt our services and activities for those using our services to meet their individual support needs, goals and aspirations.

The main focus of our work

The Charity maintains three properties: The Frimley Centre (formally known as Frimley), at 64 London Road, St Leonards, this being the headquarters of the Charity and the premises from where our day services, social activities and administration run and operate. Westwood at 55 St Helens Park Road, Hastings, our residential care home. The Charity Shop at 32 Kings Road, St Leonards.

The Charity operates two day services: Open Door and Active Arts, offering a comprehensive range of classes and activities. Both run throughout the year for five days each week, Monday to Friday, from 9.30 am to 3.30 pm.

The Charity's residential care home, Westwood is registered with CQC for nine adults with learning disabilities, and aims to support people to live full and active lives commensurate to their individual needs.

Managerial reports of services are addendum to the report of the Trustees.

The Charity offers social activities to the members to support friendship, leisure activities and provide short respite for families.

The Charity works with others to improve the quality of life and range of opportunities available to its members and service users.

How our activities deliver public benefit

All our charitable activities focus on promoting the care, support and education of people with learning disabilities and their families, and are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services

Westwood was fully occupied with nine people in residence.
Open Door day service delivered services to 55 people, with each person attending being between one and five days each week.

Active Arts day service delivered services to 50 people, with each person attending between one and three days each week.

We supported our service users' families through informal advice, signposting to other agencies, day time respite and making connections with other families.

The short and longer term aims and objectives
The short term aim for the Charity was to continue to offer the same level of day service throughout the year, whilst coping with the challenges of delivering those services in community venues due to the overrun of the building work to Frimley. The aim for Westwood was to maintain full occupation, and for the Charity Shop to maintain volunteer staffing levels enabling current opening times to be continued.

The longer-term aim was to complete the Building Frimley's Bigger Future project to a level that enabled the day services and admin team to return to Frimley. The new facilities will offer fully accessible services that will enable us to increase service provision and support the financial security of the Charity. To also deliver social activities that had been mostly put on hold during the building works.

The contribution of volunteers during the year
Volunteers are crucial to the operation of the Charity as all Trustees are volunteers. The Charity Shop operates with a team of volunteer staff, led by a paid manager. Members are encouraged to volunteer within the Charity's activities.

The Trustees express their thanks to the volunteers working in the shop, supporting day services and helping with social events and activities. The Trustees recognise the contribution from the Charity's staff and their families whom offer ad-hoc volunteering time to support fund raising efforts and social events.

The main achievements of the Charity during the year
The year was again challenging due to the overrun of the building project. Time delays caused by building staff shortages, delays in obtaining materials and bad weather kept pushing back the completion date. However, the staff and service users continued to show endless patience and understanding while work continued. Regular newsletters and information kept them and their families fully informed of progress. The day service staff provided a high level of service during the year, and continued to receive referrals as well as identifying new ideas for service delivery. The Trustees applaud those staff who worked tirelessly to ensure the members were offered a first-class service despite the challenges they faced. We were pleased to be able to move our admin team back to Frimley in January 2025. More importantly we announced the day service return to Frimley for 31st March, and although the new patio and steps were still under construction, we were able to fully open Active Arts and Open Door at Frimley on that day. The Charity is now in a position to offer services to anyone with a learning disability regardless of any physical challenges they have, and are delighted with the positive feedback from our service users and their families.

Fundraising activities during the year
The charity shop continues to be the main fundraising stream for the Charity grossing an income of £59,842. With Frimley remaining unusable for the whole year, inhouse fundraising efforts were again on hold.

The senior team concentrated their efforts on obtaining grants and donations to support the building project. With the funding applications made by our professional fundraisers becoming less successful as the year progressed, the Trustees made the decision to terminate the contract with them early. The Trustees are grateful to the donors, grant makers and families donating in memory of loved ones, all of whom made a significant and welcome contribution to the success of the project.

Where relevant to our fundraising activities we comply with 162A of the Charities Act 2011 as introduced by the Charities (Protection and Social Investment) Act 2016. This relates to fundraising activities and people carrying out fundraising activities on behalf of a charity and requires disclosures about vulnerable people, fundraising contracts and arrangements.
There are no specific items requiring disclosure in this context.

Principal funding sources
Aside from the fundraising as noted above. Our principal funders are the local authorities who contract services from us and other providers or service users who pay directly to attend day services or live at Westwood. During the year we were grateful for the grants received towards the building project from Garfield Weston (£100,000), The Lawson Trust (£10,000), The Green Hall Foundation (£4,000), Bernard Sunley Foundation (£15,000), Gardening with Disabilities Trust (£1,500) and The Screwfix Foundation (£5,000). A further grant of £19,762 was received from Awards4All being restricted funds for the proposed Community Café starting in the summer of 2025. The Trustees carefully considered the potential risk of the building project being stalled due to lack of funds. This would have further delayed the return of services and generation of funds though operation. An application was made to the Charities Aid Foundation Bank, securing a loan of £350,000 over a 25-year term. this enabled works to continue, preventing further delay of day service delivery from Frimley.

Investment Policy
Aside from retaining a prudent amount in reserves each year most of the charity's funds are to be spent in the short term so there are few funds for long term investment. The Trustees will revisit options annually with consideration given to the level of reserves held, plans for the Charity in the longer term, and options for investments available at the time.

Reserves Policy
The Charity aims to hold reserves of between 3 and 6 months expenditure. The Trustees are satisfied that the current level of reserves are sufficient to continue services should there be an unexpected or significant drop in funding. The Trustees have taken into consideration that some reserves held are the designated funds required to continue work on the building project, due for completion in the summer of 2025. This with the exception of identified works that can be held off whilst seeking further funding. The strategy is to build reserves through planned operating surpluses, and the Trustees are confident that the increase in capacity created by the building works will support the level of reserves that the Charity may rely on in the future.

Future Plans
The Trustees are working with the management team to ensure day services can effectively return to the refurbished Frimley Centre at the start of the financial year, with plans to begin the move back for day services the week beginning 31st March 2025. During the coming months, day services will be reviewed and developed as our service users settle into the new facilities, with the vision to create further classes and activities to meet the service users goals and aspirations.

Plans are in place to open a Community Café on a Saturday. The café is part funded by a grant of £19,762 from Awards4All that will cover the cost of the staff for one year together with some set up and utilities costs. This facility will provide a warm space for our members and their families, offering low cost food and drinks. There are plans to invite outside organisations to offer occasional pop-up advice or information days during café opening. The café will also provide training facilities to those day service users who show an interest in learning all aspects of café delivery.
The new performing arts studio and spaces within the Frimley building will be hired out to outside organisations when our own services are not using them to provide an extra income stream for the Charity. The Trustees are pleased to welcome back Hastings Gateway Club as one of the hirers.

Westwood: There are plans to decorate the exterior of the building, with this work scheduled to begin in April 2025. It is evident that some repair will also be required to the render and facias, this will be carried out during redecoration. Work to repair plaster-work in the main interior hallway and staircase is also scheduled for later in the year.
Charity Shop: The Trustees will continue to explore the options for a second charity shop.
Social Activities: The Trustees are keen to reinstate social activities at Frimley. This will be dependent on volunteer levels, and the Trustees are mindful of the need to work to increase the numbers of volunteers that significantly reduced during the pandemic.

Governing Document: The Trustees intend to engage the membership regarding plans to update and modernise the Charity's articles of Association, with a view to the resolution being taken to membership for formal acceptance at the 2025 annual general meeting.

Risk Management
The Trustees have conducted a review of the major risks to which the charity is exposed. Systems and procedures, where appropriate, have been established to mitigate the risks the Charity faces. The Trustees recognise the challenges faced by any cuts to local authorities' budgets from central government and work with the C.E.O. to ensure good communication is maintained with key personnel from those authorities to identify risk. Maintaining a high level of day service user numbers together with full occupancy at Westwood is key to mitigating risk. The Trustees and senior staff use every opportunity to explore all possible funding streams. The Charity maintains a high quality of service delivery that supports the financial viability of the Charity, which significantly reduces the need for any reliance on grants and fundraising. Procedures are in place to ensure good financial controls that together with careful budgeting support financial security. These procedures are reviewed annually to ensure they continue to meet the needs of the Charity.

Trustee Recruitment and Appointment
The directors of the Company are also the Charity Trustees for the purposes of charity law and under the company's articles of association are know as members of the Executive Committee. Under the requirements of the memorandum and articles of association, the members of the Executive Committee shall retire from office at the end of each AGM but may be re-elected.

Trustee Induction and Training
Most trustees are already familiar with the practical work of the charity having had life experience, or other insight into the charity's work through family connections or volunteering.
New Trustees are required to complete the Charity's Trustee application process, that generally includes:
A satisfactory completion of an enhanced Disclosure and Barring check.
A meeting with a Trustee or C.E.O. who will explain all aspects of the Charity's work and the organisational structure Issuing them with the policies and procedures relevant to their role and make them aware of the location of all of the Charity's policies and procedures.

Given an oversight of the current financial situation of the Charity and any current challenges and future plans.
Signposting to any documents published by the Charity Commission regarding current trustee responsibilities and the guide "the Essential Trustee".
To be issued with the Charity's Memorandum and Articles of Association.

Open Door Day Service, manager's report for the year.
Open Door is a day service offering opportunities towards independence and wellbeing for up to 30 people each day. Funded by service user fees through local authority contracts or people paying privately to attend.
Open Door started the year working out of 2 different Community venues, and thankfully we were able to secure these bookings until our eventual return to Frimley in April 2025.

As our return to Frimley was unavoidably delayed we continued to follow our busy and varied timetable of activities including Sports., I.T, Life skills and Film Making together with Craft, Rambling, Cookery, African Drumming and Drummercise to name a few.

We held many discussions with Service Users gaining their thoughts on activities, any changes or improvements they felt would be helpful and to ensure that they understood that they were part of the future of Frimley from the planning for the return stage through to the provision of a service that could meet their individual needs. With this is mind we were able to develop a few new activities and introduce some small changes to routines as the year went on.
Despite the uncertainty of when we would be able to return to Frimley we continued to have new Service users access our service and we were working at maximum capacity most of the time. This was in part due to the space available for the different sessions.

Everyone was eager to hold some special events in December and due to the limited space available we held some small entertainment afternoons for their friends to see the work that some of our performing groups had produced. Other groups chose to have their own in-house or in-session celebrations and showcases.
We held a fund faising event at Horntye Sport Club and this was both popular and successful, the profit from the evening funded some special festive activities, a present for each service user and a disco party on our last day before the Christmas closure.

Our Musical Makaton group performed in the launch event on Carnival Day.
The African Drummers took part in the St Leonards Festival.

We were once again asked to perform in the Active Art's show and this was a first for some. As usual the show was a great success and provided a wonderful experience for our Service Users and a very appreciative audience.
We supported a small group to participate in the Lifesize and Identity Choir project over 3 days at the Stables theatre, culminating in an afternoon show where friends and family could see what they had achieved.
Two of our Service Users were invited to access the Rye Nature Reserve and Discovery Centre in an advisory capacity to help the RHNR ensure that the facilities and improvements they had made were both user friendly and appropriate to the needs of those with a disability. They were able to give one or two suggestions that were implemented to good effect.

It has been a very busy year and it was great to finally have a return date and be able to welcome our Service Users through the doors on the 31st March! It had been a long wait but we now have a building that is both fit for purpose and that will see the Society safely into the future.

We were all looking forward to being back under one roof and to be able to work more closely with other departments, collaborating to make the Frimley Day Services and the Society an even better place for our service users.

Active Arts Day Service, manager's report for the year.
Active Arts is a visual and performing arts orientated community-based project, running five days a week throughout each academic year.

The project is funded by student fees together with some subsidy from the Society towards the cost of one of the community venues. Due to building works at Frimley our shared office and use of the hall have halted on a temporary basis.

2024/25 saw a return to full classes all still taking place in community venues.

Active Arts were very happy to perform at the De La Warr Pavilion in 2024. With Active Arts and Friends - Let's Do It! It was another great success and an opportunity to work with Mat Ricardo as compere for the evening. We welcomed great feedback from the theatre, our students, their families and supporters. The show was a great success. We were able to increase the number of groups in dressing rooms back stage creating a fun environment for the students whilst also providing well needed space. Everyone worked together for a successful night.
In collaboration with the local festival Town Explores a Book, Active Arts became festival partners and lead artists for The Railway Children by Edith Nesbit. We were able to achieve this by creating a beautiful colourful window display at our Charity shop in Kings Road and provided a spectacular interactive exhibition at Explore The Arch in St Leonards.

Our 1:1 outreach session continued in person, with great success. We also worked in collaboration with Inside Out Theatre Company and 18 Hours Events to produce a piece of street theatre for Sidley Festival and with Inside Out to create theatre workshops at Roebuck towards the Active Arts show.

We continued to use practicing artists and performers to tutor our students as they bring a wealth of knowledge and experience to the classes. Standards are raised, as students are encouraged to work to the best of their ability to enable them to become recognized as artists and performers in their own right.

We continued our Making for the Stage class at Archer Lodge, home of Explore the Arch Theatre Company who generously continued the offer of free art space, whilst building work takes place at Frimley. The students and staff team work well and find it a creative and calm environment to work. Students are very excited at the prospect of returning to Frimley.

The Active Arts office is still run outside of Frimley. This is working very well and has continuously made a positive year for the project. We are looking forward to the office returning to Frimley.

The Dance class continues at Christchurch Hall. The students have settled well into the sessions and we have had a few new students join. Our support team stays the same for this class. We have been looking at how we can develop this class further when returning to Frimley.

The Art & Design students have chosen to continue to work with one of the tutors who is developing each student's individual artistic talent. Our support team stays the same for this class.

The Comedy & Drama class worked closely with their tutor to continue developing sketches in preparation for a performance. The class has returned to the White Rock Theatre which has been very positive.

The Musical Theatre students have also returned to the White Rock Theatre. This class proves to be the most popular in our prospectus and the group have continued to improve under the tuition of their new tutor.
We continue to explore ways of taking the project forward to continue to provide exciting and varied opportunities for our students within both visual and performing arts.

Westwood Residential Care Home, manager's report for the year.
Westwood is Hastings & Bexhill Mencap's registered care home for nine adults with learning disabilities.

The manager and staff at Westwood aim to provide a safe homely environment where all our residents are supported to lead full and active lives as independently as possible.

We aim to run a home that is well maintained, offers our residents a place to live where they are empowered to have a real say in how their home is run, decorated, furnished and has a staff team that they have an active role in choosing and employing.

At the start of March 2025 work had begun to redecorate the outside of Westwood. Our residents chose the colour and were pleased to be working with the team of decorators well known to them.

During the year we had also had some work completed on the floor to the hallway, and re-carpeted the hallway, stairs and landings.

Our own staff worked with residents whom had shown an interest, to work to keep the garden tidy, plant the raised beds and paint the fencing.

We were delighted after having supported a resident to move onto independent living, to welcome a new resident to Westwood. This meant that with only a very short break, we were fully occupied throughout the year.

Our residents enjoyed a busy year making the most of the local amenities and community events. These included trips to the local theatres, carol concerts, cinema, bowling, park and beach as well as many fun games of crazy golf. For some, trips a little further afield were enjoyed with overnight stays in Brighton enabling visits to the Sea Life Centre and the shops.

Holidays to Centre Parcs was a great success as were day trips to Chessington World of Adventures.

Resident's wishing a quieter life continued to make the most of activities within the home coupled with outings to local cafes and shops.

Our residents all take a part in running the house, sharing household chores and cooking meals. All our residents are supported to do their own laundry, room cleans and personal shopping. Four of our residents attend Open Door and Active Arts, another accesses other local day services. ensuring everyone has a varied timetable of activities.

In September we worked in partnership with NAPA to celebrate National Arts in Care Homes Day. We used the opportunity to showcase our new visual arts studio, converted from the old garage in the garden at Westwood. Together with staff from our day services we offered various workshops throughout the day, and thoroughly enjoyed welcoming guests to join in with coffee and cake made by our residents.

We all excitedly anticipated the opening of the Frimley Centre and were delighted to support four of our residents to return to their day services there on 31st March. We are all looking forward to the promised return of social events to Frimley, especially the long awaited for open days, and wish our colleagues well with their plans for those, together with the new community café and the exciting future for the day services. We know our residents will eagerly take part in all that's on offer.

STRATEGIC REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04392494 (England and Wales)

Registered Charity number

1092206

Registered office

20 Havelock Road
Hastings
East Sussex
TN34 1BP

HASTINGS AND BEXHILL MENCAP SOCIETY

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

Trustees
W Bristow Academic Support Worker
M Cheale Carer (resigned 8.11.24)
J Dauti Carer
J Fletcher Retired
G Jeffries Retired
M Johnson Retired
R Nisbet Retired (resigned 30.4.24)
R Farr (appointed 30.4.24)
R M Buttrey (appointed 30.4.24)

Auditors
Ashdown Hurrey Auditors Limited
Statutory Auditor
20 Havelock Road
Hastings
East Sussex
TN34 1BP

Solicitors
Heringtons, Langham House, 5-6 Albert Road, Hastings TN34 1QT

Bankers
Lloyds Bank, 17 Wellington Square, Hastings TN34 1NX

The principal operating address, telephone number, email and web address of this this charity are:
The Frimley Centre
64 London Road
St Leonards on sea
E Sussex
TN37 6AS

Telephone: 01424 424813

Email: hello@hastings-bexhill-mencap.org

Website: www.hastings-bexhill-mencap.org

EVENTS SINCE THE END OF THE YEAR
Information relating to events since the end of the year is given in the notes to the financial statements.

STATEMENT OF TRUSTEES' RESPONSIBILITIES
The trustees (who are also the directors of Hastings And Bexhill Mencap Society for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

Company law requires the trustees to prepare financial statements for each financial year. Under that law, the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those 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 accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Ashdown Hurrey Auditors Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on .....3/12/25..... and signed on the board's behalf by:

.....
G Jeffries - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF HASTINGS AND BEXHILL MENCAP SOCIETY

Opinion

We have audited the financial statements of Hastings And Bexhill Mencap Society (the 'charitable company') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2025 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF HASTINGS AND BEXHILL MENCAP SOCIETY

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF HASTINGS AND BEXHILL MENCAP SOCIETY

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

During the planning stage of this audit we considered the likelihood of irregularities around laws and regulations relevant to the charity, including enquiry of management and those charged with governance. These were also discussed during the audit planning meeting held by the team. We reviewed the charity's systems and controls in place, and formed an assessment as to their operational effectiveness.

We obtained an understanding of the legal and regulatory frameworks that are applicable to the entity and determined that the most significant are those that relate to:
-The financial reporting standard; FRS102
- Charities Act
- Care Quality Commission
-Health and safety
-Employment Law

Based on the results of our risk assessment we designed our audit procedures to identify non-compliance with such laws and regulations identified above.

During the course of this audit the team discussed this area with senior members of the charity's staff and also carried out a review of legal expenses for evidence of any issues.

We considered the risk of fraud through management override and, in response, we incorporated testing of manual journal entries into our audit approach.

We are therefore of the opinion that given the risk level identified, our procedures planned and undertaken, are adequate for detecting irregularities.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

S M Rosling FCCA (Senior Statutory Auditor)
for and on behalf of Ashdown Hurrey Auditors Limited
Statutory Auditor
20 Havelock Road
Hastings
East Sussex
TN34 1BP

Date: 8.12.2021

HASTINGS AND BEXHILL MENCAP SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds £	Restricted funds £	Endowment fund £	31.3.25 Total funds £	31.3.24 Total funds £
INCOME AND ENDOWMENTS FROM						
Donations and legacies	2	182,267	-	-	182,267	107,347
Charitable activities	5					
Charitable activities		1,431,312	-	-	1,431,312	1,355,037
Other trading activities	3	71,511	-	-	71,511	73,644
Investment income	4	3,792	-	-	3,792	7,695
Total		1,688,882	-	-	1,688,882	1,543,723
EXPENDITURE ON						
Raising funds	6	56,723	-	-	56,723	57,066
Charitable trading	7					
Charitable activities		1,360,194	-	-	1,360,194	1,187,101
Other		5,000	-	-	5,000	5,300
Total		1,421,917	-	-	1,421,917	1,249,467
Net gains on investments		-	-	7,545	7,545	2,052
NET INCOME		266,965	-	7,545	274,510	296,308
RECONCILIATION OF FUNDS						
Total funds brought forward		1,870,717	-	18,322	1,889,039	1,592,731
TOTAL FUNDS CARRIED FORWARD		2,137,682	-	25,867	2,163,549	1,889,039

The notes form part of these financial statements

HASTINGS AND BEXHILL MENCAP SOCIETY

BALANCE SHEET
31 MARCH 2025

	Notes	Unrestricted funds £	Restricted funds £	Endowment fund £	31.3.25 Total funds £	31.3.24 Total funds £
FIXED ASSETS						
Tangible assets	13	2,078,722	-	-	2,078,722	1,069,878
Investments	14	-	-	25,867	25,867	18,322
		2,078,722	-	25,867	2,104,589	1,088,200
CURRENT ASSETS						
Debtors	15	93,808	-	-	93,808	62,493
Cash at bank and in hand		349,603	-	-	349,603	831,429
		443,411	-	-	443,411	893,922
CREDITORS						
Amounts falling due within one year	16	(41,432)	-	-	(41,432)	(93,083)
NET CURRENT ASSETS		401,979	-	-	401,979	800,839
TOTAL ASSETS LESS CURRENT LIABILITIES		2,480,701	-	25,867	2,506,568	1,889,039
CREDITORS						
Amounts falling due after more than one year	17	(343,019)	-	-	(343,019)	-
NET ASSETS		2,137,682	-	25,867	2,163,549	1,889,039
FUNDS	21					
Unrestricted funds					2,137,682	1,870,717
Endowment funds					25,867	18,322
TOTAL FUNDS					2,163,549	1,889,039

The financial statements were approved by the Board of Trustees and authorised for issue on 3.12.2025 and were signed on its behalf by:

G Jeffries - Trustee

R M Buttrey - Trustee

The notes form part of these financial statements

HASTINGS AND BEXHILL MENCAP SOCIETY

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2025

	Notes	31.3.25 £	31.3.24 £
Cash flows from operating activities			
Cash generated from operations	1	229,322	413,862
Net cash provided by operating activities		229,322	413,862
Cash flows from investing activities			
Purchase of tangible fixed assets		(1,062,876)	(583,841)
Interest received		1,880	6,440
Dividends received		1,912	1,255
Net cash used in investing activities		(1,059,084)	(576,146)
Cash flows from financing activities			
New loans in year		347,936	-
Net cash provided by financing activities		347,936	-
Change in cash and cash equivalents in the reporting period		(481,826)	(162,284)
Cash and cash equivalents at the beginning of the reporting period		831,429	993,713
Cash and cash equivalents at the end of the reporting period		349,603	831,429

The notes form part of these financial statements

NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2025

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.25 £	31.3.24 £
Net income for the reporting period (as per the Statement of Financial Activities)	274,510	296,308
Adjustments for:		
Depreciation charges	54,032	24,303
Gain on investments	(7,545)	(2,052)
Interest received	(1,880)	(6,440)
Dividends received	(1,912)	(1,255)
(Increase)/decrease in debtors	(31,315)	42,683
(Decrease)/increase in creditors	(56,568)	60,315
Net cash provided by operations	229,322	413,862

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.24 £	Cash flow £	At 31.3.25 £
Net cash			
Cash at bank and in hand	831,429	(481,826)	349,603
	831,429	(481,826)	349,603
Debt			
Debts falling due within 1 year	-	(4,917)	(4,917)
Debts falling due after 1 year	-	(343,019)	(343,019)
	-	(347,936)	(347,936)
Total	831,429	(829,762)	1,667

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The directors have made an assessment about the company's ability to continue as a going concern and they do not consider there to be any material uncertainties. As a result they have adopted the going concern basis of accounting.

Income
Income is recognised in the Statement of Financial Activities (SoFA) when the charity has entitlement to the funds, any performance conditions have been met, it is probable the income will be received, and the amount can be measured reliably. Income is measured at the fair value of the consideration received or receivable.

Donations and Legacies
Unconditional donations are recognised as income when entitlement arises, receipt is probable, and the amount can be reliably measured. Entitlement typically occurs upon receipt unless there are significant conditions.

Grants Receivable
Unconditional grants are recognised as income when the charity is legally entitled, receipt is probable, and the amount is reliably measurable. For grants with performance conditions that must be met for entitlement, income is deferred as a liability until the conditions are satisfied. Income is then recognised in the SoFA as the conditions are met, usually aligning with related expenditure.

Income from Charitable Activities
Income from providing goods or services under contract is recognised as they are provided, measured at the fair value of the right to consideration.

Investment Income
Dividends and interest are recognised as income when entitlement is established.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets
Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	-	2% on cost
Plant and machinery	-	25% on reducing balance
Fixtures and fittings	-	25% on reducing balance
Motor vehicles	-	25% on reducing balance
Computer equipment	-	33% on cost

Taxation
The charity is exempt from corporation tax on its charitable activities.

Fund accounting
Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

continued...

1. ACCOUNTING POLICIES - continued

Fund accounting

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits
The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	31.3.25	31.3.24
	£	£
Donations and gifts from individuals	4,959	50,053
Legacies	15,046	8,640
Grants and donations from non public bodies	162,262	48,654
	182,267	107,347

Grants received, included in the above, are as follows:

	31.3.25	31.3.24
	£	£
Grant	162,262	48,654

3. OTHER TRADING ACTIVITIES

	31.3.25	31.3.24
	£	£
Fundraising events	3,164	1,788
Sale of donated goods	59,842	64,046
Enterprise/ project work	8,505	7,810
	71,511	73,644

4. INVESTMENT INCOME

	31.3.25	31.3.24
	£	£
Dividend income	1,912	1,255
Bank interest received	1,880	6,440
	3,792	7,695

continued...

5. INCOME FROM CHARITABLE ACTIVITIES

	31.3.25 Charitable activities	31.3.24 Total activities
	£	£
Sale of goods and services	703,581	671,899
Residential care fees	727,731	683,138
	1,431,312	1,355,037

6. RAISING FUNDS

Raising donations and legacies

	31.3.25	31.3.24
	£	£
Staff costs	14,166	13,139
Agent costs	31,935	35,400
Cost of fundraising activities	1,367	1,790
Fundraising trading costs	9,255	6,737
	56,723	57,066

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 8)	Totals
	£	£	£
Charitable activities	839,153	521,041	1,360,194

8. SUPPORT COSTS

	Support costs for charitable activities
	£
Charitable activities	521,041

continued...

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.25	31.3.24
	£	£
Depreciation - owned assets	54,032	24,303

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

11. KEY MANAGEMENT REMUNERATION

	31.3.25	31.3.24
	£	£
Wages and salaries	901,207	784,291
Social security costs	59,167	50,495
Other pension costs	16,600	14,421
	976,974	849,207

The average monthly number of employees during the year was as follows:

	31.3.25	31.3.24
Average number of total staff employed	48	45

No employees received emoluments in excess of £60,000.

Total employee benefit under FRS 102: £121,550.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Endowment fund	Total funds
	£	£	£	£
INCOME AND ENDOWMENTS FROM				
Donations and legacies	107,347	-	-	107,347
Charitable activities				
Charitable activities	1,355,037	-	-	1,355,037
Other trading activities	73,644	-	-	73,644
Investment income	7,695	-	-	7,695
Total	1,543,723	-	-	1,543,723
EXPENDITURE ON				
Raising funds	54,396	2,670	-	57,066

continued...

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Endowment fund £	Total funds £
Charitable trading				
Charitable activities				
	1,187,101	-	-	1,187,101
Other	5,300	-	-	5,300
Total	1,246,797	2,670	-	1,249,467
Net gains on investments	-	-	2,052	2,052
NET INCOME/(EXPENDITURE)	296,926	(2,670)	2,052	296,308
RECONCILIATION OF FUNDS				
Total funds brought forward	1,573,791	2,670	16,270	1,592,731
TOTAL FUNDS CARRIED FORWARD	1,870,717	-	18,322	1,889,039

13. TANGIBLE FIXED ASSETS

	Freehold property £	Plant and machinery £	Fixtures and fittings £
COST			
At 1 April 2024	1,181,077	135,130	-
Additions	1,024,138	1,953	26,346
At 31 March 2025	2,205,215	137,083	26,346
DEPRECIATION			
At 1 April 2024	126,902	125,614	-
Charge for year	39,552	2,867	6,586
At 31 March 2025	166,454	128,481	6,586
NET BOOK VALUE			
At 31 March 2025	2,038,761	8,602	19,760
At 31 March 2024	1,054,175	9,516	-

continued...

13. TANGIBLE FIXED ASSETS - continued

	Motor vehicles £	Computer equipment £	Totals £
COST			
At 1 April 2024	8,250	-	1,324,457
Additions	-	10,439	1,062,876
At 31 March 2025	8,250	10,439	2,387,333
DEPRECIATION			
At 1 April 2024	2,063	-	254,579
Charge for year	1,547	3,480	54,032
At 31 March 2025	3,610	3,480	308,611
NET BOOK VALUE			
At 31 March 2025	4,640	6,959	2,078,722
At 31 March 2024	6,187	-	1,069,878

14. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2024	18,322
Revaluations	7,545
At 31 March 2025	25,867
NET BOOK VALUE	
At 31 March 2025	25,867
At 31 March 2024	18,322

There were no investment assets outside the UK.

Cost or valuation at 31 March 2025 is represented by:

	Listed investments £
Valuation in 2021	(1,004)
Valuation in 2022	3,110
Valuation in 2023	719
Valuation in 2024	2,052
Valuation in 2025	7,545
Cost	13,445
	25,867

continued...

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Trade debtors	70,324	27,284
Prepayments and accrued income	23,484	35,209
	93,808	62,493

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Bank loans and overdrafts (see note 18)	4,917	-
Trade creditors	12,985	7,367
Social security and other taxes	-	2,674
Pension	2,914	2,524
Other creditors	2,051	4,382
Accrued expenses	18,565	76,136
	41,432	93,083

17. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.3.25	31.3.24
	£	£
Bank loans (see note 18)	343,019	-

18. LOANS

An analysis of the maturity of loans is given below:

	31.3.25	31.3.24
	£	£
Amounts falling due within one year on demand:		
Bank loans	4,917	-
Amounts falling between one and two years:		
Bank loans - more than a yr	343,019	-

19. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.25	31.3.24
	£	£
Within one year	9,000	9,000
Between one and five years	2,250	11,250
	11,250	20,250

continued...

20. SECURED DEBTS

The following secured debts are included within creditors:

	31.3.25	31.3.24
	£	£
Bank loans	347,936	-

CAF Bank Limited have a fixed and floating charge over the property at 64 London Road. They also have a floating charge covering all the property or undertakings of the company.

21. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
General fund	1,386,968	670,037	2,057,005
Designated	483,749	(403,072)	80,677
	1,870,717	266,965	2,137,682
Endowment funds			
Endowment	18,322	7,545	25,867
TOTAL FUNDS	1,889,039	274,510	2,163,549

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	1,521,630	(851,593)	-	670,037
Designated	167,252	(570,324)	-	(403,072)
	1,688,882	(1,421,917)	-	266,965
Endowment funds				
Endowment	-	-	7,545	7,545
TOTAL FUNDS	1,688,882	(1,421,917)	7,545	274,510

continued...

21. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	839,853	743,426	(196,309)	1,386,970
Designated	733,938	(446,500)	196,309	483,747
	1,573,791	296,926	-	1,870,717
Restricted funds				
Chalk Cliff Trust	1,000	(1,000)	-	-
St Mary in the Castle	1,670	(1,670)	-	-
	2,670	(2,670)	-	-
Endowment funds				
Endowment	16,270	2,052	-	18,322
TOTAL FUNDS	1,592,731	296,308	-	1,889,039

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	1,442,931	(699,505)	-	743,426
Designated	100,792	(547,292)	-	(446,500)
	1,543,723	(1,246,797)	-	296,926
Restricted funds				
Chalk Cliff Trust	-	(1,000)	-	(1,000)
St Mary in the Castle	-	(1,670)	-	(1,670)
	-	(2,670)	-	(2,670)
Endowment funds				
Endowment	-	-	2,052	2,052
TOTAL FUNDS	1,543,723	(1,249,467)	2,052	296,308

continued...

21. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.25 £
Unrestricted funds				
General fund	839,853	1,413,463	(196,309)	2,057,007
Designated	733,938	(849,572)	196,309	80,675
	1,573,791	563,891	-	2,137,682
Restricted funds				
Chalk Cliff Trust	1,000	(1,000)	-	-
St Mary in the Castle	1,670	(1,670)	-	-
	2,670	(2,670)	-	-
Endowment funds				
Endowment	16,270	9,597	-	25,867
TOTAL FUNDS	1,592,731	570,818	-	2,163,549

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	2,964,561	(1,551,098)	-	1,413,463
Designated	268,044	(1,117,616)	-	(849,572)
	3,232,605	(2,668,714)	-	563,891
Restricted funds				
Chalk Cliff Trust	-	(1,000)	-	(1,000)
St Mary in the Castle	-	(1,670)	-	(1,670)
	-	(2,670)	-	(2,670)
Endowment funds				
Endowment	-	-	9,597	9,597
TOTAL FUNDS	3,232,605	(2,671,384)	9,597	570,818

continued...

22. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

23. POST BALANCE SHEET EVENTS

Since the year end, the charity has spent an additional £86,600 on refurbishments of their freehold property.

HASTINGS AND BEXHILL MENCAP SOCIETY

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	31.3.25 £	31.3.24 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations and gifts from individuals	4,959	50,053
Legacies	15,046	8,640
Grants and donations from non public bodies	162,262	48,654
	182,267	107,347
Other trading activities		
Fundraising events	3,164	1,788
Sale of donated goods	59,842	64,046
Enterprise/ project work	8,505	7,810
	71,511	73,644
Investment income		
Dividend income	1,912	1,255
Bank interest received	1,880	6,440
	3,792	7,695
Charitable activities		
Sale of goods and services	703,581	671,899
Residential care fees	727,731	683,138
	1,431,312	1,355,037
Total incoming resources	1,688,882	1,543,723
EXPENDITURE		
Raising donations and legacies		
Wages	13,551	12,649
Social security	615	490
Agent costs	31,935	35,400
Cost of fundraising activities	1,367	1,790
Fundraising trading costs	9,255	6,737
	56,723	57,066
Charitable trading		
Wages	666,481	605,374
Social security	35,720	33,964
Pensions	11,115	10,483
Temporary staff	24,898	49,926
Tutors and subcontractors	31,441	30,828
Cost of goods	69,498	97,092
	839,153	827,667

HASTINGS AND BEXHILL MENCAP SOCIETY

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	31.3.25 £	31.3.24 £
Charitable trading		
Other		
Auditors remuneration	5,000	5,300
Support costs		
Support costs for charitable activities		
Wages	221,175	166,268
Social security	22,832	16,041
Pensions	5,485	3,938
Rates and water	6,385	6,253
Insurance	22,847	22,773
Light and heat	28,167	14,859
Telephone	9,801	8,653
Postage and stationery	3,989	4,423
Advertising	257	1,960
Sundries	(26)	835
Training and welfare	2,191	1,523
Recruitment expenses	738	1,195
Room hire	48,382	47,231
Cleaning and waste management	11,236	9,541
Repairs and renewals	28,846	11,713
Membership subscriptions	4,496	1,938
Software licences and expenses	996	900
Equipment repairs	5,033	4,928
CareDocs system fees	3,054	3,170
Computer expenses	3,228	1,127
Accountancy - non audit	4,148	2,585
Bookkeeping	-	743
Bank charges	2,621	2,534
Professional fees	20,169	-
Bank loan interest	10,959	-
Freehold property	39,552	19,069
Plant and machinery	2,867	3,171
Fixtures and fittings	6,586	-
Motor vehicles	1,547	2,063
Computer equipment	3,480	-
	521,041	359,434
Total resources expended	1,421,917	1,249,467
Net income	266,965	294,256

HASTINGS AND BEXHILL MENCAP SOCIETY

England & Wales - Charity number 1092206

Accounts

Company Registration Number - 04392494

The Charity Registration Number is :- 1092206

Hastings and Bexhill Mencap Society

Report and Accounts

31 March 2024

Hastings and Bexhill Mencap Society

Report and accounts for the year ended 31 March 2024

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Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

The Trustees present their Report and Accounts for the year ended 31 March 2024, which also comprises the Directors' Report required by the Companies Act 2006.

Reference and administrative details

The charity name.

The legal name of the charity is:- Hastings and Bexhill Mencap Society.

The charity is also known by its operating name, Frimley.

The charity's areas operation and UK charitable registration.

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 1092206.

The charity does not operate in any overseas jurisdictions.

Legal structure of the charity

The charity is constituted as a company limited by guarantee, registered under the Companies Acts . The governing document of the charity is the Memorandum and Articles of Association establishing the company under company legislation.

The governing document is dated 12 March 2002

There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

By operation of law all, trustees are directors under the Companies Act 2006 and all directors are trustees under Charities legislation and have responsibilities, as such, under both company and charity legislation.

The trustees are all individuals.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

The principal operating address, telephone number, email and web addresses of the charity are:-

64 London Road
St Leonards on Sea, East Sussex
, TN37 6AS
Telephone 01424 424813

Email Address hello@hastings-bexhill-mencap.org Web address www.hastings-bexhill-mencap.org

The registered office of the charity for Companies Act purposes is:-

Philips House
Drury Lane, St Leonards on Sea
East Sussex, TN38 9BA

The Trustees and officers in office on the date the report was approved were:-

President:	Mr Michael Foster DL LLM
Life Vice Presidents:	Mrs Georgina Holmes, Mrs Jean Tree, Mr Alf King, Mr Tom Tagoe
Honorary Officers **(trustees)**:	Chair - Michael Cheale (resigned 8 November 2024)
	Vice Chair - Gillian Jeffries (appointed as Chair November 2024) Hon. Secretary - Joanne Dauti Treasurer - Michael Cheale (resigned 8 November 2024) Treasurer - Richard Buttrey (appointed November 2024)
Executive Committee Members **(trustees)**:	Wendy Bristow, June Fletcher, Mark Johnson, Richard Buttrey (from November 2023), Ruth Farr (from November 2023).
C.E.O.	Pauline Fletcher
Administrator:	Lianne Buttrey
Financial Administrator:	John Tunbridge (to July 2023)
Finance Manager:	Andrew Vickers (from September 2023)

The following persons served as Trustees or officers during the year ended 31 March 2024:-

The trustees who served as a trustee in the reporting period were as shown above.

Any changes in trustees since the year end are identified above (*in brackets*).

At the Annual General Meeting all executive committee members retire as trustees, but are eligible for reappointment.

All the trustees are also members of the charity.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

Objects and activities of the charity

The purposes of the charity as set out in its governing document.

The charity's objects and principal activities as set out in the memorandum and articles of association are that of promoting the care, treatment and education of children and adults with a learning disability and to secure for learning disabled people provision commensurate with their needs.

The Charity also aims:
To increase public awareness of the challenges faced by people with a learning disability and their families, and thus create a climate of public opinion that encourages their inclusion into the community.

To become acquainted with all people with a learning disability and their families, within the local area.

To foster mutual help and co-operation and friendship between parents, carers, relatives and all entrusted with the care of people with a learning disability.

To provide housing, care & support, welfare services, training, education, employment, leisure and recreation for people with a learning disability, and to guide and support all those entrusted with the task of making similar provision.

The main activities undertaken in relation to those purposes during the year.

The charity aimed to attract sufficient service users and members to maintain the viability of the charity, and ensure its continued progress, within the parameters of its long term objectives. The charity also aimed to secure sufficient external funding for its activities, both by obtaining funds from grant making bodies and by undertaking a variety of worthwhile ancillary activities that would generate funds for its core purposes.

The registered charity continues to maintain three properties. Frimley (64 London Road, St Leonards on Sea TN37 6AS, 01424 424813) our headquarters, which provides facilities as a social centre, for Open Door Day Service providing for 30 people Monday to Friday, and Active Arts, the Society's visual and performing arts project for up to 20 people each day and runs an academic year, Westwood (Westwood, 55 St Helens Park Road, Hastings TN34 2JJ, 01424 428805), a residential home for nine adults with a Learning Disability, and a Charity Shop (Mencap, 32A/B Kings Road St Leonards on Sea, 01424 443717).

The Society arranges social activities for adults, regular clubs have remained suspended until renovation works to Frimley are complete. Annual holidays for Westwood residents, social and fundraising events and a welfare service continued throughout the year.

The Society no longer offers transport to attend activities, the day services and residential care home work to offer travel training and support families and carers where necessary to ensure everyone can attend services. The Charity works with others to improve the quality of life and range of opportunities available to those with learning disabilities at all levels.

The main activities undertaken during the year to further the charity's purpose for the public benefit.

Our main activities and who we try to help are described below and in our memorandum and articles of association. All our charitable activities focus on promoting the care, support and education of children and adults with a learning disability and are undertaken to further our charitable purposes for the public benefit.

The trustees have had regard to the Charity Commission's guidance on public benefit in managing the activities of the charity.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

The short term and longer term aims and objectives.

Our short term and ongoing objective is to continue with all existing areas of activity as described elswhere in this report. For the longer term we are continuing to persue our "Building Frimley's Bigger Future" project, which we believe will enable us to materially improve and expand on the services we are able to offer.

The contribution of volunteers during the year.

Volunteers are crucial to the operation of the charity as all of the trustees are volunteers. Members are encouraged to participate as volunteers in any and all aspects of the charity's activities.

The executive committee wishes to express its thanks and appreciation to all the staff and volunteers, and their friends and family, who have contributed and worked tirelessly, giving their commitment and time in developing and delivering the services of the charity to the local community. The Board is also grateful to all the funders, whose generosity has enabled the charity to deliver the core services and specialist projects.

The main achievements and performance of the charity during the year.

The past year has been challenging and busy. All services continued to take all precautions to prevent the spread of any Covid infections that at times still affected services. Government guidance together with advice and support from the local authority was carefully considered and followed. This helped contain any cases that in turn enabled services to continue without disruption.

The day services operated from various community venues while Frimley remains closed for extensive renovation and building works. This has been challenging for the services, however, both staff and service users adapted well and the Trustees would like to thank the staff team for their patience and understand while working tirelessly to ensure services have continued to a high standard.

The Managers of the various sections met regularly with representatives from the Executive Committee. The Managers work with the Executive Committee to ensure compliance with the Royal Mencap's affiliation requirements, CQC Regulations and the various funding authorities' quality compliance.

We continue to work with the Adult Social Care Team to provide a range of services, working to improve all services for people with learning disabilities, their families and carers.

Web Site:
www.hastings-bexhill-mencap.org : Our website has proved to be a useful tool during the past year, enabling us to keep members up date with news and activities, as well as to advertise staff vacancies.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

Fundraising activities during the year.

Fundraising continues to be an extremely important part of the society's activities, providing both an essential addition to funds as well as the opportunity to raise public awareness of our work.

The charity shop has been our main focus for fundraising over the past year. Until Frimley reopens other in-house fundraising activities are limited due to lack of premises.

Fundraising for the building project formed a major part of our efforts during the year. The contract with our professional fundraisers, Competitive Solutions Ltd, has been extended for a further two years, both to support the grant applications for the capital build, and to seek opportunities for grants for project work in the future.

We are also grateful for all donations and legacies received, which during the past year included £25,000 from Mrs Sky Dowse for our BFBF project. Other donations of under £1,000 each totalled £7,276.

We are particularly grateful to receive donations given in memory of members or friends of the Society whom have passed away during the past year.

Where relevant to our fundraising activities we comply with 162A of the Charities Act 2011 as introduced by the Charities (Protection and Social Investment) Act 2016. This relates to fundraising activities and people carrying out fundraising activities on behalf of a charity and requires disclosures about vulnerable people, fundraising contracts and arrangements etc.

There are no specific items requiring disclosure in this context.

The difference the charity's performance during the year has made to the beneficiaries of the charity.

Thanks to the ongoing activities promoted and provided by the charity, we have been able to continue to promote the care, support and education of adults and young people with a learning disability and to secure for learning disabled people, provision commensurate with their needs.

The degree to which the achievements and performance during the year have benefited wider society.

Thanks to our ongoing charitable activities we are confident that we have been able to focus on promoting the care, support and education of adults and young people with a learning disability and are able to undertake to further our charitable purposes for the public benefit.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

Structure, governance and management of the charity

The methods used to recruit and appoint new charity trustees.

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.
The trustees are the honorary officers, members of the Executive Committee, and the holding trustees, who have served throughout the year.

A majority is required at an AGM or an EGM to appoint or elect a member to the executive committee, who are the managing trustees. Members are invited to nominate trustees prior to the AGM. All members of the society present at the meeting are able to take part in this vote. Members of the executive committee serve for one year, retiring at the AGM, when they can then be re-elected or re-appointed. New trustees must complete an application process to satisfy CQCs requirement that they are a fit and proper person to carry out a regulated activity.

The policies and procedures for the induction and training of trustees.

New trustees are advised of all documentation held in the Society's office relating to their legal requirements and obligations under charity and company law, recent financial statements, minutes of meetings and governing documents. Trustees are informed of any external training events appropriate to their role.

The charity's organisational structure.

The board of trustees, (Executive Committee), which can have up to 12 members, administers the Charity. The board shall consist of the Honorary Officers, four members of the Society and co-opted members (who may, but need not be members of the Society) being persons having a special interest in and qualifications for furthering the work of the Society. The board normally meets monthly, with the exception of August and December.

The trustees appoint managers for the residential home, day service, educational arts project and charity shop, and are supported by a chief executive officer and administrator to manage the day to day operations of the charity. Each have a responsibility to report directly to the trustees at board meetings, and meet more regularly with officers within the board as is necessary to facilitate effective operations of their departments.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

The Chief Executive Officer and other senior management personnel to whom day to day management is delegated

Chief Executive Officer: Pauline Fletcher

Administrator: Lianne Buttrey

Financial Administrator: John Tunbridge (to July 2023)
Finance Manager: Andrew Vickers (from September 2023)

The charity as a part of a wider network.

Hastings & Bexhill Mencap Society is a company limited by guarantee and a registered charity governed by its memorandum and articles of association, (model supplied by Royal Society) which form the basis of our affiliation to and partnership agreement with The Royal Mencap Society. The memorandum and articles of association are registered with the Charity Commission. Copies are available on request.

Affiliated to The Royal Mencap Society. Registered in accordance with the National Assistance 1948 and under the Charities Act 1993.

The charity was incorporated into a company limited by guarantee on 12 March 2002 and commenced trading on 1 April 2002. Charity number:1092206. Company number: 04392494.

The Charity has no responsibility for, nor is it answerable to any other organisation, apart from the requirements for partnership with The Royal Mencap Society.

The charity's relationships with related parties.

Other than the Trustees and those persons connected with them there are no individuals who are related parties. Details of transactions with related parties are shown in the notes to the accounts. This includes remuneration and expenses paid to Trustees (if relevant).

Bankers	Lloyds TSB, 17 Wellington Place, Hastings TN34 1NX
Solicitors	Herringtons, Lacuna Place, Havelock Road, Hastings TN34 1BG
Investment advisors	None
Accountants	MDM Accounting Ltd, Philips House, Drury Lane, St Leonards on Sea TN38 9BA

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

Financial review

The charity's financial position at the end of the year ended 31 March 2024

The financial position of the charity at 31 March 2024 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:-

	2024	2023
	£	£
Net income	296,309	172,855
Unrestricted Revenue Funds available for the general purposes of the charity	1,386,969	839,853
Designated Revenue Funds	483,749	733,938
Total Unrestricted Funds	**1,870,718**	**1,573,791**
Restricted Revenue Funds	-	2,670
Endowment Fixed Asset Funds	18,322	16,270
Total Endowment funds	18,322	16,270
Total Funds	1,889,040	1,592,731

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

Financial review of the position at the reporting date, 31 March 2024 .

The trustees are satisfied with the performance of the charity during the year and the position at the year end and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations. Whilst and despite operating from community venues the trustees were pleased to note that both Open Door and Active Arts were in a satisfactory financial position with regular referrals for new service user placements. Westwood, having maintained full occupancy throughout the year is also in a satisfactory financial position. The charity will now concentrate on maintaining sufficient levels of service users to sustain day and residential services, whilst recognising the need to secure funds for the building project that is essential to secure the future viability of the charity.

Specific changes in fixed assets are details in the notes to the accounts.

The Statement of Financial Activities shows net incoming resources (of a revenue nature) for the year of £294,257.

The total reserves at the year end after revaluing investments stand at £1,889,040 (up by £296,309).

The significant balance sheet figure for the Society relates to our Net Current Assets, which stand at £800,840 compared to £1,066,121 last year. £317,091 of this total represents the level of resources which we hold for our General Purposes Funds, excluding funds allocated to Designated funds for the BFBF project (£478,120) and the general reserve fund (£5,629) and is lower than we would ideally like it to be, given the need to maintain sufficient account balances for our different activity areas and to hold sufficient funds to cover our contingencies already outlined in this report.

Policies on reserves.

The Society adopts a policy of budgeting to monitor receipt of, and application of, funds. By careful management we strive to ensure a sufficient level of funds for contingencies to meet our various requirements. The Society has a reserves policy in common with all charities, which would provide a cushion if some of our varied sources of income that are available to the Society were to fall short of their budget targets. As a result our levels of liquidity are purposely maintained at a sufficient level to ensure our commitments are covered. Reserve accounts continue to be in place for residual income from share dividends.

Availability and adequacy of assets of each of the funds

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

Trustees' Annual Report for the year ended 31 March 2024

The major risks to which the Charity is exposed and reviews and systems to mitigate them.

Factors affecting the performance of the Charity are considered each year by the trustees when formulating their strategic plan, particularly relating to finances. These factors include:

- The existence of similar local organisations which effectively compete with the charity.
- Staff turnover and the impact of sick/maternity leave, etc.
- The continuance of long term funding by public authorities.
- Demographic changes in the local community.
- Business interruption.

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.
Designated members of the board of trustees, volunteers and society staff attend regular safeguarding, fire safety, health and safety, first aid and food hygiene trainings.

The society has policies and procedures in place designed to minimize any potential risk to the society. A review of all current risk assessments is carried out annually, or earlier should this be considered necessary. Risk assessments are introduced for any new activities undertaken by the society.

Factors likely to affect future financial performance .

The Trustees note that Adult Social Care continues to be underfunded nationally. The C.E.O. works with the local authority to obtain a satisfactory level of funding for the individuals using our services. This has enabled the charity to maintain a good level of service delivery over the past year. However, the situation nationally is uncertain meaning the level of fee increases is unlikely to be maintained over the long term. The unavoidable increases in staffing costs, of a further 10% this year, coupled with increased costs in energy and consumables is a real challenge. However, being of charitable status enables us to fundraise to subsidise fees resulting in us being able to continue to offer a high quality of service provision. Regular reviews and policies are in place as outlined above. The trustees are grateful to the staff team whom work tirelessly to find ways of providing an innovative and varied programme of activities for our members, both currently and with exciting and sustainable plans for future service delivery. Increased capacity that will be made possible by the development work at Frimley will support the charity's income, with managers reporting a waiting list for services for some day service activities.

Principal funding sources in the year and how these support the key objectives of the charity.

Membership of the Society:
There are currently 184 individual members.
No subscriptions fees were received this year as the trustees continued their decision to refrain from collecting membership fees for the current year. Once a full programme of social activities can resume the trustees may consider reintroducing membership fees, taking into consideration the administrative costs involved against any financial gain.

Royal Mencap Society (RMS)
The partnership fee currently stands at £510 per year. The Trustees continue to monitor the advantages and disadvantages of remaining in partnership with Royal Mencap.

Trustees' Annual Report for the year ended 31 March 2024

Plans For the Future

Summary of plans for the future and the trustees' perspective of the future direction of the charity.

We anticipate additional costs will continue to be required in the following areas:

Frimley

Plans for the coming year:

Building Frimley's Bigger Future (BFBF)
Frimley was "handed over" to Hastings Building Services, being the main contractors for the building works, under the terms of a JBC contract.

Work has progressed steadily with some delays due to the identification of substandard work carried out in the past, creating the need for extra demolition prior to building the new 2 storey extension. It was also necessary to change the plans from a platform lift to a hydraulic lift to ensure that our members using larger wheelchairs could access the first floor. Other smaller delays due to weather, staff shortages and sourcing some building materials has caused the project to overrun.

The Trustees and senior staff carefully considered phasing the project into two stages that might have allowed day services to return to the main building whilst the new build continued in the grounds. However, this was not a feasible option due to health and safety issues. The Trustees are grateful to the operators and owners of the community spaces being hired or given free of charge to enable the continued delivery of day services, who have now extended the hire agreements to the end of the project.

We worked with our architect Casper Cummins, and Quantity Surveyor John Page to agree any updated plans and budget. Fortnightly site meetings were and continue to be attended by senior staff and Trustees together with the architect and main contractor. The Trustees and staff are grateful to the site manager and HBS staff for accommodating extra visits as required.

The revised estimated costs for the project are now £1,412,000. The Charity continues to use the services of Competitive Solutions Ltd to identify opportunities for, and to write funding applications to grant makers. This has had some success with £150,000.00 in grants obtained so far, with further applications under review. This together with careful management of reserves, smaller successful grant applications made by our own staff, generous private donations and legacies has enabled the project to continue without delay caused by any financial restraints. Having now exhausted all options for grants, the Trustees have secured a loan via the Charities Aid Foundation Bank to fund the completion of the project.

The JBC contract ensures that any risk to the Charity is well managed as monthly payments to the contractor are only made once valuation of works completed is agreed by the Quantity Surveyor and Architect.

At the time of writing it is anticipated that the project will be fully completed by the winter of 2024/2025.

Trustees' Annual Report for the year ended 31 March 2024

Westwood
Plans for the coming year:
Refurbishment of the dining room.
Refurbishment of en-suite shower room.
Re-laying of patio and installation of new or refurbished raised beds.

Transport
To monitor the viability of the people carrier (see transport report), and to ascertain whether a second vehicle would be of benefit to the Society.

Services
The Trustees together with the Chief Executive Officer continue to work closely with the Commissioners from ESCC to identify current and future need for learning disability services. The trustees recognise the challenges faced by local authorities to provide individuals with quality cost effective services. Most of our service users who are not privately funded have their fees met by our own local authority, this is advantageous as ESCC tend to increase fees at a higher level than other funding authorities.

Plans for day services from Frimley:
To further our offer of outreach, 1:1 support and PA work
Offer a service for members living with dementia or older persons support needs
Offer training in hospitality, horticulture, reception, wardrobe and prop management.
Develop extra and new performing and visual arts classes to include costume making, street theatre and non-performing classes.

From an analysis of our situation it is clear that to remain sustainable it is essential to maintain, and increase where possible, a full occupancy at Westwood, student numbers at Active Arts and members of Open Door. The Trustees, together with the CEO and departmental managers are actively seeking ways to increase user numbers by the development of services together with the opportunity for extra people to attend existing services within our extended building facilities.

It remains essential for financial security to continue to generate income from the provision of activities and services. The plans for the future as outlined above will be made possible by the increased working spaces within Frimley. This will include an extra classroom, large multi-use hall, visual arts studio and performing arts studio. The fully accessible building and grounds will enable anyone whom may have limited physical ability to access all classes and have excellent facilities by the development of a changing place facility and extra disabled access WC's. Wheelchair accessible kitchen and tea point facilities will enable independence, and these together with a new level access patio, link bridge and accessible garden will enable our day services to offer classes and activities to more people without any restriction caused by limited access. This in turn will support a sustainable and viable future for the day services and social activities.

The Trustees will use the opportunity brought about by the new facilities to offer all or part of the premises to community groups to hire outside of day service hours, thus bringing a further income into the Charity.

Westwood has worked hard to provide a good level of support and activities to its residents. The requirements identified by the CQC inspection in December 2022 for extra staff, has been maintained. This has resulted in a considerable extra cost. The C.E.O. consulted with the Commissioners from ESCC regarding the reviewing of residents fees to meet this additional cost. As a result, a new fee level was agreed for all ESCC residents which has met the cost of the extra staff. The Trustees are grateful to the local authority commissioners for their support with this issue.

Westwood's Manager facilitated the development of a snug in what was formally the staff sleep-in room. This is a relaxed lounge area that is much enjoyed by the residents. An art studio was developed in the old garage offering the residents a creative space to enjoy. This area will be further developed using the fundraising income from the current "Garden Glow Up" event, together with funds from a private donation.

The Chief Executive Officer takes every opportunity to attend meetings for learning disability providers to keep abreast of the current situation and to receive regular updates regarding the standard required by local authorities and CQC to meet and maintain a high standard of service provision. There has not been a CQC inspection (assessment) during the year.

Other information about the charity and its activities

Departmental reports giving a fuller (non-compulsory) narrative summary of the year appear at the end of these reports and accounts.

Details of The Auditor

S M Rosling FCCA (Senior Statutory Auditor)

Member of the Association of Chartered Certified Accountants

Ashdown Hurrey Auditors Limited

20 Havelock Road, Hastings

East Sussex

TN34 1BP

Statement as to disclosure of information to auditors

The trustees state that so far as each of the trustees at the time this report was approved are aware:-

a) There is no relevant audit information (as defined by section 418(3) of the Companies Act 2006) of which the auditors are unaware, and

b) The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and establish that the auditors are aware of that information.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

Statement of the Directors Trustees' Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Companies Act 2006, the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the Charities SORP (FRS 102) (Statement of Recommended Practice for Accounting and Reporting by Charities) 2019, applicable to all accounting periods beginning on or after Ist January 2019), (The SORP).

In particular, the Companies Act 2006 and charity law require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).
- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. 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.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the auditor in relation to the Trustees' report is limited to examining the report and ensuring that , the report is consistent with the figures disclosed in the financial statements.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2024

Method of preparation of accounts - Small company provisions

The financial statements are set out on pages 19 to 51.
The financial statements have been prepared implementing the Charities SORP (FRS 102) (Statement of Recommended Practice for Accounting and Reporting by Charities) 2019, applicable to all accounting periods beginning on or after 1st January 2019 (The SORP), and in accordance with the Financial Reporting Standard 102 (updated 31st January 2022).

These financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

This report was approved by the board of trustees on 18/12/24

Gillian Jeffries (Chair)
Director and Trustee

Hastings and Bexhill Mencap Society

Independent Auditors' Report to the Trustees of the charitable company on the accounts for the year ended 31 March 2024

Opinion

We have audited the financial statements of Hastings and Bexhill Mencap Society (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

-give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
-have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
-have been prepared in accordance with the requirements of the Companies Act 2006.

Basis of our opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 21 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:
-the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
-the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:
-adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
-the financial statements are not in agreement with the accounting records and returns; or
-certain disclosures of trustees' remuneration specified by law are not made; or
-we have not received all the information and explanations we require for our audit; or
-the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

During the planning stage of this audit we considered the likelihood of irregularities around laws and regulations relevant to the charity, including enquiry of management and those charged with governance. These were also discussed during the audit planning meeting held by the team. We reviewed the charity's systems and controls in place, and formed an assessment as to their operational effectiveness.

We obtained an understanding of the legal and regulatory frameworks that are applicable to the entity and determined that the most significant are those that relate to:
-The financial reporting standard; FRS102
-Health and safety
-Employment Law

Based on the results of our risk assessment we designed our audit procedures to identify non-compliance with such laws and regulations identified above.

During the course of this audit the team discussed this area with senior members of the charity's staff and also carried out a review of legal expenses for evidence of any issues.

We considered the risk of fraud through management override and, in response, we incorporated testing of manual journal entries into our audit approach.

We are therefore of the opinion that given the risk level identified, our procedures planned and undertaken, are adequate for detecting irregularities.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

S M Rosling FCCA (Senior Statutory Auditor)

For and on behalf of Ashdown Hurrey Auditors Limited

Statutory Auditor
20 Havelock Road
Hastings
East Sussex
TN34 1BP
This report was signed on 19.12.2024

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2024

Statement of Financial Activities (including the Income and Expenditure Account for the year ended 31 March 2024, as required by the Companies Act 2006)

	SORP Ref	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2024	2024	2024	2024	2023
		£	£	£	£	£
Income & Endowments from:						
Donations & Legacies	A1	107,347	-	-	**107,347**	65,748
Charitable activities	A2	1,355,038	-	-	**1,355,038**	1,056,364
Other trading activities	A3	73,644	-	-	**73,644**	74,822
Investments	A4	7,695	-	-	**7,695**	5,642
Other	A5	-	-	-	**-**	1,986
Total income	**A**	**1,543,724**	**-**	**-**	**1,543,724**	**1,204,562**
Expenditure on:						
Raising funds	B1	54,396	2,670	-	**57,066**	41,197
Charitable activities	B2	1,192,401	-	-	**1,192,401**	991,229
Total expenditure	**B**	**1,246,797**	**2,670**	**-**	**1,249,467**	**1,032,426**
Net gains on investments	B4	-	-	2,052	**2,052**	719
Net income for the year		**296,927**	**(2,670)**	**2,052**	**296,309**	**172,855**
Net income after transfers	**A-B-C**	**296,927**	**(2,670)**	**2,052**	**296,309**	**172,855**
Net movement in funds		**296,927**	**(2,670)**	**2,052**	**296,309**	**172,855**
Reconciliation of funds:-	**E**					
Total funds brought forward		1,573,791	2,670	16,270	**1,592,731**	1,419,876
Total funds carried forward		**1,870,718**	**-**	**18,322**	**1,889,040**	**1,592,731**

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A Statement of Total Recognised Gains and Losses is included as a primary statement in these accounts.

All activities derive from continuing operations

The notes attached on pages 28 to 51 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2024

Hastings and Bexhill Mencap Society - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Prior Year Unrestricted Funds 2023 £	Prior Year Restricted Funds 2023 £	Prior Year Endowment Funds 2023 £	Prior Year Total Funds 2023 £
Income & Endowments from:					
Donations & Legacies	A1	63,748	2,000	-	**65,748**
Charitable activities	A2	1,056,364	-	-	**1,056,364**
Other trading activities	A3	74,822	-	-	**74,822**
Investments	A4	5,642	-	-	**5,642**
Other	A5	1,986	-	-	**1,986**
Total income	**A**	1,202,562	2,000	-	**1,204,562**
Expenditure on:					
Raising funds	B1	41,197	-	-	**41,197**
Charitable activities	B2	990,229	1,000	-	**991,229**
Other	B3	-	-	-	-
Tax on surplus on ordinary activit	B3	-	-	-	-
Other taxation	B3	-	-	-	-
Total expenditure	**B**	**1,031,426**	**1,000**	-	**1,032,426**
Net gains on investments	B4	-	-	719	719
Net income for the year		171,136	1,000	719	172,855
Transfers between funds	**C**	-	-	-	-
Net income after transfers		171,136	1,000	719	172,855
Net movement in funds		**171,136**	**1,000**	**719**	**172,855**
Reconciliation of funds:-	**E**				
Total funds brought forward		1,404,325	-	15,551	**1,419,876**
Total funds carried forward		**1,575,461**	**1,000**	**16,270**	**1,592,731**

All activities derive from continuing operations

A Statement of Total Recognised Gains and Losses is included in these accounts as a separate primary statement

The notes attached on pages 28 to 51 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2024

Statement of Total Recognised Gains and Losses for the year ended 31 March 2024

	2024 £	2023 £
Surplus for the year :-		
Net excess of income over expenditure from operations before tax	294,257	170,150
Realised gains/(losses) on the disposal of tangible fixed assets	-	1,986
Realised gains on disposals of social investments which are programme related	-	-
Income from operations before tax in the Statement of Financial Activites	**294,257**	**172,136**
Add/(deduct) non income and expenditure items:-		
Unrealised gains on investments	2,052	719
Net Movement in funds before taxation	**296,309**	**172,855**
Funds generated in the year as shown on Statement of Financial Activities	**296,309**	**172,855**

The notes attached on pages 28 to 51 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Resources applied in the year ended 31 March 2024 towards fixed assets for Charity use:-

	2024 £	2023 £
Funds generated in the year as detailed in the SOFA	296,309	172,855
Resources applied on functional fixed assets	(583,841)	(102,591)
Other applications of funds	-	-
Net resources available to fund charitable activities	**(287,532)**	**70,264**

The resources applied on fixed assets for charity use represents the cost of additions less proceeds of any disposals.

The notes attached on pages 28 to 51 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2024

Movements in revenue and capital funds for the year ended 31 March 2024

Revenue accumulated funds

	Unrestricted and Designated funds 2024 £	Restricted Funds 2024 £	Endowment Funds 2024 £	Total Funds 2024 £	Last year Total Funds 2023 £
Accumulated funds brought forward	1,573,791	2,670	-	1,576,461	**1,404,325**
Recognised gains and losses before transfers	296,927	(2,670)	-	294,257	172,136
	1,870,718	**-**	**-**	**1,870,718**	**1,576,461**
Closing revenue funds	**1,870,718**	**-**	**-**	**1,870,718**	**1,576,461**

Designated revenue funds included within the unrestricted funds above

	Total Funds 2024 £	Last year Total Funds 2023 £
At 1 April	733,938	691,520
Net income	(446,498)	(85,936)
Transfer (to)/from revenue accumulated funds	196,309	128,354
At 31 March	483,749	733,938

The purposes for which these funds have been designated are described in Note 23 to the accounts.

Fixed asset funds

	Designated Funds 2024 £	Restricted Funds 2024 £	Endowment Funds 2024 £	Total Funds 2024 £	Last year Total Funds 2023 £
At 1 April	-	-	16,270	16,270	15,551
Movement in funds	-	-	2,052	2,052	719
At 31 March	**-**	**-**	**18,322**	**18,322**	**16,270**

The purposes of the transfers to fixed asset funds are described in Note 23 to the accounts and under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Summary of funds

	Unrestricted and Designated funds 2024 £	Restricted Funds 2024 £	Endowment Funds 2024 £	Total Funds 2024 £	Last Year Total Funds 2023 £
Revenue accumulated funds	1,386,969	-	-	**1,386,969**	842,523
Revenue designated funds	483,749	-	-	**483,749**	733,938
Fixed asset funds	-	-	18,322	**18,322**	16,270
Total funds	**1,870,718**	**-**	**18,322**	**1,889,040**	**1,592,731**

The notes attached on pages 28 to 51 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2024

Hastings and Bexhill Mencap Society
Income and Expenditure Account for the year ended 31 March 2024 as required by the Companies Act 2006

	2024 £	2023 £
Income		
Income from operations	1,536,029	1,196,934
Investment income		
Income from investments, other than interest receivable	1,255	642
Interest receivable	6,440	5,000
Gross income in the year before exceptional items	**1,543,724**	**1,202,576**
Exceptional items:		
Realised gains on disposals of tangible fixed assets held for the charity's own use	**-**	**1,986**
Gross income in the year including exceptional items	**1,543,724**	**1,204,562**
Expenditure		
Charitable expenditure, excluding depreciation and amortisation	1,162,798	975,901
Depreciation and amortisation	24,303	11,328
Fundraising costs	57,066	41,197
Governance costs	5,300	4,000
Realised losses on disposals of social investments which are programme related	-	-
Total expenditure in the year	**1,249,467**	**1,032,426**
Net income before tax in the financial year	**294,257**	**172,136**
Tax on surplus on ordinary activities	-	-
Net income after tax in the financial year	**294,257**	**172,136**
Retained surplus for the financial year	**294,257**	**172,136**

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes attached on pages 28 to 51 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Balance Sheet as at 31 March 2024

	Note	SORP Ref		2024 £		2023 £
Fixed assets		A				
Tangible assets	12	A2		1,069,878		510,340
Investments held as fixed assets	13	A4		18,322		16,270
Total fixed assets				1,088,200		526,610
Current assets		B				
Debtors	14	B2	62,493		105,176	
Cash at bank and in hand		B4	831,429		993,713	
Total current assets			893,922		1,098,889	
Creditors: amounts falling due within one year	15	C1	(93,082)		(32,768)	
Net current assets				800,840		1,066,121
The total net assets of the charity				**1,889,040**		**1,592,731**
The total net assets of the charity are funded by the funds of the charity, as follows:-						
Endowment funds						
Endowment Fixed Asset Funds	20	D1	18,322		16,270	
				18,322		16,270
Restricted funds						
Restricted Revenue Funds	20	D2	-		2,670	
				-		2,670
Unrestricted Funds						
Unrestricted Revenue Funds	20	D3	1,386,969		839,853	
				1,386,969		839,853
Designated Funds						
Designated Revenue Funds	20	D3		483,749		733,938
Total charity funds				**1,889,040**		**1,592,731**

Hastings and Bexhill Mencap Society - Balance Sheet as at 31 March 2024

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

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

The charity is subject to audit under charity legislation, and the report of the Charities Act auditor is on page 18.

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

Gillian Jeffries (Chair) and Richard Buttrey (Treasurer)
Trustees
Approved by the board of trustees on 18/12/24

The notes attached on pages 28 to 51 form an integral part of these accounts.

Hastings and Bexhill Mencap Society

Cash Flow Statement for the year ended 31 March 2024

		2024 £	2023 £
Cash flows from operating activities			
Net cash provided by operating activities as shown below	A	413,862	174,076
Cash flows from investing activities			
Interest received		6,440	5,000
Dividends received		1,255	642
Proceeds from sale of property, plant and equipment		-	14,199
Purchase of property, plant and equipment		(583,841)	(129,555)
Net cash provided by investing activities	B	**(576,146)**	**(109,714)**
Cash flows from financing activities			
Net cash provided by financing activities	C	**-**	**-**
Overall cash provided by all activities	A+B+C	**(162,284)**	**64,362**
Cash movements			
Change in cash and cash equivalents from activities in the year ended 31 March 2024		(162,284)	64,362
Cash and cash equivalents at 1 April 2023		993,713	929,351
Change in cash and cash equivalents due to exchange rate movements		-	-
Cash at bank and in hand less overdrafts at 31 March		**831,429**	**993,713**

Hastings and Bexhill Mencap Society

Cash Flow Statement for the year ended 31 March 2024

Hastings and Bexhill Mencap Society

Cash Flow Statement for the year ended 31 March 2024 - Continued

Reconciliation of net income to net cash flow from operating activities

Net income as shown in the Statement of Financial Activities		296,309	172,855
Adjustments for :-			
Depreciation charges		24,303	11,328
Write downs of investments		-	-
Net unrealised (gains) losses on investment assets		(2,052)	(719)
Dividends and interest from investments		(7,695)	(5,642)
Loss on the sale of Fixed and Intangible Assets		-	(1,986)
(Increase) decrease in debtors		42,683	(16,577)
Increase in creditors, excluding loans		60,314	14,817
Net cash provided by operating activities	**A**	**413,862**	**174,076**

Analysis of cash and cash equivalents

	2024	2023
	£	£
Cash in hand at for the year ended 31 March 2024	831,429	993,713
Notice deposits - (less than 3 months)	-	-
Total cash and cash equivalents	**831,429**	**993,713**

Analysis of change in net debt

	At start of year	Cash flows and cash equivalents	At end of year
Cash	993,713	(162,284)	831,429
Total	993,713	(162,284)	831,429

Hastings and Bexhill Mencap Society

Notes to the Accounts for the year ended 31 March 2024

1 Accounting policies

Policies relating to the production of the accounts.

Basis of preparation and accounting convention

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

Measurement and estimation - Accounting policies are supplemented by estimation techniques where judgement is required in measuring the value of income and expenditure and of assets and liabilities.
Estimations in these accounts are rare and minimal but where appropriate the trustees have exercised their judgement to arrive at a fair and reasonable value.

Going Concern

The charitable activities are entirely dependent on continuing grant aid and voluntary donations as well as trading revenues. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams. Accordingly, the Trustees have obtained forecasts and, after reviewing the financial forecasts for future periods to 31 March 2025, the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainites about the charity's ability to continue as a going concern.

Risks and future assumptions

The charity is a public benefit entity.
The trustees are not aware of any risks and/or future assumptions which might affect the valuations shown in the balance sheet.

Policies relating to categories of income and income recognition.

Nature of income

Gross income represents the value of goods provided to customers and work carried out in respect of services provided to customers.

Categories of Income

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

Income from a non-exchange transaction is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Notes to the Accounts for the year ended 31 March 2024

Income recognition

Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

Accounting for deferred income and income received in advance

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned,and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

Income from legacies

Income from legacies is recognised when the charity has sufficient evidence that a gift has been left to them, that where required, probate has been granted, the executor is satisfied that the property in question will not be required to satisfy claims in the estate, that it is probable that the amount will be received by the charity, and the amount to be received can be estimated with sufficient accuracy, and that any conditions attached to the legacy are either within the control of the charity or have been met.

Where a payment is received from an estate or is notified as receivable by the executors after the reporting date and before the accounts are authorised for issue but it is clear that the payment had been agreed by the executors prior to the end of the reporting period, then the amount concerned is treated as an adjusting event and accrued as income in the accounting period if receipt is probable.

Where the charity has established entitlement to a legacy but there is uncertainty as to the amount of the payment, details of the legacy aredisclosed as a contingent asset until the criteria for income recognition are met. Where a legacy is subject to the interest of a life tenant, the legacy is not recognised as income until the death of the life tenant.

If it is doubtful that full settlement of a legacy debtor will be received, then an adjustment is made to reduce the amount of the legacy debtor and legacy income rather than charging the adjustment as expenditure in the Statement of Financial Activities

Notes to the Accounts for the year ended 31 March 2024

Donated goods, facilities and services

Donated fixed assets are recognised at the current fair value. All such donations are recognised as donation income, and debited to fixed assets.

Donated goods that are not fixed assets are accounted for at a fair value, unless it is impractical to reliably measure the value of the donated items.

Donated services and facilities (including seconded staff and use of property) are included in the accounts on the basis of the value of the gift to the charity.

All donated services and facilities are recognised as donation income when received,(provided the value of the gift can be measured reliably) and recognised as an expense with an equivalent value.

Membership subscriptions

The income and any associated Gift Aid or other tax refund from a membership subscription received by the charity in the nature of a gift, is accounted for on the same basis as a donation.

The income from a membership subscription received by the charity where the subscription purchases the right to services or benefits is recognised as income from charitable activities.

Policies relating to expenditure on goods and services provided to the charity.

Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

Allocating costs to activities

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is to allocate in proportion to the time and resources expended on any particular activity.

Volunteers

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note8.

Notes to the Accounts for the year ended 31 March 2024

Policies relating to assets, liabilities and provisions and other matters.

Fixed Asset Investments

Fixed asset investments in quoted shares, traded bonds, investment properties and similar investments are shown initially at cost upon acquisition and at their market value at the balance sheet date at the end of the financial period. Investment properties are not depreciated.

All gains on fixed asset investments, whether realised or unrealised, are included in row B4 of the Statement of Financial Activities.

Tangible fixed assets

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Freehold premises	2 % straight line
Plant and machinery	25 % on reducing balance
Motor vehicles	25 % on reducing balance

A regular annual review of the likelihood of asset impairment is undertaken, based on the trustees' assessment of the current market values.

Debtors

Debtors are measured at their recoverable amounts at the balance sheet date.

Current asset investments

Current asset investments are valued on the balance sheet based on statements and other information available.

Creditors and provisions

Creditors and provisions for liabilities and charges are recognised and measured by reference to invoices and other information available.

Cash and bank balances

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

Leasing and hire purchase contracts and commitments

Assets held under finance leases and hire purchase contracts, which are those where substantially all the risks and rewards of ownership of the asset have passed to the charity, are capitalised in the balance sheet and depreciated over their useful lives. The corresponding lease or hire purchase obligation is treated in the balance sheet as a liability.

The interest element of the rental obligations is charged to the profit and loss account over the period of the lease and represents a constant proportion of the balance of capital repayments outstanding.

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

Notes to the Accounts for the year ended 31 March 2024

Pensions - defined contribution schemes

The charity operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal or as implied by law.

Endowment funds are funds donated to the charity, where the funds shall be invested and the charity shall enjoy the benefit of the income from the capital fund, but where restrictions are placed on the use of the capital.

2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

4 Significance of financial instruments to the charity's position

The company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable, loans from banks and other third parties, and loans to related parties.

Debt instruments that are payable or receivable within one year, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received; other debt instruments are initially measured at present value of the future payments and subsequently at amortised cost using the effective interest method.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in profit or loss.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in profit or loss.

Notes to the Accounts for the year ended 31 March 2024

5 Net surplus before tax in the financial year

	2024	2023
	£	£
The net surplus before tax in the financial year is stated after charging:-		
Depreciation of owned fixed assets	24,303	11,328
Pension costs	14,421	11,814
Auditors' remuneration	5,300	4,000

6 Investment gains

Current Year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2024	2024	2024	2024	2023
	£	£	£	£	£
Unrealised gains /(losses) and writing down of carrying values					
Listed investments - Unrealised	-	-	2,052	2,052	719
Total unrealised gains/(losses) etc	-	-	2,052	2,052	719
Total realised and unrealised gains	-	-	2,052	2,052	719

Prior year

	Prior Year Unrestricted Funds	Prior Year Restricted Funds	Prior Year Endowment Funds	Prior Year Total Funds
	2023	2023	2023	2023
	£	£	£	£
Unrealised gains /(losses) and writing down of carrying values				
Listed investments - Unrealised	-	-	719	719
Total unrealised gains/(losses) etc	-	-	719	719
Total realised and unrealised gains	-	-	719	719

7 Donated goods, services and facilities

Current year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2024	2024	2024	2024	2023
	£	£	£	£	£
Included in Other Trading Income:-					
Income from the sale of donated goods	64,046	-	-	64,046	71,728
	64,046	-	-	64,046	71,728

Notes to the Accounts for the year ended 31 March 2024

Prior Year	Prior Year Unrestricted Funds	Prior Year Restricted Funds	Prior Year Endowment Funds	Prior Year Total Funds
	2023	2023	2023	2023
	£	£	£	£
Included in Other Trading Income:-				
Income from the sale of donated goods	71,728	-	-	71,728
	71,728	-	-	71,728

8 The contribution of volunteers

The charity depends on the support of its volunteers, which is much appreciated. The arrangements with volunteers are difficult to value precisely in monetary terms and have not been recognised in the Statement of Financial Activities. The volunteers and the charity accept and agree that no contract of employment is created by these arrangements. Further details on their contribution is contained in the departmental reports.

9 Staff costs and emoluments

Salary costs	2024	2023
	£	£
Gross Salaries excluding trustees	834,217	701,034
Employer's National Insurance for all staff	50,495	42,688
Employer's operating costs of defined contribution pension schemes	14,421	11,814
Total salaries, wages and related costs	**899,133**	**755,536**

Numbers of full time employees or full time equivalents	2024	2023
The average number of total staff employed in the year was	45	37
The estimated full time equivalent number of all staff employed in the year was	45	37

The estimated equivalent number of full time staff deployed in different activities in the year was:-

Engaged on charitable activities	37	31
Engaged on management and administration	8	6
The estimated full time equivalent number of all staff employed as above	**45**	37

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

Notes to the Accounts for the year ended 31 March 2024

10 Defined contribution pension schemes

The charity operates a defined contribution pension scheme, the costs of which are shown above.

All employees are automatically enrolled into a workplace pension scheme (NEST), with contributions payable at the statutory minimum rates based on their pensionable pay.

Any liabilites and assets associated with the scheme are shown under debtors and creditors.

11 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

12 Tangible fixed assets

Current Year	Land and Buildings	Plant & Machinery	Motor Vehicles	Total
	£	£	£	£
Cost				
At 1 April 2023	598,174	134,192	8,250	740,616
Additions	582,903	938	-	583,841
At 31 March 2024	**1,181,077**	**135,130**	**8,250**	**1,324,457**
Depreciation				
At 1 April 2023	107,833	122,443	-	230,276
Charge for the year	19,069	3,171	2,063	24,303
At 31 March 2024	**126,902**	**125,614**	**2,063**	**254,579**
Net book value				
At 31 March 2024	**1,054,175**	**9,516**	**6,187**	**1,069,878**
At 31 March 2023	**490,341**	**11,749**	**8,250**	**510,340**

Prior Year	Land and Buildings	Plant & Machinery	Motor Vehicles	Total
	£	£	£	£
Cost				
01 April 2022	479,693	131,368	28,950	640,011
Additions	118,481	2,824	8,250	129,555
Disposals	-	-	(28,950)	(28,950)
31 March 2023	**598,174**	**134,192**	**8,250**	**740,616**
Depreciation				
01 April 2022	100,422	118,526	16,737	235,685
Charge for the year	7,411	3,917	-	11,328
On disposals	-	-	(16,737)	(16,737)
31 March 2023	**107,833**	**122,443**	**-**	**230,276**
Net book value				
31 March 2023	**490,341**	**11,749**	**8,250**	**510,340**
31 March 2022	**379,271**	**12,842**	**12,213**	**404,326**

Notes to the Accounts for the year ended 31 March 2024

13 Investments held as fixed assets

	Investments in subsidiaries	Listed investments	Other Classes of Investment	Total
	£	£	£	£
Carrying values of investments				
At 1 April 2023	-	16,270	-	16,270
Revaluation at 31 March 2024	-	2,052	-	2,052
At 31 March 2024	**-**	**18,322**	**-**	**18,322**
Analysis between fair value and historical cost				
Investments as above held at fair value	-	18,322	-	18,322

Prior Year	Investments in subsidiaries	Listed investments	Other Classes of Investment	Total
	£	£	£	£
Carrying values of investments				
At 1 April 2022	-	15,551	-	15,551
Revaluation at 31 March 2023	-	719	-	719
At 31 March 2023	**-**	**16,270**	**-**	**16,270**
Analysis between fair value and historical cost				
Investments as above held at fair value	-	16,270	-	16,270

14 Debtors

	2024	2023
	£	£
Trade debtors	27,284	39,232
Prepayments and accrued income	35,209	65,944
	62,493	**105,176**

15 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	16,947	20,274
Accruals	76,136	12,494
	93,083	**32,768**

Notes to the Accounts for the year ended 31 March 2024

16 Income and Expenditure account summary

	2024	2023
	£	£
At 1 April 2023	1,592,731	1,419,876
Surplus after tax for the year (including investment growth)	296,309	172,855
At 31 March 2024	**1,889,040**	**1,592,731**

17 Post balance sheet events

There are no post balance sheet events to report for this year or for the prior year.

18 No related party transactions

There were no transactions with related parties in the year.

19 Particulars of how particular funds are represented by assets and liabilities

At 31 March 2024	**Unrestricted funds**	**Designated funds**	**Endowment funds**	**Restricted funds**	**Total Funds**
	£	£	£	£	£
Tangible Fixed Assets	1,069,878	-	-	-	**1,069,878**
Investments at valuation:-					
Fixed asset investments	-	-	18,322	-	**18,322**
Current Assets	893,922	-	-	-	**893,922**
Current Liabilities	(93,082)	-	-	-	**(93,082)**
	1,870,718	**-**	**18,322**	**-**	**1,889,040**

At 1 April 2023	**Unrestricted funds**	**Designated funds**	**Endowment funds**	**Restricted funds**	**Total Funds**
	£	£	£	£	£
Tangible Fixed Assets	510,340	-	-	-	**510,340**
Investments at valuation:-					
Fixed asset investments	-	-	16,270	-	**16,270**
Current Assets	362,281	733,938	-	2,670	**1,098,889**
Current Liabilities	(32,768)	-	-	-	**(32,768)**
	839,853	**733,938**	**16,270**	**2,670**	**1,592,731**

Notes to the Accounts for the year ended 31 March 2024

20 Change in total funds over the year as shown in Note 19 , analysed by individual funds

	Funds brought forward from 2023	Movement in funds in 2024	Transfers between funds in 2024	Funds carried forward to 2025
		See Note 21	See Note 22	
	£	£	£	£
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	839,853	743,425	(196,309)	1,386,969
Designated Revenue Funds	733,938	(446,498)	196,309	483,749
Total unrestricted and designated funds	1,573,791	296,927	-	1,870,718
Restricted funds:-				
Chalk Cliff Trust (grant to Active Arts)	1,000	(1,000)	-	-
St Mary in the Castle (donation for Active Arts)	1,670	(1,670)	-	-
Total restricted funds	2,670	(2,670)	-	-
Endowment funds:-				
Endowment Fixed Asset Funds	16,270	2,052	-	18,322
Total endowment funds	16,270	2,052	-	18,322
Total charity funds	1,592,731	296,309	-	1,889,040

21 Analysis of movements in funds over the year as shown in Note 20

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2024	2024	2024	2024
	£	£	£	£
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	1,442,932	(699,507)	-	743,425
Designated Revenue Funds	100,792	(547,290)	-	(446,498)
Restricted funds:-				
Chalk Cliff Trust grant	-	(1,000)	-	(1,000)
St Mary in the Castle	-	(1,670)	-	(1,670)
Endowment funds:-				
Endowment Fixed Asset Funds	-	-	2,052	2,052
	1,543,724	(1,249,467)	2,052	296,309

Notes to the Accounts for the year ended 31 March 2024

22 Details of transfers between funds in

The transfers shown in note 20 above are:-	2024
	£
To/(from) Unrestricted Revenue Funds in accordance with the accounting policy 'Accounting for capital grants and fixed asset funds'.	(196,309)
To/(from) Designated Revenue Funds	196,309
	-

23 The purposes for which the funds

Unrestricted and designated funds:-

Unrestricted Revenue Funds — These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.

Designated Revenue Funds — These funds are held as a reserve to cover costs at the discretion of the trustees and comprise:

	2024	2023
	£	£
Transport reserve	5,629	4,319
BFBF project	478,118	729,619
Total designated funds	483,747	733,938

Restricted funds:-

Chalk Cliff Trust (grant to Active Arts)	-	1,000
St Mary in the Castle (donation for Active	-	1,670
Total restricted funds	-	2,670

Endowment funds:-

Endowment Fixed Asset Funds — The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.

24 Ultimate controlling party

The charity is under the control of its legal members.

Every member of the charity is obliged to contribute such amount as may be required not exceeding £1 to the assets of the company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

This analysis is classsified by conventional nominal descriptions and not by activity.

25 Donations, Grants and Legacies

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2024	2024	2024	2024	2023
	£	£	£	£	£
Donations and gifts from individuals					
Small donations individually less than £1000	7,276	-	-	**7,276**	4,964
Mr & Mrs Dowse	-	-	-	**-**	45,000
Mrs S Dowse	25,000	-	-	**25,000**	-
Francis and Eric Ford Trust	1,000	-	-	**1,000**	-
Bexhill Rotary Club	-	-	-	**-**	1,500
St Mary in the Castle	-	-	-	**-**	1,670
Gift aid	16,777	-	-	**16,777**	-
Total donations and gifts from individuals	**50,053**	**-**	**-**	**50,053**	**53,134**

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

	Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Endowment Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
Legacies receivable					
Small legacies individually less than £1000	859	-	-	**859**	-
Legacy R Flint (via Herringtons solicitors)	7,781	-	-	**7,781**	-
Legacy Olive Willis Trust (via Herringtons solicitors)	-	-	-	-	10,092
Total legacies receivable	**8,640**	**-**	**-**	**8,640**	**10,092**

	Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Endowment Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
Revenue grants from government and public bodies					
ESCC grants - Workforce grant fund (COMF)	-	-	-	-	522
Total public sector revenue grants	**-**	**-**	**-**	**-**	**522**

	Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Endowment Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
Revenue grants and donations from non public bodies					
Chalk Cliff Trust	-	-	-	-	1,000
My FunD	-	-	-	-	1,000
Hays Macintyre	25,000	-	-	**25,000**	-
Baily Thomas	20,000	-	-	**20,000**	-
Hastings Lions	2,654	-	-	**2,654**	-
Queer on the Pier	1,000	-	-	**1,000**	-
Total private sector revenue grants	**48,654**	**-**	**-**	**48,654**	**2,000**

All the grants in the prior year were unrestricted.

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

Revenue grants and donations from non public bodies (Include Gift Aid donations from subsidiaries) - Prior Year analysis

	Prior Year Unrestricted Funds 2023 £	Prior Year Restricted Funds 2023 £	Prior Year Endowment Funds 2023 £	Prior Year Total Funds 2023 £
Prior Year	-	2,000	-	**2,000**

Total Donations, Grants and Legacies

Current year		Unrestricted Funds 2024 £	Restricted Funds 2024 £	Endowment Funds 2024 £	Current Year Total Funds 2024 £	Prior Year Total Funds 2023 £
Total Donations, Grants and Legacies	**A1**	**107,347**	**-**	**-**	**107,347**	**65,748**

All the donations and gifts in the prior year were unrestricted.

Prior year		Unrestricted Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Prior Year Total Funds 2023 £
Total Donations, Grants and Legacies	**A1**	**63,748**	**2,000**	**-**	**65,748**

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

26 Income from charitable activities - Trading Activities

Current year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total funds
	2024	2024	2024	2024	2023
	£	£	£	£	£
Primary purpose and ancillary trading					
Sale of goods and services in accordance with the charity's objects	671,899	-	-	**671,899**	559,780
Residential care fees	683,138	-	-	**683,138**	496,584
Total Primary purpose and ancillary trading	**1,355,037**	**-**	**-**	**1,355,037**	**1,056,364**

27 Total Income from charitable activities

Current year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2024	2024	2024	2024	2023
	£	£	£	£	£
Total income from charitable trading	1,355,037	-	-	**1,355,037**	1,056,364
Total from charitable activities **A2**	**1,355,037**	**-**	**-**	**1,355,037**	**1,056,364**

28 Income from other, non charitable, trading activities

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2024	2024	2024	2024	2023
	£	£	£	£	£
Income from fundraising events	1,788	-	-	**1,788**	2,042
Income from the sale of donated goods	64,046	-	-	**64,046**	71,728
Enterprise/project work income	7,810	-	-	**7,810**	1,052
Total from other activities **A3**	**73,644**	**-**	**-**	**73,644**	**74,822**

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

29 Investment income

		Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2024	2024	2024	2024	2023
		£	£	£	£	£
Dividend Income		1,255	-	-	**1,255**	642
Bank Interest Receivable		6,440	-	-	**6,440**	5,000
Total investment income	**A4**	**7,695**	**-**	**-**	**7,695**	**5,642**

30 Other income and gains

Current year		Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2024	2024	2024	2024	2023
		£	£	£	£	£
Realised gains on disposals of tangible fixed assets held for the charity's own use		-	-	-	-	1,986
Total other income	**A5**	**-**	**-**	**-**	**-**	**1,986**

31 Expenditure on charitable activities - Charitable trading

Current Year		Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2024	2024	2024	2024	2023
		£	£	£	£	£
Cost of goods for primary purpose trading - Including movement in stock		**97,092**	**-**	**-**	**97,092**	**60,108**
Gross wages and salaries - charitable trading activities		**605,374**	**-**	**-**	**605,374**	**485,306**
Employers' NI - charitable trading activities		**33,964**	**-**	**-**	**33,964**	**33,679**
Defined contribution pension costs - charitable trading activities		**10,483**	**-**	**-**	**10,483**	**9,770**
Temporary Staff - charitable trading activities		**49,926**	**-**	**-**	**49,926**	**62,606**
Tutors and subcontractors		**30,828**	**-**	**-**	**30,828**	**26,904**
Total charitable trading costs	**B2b**	**827,667**	**-**	**-**	**827,667**	**678,373**

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

32 Support costs for charitable activities

Current Year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2024	2024	2024	2024	2023
	£	£	£	£	£
Employee costs not included in direct costs					
Salaries - Administrative staff	166,268	-	-	**166,268**	**141,288**
Defined contribution pension cost - administrative staff	3,938	-	-	**3,938**	**2,044**
Employers' NI - Administrative staff	16,041	-	-	**16,041**	**8,611**
Training and welfare - staff	1,523	-	-	**1,523**	**961**
Recruitment expenses	1,195	-	-	**1,195**	**618**
Premises Expenses					
Rates and water charges	6,253	-	-	**6,253**	**6,368**
Room Hire	47,231	-	-	**47,231**	**22,641**
Light heat and power	14,859	-	-	**14,859**	**11,923**
Cleaning and waste management	9,541	-	-	**9,541**	**12,029**
Premises repairs, renewals and maintenance	11,713	-	-	**11,713**	**34,406**
Property insurance	22,773	-	-	**22,773**	**15,875**
Administrative overheads					
Telephone and internet	8,653	-	-	**8,653**	**6,673**
Stationery and printing	4,423	-	-	**4,423**	**4,320**
Membership subscriptions	1,938	-	-	**1,938**	**3,816**
Hire of equipment	-	-	-	**-**	**5,876**
Software licences and expenses	900	-	-	**900**	**925**
Advertising and marketing	1,960	-	-	**1,960**	**2,066**
Sundry expenses	835	-	-	**835**	**540**
Equipment repairs and maintenance	4,928	-	-	**4,928**	**5,373**
CareDocs system fees	3,170	-	-	**3,170**	**3,842**
Bad debts	-	-	-	**-**	**849**
Computer expenses	1,127	-	-	**1,127**	**1,156**
Professional fees paid to advisors other than the auditor or examiner					
Accountancy fees other than examination or audit fees	2,585	-	-	**2,585**	**2,300**
Book-keeping services	743	-	-	**743**	**-**
Other legal and professional	-	-	-	**-**	**500**
Financial costs					
Bank charges	2,534	-	-	**2,534**	**2,528**
Depreciation & Amortisation in total for	24,303	-	-	**24,303**	**11,328**
Support costs before reallocation	**359,434**	**-**	**-**	**359,434**	**308,856**
Total support costs - Current Year	**359,434**	**-**	**-**	**359,434**	**308,856**

The basis of allocation of costs between activities is described under accounting policies

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

Prior Year	Current year Unrestricted Funds 2023 £	Current year Restricted Funds 2023 £	Current year Endowment Funds 2023 £	Prior Year Total Funds 2023 £
Administrative overheads				
Computer expenses	156	1,000	-	**1,156**
Support costs before reallocation	**307,856**	**1,000**	**-**	**308,856**
Total support costs - Prior Year	**307,856**	**1,000**	**-**	**308,856**

The basis of allocation of costs between activities is described under accounting policies

33 Other Expenditure - Governance costs

Current Year	Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Endowment Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
Auditor's fees	5,300	-	-	**5,300**	**4,000**
Total Governance costs	**5,300**	**-**	**-**	**5,300**	**4,000**

All the expenditure in the prior year was unrestricted.

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

34 Total Charitable expenditure

Current Year		Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Endowment Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
Total charitable trading costs	B2b	827,667	-	-	**827,667**	**678,373**
Total support costs	B2d	359,434	-	-	**359,434**	**308,856**
Total Governance costs	B2e	5,300	-	-	**5,300**	**4,000**
Total charitable expenditure	**B2**	**1,192,401**	**-**	**-**	**1,192,401**	**991,229**

Prior Year		Prior Year Unrestricted Funds 2023 £	Prior Year Restricted Funds 2023 £	Prior Year Endowment Funds 2023 £	Prior Year Total Funds 2023 £
Total charitable trading costs	B2b	678,373	-	-	**678,373**
Total support costs	B2d	307,856	1,000	-	**308,856**
Total Governance costs	B2e	4,000	-	-	**4,000**
Total charitable expenditure	**B2**	**990,229**	**1,000**	**-**	**991,229**

35 Expenditure on raising funds and costs of investment management

Current Year		Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Endowment Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
Agent's costs for fundraising		35,400	-	-	**35,400**	**25,920**
Cost of fundraising activities		1,790	-	-	**1,790**	**2,245**
Fundraising trading costs		4,067	2,670	-	**6,737**	**800**
Gross wages and salaries - fundraising a		12,649	-	-	**12,649**	**11,834**
Employers' NI - fundraising activities		490	-	-	**490**	**398**
Total fundraising costs	**B1**	**54,396**	**2,670**	**-**	**57,066**	**41,197**

All the expenditure in the prior year was unrestricted.

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2024

This analysis is classsified by activity and not by conventional nominal descriptions.

36 Analysis of income by activity

	SOFA ref	2024	2023
		£	-
Activity			
Income from charitable activities			
Open Door		501,592	**403,048**
Active Arts		170,307	**156,234**
Westwood		683,138	**496,584**
Society (incl Shop)		-	**498**
Total Income from charitable activities	**A2**	**1,355,037**	**1,056,364**
Income from other, non charitable, trading activities			
Fundraising activities		**73,644**	**74,822**
Summary of Total Income, including the items above			
Charitable activities	**A2**	1,355,037	1,056,364
Other activities	**A3**	73,644	74,822
Donations & Legacies	**A1**	107,347	65,748
Investment income	**A4**	7,695	5,642
Other income	**A5**	-	1,986
Total income as shown in the SOFA	**A**	**1,543,723**	**1,204,562**
Categories of income			
Income from exchange transactions		1,543,723	1,204,562

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2024

37 Analysis of charitable expenditure by activity

Activity

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2024	2024	2024	2024	2023
	£	£	£	£	£
Open Door					
Charitable trading costs	300,140	-	-	**300,140**	240,456
Employee costs not included in direct co:	-	20,675	-	**20,675**	25,776
Premises expenses	-	35,099	-	**35,099**	4,643
Administrative overheads	-	3,358	-	**3,358**	11,062
Professional fees	-	646	-	**646**	575
Financial costs	-	1,164	-	**1,164**	1,549
Total Open Door	**300,140**	**60,942**	**-**	**361,082**	**284,061**

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2024	2024	2024	2024	2023
	£	£	£	£	£
Active Arts					
Charitable trading costs	100,800	-	-	**100,800**	93,263
Employee costs not included in direct co:	-	20,961	-	**20,961**	9,410
Premises expenses	-	6,925	-	**6,925**	6,470
Administrative overheads	-	1,789	-	**1,789**	2,220
Professional fees	-	646	-	**646**	575
Financial costs	-	418	-	**418**	547
Total Active Arts	**100,800**	**30,739**	**-**	**131,539**	**112,485**

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2024

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2024	2024	2024	2024	2023
	£	£	£	£	£
Westwood					
Charitable trading costs	420,918	-	-	**420,918**	335,220
Employee costs not included in direct co:	-	35,183	-	**35,183**	18,179
Premises expenses	-	41,986	-	**41,986**	47,849
Administrative overheads	-	11,335	-	**11,335**	12,518
Professional fees	-	646	-	**646**	575
Financial costs	-	4,201	-	**4,201**	4,383
Total Westwood	**420,918**	**93,351**	**-**	**514,269**	**418,724**

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2024	2024	2024	2024	2023
	£	£	£	£	£
Society (incl Shop)					
Charitable trading costs	5,809	-	-	**5,809**	9,434
Employee costs not included in direct co:	-	112,146	-	**112,146**	100,157
Premises expenses	-	28,360	-	**28,360**	44,280
Administrative overheads	-	11,452	-	**11,452**	9,638
Professional fees	-	1,390	-	**1,390**	1,075
Financial costs	-	21,054	-	**21,054**	7,377
Total Society (incl Shop)	**5,809**	**174,402**	**-**	**180,211**	**171,961**

Summary of charitable costs by activity

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2024	2024	2024	2024	2023
	£	£	£	£	£
Total Open Door	300,140	60,942	-	361,082	284,061
Total Active Arts	100,800	30,739	-	131,539	112,485
Total Westwood	420,918	93,351	-	514,269	418,724
Total Society (incl Shop)	5,809	174,402	-	180,211	171,961
Total Governance costs as detailed in Note 33	-	5,300	-	5,300	4,000
Total charitable expenditure	**827,667**	**364,734**	**-**	**1,192,401**	**991,231**

The basis of allocation of costs between activities is described under accounting policies

The breakdown of this expenditure by type of spending (ie nominal classification) is detailed in note 34

Activity analysis of Income and expenditure for the for the year ended 31 March 2024

Analysis of support and governance costs by charitable activities

Activity	Governance	Finance	Human Resources	Other Overheads	Total
Open Door	1,325	1,164	20,675	39,103	62,267
Active Arts	1,325	418	20,961	9,360	32,064
Westwood	1,325	4,201	35,183	53,967	94,676
Society (incl Shop)	1,325	21,054	112,146	41,202	175,727
Grand Total	5,300	26,837	188,965	143,632	364,734

38 Analysis of non charitable expenditure by activity

Activity

Fundraising activities	**Fundraising activities 2024**	**Fundraising activities 2023**
	£	**£**
Direct fundraising costs	57,066	41,197
Indirect fundraising costs:-	-	-

Governance costs	**Governance costs 2024**	**Governance costs 2023**
	£	**£**
Other Expenditure - Governance costs as detailed in Note 33	5,300	4,000

Total non charitable expenditure	**2024**	**2023**
	£	**£**
Total costs of Fundraising activities	57,066	41,197
Total non charitable expenditure	**57,066**	**41,197**

The breakdown of this expenditure by type of spending (ie by nominal classification and by fund) is detailed in note 35

Hastings and Bexhill Mencap Society

Section commentaries for the year ended 31 March 2024

SOCIAL ACTIVITES REPORT

Re-opening of a full programme of social activities is high on the Trustees agenda once building work is complete. Further to a consultation of members in 2016, plans are underway to provide a Saturday Café covering late morning and lunchtime. The aim is to train day service users on a rota basis to plan, cook and prepare food to sell "at cost" in the café. This provision will provide a warm, low or no cost place for our members to meet their friends in a safe, fully accessible place.

The customer base will also include families and friends of our members and those hiring the performing arts studio on a Saturday.

We will also open the ground floor relaxed classroom to parents and carers to form self-support groups, and to offer specialist advice and signposting to other agencies.

We will be delighted to welcome Hastings Gateway Club back to Frimley for one evening each week.

We intend to offer further social activities in the evenings, initially monthly, to increase when we can rebuild our bank of volunteers. Future plans may also include a paid social activity co-ordinator to take responsibility for members safeguarding, health and safety and managing volunteers.

The Trustees understand the importance of social activities as they offer short respite for carers together with a safe meeting place where our members can be fully involved in planning and running activities under the guidance of the staff team.

Our staff team organised a Coronation Tea Party for members in June 2023 and bingo night in August 2023. Both held at Robsack Community Centre.

We have not been able to offer outings again this year, however this remains under review.

We were delighted to run Open Door's Christmas fundraising party at Horntye Sports Complex in November, raising over £2,000 to fund Christmas activities for Open Door members with the remainder going towards the BFBF project.

Holidays

Westwood continue to offer a choice of holidays to their residents, either with staff and/or resident's families.

Parents & Carers

We have plans to support our parents and carers initially with a meeting space within our Saturday Café. Our well informed senior staff team, and Trustees with lived experience continue to offer support and guidance to our parents and carers as and when needed.

Annual General Meeting

Our AGM, followed by a light lunch, was held in Christchurch community hall on 10th November 2023, this enabled us to offer spaces for anyone wishing to attend. We were delighted to welcome some students from Active Arts who provided entertainment to those attending the meeting. A short film showing the progress of the building work was also shown. These new additions to our AGM proved very popular and helped increase numbers of attendees.

Fundraising

Most of our fundraising is achieved through our charity shop (see separate report). All other events that are organised by the Social Committee, or our own staff team are for the most part organised around a social event that all our members and their families can enjoy.

The trustees will continue to work with the C.E.O. to explore new ways of delivering social and fundraising activities.

TRANSPORT

Open Door continue to have the main use of the people carrier, currently being the only vehicle owed by the Charity. The maintenance of this is overseen by one of their senior staff, who also is a trained driver. He is supported in this role by our administrator.

The Trustees recognise that due to costs together with the lack of volunteer drivers, running a transport service for social activities, or to transport people to and from day services is no longer a viable option.

We are grateful to the parents and carers whom have enabled our members to access Open Door and Active Arts throughout the year by arranging transport for them.

Active Arts have very limited need for transport, with students and staff making their own way to Frimley or the various community spaces they use. Westwood does not have its own transport provision, using public transport or a local taxi firm when necessary.

Staff who own their own cars are able to use them for work, paid for on by a mileage allowance in accordance with Government rates. This is particularly beneficial to the residents at Westwood, being a very cost effective alternative to taxis.

The Society is governed by the rules of East Sussex County Council's Managing Occupational Road Risk guidelines. To be permitted to drive a society minibus or people carrier, drivers must have a D1 provision on their licence (minibus only), hold an ESCC minibus or people carrier driving permit, or equivalent and successfully complete the passenger assistance training. The society facilitates training and driving assessments for all drivers with ESCC approved instructors, and recognises the need to set aside funds to train new staff whom do not have a D1 on their current licence.

OPEN DOOR

Open Door continues to thrive. On some days we support up to 35 service users each day in a diverse range of activities. We provide 1-1 support for 3 individuals and P. A support for 1 young lady and her carer.

We continue to support our Service Users who have work placements that are mentored by us and encourage individuals to gain new skills through their chosen activities including skills for Independence, cookery, sports, Makaton, African drumming, and IT to name a few.

Each person has an individual programme of activities and person support plan overseen by their Keyworker. Our service has seen an increase in daily attendance and we are working at full capacity most of the time.

We started the year with our service based at The Greek Orthodox Church in St Leonards and while it enabled Open Door to remain as one unit it became apparent that the facilities and location were not going to meet our requirements long term. After a difficult search we found two sites that were able to offer us the facilities needed to continue to deliver our service. We again set about relocating to The Robsack Centre and The Hollington United Football Club sites.

Service users adapted quickly with each move and have continued to enjoy a busy timetable of activities in different surroundings that then provided new experiences and opportunities.

Staff worked diligently to ensure that we maintained the same high standard of support we always have. Having the availability of using the football field was a great asset throughout the summer and while some sessions were delivered in a slightly different way it also enabled us to expand our programme as we found ways to meet the new challenges.

After discussion with our service users we agreed that each session group would choose an activity they all wished to do as a treat rather than having a themed week of summer activities. These ranged from a day out bowling, having a pub meal, or an In-house celebration with old fashioned party games and a cream tea. Others enjoyed trips out and some choose to share some 1-1 time with their Keyworkers going to the shops, cinema or local amusement arcades, usually accompanied by a lunch out.

Open Door cont.

Despite the problems associated with operating from temporary locations Open Door has gone from strength to strength and the anticipation of having the improved and extended building back in use is both exciting and reassuring as it will enable us to develop further and extend the services we are able to offer in collaboration with the other departments as we move into the future.

We held a fundraising event in November where an extremely large raffle and some lovely food made the evening a complete success the proceeds of which again supported us to ensure every service user received a Christmas gift and that we could provide some special activities fitting for the festive season.

Unfortunately, completion of the building work at Frimley was delayed and we were not able to return as planned. We were able to extend the hire agreements we had at both temporary locations and subsequently it was business as usual going into 2024.

Sadly the year did not start well will the loss of several Service Users through ill health and age associated problems, we were able to support everyone through these difficult times.

The optimism for the future was widespread with eager anticipation for the BFBF project to be finished. We were able to take a group of Service Users down to the site so that they could see for themselves just what was happening. We have had regular updates, photos and newsletters to keep us informed. It is all quite exciting.

While it has not been an easy year it has been a successful one, we end with more Service Users attending across the week, several new activities and even more in the planning stage.
The future is looking bright for Open Door and the whole Society and we are looking forward to working in conjunction with all of the departments in our new base back at Frimley.

ACTIVE ARTS
Active Arts is a visual and performing arts orientated community-based project, running five days a week throughout each academic year.

The project is funded by student fees together with some subsidy from the Society by way of the use of a shared office and use of the hall one day a week at Frimley. Due to building works at Frimley our shared office and use of the hall have halted on a temporary basis.

2023/24 saw a return to full classes all still taking place in community venues.

Active Arts were very happy to perform at the De La Warr Pavilion in 2023. With Active Arts and Friends – Go Go Go! It was another great success and an opportunity to work with Ben Watson as compere for the evening. We welcomed great feedback from the theatre, our students, their families and supporters. The show was a great success. Increased the number of groups in dressing rooms back stage creating a fun environment for the students whilst also providing well needed space. Everyone worked together for a successful night.

We designed two new sets of cards for our enterprise stall.

In collaboration with the local festival Town Explores a Book, Active Arts became festival partners and lead artists for The Wonderful Adventures of Mrs Seacole in Many Lands a book by Mary Seacole We were able to achieve this by creating a beautiful colourful window display at our Charity shop in Kings Road and providing a performance art exhibition at the Clifton Centre in St Leonards.

Our 1:1 outreach session continued with in person, with great success. We also worked in collaboration with Inside Out Theatre Company and 18 Hours Events to produce a piece of street theatre for Streets of Hailsham. Our Thursday Comedy & Drama /Street Theatre students performed at the White Rock Theatre as part of the Community and Youth Creative Learning showcase.

We continued to use practicing artists and performers to tutor our students as they bring a wealth of knowledge and experience to the classes. Standards are raised, as students are encouraged to work to the best of their ability to enable them to become recognized as artists and performers in their own right.

Active Arts cont.

We worked in partnership with Hastings Contemporary Art Gallery, who offered free workshop space around key exhibitions. In December the Art & Design class held their first exhibition called DAZZLE in a public gallery. The students work was exhibited in Electro Studios in St Leonards to much acclaim. We had a very exciting private view at which many paintings were sold. The exhibition ran over one weekend and funds from sales were divided between the artists and the project. A grant from Chalk Cliff Trust paid for the hire of the gallery and the publicity.

We continued our Making for the Stage class at Archer Lodge, home of Explore the Arch Theatre Company who generously continued the offer of free art space, whilst building work takes place at Frimley. The students and staff team work well in well and find it a creative and calm environment to work.

The Active Arts office is still run outside of Frimley. This is working very well and has continuously made a positive year for the project.

The Dance class continues at Christchurch Hall. The students have settled well into the sessions and we have had a few new students join. Our support team stays the same for this class.

The Art & Design students have chosen to continue to work with one of the tutors who is developing each student's individual artistic talent. Our support team stays the same for this class.

The Comedy & Drama class worked closely with their tutor to continue developing sketches in preparation for a performance. The class has returned to the White Rock Theatre which has been very positive.

The Musical Theatre students have also returned to the White Rock Theatre. This class proves to be the most popular in our prospectus and the group have continued to improve under the tuition of their new tutor.

We continue to explore ways of taking the project forward to continue to provide exciting and varied opportunities for our students within both visual and performing arts.

WESTWOOD

Westwood is the Society's residential home for nine adults with learning disabilities. It is registered with the Care Quality Commission, is a preferred provider for ESCC and is owned, maintained and supported by the Society. We aim to provide a safe homely environment, catering for people with varying levels of support needs.

Our Home Manager works hard to with our dedicated staff team to support our residents' in a person-centred way to be as independent as possible. The residents are actively encouraged to take part in the running of their home both practically and with decision making.

During the year we have worked towards increasing our CQC rating from requires improvement. We have confidently fulfilled all of the inspector's requirements and recommendations. We continue to look beyond these to seek further ways to improve our service with the aim for a minimum of a Good rating in all areas at the next inspection.

We carried out a residents' survey that produced good results, showing us that the residents overall are happy with their care and support at Westwood.

Westwood has been fully occupied throughout the year, with referrals coming from the local authority on an occasional basis. We are currently supporting one of our residents to move to a more independent provision. We will miss her greatly but are delighted that she is able to move forward in her life.

The residents continue to live together as a group offering support and friendship to each other, enjoying each other's company within the communal spaces at Westwood.

All our residents' have rooms decorated and furnished to their own tastes and interests, and we have continued to support everyone to purchase new items for their rooms and communal spaces throughout the year. Everyone is supported to use local shopping facilities where possible, but the offer of online shopping remains a good alternative to those who for health reasons sometimes find it difficult to shop locally.

Westwood cont.

Residents were delighted to be able to resume their day time activities. Three residents attend Open Door day service, three attend Active Arts and one attends Project Arts Works and the Roebuck Centre.

From home, residents who do not attend day service are supported by staff to take part in activities of their choice both within the home and local amenities. We are lucky to be located in a town with good facilities that enable our residents to enjoy crazy golf, bowling, cinema and the Old Town tourist attractions. Aside from those, residents have been supported to both London and local theatres, the circus, Millie's night club, Carols by Candlelight, art galleries and the Society's fund raising activities. We held in house activities including bingo, Coronation celebration and a St Patrick's day dinner.

Two residents took part in the Active Arts show at the De la Warr Pavilion, the other residents and several staff enjoyed being in the audience.

We will continue to work with funding authorities to try to secure funding for our residents to attend day services, or for extra 1:1 support at home.

Residents work with their key workers to identify goals and aspirations. The staff work with them to help budget for bigger expenditure such as theatre trips or holidays. Often goals are smaller and can be achieved more easily. The residents hold regular house meetings to discuss the management of their home, plan group activities, and decide on items they would like to purchase for communal areas.

The manager has her office on the ground floor of Westwood, which is also the main access into and out of Westwood. Although this can at times prove challenging for the manager, she encourages the open-door policy for her office, as this enables her to have regular contact with each resident.

The residents each have care plans that they have ownership of; staff have worked throughout the year to help the residents understand the meaning and content of their care plans. Residents are supported to make informed choices about all aspects of lives. The manager and staff work closely with the local Community Learning Disability Team and healthcare professionals to ensure the residents health, wellbeing and safety are given the highest standard, involving advocacy services and family involvement as appropriate.

Family is very important to our residents' and we encourage visits from family members, and support residents to visit families at their homes or out in the community. Some residents were able to go on holiday with their families, and for those whom this is not an option are able, should they wish to do so, have holidays or short breaks supported by our own staff. We very much appreciate those whom take an active interest with Westwood, helping with the garden for example, or taking people out. We recognise the difficulties faced by those families living outside of the area or abroad with visiting their family members, so support those residents to keep in regular contact with them through social media.

This year we held a fundraising event – Garden Glow Up - to raise money to buy items for the garden. Residents' and staff collectively walked the distance between Lands End and John O'Groats over a 3 month period between New Year and Easter. We will celebrate their success later in the year.

The Trustees continue to make the standard of maintenance of Westwood as high importance, recognising that to maintain a safe, welcoming and homely environment requires constant expenditure and longer term investment. A plan for higher cost projects such as external redecoration and refurbishment of communal areas is in place, together with a day to day budget for ongoing maintenance costs.

Maintenance:
The hall, stairs and landing have been redecorated and new carpets installed.
The fire alarm has been upgraded.

Future plans:
Refurbishment of the dining room
Refurbishment of en-suite shower room
Relaying of patio area.

Hastings and Bexhill Mencap Society

Section commentaries for the year ended 31 March 2024

FRIMLEY
Frimley remains under construction as we work with our contractors to complete the plans to Build Frimley's Bigger Future.

Plans include:

- The development and/or refurbishment of three classrooms, one of which will be dedicated to those with higher support needs due to living with dementia or older age.
- A new visual arts studio to enable us to offer art and design classes to more people.
- A new performing arts studio in the grounds to enable us to offer more performance classes and hold art exhibitions.
- A new accessible training kitchen
- A level access patio and accessible garden
- Increased accessibility by the installation of a lift, level access link bridge and ambulant disabled walkway to the upper garden and performing arts studio.
- New WCs to include 3 disabled access facilities
- A Changing Places facility
- Four first floor offices
- Two tea points
- Complete redecoration throughout
- Outside decoration
- Re-surfaced forecourt.

At the time of writing work the new extension is complete. The work on the first floor is almost complete, with hand-over of offices and two upstairs classrooms expected by the end of June. This will enable staff to set up these rooms ready for moving back when the whole project is complete.

Work is underway to develop the performing arts studio with all groundwork completed. The ground floor of the existing building has started.

Our C.E.O., Administrator and managers attend fortnightly site meetings to keep abreast of the works, have input into the plans and ensure the timely payments to the contractor under the terms of the JBC contract. Trustees also visit the site when they can, have regular reports sent to them and newsletters are regularly sent to the members.

The C.E.O. and Administrator are working with the fundraisers to identify opportunities for grants. We continue to run some inhouse fundraising events to support the smaller costs to equip the building, and are grateful to our donors for their continued support.

Due to delays caused by increased level of building works identified during demolition, the need for a bigger lift, delays in obtaining some building materials, bad weather and staff shortages, has led to a revised completion of the project in the autumn of 2024.

Full plans are available from the society's temporary office at The Robsack Centre, Bodiam Drive, St Leonards.

SHOP
Our shop, in Kings Road, St Leonards, is open 6 days a week and is staffed by a team of a part time manager and 10 volunteers working in pairs on a rota basis. We do not currently offer a collection or delivery service, however, this has not impacted on the amount of donations received, or sales made. We sell only donated goods. Our shop provides a much needed and steady income to support our activities.

The employment of a shop manager continues to be very successful, evident in the level of income and the shop rarely having to close due to lack of staff. We recognise the good support our manager offers her volunteers.

The trustees are grateful to, and recognise the hard work and dedication of the shop volunteers who work tirelessly to keep the shop open, sort and display goods and provide a good level of customer service.

The window displays are regularly changed to reflect the seasons and local and national celebrations. Active Arts were able to use the window to display their work for the A Town Explores a Book project to show their wonderful visual art work in various mediums

Shop cont.

The shop realised an excellent profit of £37,504, and are grateful to the staff team for making the shop such a success.

We have not been successful in finding a second shop that meets our needs. The Trustees and shop manager continue to explore opportunities to expand into a second shop.

The shop is open to all members of the public, providing a service for them to purchase goods as well as donate their unwanted items for us to sell. Some of our members with learning disabilities are supported to work in the shop.

The shop is a useful place to advertise our fundraising events, shows and activities. Active Arts and Open Door find the use of the shop stock a very useful source of costumes for their performances and are grateful to the shop staff whom seek and put aside items that have been specially requested for the stage.

The shop staff report that volunteering in the shop gives them the opportunity to make new friends and supporters for our activities. All profits from the shop help support with the upkeep of Frimley as well as the subsidised or free provision of social activities.

HASTINGS AND BEXHILL MENCAP SOCIETY

England & Wales - Charity number 1092206

Accounts

Company Registration Number - 04392494

The Charity Registration Number is :- 1092206

Hastings and Bexhill Mencap Society

Report and Accounts

31 March 2023

Hastings and Bexhill Mencap Society

Report and accounts for the year ended 31 March 2023

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Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2023

The Trustees present their Report and Accounts for the year ended 31 March 2023, which also comprises the Directors' Report required by the Companies Act 2006.

Reference and administrative details

The charity name.

The legal name of the charity is:- Hastings and Bexhill Mencap Society.

The charity is also known by its operating name, Frimley.

The charity's areas operation and UK charitable registration.

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 1092206.

The charity does not operate in any overseas jurisdictions.

Legal structure of the charity

The charity is constituted as a company limited by guarantee, registered under the Companies Acts . The governing document of the charity is the Memorandum and Articles of Association establishing the company under company legislation.

The governing document is dated 12 March 2002
There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

By operation of law all, trustees are directors under the Companies Act 2006 and all directors are trustees under Charities legislation and have responsibilities, as such, under both company and charity legislation.

The trustees are all individuals.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2023

The principal operating address, telephone number, email and web addresses of the charity are:-

64 London Road
St Leonards on Sea, East Sussex
TN37 6AS
Telephone 01424 424813

Email Address hello@hastings-bexhill-mencap.org Web address www.hastings-bexhill-mencap.org

The registered office of the charity for Companies Act purposes is:-

Philips House
Drury Lane, St Leonards on Sea East
Sussex, TN38 9BA

The Trustees and officers in office on the date the report was approved were:-

President:	Mr Michael Foster DL LLM
Life Vice Presidents:	Mrs Georgina Holmes, Mrs Jean Tree, Mr Alf King, Mr Tom Tagoe Chair
Honorary Officers **(trustees):**	- Michael Cheale Vice Chair - Gillian Jeffries Hon. Secretary - Mrs Joanne Dauti Treasurer - Mr Michael Cheale Transport - Mr Michael Cheale
Executive Committee Members **(trustees):**	Mrs Wendy Bristow, Mrs June Fletcher, Mr Mark Johnson, Robert Nisbet (to November 2022)
C.E.O.	Mrs Pauline Fletcher
Administrator:	Mrs Lianne Buttrey
Financial Administrator:	Mrs Irina Edwards (to October 2022) John Tunbridge (from October 2022 to July 2023)

The following persons served as Trustees or officers during the year ended 31 March 2023:-

The trustees who served as a trustee in the reporting period were as shown above.

Any changes in trustees since the year end are identified above (in brackets).

At the Annual General Meeting all executive committee members retire as trustees, but are eligible for reappointment.

All the trustees are also members of the charity.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2023

Objects and activities of the charity

The purposes of the charity as set out in its governing document.

The charity's objects and principal activities as set out in the memorandum and articles of association are that of promoting the care, treatment and education of children and adults with a learning disability and to secure for learning disabled people provision commensurate with their needs.

The Charity also aims:
To increase public awareness of the challenges faced by people with a learning disability and their families, and thus create a climate of public opinion that encourages their inclusion into the community.

To become acquainted with all people with a learning disability and their families, within the local area.

To foster mutual help and co-operation and friendship between parents, carers, relatives and all entrusted with the care of people with a learning disability.

To provide housing, care & support, welfare services, training, education, employment, leisure and recreation for people with a learning disability, and to guide and support all those entrusted with the task of making similar provision.

The main activities undertaken in relation to those purposes during the year.

The charity aimed to attract sufficient clients to maintain the viability of the charity, and ensure its continued progress, within the parameters of its long term objectives. The charity also aimed to secure sufficient external funding for its activities, both by obtaining funds from grant making bodies and by undertaking a variety of worthwhile ancillary activities that would generate funds for its core purposes.

The registered charity continues to maintain three properties. Frimley (64 London Road, St Leonards on Sea TN37 6AS, 01424 424813) our headquarters, which provides facilities as a social centre, for Open Door Day Service providing for 30 people Monday to Friday, and Active Arts, the Society's educational project which runs an academic year, Westwood (Westwood, 55 St Helens Park Road, Hastings TN34 2JJ, 01424 428805), a residential home for nine adults with a Learning Disability, and a Charity Shop (Mencap, 32A/B Kings Road St Leonards on Sea, 01424 443717).

The Society arranges social activities for adults, regular clubs have remained suspended until renovation works to Frimley are complete. Annual holidays for Westwood residents, social and fundraising events and a welfare service continued throughout the year.

Whilst the Society encourages members to travel independently to all its activities, transport is available for those who may be unable to do so. The Charity works with others to improve the quality of life and range of opportunities available to those with learning disabilities at all levels.

The main activities undertaken during the year to further the charity's purpose for the public benefit.

Our main activities and who we try to help are described below and in our memorandum and articles of association. All our charitable activities focus on promoting the care, support and education of children and adults with a learning disability and are undertaken to further our charitable purposes for the public benefit.

The trustees have had regard to the Charity Commission's guidance on public benefit in managing the activities of the charity.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2023

The short term and longer term aims and objectives.

Our short term and ongoing objective is to continue with all existing areas of activity as described elswhere in this report. For the longer term we are continuing to persue our "Building Frimley's Bigger Future" project, which we believe will enable us to materially improve and expand on the services we are able to offer.

The contribution of volunteers during the year.

Volunteers are crucial to the operation of the charity as all of the trustees are volunteers. Members are encouraged to participate as volunteers in any and all aspects of the charity's activities.

The executive committee wishes to express its thanks and appreciation to all the staff and volunteers, and their friends and family, who have contributed and worked tirelessly, giving their commitment and time in developing and delivering the services of the charity to the local community. The Board is also grateful to all the funders, whose generosity has enabled the charity to deliver the core services and specialist projects.

The main achievements and performance of the charity during the year.

The past year has been challenging and busy as we worked our way out of the pandemic. By the spring of 2022, offer of day services was back to a pre-pandemic level with online services no longer needed. Following Government guidance, we continued to use PPE and carried out regular testing for Covid 19 until this was no longer a requirement. Covid still impacted on our services throughout the year with occasional outbreaks occurring within the staff team and services. However, good practice together with the vaccination programme prevented any major spread of infection. Staff shortages due to isolation practice did impact on services; the trustees are grateful to the staff for their dedication and ability to adapt which enabled services to remain open during difficult periods.

Open Door and Active Arts continued to use some community spaces until December 2022 after which time the closure of Frimley for major renovation (reported later in these notes) caused all day services to relocate to community spaces.

The Managers of the various sections met regularly with representatives from the Executive Committee. The Managers work with the Executive Committee to ensure compliance with the Royal Mencap's affiliation requirements, CQC Regulations and the various funding authorities' quality compliance.

We continue to work with the Adult Social Care Team to provide a range of services, working to improve all services for people with learning disabilities, their families and carers.

Web Site:
www.hastings-bexhill-mencap.org : Our website has proved to be a useful tool during the past year, enabling us to keep members up date with news and activities, as well as to advertise staff vacancies.

Trustees' Annual Report for the year ended 31 March 2023

Fundraising activities during the year.

Fundraising continues to be an extremely important part of the society's activities, providing both an essential addition to funds as well as the opportunity to raise public awareness of our work.

The charity shop, despite a challenging year, continues to thrive and income from this activity is reported separately (see shop report).

Fundraising for the building project formed a major part of our efforts during the year. In August we employed the services of a professional fundraising team – Competitive Solutions, to help with bids for capital funding and are currently in a one year contract with them

We are also grateful for all donations and legacies received, which during the year included £45,000 from Mrs Sky Dowse for our BFBF project. Other donations included £1500 from Bexhill Rotary Club and numerous donations of under £1,000 each which totalled £4,964.

We are particularly grateful to receive donations given in memory of members or friends of the Society whom have passed away during the past year.

Where relevant to our fundraising activities we comply with 162A of the Charities Act 2011 as introduced by the Charities (Protection and Social Investment) Act 2016. This relates to fundraising activities and people carrying out fundraising activities on behalf of a charity and requires disclosures about vulnerable people, fundraising contracts and arrangements etc.

There are no specific items requiring disclosure in this context.

The difference the charity's performance during the year has made to the beneficiaries of the charity.

Thanks to the ongoing activities promoted and provided by the charity, we have been able to continue to promote the care, support and education of adults and young people with a learning disability and to secure for learning disabled people, provision commensurate with their needs.

The degree to which the achievements and performance during the year have benefited wider society.

Thanks to our ongoing charitable activities we are confident that we have been able to focus on promoting the care, support and education of adults and young people with a learning disability and are able to undertake to further our charitable purposes for the public benefit.

Trustees' Annual Report for the year ended 31 March 2023

Structure, governance and management of the charity

The methods used to recruit and appoint new charity trustees.

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.
The trustees are the honorary officers, members of the Executive Committee, and the holding trustees, who have served throughout the year.

A majority is required at an AGM or an EGM to appoint or elect a member to the executive committee, who are the managing trustees. Members are invited to nominate trustees prior to the AGM. All members of the society present at the meeting are able to take part in this vote. Members of the executive committee serve for one year, retiring at the AGM, when they can then be re- elected or re-appointed. New trustees must complete an application process to satisfy CQCs requirement that they are a fit and proper person to carry out a regulated activity.

The policies and procedures for the induction and training of trustees.

New trustees are advised of all documentation held in the Society's office relating to their legal requirements and obligations under charity and company law, recent financial statements, minutes of meetings and governing documents. Trustees are informed of any external training events appropriate to their role.

The charity's organisational structure.

The board of trustees, (Executive Committee), which can have up to 12 members, administers the Charity. The board shall consist of the Honorary Officers, four members of the Society and co- opted members (who may, but need not be members of the Society) being persons having a special interest in and qualifications for furthering the work of the Society. The board normally meets monthly, with the exception of August and December.

The trustees appoint managers for the residential home, day service, educational arts project and charity shop, and are supported by a chief executive officer and administrator to manage the day to day operations of the charity. Each have a responsibility to report directly to the trustees at board meetings, and meet more regularly with officers within the board as is necessary to facilitate effective operations of their departments.

Trustees' Annual Report for the year ended 31 March 2023

The Chief Executive Officer and other senior management personnel to whom day to day management is delegated

Chief Executive Officer: Mrs Pauline Fletcher

Administrator: Mrs Lianne Buttrey

Financial Administrator: Mrs Irina Edwards (to October 2022)
Mr John Tunbridge (from October 2022 to July 2023)

The charity as a part of a wider network.

Hastings & Bexhill Mencap Society is a company limited by guarantee and a registered charity governed by its memorandum and articles of association, (model supplied by Royal Society) which form the basis of our affiliation to and partnership agreement with The Royal Mencap Society. The memorandum and articles of association are registered with the Charity Commission. Copies are available on request.

Affiliated to The Royal Mencap Society. Registered in accordance with the National Assistance 1948 and under the Charities Act 1993.

The charity was incorporated into a company limited by guarantee on 12 March 2002 and commenced trading on 1 April 2002. Charity number:1092206. Company number: 04392494.

The Charity has no responsibility for, nor is it answerable to any other organisation, apart from the requirements for partnership with The Royal Mencap Society.

The charity's relationships with related parties.

Other than the Trustees and those persons connected with them there are no individuals who are related parties. Details of transactions with related parties are shown in the notes to the accounts. This includes remuneration and expenses paid to Trustees (if relevant).

Bankers	Lloyds TSB, 17 Wellington Place, Hastings TN34 1NX Herringtons,
Solicitors	Lacuna Place, Havelock Road, Hastings TN34 1BG
Investment advisors	None
Accountants	MDM Accounting Ltd, Philips House, Drury Lane, St Leonards on Sea TN38 9BA

Trustees' Annual Report for the year ended 31 March 2023

Financial review

The charity's financial position at the end of the year ended 31 March 2023

The financial position of the charity at 31 March 2023 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:-

	2023	2022
	£	£
Net Income	172,855	80,021
Unrestricted Revenue Funds available for the general purposes of the charity	839,853	712,805
Designated Revenue Funds	733,938	691,520
Total Unrestricted Funds	**1,573,791**	**1,404,325**
Restricted Revenue Funds	2,670	-
Endowment Fixed Asset Funds	16,270	15,551
Total Endowment funds	16,270	15,551
Total Funds	1,592,731	1,419,876

Trustees' Annual Report for the year ended 31 March 2023

Financial review of the position at the reporting date, 31 March 2023 .

The trustees are satisfied with the performance of the charity during the year and the position at the year end and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations. As the charity eased its way out of the pandemic the trustees were pleased to note that both Open Door and Active Arts were in a satisfactory financial position considering the challenges faced during the previous two years. Westwood, having maintained full occupancy throughout most of the year is also in a satisfactory financial position. The charity will now concentrate on maintaining sufficient levels of service users to sustain day and residential services, whilst recognising the need to secure funds for the building project that is essential to secure the future viability of the charity.

Specific changes in fixed assets are details in the notes to the accounts.

The Statement of Financial Activities shows net incoming resources (of a revenue nature) for the year of £172,136.

The total reserves at the year-end after revaluing investments stand at £1,592,731 (up by £172,855).

The significant balance sheet figure for the Society relates to our Net Current Assets, which stand at £1,066,121 compared to £999,999 last year. £332,183 of this total represents the level of resources which we hold for our General Purposes Funds, excluding funds allocated to Designated funds for the BFBF project (£729,619) and the general reserve fund (£4,319) and is lower than we would ideally like it to be, given the need to maintain sufficient account balances for our different activity areas and to hold sufficient funds to cover our contingencies already outlined in this report.

Policies on reserves.

The Society adopts a policy of budgeting to monitor receipt of, and application of, funds. By careful management we strive to ensure a sufficient level of funds for contingencies to meet our various requirements. The Society has a reserves policy in common with all charities, which would provide a cushion if some of our varied sources of income that are available to the Society were to fall short of their budget targets. As a result our levels of liquidity are purposely maintained at a sufficient level to ensure our commitments are covered. Reserve accounts continue to be in place for residual income from share dividends.

Availability and adequacy of assets of each of the funds

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

Trustees' Annual Report for the year ended 31 March 2023

The major risks to which the Charity is exposed and reviews and systems to mitigate them .

Factors affecting the performance of the Charity are considered each year by the trustees when formulating their strategic plan, particularly relating to finances. These factors include:

- The existence of similar local organisations which effectively compete with the charity.
- Staff turnover and the impact of sick/maternity leave, etc.
- The continuance of long term funding by public authorities.
- Demographic changes in the local community.
- Business interruption.

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.
Designated members of the board of trustees, volunteers and society staff attend regular safeguarding, fire safety, health and safety, first aid and food hygiene trainings.

The society has policies and procedures in place designed to minimize any potential risk to the society. A review of all current risk assessments is carried out annually, or earlier should this be considered necessary. Risk assessments are introduced for any new activities undertaken by the society.

Factors likely to affect future financial performance .

The Trustees are aware of the financial difficulties facing adult social care. Government funding passed down to local authority continues to be very diluted by the time it reaches service level, which has a real impact on providers being able to offer services at an ideal level. The unavoidable increases in staffing costs, being a minimum of 10% this coming year, coupled with increased costs in energy and consumables is a real challenge. However, being of charitable status enables us to fundraise to subsidise fees resulting in us being able to continue to offer a high quality of service provision. Regular reviews and policies are in place as outlined above. The trustees are grateful to the staff team whom work tirelessly to find ways of providing an innovative and varied programme of activities for our members during these challenging times.

Trustees' Annual Report for the year ended 31 March 2023

Principal funding sources in the year and how these support the key objectives of the charity.

Membership of the Society:
There are currently 184 individual members.
No subscriptions fees were received this year as the trustees continued their decision to refrain from collecting membership fees for the current year. This was due to the inability to provide a regular programme of social activities to members. The trustees will consider reintroducing membership fees when social activities and other members' services can resume.

Royal Mencap Society (RMS):
The partnership fee currently stands at £510 per year. The Trustees continue to monitor the advantages and disadvantages of remaining in partnership with Royal Mencap.

Plans For the Future

Summary of plans for the future and the trustees' perspective of the future direction of the charity.

We anticipate additional costs will continue to be required in the following areas: Frimley
Plans for the coming year:

Building Frimley's Bigger Future (BFBF)
With planning permission ending in January 2023 the trustees recognised the need to make this project a priority for 2023.

We took advice regarding the possible extension to planning consent, however, it was advised that this would not be possible as the planning office would require plans are resubmitted for consideration, thus resulting in a long delay with both starting the project and approaching funders for support. The trustees therefore took the decision to phase the works using reserves designated for this project to carry out the works to make the existing building fully accessible and to lay the ground work for the new building. It was confirmed by the architect that it would be acceptable to delay construction of the new building (phase 2) until funds were secured.

Phasing the project will enable day services to return to the Frimley building, with work to phase 2 being able to progress safely whilst day services were operational in the main building.

We worked with our architect Casper Cummins, and Quantity Surveyor John Page to confirm the plans and any updates as identified. The trustees appointed Hastings Building Services as the main contractor for the works under the terms of a JBC contract to begin early January 2023.

The revised estimated costs for the project are now £1,412,000. Having secured funding for phase 1 it was agreed by the trustees that securing the services of professional fundraisers would be the most effective way to raise the shortfall to complete the whole project. Competitive Solutions Ltd were engaged in a one year contract (to be reviewed) starting on 1st August 2022. At the time of reporting several bids had been submitted.

The current fundraising climate suggests that securing capital funding will be challenging. However, we will continue with our own fundraising efforts, recognising that small amounts make a real difference particularly for supporting the purchase of equipment and materials for the new activities we can offer within our day services.

Westwood
Plans for the coming year:
Development of the old garage into an art studio for residents.
Development of the unused sleep in room into a snug/sensory room for residents.

Transport
To monitor the viability of the people carrier (see transport report), and to ascertain whether a second vehicle would be of benefit to the Society.

Services
The Trustees together with the Chief Executive Officer continue to work closely with the Commissioners from ESCC to identify current and future need for learning disability services. The trustees recognise the challenges faced by local authorities to provide individuals with quality cost effective services. Most of our service users who are not privately funded have their fees met by our own local authority, this is advantageous as ESCC tend to increase fees at a higher level than other funding authorities.

Plans are in place to work with funding authorities to further our offer of outreach, 1:1 support and PA work.

From an analysis of our situation it is clear that to remain sustainable it is essential to maintain a full occupancy at Westwood, student numbers at Active Arts and members of Open Door. The Trustees, together with the CEO and departmental managers are actively seeking ways to increase user numbers by the development of services together with the opportunity for extra people to attend existing services within our extended building facilities.

It remains essential for financial security to continue to generate income from the provision of activities and services. Open Door, noting the changing needs of its members together with staff consultation, is working towards offering a relaxed day time service for those with the extra support needs due to dementia or older age. The development of outreach and PA services are planned for 2023/24. Active Arts will be able to offer opportunities for more students within the field of visual arts due to the formation of the new studio, that together with the expansion of the performing arts programme (planned for summer/autumn 2024) will ensure financial stability.
Westwood has worked hard to provide a good level of support and activities to its residents as they resumed normal activity following restrictions brought about by the pandemic. A CQC inspection in December identified the need for extra staff for the afternoon / evening shift, and for two staff to be on waking night duty. This has resulted in a considerable extra staffing cost to the service.
Westwood was fully occupied for most of the year, therefore, this together with an ongoing consultation with the commissioners from ESCC to work to secure extra fees for residents should mitigate for these extra costs.
The Chief Executive Officer takes every opportunity to attend meetings for learning disability providers to keep abreast of the current situation and to receive regular updates regarding the standard required by local authorities and CQC to meet and maintain a high standard of service provision.

Other information about the charity and its activities

Departmental reports giving a fuller (non-compulsory) narrative summary of the year appear at the end of these reports and accounts.

Details of The Auditor

Mr S R Sampson BFP FCA FCIE DChA (Senior Statutory Auditor)
Member of the Institute of Chartered Accountants
Ashdown Hurrey Auditors Limited
20 Havelock Road Hastings
East Sussex TN34 1BP

Statement as to disclosure of information to auditors

The trustees state that so far as each of the trustees at the time this report was approved are aware:

- There is no relevant audit information (as defined by section 418(3) of the Companies Act (2006) of which the auditors are unaware, and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and establish that the auditors are aware of that information.

Trustees' Annual Report for the year ended 31 March 2023

Statement of the Directors Trustees' Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Companies Act 2006, the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the Charities SORP (FRS 102) (Statement of Recommended Practice for Accounting and Reporting by Charities) 2019, applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), .

In particular, the Companies Act 2006 and charity law require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).
- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. 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.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the auditor in relation to the Trustees' report is limited to examining the report and ensuring that, the report is consistent with the figures disclosed in the financial statements.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2023

Method of preparation of accounts - Small company provisions

The financial statements are set out on pages 20 to 52.
The financial statements have been prepared implementing the Charities SORP (FRS 102) (Statement of Recommended Practice for Accounting and Reporting by Charities) 2019, applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), and in accordance with the Financial Reporting Standard 102(updated 31 January 2022).

These financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

This report was approved by the board of trustees on 10/11/23

Michael Cheale
Director and Trustee

Hastings and Bexhill Mencap Society (company number 04392494)

Independent Auditors' Report to the Trustees of the charitable company on the accounts for the year ended 31 March 2023

Opinion

We have audited the financial statements of Hastings and Bexhill Mencap Society for the year ended 31 March 2023, as set out on pages 20 to 52, which comprise the Statement of Financial Activities, the Income and Expenditure Account, the Statement of Recognised Gains and Losses , the Balance Sheet , the Cash Flow Statement and the related notes to the financial statements, including a summary of significant accounting policies. In our opinion, the accompanying financial statements of the charitable company are prepared, in all material respects, in accordance with the Companies Act 2006 and with charity law applicable within the jurisdiction of England & Wales and, in particular, the accounts have been prepared in accordance with Charities SORP (FRS 102) (Statement of Recommended Practice for Accounting and Reporting by Charities) 2019, (applicable to all accounting periods beginning on or after 1st January 2019),(The SORP), published by the Charity Commission in England & Wales (CCEW) , under the historical cost convention, and In accordance with the accounting policies set out on page 29, which framework constitutes the applicable United Kingdom Generally Accepted Accounting Practice.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;

- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and

-have been prepared in accordance with the requirements of the Companies Act 2006.

Basis of our opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 21 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/ auditors responsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Mr S R Sampson BFP FCA FCIE DCh A - Senior Statutory Auditor

For and on behalf of Ashdown Hurrey Auditors Limited - Registered Auditors



Chartered Accountants
20 Havelock Road Hastings
East Sussex TN34 1BP

This report was signed on 20/12/23

Hastings and Bexhill Mencap Society (company number 04392494)- Statement of Financial Activities for the year ended 31 March 2023

Statement of Financial Activities (including the Income and Expenditure Account for the year ended 31 March 2023, as required by the Companies Act 2006)

	SORP Ref	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2023	2023	2023	2023	2022
		£	£	£	£	£
Income & Endowments from:						
Donations & Legacies	A1	62,078	3,670	-	65,748	113,608
Charitable activities	A2	1,056,366	-	-	1,056,366	797,239
Other trading activities	A3	74,822	-	-	74,822	56,130
Investments	A4	5,642	-	-	5,642	1,584
Other	A5	1,986	-	-	1,986	300
Total Income	A	1,200,894	3,670	-	1,204,564	968,861
Expenditure on:						
Raising funds	B1	41,197	-	-	41,197	11,972
Charitable activities	B2	990,231	1,000	-	991,231	879,978
Total expenditure	B	1,031,428	1,000	-	1,032,428	891,950
Net gains on investments	B4	-	-	719	719	3,110
Net income for the year		169,466	2,670	719	172,855	80,021
Net income after transfers	A-B-C	169,466	2,670	719	172,855	80,021
Net movement in funds		169,466	2,670	719	172,855	80,021
Reconciliation of funds:-	E					
Total funds brought forward		1,404,325	-	15,551	1,419,876	1,339,855
Total funds carried forward		1,573,791	2,670	16,270	1,592,731	1,419,876

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A Statement of Total Recognised Gains and Losses is included as a primary statement in these accounts.

All activities derive from continuing operations

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society (company number 04392494)- Statement of Financial Activities for the year ended 31 March 2023

Hastings and Bexhill Mencap Society - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Prior Year Unrestricted Funds 2022 £	Prior Year Restricted Funds 2022 £	Prior Year Endowment Funds 2022 £	Prior Year Total Funds 2022 £
Income & Endowments from:					
Donations & Legacies	A1	113,009	599	-	**113,608**
Charitable activities	A2	797,239	-	-	**797,239**
Other trading activities	A3	56,130	-	-	**56,130**
Investments	A4	1,584	-	-	**1,584**
Other	A5	300	-	-	**300**
Total Income	A	968,262	599	-	**968,861**
Expenditure on:					
Raising funds	B1	11,972	-	-	**11,972**
Charitable activities	B2	879,379	599	-	**879,978**
Other	B3	-	-	-	-
Tax on surplus on ordinary activiti	B3	-	-	-	-
Other taxation	B3	-	-	-	-
Total expenditure	B	**891,351**	**599**	-	**891,950**
Net gains on investments	B4	-	-	3,110	3,110
Net income for the year		76,911	-	3,110	80,021
Transfers between funds	C	-	-	-	-
Net income after transfers		76,911	-	3,110	80,021
Net movement in funds		**76,911**	-	**3,110**	**80,021**
Reconciliation of funds:-	E				
Total funds brought forward		1,327,414	-	12,441	**1,339,855**
Total funds carried forward		**1,404,325**	-	**15,551**	**1,419,876**

All activities derive from continuing operations

A Statement of Total Recognised Gains and Losses is included in these accounts as a separate primary statement

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society (company number 04392494)- Statement of Financial Activities for the year ended 31 March 2023

Statement of Total Recognised Gains and Losses for the year ended 31 March 2023

	2023 £	2022 £
Surplus for the year :-		
Net excess of income over expenditure from operations before tax	170,150	76,911
Realised gains/(losses) on the disposal of tangible fixed assets	1,986	-
Realised gains on disposals of social investments which are programme related	-	-
Income from operations before tax in the Statement of Financial Activites	**172,136**	**76,911**
Add/(deduct) non income and expenditure items:-		
Unrealised gains on investments	719	3,110
Net Movement in funds before taxation	**172,855**	**80,021**
Funds generated in the year as shown on Statement of Financial Activities	**172,855**	**80,021**

Hastings and Bexhill Mencap Society - Resources applied in the year ended 31 March 2023 towards fixed assets for Charity use:-

	2023 £	2022 £
Funds generated in the year as detailed in the SOFA	172,855	80,021
Resources applied on functional fixed assets	(102,591)	-
Other applications of funds	-	-
Net resources available to fund charitable activities	**70,264**	**80,021**

The resources applied on fixed assets for charity use represents the cost of additions less proceeds of any disposals.

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society (company number 04392494)- Statement of Financial Activities for the year ended 31 March 2023

Hastings and Bexhill Mencap Society - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Prior Year Unrestricted Funds 2022 £	Prior Year Restricted Funds 2022 £	Prior Year Endowment Funds 2022 £	Prior Year Total Funds 2022 £
Income & Endowments from:					
Donations & Legacies	A1	113,009	599	-	**113,608**
Charitable activities	A2	797,239	-	-	**797,239**
Other trading activities	A3	56,130	-	-	**56,130**
Investments	A4	1,584	-	-	**1,584**
Other	A5	300	-	-	**300**
Total Income	**A**	968,262	599	-	**968,861**
Expenditure on:					
Raising funds	B1	11,972	-	-	**11,972**
Charitable activities	B2	879,379	599	-	**879,978**
Other	B3	-	-	-	-
Tax on surplus on ordinary activiti	B3	-	-	-	-
Other taxation	B3	-	-	-	-
Total expenditure	**B**	**891,351**	**599**	-	**891,950**
Net gains on investments	B4	-	-	3,110	3,110
Net income for the year		76,911	-	3,110	80,021
Transfers between funds	**C**	-	-	-	-
Net income after transfers		76,911	-	3,110	80,021
Net movement in funds		**76,911**	-	**3,110**	**80,021**
Reconciliation of funds:-	**E**				
Total funds brought forward		1,327,414	-	12,441	**1,339,855**
Total funds carried forward		**1,404,325**	-	**15,551**	**1,419,876**

All activities derive from continuing operations

A Statement of Total Recognised Gains and Losses is included in these accounts as a separate primary statement

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society (company number 04392494)- Statement of Financial Activities for the year ended 31 March 2023

Statement of Total Recognised Gains and Losses for the year ended 31 March 2023

	2023 £	2022 £
Surplus for the year :-		
Net excess of income over expenditure from operations before tax	170,150	76,911
Realised gains/(losses) on the disposal of tangible fixed assets	1,986	-
Realised gains on disposals of social investments which are programme related	-	-
Income from operations before tax in the Statement of Financial Activites	**172,136**	**76,911**
Add/(deduct) non income and expenditure items:-		
Unrealised gains on investments	719	3,110
Net Movement in funds before taxation	**172,855**	**80,021**
Funds generated in the year as shown on Statement of Financial Activities	**172,855**	**80,021**

Hastings and Bexhill Mencap Society - Resources applied in the year ended 31 March 2023 towards fixed assets for Charity use:-

	2023 £	2022 £
Funds generated in the year as detailed in the SOFA	172,855	80,021
Resources applied on functional fixed assets	(102,591)	-
Other applications of funds	-	-
Net resources available to fund charitable activities	**70,264**	**80,021**

The resources applied on fixed assets for charity use represents the cost of additions less proceeds of any disposals.

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society (company number 04392494)- Statement of Financial Activities for the year ended 31 March 2023

Movements in revenue and capital funds for the year ended 31 March 2023

Revenue accumulated funds

	Unrestricted and Designated funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total Funds 2023 £	Last year Total Funds 2022 £
Accumulated funds brought forward	1,404,325	-	-	1,404,325	1,327,414
Recognised gains and losses before transfers	169,466	2,670	-	172,136	76,911
	1,573,791	**2,670**	**-**	**1,576,461**	**1,404,325**
Closing revenue funds	**1,573,791**	**2,670**	**-**	**1,576,461**	**1,404,325**

Designated revenue funds included within the unrestricted funds above

	Total Funds 2023 £	Last year Total Funds 2022 £
At 1 April	691,520	605,089
Transfer (to)/from revenue accumulated funds	42,418	86,431
At 31 March	733,938	691,520

The purposes for which these funds have been designated are described in Note 23 to the accounts.

Fixed asset funds

	Designated Funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total Funds 2023 £	Last year Total Funds 2022 £
At 1 April	-	-	15,551	15,551	12,441
Transfer (to)/from revenue funds	-	-	719	719	3,110
At 31 March	**-**	**-**	**16,270**	**16,270**	**15,551**

The purposes of the transfers to fixed asset funds are described in Note 23 to the accounts and under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Summary of funds

	Unrestricted and Designated funds 2023 £	Restricted Funds 2023 £	Endowment Funds 2023 £	Total Funds 2023 £	Last Year Total Funds 2022 £
Revenue accumulated funds	839,853	2,670	-	**842,523**	712,805
Revenue designated funds	733,938	-	-	**733,938**	691,520
Fixed asset funds	-	-	16,270	**16,270**	15,551
Total funds	**1,573,791**	**2,670**	**16,270**	**1,592,731**	**1,419,876**

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society (company number 04392494)- Statement of Financial Activities for the year ended 31 March 2023

Hastings and Bexhill Mencap Society
Income and Expenditure Account for the year ended 31 March 2023 as required by the Companies Act 2006

	2023 £	2022 £
Income		
Income from operations	1,196,936	966,977
Investment income		
Income from investments, other than interest receivable	642	471
Interest receivable	5,000	1,113
Other operating income	-	300
Gross Income in the year before exceptional items	**1,202,578**	**968,861**
Exceptional items:		
Realised gains on disposals of tangible fixed assets held for the charity's own use	**1,986**	-
Gross Income in the year including exceptional items	**1,204,564**	**968,861**
Expenditure		
Charitable expenditure, excluding depreciation and amortisation	975,903	863,226
Depreciation and amortisation	11,328	13,392
Fundraising costs	41,197	11,972
Governance costs	4,000	3,360
Realised losses on disposals of social investments which are programme related	-	-
Total expenditure in the year	**1,032,428**	**891,950**
Net income before tax in the financial year	**172,136**	**76,911**
Tax on surplus on ordinary activities	-	-
Net income after tax in the financial year	**172,136**	**76,911**
Retained surplus for the financial year	**172,136**	**76,911**

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society (company number 04392494) - Balance Sheet as at 31 March 2023

	Note	SORP Ref		2023		2022
				£		£
Fixed assets		A				
Tangible assets	12	A2		510,340		404,326
Investments held as fixed assets	13	A4		16,270		15,551
Total fixed assets				526,610		419,877
Current assets		B				
Debtors	14	B2	105,176		88,599	
Cash at bank and in hand		B4	993,713		929,351	
Total current assets			1,098,889		1,017,950	
Creditors: amounts falling due within one year	15	C1	(32,768)		(17,951)	
Net current assets				1,066,121		999,999
The total net assets of the charity				1,592,731		1,419,876

The total net assets of the charity are funded by the funds of the charity, as follows:-

Endowment funds						
Endowment Fixed Asset Funds	20	D1	16,270		15,551	
				16,270		15,551
Restricted funds						
Restricted Revenue Funds	20	D2	2,670		-	
				2,670		-
Unrestricted Funds						
Unrestricted Revenue Funds	20	D3	839,853		712,805	
				839,853		712,805
Designated Funds						
Designated Revenue Funds	20	D3		733,938		691,520
Total charity funds				1,592,731		1,419,876

Hastings and Bexhill Mencap Society (company number 04392494)- Balance Sheet as at 31 March 2023

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

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

The charity is subject to audit under charity legislation, and the report of the Charities Act auditor is on page 19.

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

Michael Cheale

Trustee

Approved by the board of trustees on ..10/11/23

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society (company number 04392494)

Cash Flow Statement for the year ended 31 March 2023

		2023	2022
		£	£
Cash flows from operating activities			
Net cash provided by operating activities as shown below	A	174,076	35,237
Cash flows from investing activities			
Interest received		5,000	1,113
Dividends received		642	471
Proceeds from sale of property, plant and equipment		14,199	-
Purchase of property, plant and equipment		(129,555)	-
Net cash provided by investing activities	B	**(109,714)**	**1,584**
Cash flows from financing activities			
Net cash provided by financing activities	C	-	-
Overall cash provided by all activities	A+B+C	**64,362**	**36,821**
Cash movements			
Change in cash and cash equivalents from activities in the year ended 31 March 2023		64,362	36,821
Cash and cash equivalents at 1 April 2022		929,351	892,530
Change in cash and cash equivalents due to exchange rate movements		-	-
Cash at bank and in hand less overdrafts at 31 March		**993,713**	**929,351**

Cash Flow Statement for the year ended 31 March 2023

Hastings and Bexhill Mencap Society

Cash Flow Statement for the year ended 31 March 2023 - Continued

Reconciliation of net Income to net cash flow from operating activities

Net income as shown in the Statement of Financial Activities		172,855	80,021
Adjustments for :-			
Depreciation charges		11,328	13,392
Write downs of investments		-	-
Net unrealised (gains) losses on investment assets		(719)	(3,110)
Dividends and interest from investments		(5,642)	(1,584)
Loss on the sale of Fixed and Intangible Assets		(1,986)	-
(Increase) decrease in debtors		(16,577)	(36,113)
Increase in creditors, excluding loans		14,817	(17,369)
Net cash provided by operating activities	A	**174,076**	**35,237**

Analysis of cash and cash equivalents

	2023	2022
	£	£
Cash in hand at for the year ended 31 March 2023	993,713	929,351
Notice deposits - (less than 3 months)	-	-
Total cash and cash equivalents	**993,713**	**929,351**

Analysis of change in net debt

	At start of year	*Cash flows and cash equivalents*	*At end of year*
Cash	929,351	64,362	993,713
Total	929,351	64,362	993,713

Notes to the Accounts for the year ended 31 March 2023

1 Accounting policies

Policies relating to the production of the accounts.

Basis of preparation and accounting convention

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2019, (applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the Charities SORP (FRS 102) (Statement of Recommended Practice for Accounting and Reporting by Charities) 2019, (applicable to all accounting periods beginning on or after 1st January 2019),(The SORP), In preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

Measurement and estimation - Accounting policies are supplemented by estimation techniques where judgement is required in measuring the value of income and expenditure and of assets and liabilities.
Estimations in these accounts are rare and minimal but where appropriate the trustees have exercised their judgement to arrive at a fair and reasonable value.

Going Concern

The charitable activities are entirely dependent on continuing grant aid and voluntary donations as well as trading revenues. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams. Accordingly, the Trustees have obtained forecasts and, after reviewing the financial forecasts for future periods to 31 March 2023, the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainites about the charity's ability to continue as a going concern.

Risks and future assumptions

The charity is a public benefit entity.
The trustees are not aware of any risks and/or future assumptions which might affect the valuations shown in the balance sheet.

Policies relating to categories of Income and income recognition.

Nature of income

Gross income represents the value of goods provided to customers and work carried out in respect of services provided to customers.

Categories of Income

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

Income from a non-exchange transaction is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Notes to the Accounts for the year ended 31 March 2023

Income recognition

Income, whether from exchange or non-exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

Accounting for deferred income and income received in advance

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

Income from legacies

Income from legacies is recognised when the charity has sufficient evidence that a gift has been left to them, that where required, probate has been granted, the executor is satisfied that the property in question will not be required to satisfy claims in the estate, that it is probable that the amount will be received by the charity, and the amount to be received can be estimated with sufficient accuracy, and that any conditions attached to the legacy are either within the control of the charity or have been met.

Where a payment is received from an estate or is notified as receivable by the executors after the reporting date and before the accounts are authorised for issue but it is clear that the payment had been agreed by the executors prior to the end of the reporting period, then the amount concerned is treated as an adjusting event and accrued as income in the accounting period if receipt is probable.

Where the charity has established entitlement to a legacy but there is uncertainty as to the amount of the payment, details of the legacy are disclosed as a contingent asset until the criteria for income recognition are met. Where a legacy is subject to the interest of a life tenant, the legacy is not recognised as income until the death of the life tenant.

If it is doubtful that full settlement of a legacy debtor will be received, then an adjustment is made to reduce the amount of the legacy debtor and legacy income rather than charging the adjustment as expenditure in the Statement of Financial Activities

Notes to the Accounts for the year ended 31 March 2023

Donated goods, facilities and services

Donated fixed assets are recognised at the current fair value. All such donations are recognised as donation income, and debited to fixed assets.

Donated goods that are not fixed assets are accounted for at a fair value, unless it is impractical to reliably measure the value of the donated items.

Donated services and facilities (including seconded staff and use of property) are included in the accounts on the basis of the value of the gift to the charity.

All donated services and facilities are recognised as donation income when received,(provided the value of the gift can be measured reliably) and recognised as an expense with an equivalent value.

Membership subscriptions

The income and any associated Gift Aid or other tax refund from a membership subscription received by the charity in the nature of a gift, is accounted for on the same basis as a donation.

The income from a membership subscription received by the charity where the subscription purchases the right to services or benefits is recognised as income from charitable activities.

Policies relating to expenditure on goods and services provided to the charity.

Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

Allocating costs to activities

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is to allocate in proportion to the time and resources expended on any particular activity.

Volunteers

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note8.

Notes to the Accounts for the year ended 31 March 2023

Policies relating to assets, liabilities and provisions and other matters.

Fixed Asset Investments

Fixed asset investments in quoted shares, traded bonds, investment properties and similar investments are shown initially at cost upon acquisition and at their market value at the balance sheet date at the end of the financial period. Investment properties are not depreciated.

All gains on fixed asset investments, whether realised or unrealised, are included in row B4 of the Statement of Financial Activities.

Tangible fixed assets

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Freehold premises	2	% straight line
Plant and machinery	25	% on reducing balance
Motor vehicles	25	% on reducing balance

A regular annual review of the likelihood of asset impairment is undertaken, based on the trustees' assessment of the current market values.

Debtors

Debtors are measured at their recoverable amounts at the balance sheet date.

Current asset investments

Current asset investments are valued on the balance sheet based on statements and other information available.

Creditors and provisions

Creditors and provisions for liabilities and charges are recognised and measured by reference to invoices and other information available.

Cash and bank balances

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

Leasing and hire purchase contracts and commitments

Assets held under finance leases and hire purchase contracts, which are those where substantially all the risks and rewards of ownership of the asset have passed to the charity, are capitalised in the balance sheet and depreciated over their useful lives. The corresponding lease or hire purchase obligation is treated in the balance sheet as a liability.

The interest element of the rental obligations is charged to the profit and loss account over the period of the lease and represents a constant proportion of the balance of capital repayments outstanding.

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

Notes to the Accounts for the year ended 31 March 2023

Pensions - defined contribution schemes

The charity operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

1 Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal or as implied by law.

Endowment funds are funds donated to the charity, where the funds shall be invested and the charity shall enjoy the benefit of the income from the capital fund, but where restrictions are placed on the use of the capital.

2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

4 Significance of financial instruments to the charity's position

The company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable, loans from banks and other third parties, and loans to related parties.

Debt instruments that are payable or receivable within one year, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received; other debt instruments are initially measured at present value of the future payments and subsequently at amortised cost using the effective interest method.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in profit or loss.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in profit or loss.

Notes to the Accounts for the year ended 31 March 2023

5 Net surplus before tax in the financial year

	2023	2022
	£	£
The net surplus before tax in the financial year is stated after charging:-		
Depreciation of owned fixed assets	11,328	13,392
Pension costs	11,814	11,262
Auditors' remuneration	4,000	3,360

6 Investment gains

Current Year

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2023	2023	2023	2023	2022
	£	£	£	£	£
Unrealised gains /(losses) and writing down of carrying values					
Listed investments - Unrealised	-	-	719	719	3,110
Total unrealised gains/(losses) etc	-	-	719	719	3,110
Total realised and unrealised gains	-	-	719	719	3,110

Prior year

	Prior Year Unrestricted Funds	Prior Year Restricted Funds	Prior Year Endowment Funds	Prior Year Total Funds
	2022	2022	2022	2022
	£	£	£	£
Unrealised gains /(losses) and writing down of carrying values				
Listed investments - Unrealised	-	-	3,110	3,110
Total unrealised gains/(losses) etc	-	-	3,110	3,110
Total realised and unrealised gains	-	-	3,110	3,110

7 Donated goods, services and facilities

Current year

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2023	2023	2023	2023	2022
	£	£	£	£	£
Included in Other Trading Income:-					
Income from the sale of donated goods	71,728	-	-	71,728	56,125
	71,728	-	-	71,728	56,125

Notes to the Accounts for the year ended 31 March 2023

Prior Year	Prior Year Unrestricted Funds	Prior Year Restricted Funds	Prior Year Endowment Funds	Prior Year Total Funds
	2022	2022	2022	2022
	£	£	£	£
Included in Other Trading Income:-				
Income from the sale of donated goods	56,125	-	-	56,125
	56,125	**-**	**-**	**56,125**

8 The contribution of volunteers

The charity depends on the support of its volunteers, which is much appreciated. The arrangements with volunteers are difficult to value precisely in monetary terms and have not been recognised in the Statement of Financial Activities. The volunteers and the charity accept and agree that no contract of employment is created by these arrangements. Further details on their contribution is contained in the departmental reports.

9 Staff costs and emoluments

Salary costs	**2023**	**2022**
	£	£
Gross Salaries excluding trustees	701,034	615,287
Employer's National Insurance for all staff	42,688	39,853
Employer's operating costs of defined contribution pension schemes	11,814	11,262
Total salaries, wages and related costs	**755,536**	**666,402**

Numbers of full time employees or full time equivalents	**2023**	**2022**
The average number of total staff employed in the year was	37	40
The estimated full time equivalent number of all staff employed in the year was	37	40

The estimated equivalent number of full time staff deployed in different activities in the year was:-

Engaged on charitable activities	31	32
Engaged on management and administration	6	8
The estimated full time equivalent number of all staff employed as above	37	40

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

Notes to the Accounts for the year ended 31 March 2023

10 Defined contribution pension schemes

The charity operates a defined contribution pension scheme, the costs of which are shown above.

All employees are automatically enrolled into a workplace pension scheme (NEST), with contributions payable at the statutory minimum rates based on their pensionable pay.

Any liabilites and assets associated with the scheme are shown under debtors and creditors.

11 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

12 Tangible fixed assets

Current Year	Land and Buildings	Plant & Machinery	Motor Vehicles	Total
	£	£	£	£
Cost				
At 1 April 2022	479,693	131,368	28,950	640,011
Additions	118,481	2,824	8,250	129,555
Disposals	-	-	(28,950)	(28,950)
At 31 March 2023	**598,174**	**134,192**	**8,250**	**740,616**
Depreciation				
At 1 April 2022	100,422	118,526	16,737	235,685
Charge for the year	7,411	3,917	-	11,328
On disposals	-	-	(16,737)	(16,737)
At 31 March 2023	**107,833**	**122,443**	**-**	**230,276**
Net book value				
At 31 March 2023	**490,341**	**11,749**	**8,250**	**510,340**
At 31 March 2022	**379,271**	**12,842**	**12,213**	**404,326**

Prior Year	Land and Buildings	Plant & Machinery	Motor Vehicles	Total
	£	£	£	£
Cost				
01 April 2021	479,693	131,368	28,950	640,011
30 March 2022	**479,693**	**131,368**	**28,950**	**640,011**
Depreciation				
01 April 2021	95,381	114,246	12,666	222,293
Charge for the year	5,041	4,280	4,071	13,392
30 March 2022	**100,422**	**118,526**	**16,737**	**235,685**
Net book value				
30 March 2022	**379,271**	**12,842**	**12,213**	**404,326**
30 March 2021	**384,312**	**17,122**	**16,284**	**417,718**

Notes to the Accounts for the year ended 31 March 2023 13

Investment held as fixed assets

	Investments in subsidiaries	Listed Investments	Other Classes of Investment	Total
	£	£	£	£
Carrying values of investments				
At 1 April 2022	-	15,551	-	15,551
Revaluation at 31 March 2023	-	719	-	719
At 31 March 2023	**-**	**16,270**	**-**	**16,270**
Analysis between fair value and historical cost				
Investments as above held at fair value	-	16,270	-	16,270

Prior Year	Investments in subsidiaries	Listed Investments	Other Classes of Investment	Total
	£	£	£	£
Carrying values of Investments				
At 1 April 2021	-	12,441	-	12,441
Revaluation at 31 March 2022	-	3,110	-	3,110
At 31 March 2022	**-**	**15,551**	**-**	**15,551**
Analysis between fair value and historical cost				
Investments as above held at fair value	-	15,551	-	15,551

14 Debtors

	2023	2022
	£	£
Trade debtors	39,232	34,507
Prepayments and accrued income	65,944	54,092
	105,176	**88,599**

15 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	20,274	7,275
Accruals	12,494	10,676
	32,768	**17,951**

Notes to the Accounts for the year ended 31 March 2023

16 Income and Expenditure account summary

	2023 £	2022 £
At 1 April 2022	1,419,016	1,342,105
Surplus after tax for the year	172,136	76,911
At 31 March 2023	**1,591,152**	**1,419,016**

17 Post balance sheet events

There are no post balance sheet events to report for this year or for the prior year.

18 No related party transactions

There were no transactions with related parties in the year.

19 Particulars of how particular funds are represented by assets and liabilities

At 31 March 2023	Unrestricted funds £	Designated funds £	Endowment funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	510,340	-	-	-	**510,340**
Investments at valuation:-					
Fixed asset Investments	-	-	16,270	-	**16,270**
Current Assets	362,281	733,938	-	2,670	**1,098,889**
Current Liabilities	(32,768)	-	-	-	**(32,768)**
	839,853	**733,938**	**16,270**	**2,670**	**1,592,731**

At 1 April 2022	Unrestricted funds £	Designated funds £	Endowment funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	404,326	-	-	-	**404,326**
Investments at valuation:-					
Fixed asset Investments	-	-	15,551	-	**15,551**
Current Assets	326,430	691,520	-	-	**1,017,950**
Current Liabilities	(17,951)	-	-	-	**(17,951)**
	712,805	**691,520**	**15,551**	**-**	**1,419,876**

Notes to the Accounts for the year ended 31 March 2023

20 Change in total funds over the year as shown in Note 19, analysed by individual funds

	Funds brought forward from 2022	Movement in funds in 2023	Transfers between funds in 2023	Funds carried forward to 2024
		See Note 21	See Note 22	
	£	£	£	£
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	712,805	127,048	-	839,853
Designated Revenue Funds	691,520	42,418	-	733,938
Total unrestricted and designated funds	1,404,325	169,466	-	1,573,791
Restricted funds:-				
Chalk Cliff Trust (grant to Active Arts)	-	1,000	-	1,000
St Mary in the Castle (donation for Active Arts)	-	1,670	-	1,670
Total restricted funds	-	2,670	-	2,670
Endowment funds:-				
Endowment Fixed Asset Funds	15,551	719	-	16,270
Total endowment funds	15,551	719	-	16,270
Total charity funds	1,419,876	172,855	-	1,592,731

21 Analysis of movements in funds over the year as shown in Note 20

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2023	2023	2023	2023
	£	£	£	£
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	1,013,767	(886,719)	-	127,048
Designated Revenue Funds	187,127	(144,709)	-	42,418
Restricted funds:-				
Chalk Cliff Trust grant	1,000	-	-	1,000
My FunD	1,000	(1,000)	-	-
St Mary in the Castle	1,670	-	-	1,670
Endowment funds:-				
Endowment Fixed Asset Funds	-	-	719	719
	1,204,564	(1,032,428)	719	172,855

Notes to the Accounts for the year ended 31 March 2023

22 Details of transfers between funds in

The transfers shown in note 20 above are:-	2023
	£
To/(from) Unrestricted Revenue Funds in accordance with the accounting policy 'Accounting for capital grants and fixed asset funds'.	
To/(from) Designated Revenue Funds	

23 The purposes for which the funds

Unrestricted and designated funds:-

Unrestricted Revenue Funds — These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.

Designated Revenue Funds — These funds are held as a reserve to cover costs at the discretion of the trustees and comprise:

	2023	2022
	£	£
Transport reserve	4,319	3,666
BFBF project	729,619	687,854
Total designated funds	733,938	691,520

Restricted funds:-

Chalk Cliff Trust (grant to Active Arts)	1,000	
St Mary in the Castle (donation for Active	1,670	
Total restricted funds	2,670	-

Endowment funds:-

Endowment Fixed Asset Funds — The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.

24 Ultimate controlling party

The charity is under the control of its legal members.

Every member of the charity is obliged to contribute such amount as may be required not exceeding £1 to the assets of the company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Detailed analysis of income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

This analysis is classsified by conventional nominal descriptions and not by activity.

25 Donations, Grants and Legacies

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2023	2023	2023	2023	2022
	£	£	£	£	£
Donations and gifts from individuals					
Small donations individually less than £1000	4,964	-	-	**4,964**	5,042
Mr & Mrs Dowse	45,000	-	-	**45,000**	-
Mrs S Dowse	-	-	-	-	20,000
Bexhill Rotary Club	1,500	-	-	**1,500**	-
St Mary In the Castle	-	1,670	-	**1,670**	-
Total donations and gifts from individuals	**51,464**	**1,670**	**-**	**53,134**	**25,042**

Detailed analysis of Income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2023	2023	2023	2023	2022
	£	£	£	£	£
Legacies receivable					
Legacy Olive Willis Trust (via Herringtons solicitors)	10,092	-	-	10,092	
Total legacies receivable	**10,092**	**-**	**-**	**10,092**	

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2023	2023	2023	2023	2022
	£	£	£	£	£
Revenue grants from government and public bodies					
Government grants - JRS claims	-	-	-	-	4,360
Government grants - Infection control	-	-	-	-	73,861
Local authority grants (HBC) - Covid 19	-	-	-	-	2,667
ESCC grants - Outbreak management fund	-	-	-	-	1,996
ESCC grants - Rapid testing fund	-	-	-	-	2,583
ESCC grants - Workforce grant fund (COMF)	522	-	-	522	2,500
Total public sector revenue grants	**522**	**-**	**-**	**522**	**87,967**

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2023	2023	2023	2023	2022
	£	£	£	£	£
Revenue grants and donations from non public bodies					
Chalk Cliff Trust	-	1,000	-	1,000	-
Let's Go Digital grant	-	-	-	-	599
My FunD	-	1,000	-	1,000	
Total private sector revenue grants	**-**	**2,000**	**-**	**2,000**	**599**

All the grants in the prior year were unrestricted.

Detailed analysis of Income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

Revenue grants and donations from non public bodies (include Gift Aid donations from subsidiaries)

- Prior Year analysis

	Prior Year Unrestricted Funds	Prior Year Restricted Funds	Prior Year Endowment Funds	Prior Year Total Funds
	2022	2022	2022	2022
	£	£	£	£
Prior Year	-	599	-	599

Total Donations, Grants and Legacies

Current year		Unrestricted Funds	Restricted Funds	Endowment Funds	Current Year Total Funds	Prior Year Total Funds
		2023	2023	2023	2023	2022
		£	£	£	£	£
Total Donations, Grants and Legacies	A1	62,078	3,670	-	65,748	113,608

All the donations and gifts in the prior year were unrestricted.

Prior year		Unrestricted Funds	Restricted Funds	Endowment Funds	Prior Year Total Funds
		2022	2022	2022	2022
		£	£	£	£
Total Donations, Grants and Legacies	A1	113,009	599	-	113,608

Detailed analysis of income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

26 Income from charitable activities - Trading Activities

Current year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total funds
	2023	2023	2023	2023	2022
	£	£	£	£	£
Primary purpose and ancillary trading					
Sale of goods and services in accordance with the charity's objects	559,781	-	-	559,780	384,609
Residential care fees	496,584	-	-	496,584	412,630
Total Primary purpose and ancillary trading	1,056,365	-	-	1,056,364	797,239

27 Total Income from charitable activities

Current year		Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2023	2023	2023	2023	2022
		£	£	£	£	£
Total income from charitable trading		1,056,365	-	-	1,056,364	797,239
Total from charitable activities	A2	1,056,365	-	-	1,056,364	797,239

28 Income from other, non-charitable, trading activities

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2023	2023	2023	2023	2022
	£	£	£	£	£
Income from fundraising events	2,042	-	-	2,042	5
Income from the sale of donated goods	71,728	-	-	71,728	56,125
Enterprise/project work income	1,052	-	-	1,052	
Total from other activities A3	74,822	-	-	74,822	56,130

Detailed analysis of income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

29 Investment Income

		Current year Unrestricted Funds 2023 £	Current year Restricted Funds 2023 £	Current year Endowment Funds 2023 £	Current year Total Funds 2023 £	Prior Year Total Funds 2022 £
Dividend Income		642	-	-	642	471
Bank Interest Receivable		5,000	-	-	5,000	1,113
Total Investment Income	A4	5,642	-	-	5,642	1,584

30 Other Income and gains

Current year		Current year Unrestricted Funds 2023 £	Current year Restricted Funds 2023 £	Current year Endowment Funds 2023 £	Current year Total Funds 2023 £	Prior Year Total Funds 2022 £
Summary of Realised Gains						
Realised gains on disposals of tangible fixed assets held for the charity's own use		1,986	-	-	1,986	-
Sundry other income		-	-	-	-	300
Total other income	A5	1,986	-	-	1,986	300

31 Expenditure on charitable activities - Charitable trading

Current Year		Current year Unrestricted Funds 2023 £	Current year Restricted Funds 2023 £	Current year Endowment Funds 2023 £	Current year Total Funds 2023 £	Prior Year Total Funds 2022 £
Cost of goods for primary purpose trading - Including movement in stock		60,108	-	-	60,108	59,356
Gross wages and salaries - charitable trading activities		485,306	-	-	485,306	464,087
Employers' NI - charitable trading activities		33,679	-	-	33,679	28,219
Defined contribution pension costs - charitable trading activities		9,770	-	-	9,770	8,469
Temporary Staff - charitable trading activities		62,606	-	-	62,606	21,238
Tutors and subcontractors		26,904	-	-	26,904	26,359
Total charitable trading costs	B2b	678,373	-	-	678,373	607,728

Detailed analysis of income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

32 Support costs for charitable activities

Current Year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2023	2023	2023	2023	2022
	£	£	£	£	£
Employee costs not included in direct costs					
Salaries - Administrative staff	141,288	-	-	141,288	119,067
Defined contribution pension cost - administrative staff	2,044	-	-	2,044	2,793
Employers' NI - Administrative staff	8,611	-	-	8,611	11,351
Training and welfare - staff	961	-	-	961	3,123
Recruitment expenses	618	-	-	618	402
Premises Expenses					
Rates and water charges	6,368	-	-	6,368	5,410
Room Hire	22,641	-	-	22,641	10,323
Light heat and power	11,923	-	-	11,923	11,995
Cleaning and waste management	12,029	-	-	12,029	7,889
Premises repairs, renewals and maintenance	34,406	-	-	34,406	23,173
Property insurance	15,875	-	-	15,875	14,626
Administrative overheads					
Telephone and internet	6,673	-	-	6,673	7,001
Stationery and printing	4,320	-	-	4,320	5,208
Membership subscriptions	3,816	-	-	3,816	3,769
Hire of equipment	5,876	-	-	5,876	898
Software licences and expenses	925	-	-	925	785
Advertising and marketing	2,066	-	-	2,066	2,063
Sundry expenses	542	-	-	542	1,049
Equipment,repairs,expenses and maintenance	5,373	-	-	5,373	6,164
CareDocs system fees	3,842	-	-	3,842	3,414
Bad debts	849	-	-	849	-
Computer expenses	156	1,000	-	1,156	394
Professional fees paid to advisors other than the auditor or examiner					
Accountancy fees other than examination or audit fees	2,300	-	-	2,300	2,438
Other legal and professional	500	-	-	500	9,949
Financial costs					
Bank charges	2,528	-	-	2,528	2,214
Depreciation & Amortisation in total for	11,328	-	-	11,328	13,392
Support costs before reallocation	**307,858**	**1,000**	**-**	**308,858**	**268,890**
Total support costs - Current Year	**307,858**	**1,000**	**-**	**308,858**	**268,890**

The basis of allocation of costs between activities is described under accounting policies

Detailed analysis of Income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

Prior Year	Current year Unrestricted Funds 2022 £	Current year Restricted Funds 2022 £	Current year Endowment Funds 2022 £	Prior Year Total Funds 2022 £
Administrative overheads				
Equipment,repairs,expenses and maintenance	5,565	599	-	**6,164**
Support costs before reallocation	**268,291**	**599**	**-**	**268,890**
Total support costs - Prior Year	**268,291**	**599**	**-**	**268,890**

The basis of allocation of costs between activities is described under accounting policies

33 Other Expenditure - Governance costs

Current Year	Current year Unrestricted Funds 2023 £	Current year Restricted Funds 2023 £	Current year Endowment Funds 2023 £	Current year Total Funds 2023 £	Prior Year Total Funds 2022 £
Auditor's fees	4,000	-	-	**4,000**	**3,360**
Total Governance costs	**4,000**	**-**	**-**	**4,000**	**3,360**

All the expenditure in the prior year was unrestricted.

Detailed analysis of income and expenditure for the year ended 31 March 2023 as required by the SORP 2015

34 Total Charitable expenditure

Current Year		Current year Unrestricted Funds 2023 £	Current year Restricted Funds 2023 £	Current year Endowment Funds 2023 £	Current year Total Funds 2023 £	Prior Year Total Funds 2022 £
Total charitable trading costs	B2b	678,373	-	-	678,373	607,728
Total support costs	B2d	307,858	1,000	-	308,858	268,890
Total Governance costs	B2e	4,000	-	-	4,000	3,360
Total charitable expenditure	**B2**	**990,231**	**1,000**	**-**	**991,231**	**879,978**

Prior Year		Prior Year Unrestricted Funds 2022 £	Prior Year Restricted Funds 2022 £	Prior Year Endowment Funds 2022 £	Prior Year Total Funds 2022 £
Total charitable trading costs	B2b	607,728	-	-	607,728
Total support costs	B2d	268,291	599	-	268,890
Total Governance costs	B2e	3,360	-	-	3,360
Total charitable expenditure	**B2**	**879,379**	**599**	**-**	**879,978**

35 Expenditure on raising funds and costs of investment management

Current Year		Current year Unrestricted Funds 2023 £	Current year Restricted Funds 2023 £	Current year Endowment Funds 2023 £	Current year Total Funds 2023 £	Prior Year Total Funds 2022 £
Agent's costs for fundraising		25,920	-	-	25,920	-
Cost of fundraising activities		3,045	-	-	3,045	794
Gross wages and salaries - fundraising		11,834	-	-	11,834	10,895
Employers' NI - fundraising activities		398	-	-	398	283
Total fundraising costs	**B1**	**41,197**	**-**	**-**	**41,197**	**11,972**

All the expenditure in the prior year was unrestricted.

Hastings and Bexhill Mencap Society (company number 04392494)

Activity analysis of income and expenditure for the for the year ended 31 March 2023

This analysis is classsified by activity and not by conventional nominal descriptions.

36 Analysis of income by activity

	SOFA ref	2023	2022
		£	-
Activity			
Income from charitable activities			
Open Door		403,050	269,541
Active Arts		156,234	115,538
Westwood		496,584	412,160
Society (incl Shop)		498	-
Total income from charitable activities	A2	1,056,366	797,239
Income from other, non-charitable, trading activities			
Fundraising activities		74,822	56,130
Summary of Total Income, including the items above			
Charitable activities	A2	1,056,366	797,239
Other activities	A3	74,822	56,130
Donations & Legacies	A1	65,748	113,608
Investment income	A4	5,642	1,584
Other income	A5	1,986	300
Total income as shown in the SOFA	A	1,204,564	968,861
Categories of Income			
Income from exchange transactions		1,204,564	968,861

Activity analysis of Income and expenditure for the for the year ended 31 March 2023 37

Analysis of charitable expenditure by activity

Activity

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2023	2023	2023	2023	2022
	£	£	£	£	£
Open Door					
Charitable trading costs	240,456	-	-	**240,456**	236,742
Employee costs not included in direct co	-	25,776	-	**25,776**	17,621
Premises expenses	-	4,643	-	**4,643**	48
Administrative overheads	-	11,062	-	**11,062**	4,945
Professional fees	-	575	-	**575**	614
Financial costs	-	1,549	-	**1,549**	1,437
Total Open Door	**240,456**	**43,605**	**-**	**284,061**	**261,407**

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2023	2023	2023	2023	2022
	£	£	£	£	£
Active Arts					
Charitable trading costs	93,263	-	-	**93,263**	82,313
Employee costs not included in direct co	-	9,410	-	**9,410**	10,771
Premises expenses	-	6,470	-	**6,470**	2,413
Administrative overheads	-	2,220	-	**2,220**	1,947
Professional fees	-	575	-	**575**	542
Financial costs	-	547	-	**547**	406
Total Active Arts	**93,263**	**19,222**	**-**	**112,485**	**98,392**

Activity analysis of Income and expenditure for the for the year ended 31 March 2023

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2023	2023	2023	2023	2022
	£	£	£	£	£
Westwood					
Charitable trading costs	335,220	-	-	**335,220**	278,014
Employee costs not included in direct co	-	18,179	-	**18,179**	11,974
Premises expenses	-	47,849	-	**47,849**	35,643
Administrative overheads	-	12,518	-	**12,518**	15,651
Professional fees	-	575	-	**575**	596
Financial costs	-	4,383	-	**4,383**	4,535
Total Westwood	**335,220**	**83,504**	**-**	**418,724**	**346,413**

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2023	2023	2023	2023	2022
	£	£	£	£	£
Society (incl Shop)					
Charitable trading costs	9,434	-	-	**9,434**	10,659
Employee costs not included in direct co	-	100,157	-	**100,157**	96,370
Premises expenses	-	44,280	-	**44,280**	35,312
Administrative overheads	-	9,638	-	**9,638**	8,202
Professional fees	-	1,075	-	**1,075**	10,635
Financial costs	-	7,377	-	**7,377**	9,228
Total Society (Incl Shop)	**9,434**	**162,527**	**-**	**171,961**	**170,406**

Summary of charitable costs by activity

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2023	2023	2023	2023	2022
	£	£	£	£	£
Total Open Door	240,456	43,605	-	284,061	261,407
Total Active Arts	93,263	19,222	-	112,485	98,392
Total Westwood	335,220	83,504	-	418,724	346,413
Total Society (incl Shop)	9,434	162,527	-	171,961	170,406
Total Governance costs as detailed in Note 33	-	4,000	-	4,000	3,360
Total charitable expenditure	**678,373**	**312,858**	**-**	**991,231**	**879,978**

The basis of allocation of costs between activities is described under accounting policies

The breakdown of this expenditure by type of spending (ie nominal classification) is detailed in note 34

Activity analysis of Income and expenditure for the for the year ended 31 March 2023

Analysis of support and governance costs by charitable activities

Activity	Governance	Finance	Human Resources	Other Overheads	Total
Open Door	1,000	1,549	25,776	16,280	44,605
Active Arts	1,000	547	9,410	9,265	20,222
Westwood	1,000	4,383	18,179	60,942	84,504
Society (incl Shop)	1,000	7,377	100,157	54,993	163,527
Grand Total	4,000	13,856	153,522	141,480	312,858

38 Analysis of non charitable expenditure by activity

Activity

Fundraising activities	Fundraising activities 2023 £	Fundraising activities 2022 £
Direct fundraising costs	41,197	11,972
Indirect fundraising costs:-	-	

Governance costs	Governance costs 2023 £	Governance costs 2022 £
Other Expenditure - Governance costs as detailed in Note 33	4,000	3,360

Total non-charitable expenditure	2023 £	2022 £
Total costs of Fundraising activities	41,197	11,972
Total non charitable expenditure	**41,197**	**11,972**

The breakdown of this expenditure by type of spending (ie by nominal classification and by fund) is detailed in note 35

SOCIAL SECRETARY'S REPORT

With plans for moving out of Frimley in December 2022, it was clear that it would not be possible to reopen our Wednesday and Saturday clubs this year.

Re-opening of a full programme of social activities is high on the Trustees agenda once building work is complete. Further to a consultation of members in 2016, it is apparent that a Saturday daytime provision is something the members would be keen to have as part of the social activities. Therefore, plans are underway to open Frimley on Saturday's over the lunchtime period to provide a safe and affordable meeting place for members to socialise with friends and purchase drinks and snacks.

Recognising the demands on the role to ensure effective overseeing of activities, it is planned to employ a club leader who can work with a team of volunteers to deliver a regular programme of social activities.

The Trustees understand the importance of social clubs as they offer short respite for carers together with a safe meeting place where our members can be fully involved in planning and running activities under the guidance of the staff team.

Hastings Gateway Club continues to operate from Frimley, with plans to move to our temporary location until Frimley re-opens. The Trustees are pleased to support Gateway Club and other community groups who can hire our main hall in the evenings. We plan to extend this offer during 2024.

Our staff team organised a Jubilee Tea Party for members in June 2022 and a Christmas Dinner & Dance in December.

We have not been able to offer outings again this year, however this remains under review.

We were delighted to run Open Door's Christmas fundraising party at Horntye Sports Complex in November, raising over £1,800 to fund Christmas activities for Open Door members with the remainder going towards the BFBF project.

Holidays

Westwood continue to offer a choice of holidays to their residents, either with staff and/or resident's families.

Parents & Carers

Unfortunately, no carers' lunch clubs or outing could be offered during the year. We hope to reinstate this service once building work has been completed, but will need to source a new team of voluntary or paid staff to support this activity.

Annual General Meeting

Our AGM, followed by a light lunch, was held in Christchurch community hall on 11th November 2022, this enabled us to offer spaces for anyone wishing to attend.

Fundraising

Most of our fundraising is achieved through our charity shop (see separate report). All other events that are organised by the Social Committee, or our own staff team are for the most part organised around a social event that all our members and their families can enjoy.

The trustees will continue to work with the C.E.O. to explore new ways of delivering social and fundraising activities.

TRANSPORT

Understanding that the two coach-built minibuses were no longer fit for purpose, and starting to become expensive to run, the Trustees made the decision to sell both buses and use the funds to purchase a people carrier for the use of the day service. A second-hand people carrier was purchased on 31st March 2023. Open Door will have main use of this vehicle, therefore the maintenance of this will be overseen by one of their senior staff, who also is a trained driver. He will be supported in this role by our administrator.

We are grateful to the parents and carers whom have enabled our members to access Open Door and Active Arts throughout the year by arranging transport for them.

Active Arts have very limited need for transport, with students and staff making their own way to Frimley or the various community spaces they use. Westwood does not have its own transport provision, using public transport or a local taxi firm when necessary, and is able to make use of the Society vehicles when volunteer drivers are available. We are working with staff who own their own cars to allow them to use their cars for work, paid for on by a mileage allowance in accordance with Government rates.

The Society is governed by the rules of East Sussex County Council's Managing Occupational Road Risk guidelines. To be permitted to drive a society minibus or people carrier, drivers must have a D1 provision on their licence (minibus only), hold an ESCC minibus or people carrier driving permit, or equivalent and successfully complete the passenger assistance training. The society facilitates training and driving assessments for all drivers with ESCC approved instructors, and recognises the need to set aside funds to train new staff whom do not have a D1 on their current licence.

OPEN DOOR

We started the year based at Frimley offering a community service for up to 30 members each week day. We offer support to the majority of service users with a staff ratio of 1-5 but also provide an increased level of 1-1 support to meet individual needs.

Our P.A support continued to serve a small number of members so that they could remain independent within their own home. This is an area in which that we would like to be able to expand in the future as we are aware that there is a huge gap in this type of provision locally.
We began the year offering in person sessions to all our service users some participant numbers were at a slightly reduced level as individual circumstances and abilities had changed significantly throughout the Pandemic. Initially this meant that numbers attending were slightly lower but as the year progressed the numbers increased and we ended the year at almost maximum capacity.

The Covid restrictions have eased over the year but we have continued to be vigilant in order to minimise the risks, unfortunately it has still taken a toll on our service at times.
Until January 2023 most of our session where held at Frimley working in partnership with Active Arts to enable the best possible use of resources. We were also using a room in a local church. Initially this was for 5 days each week but as restrictions around Covid lessened we reduced this to 2 days.

In December 2022 when the service closed for the Christmas break we moved from Frimley and into the Community Hall and Church rooms at The Greek Orthodox Church in St Leonards. We started 2023 running our service from there when we reopened. The intention was that we would remain there until the building work at Frimley was completed.

As the restriction regarding Covid lessened we were able to review the activities we could offer. The programme was broadened to incorporate some of the new sessions we have developed during the pandemic and others have been adapted to allow for increased numbers now we are able to have more service users attend on any one day. This includes a gaming and computing session that is possible due to the additional equipment and experience gained in lock down through the Let's get Digital grant.

We continue to provide a PA service for two of our service users – one is to offer financial support and the other is to support with finances and medical appointments. We have been asked by the local authority if we could broaden our availability to provide this type of support and while we are currently not in the position of being able to offer this, but it is something that we would like to pursue in the future.

The Facebook for our members has proven to be a great success, our members have enjoyed being able to post their own photo's pictures and news of their activities.

All of our members have now been able return for the same amount of days that they had pre Covid. We have also had a few people visit and apply for funding and have also have people who have visited us and will be applying later in the year. We are in a more positive place than we had anticipated we would be.

All of our service users have a personalised timetable, specific to their individual needs. Each member has a person-centred plan. These are update annually as a minimum or as necessary.

All staff have continued to completed all mandatory trainings through remote learning and on-line courses. We are hoping that some ESSC training will become available again soon.

We were able to hold a very successful fundraising event in November at Horntye Sports Complex. The proceeds from this funded the special activities and events within our day service. We also enjoyed a full cooked Christmas dinner on one day and every member received a Christmas gift. The remaining money was donated to the BFBF and it will be used to help with the cost of the stained-glass window, as we recognise that the design represents many of the things that Ronnie Smith held dear, and those who knew her well will know that.

Several of our service users, with support from Open Door, have continued to access work placements which at times have been greatly reduced due to the pandemic. These include various charity shops, and under-fives nursey placements. We also continued to support some our members to attend Active Arts & Project Art Works.

We intend, once restrictions allow, to continue working in conjunction with local school and colleges to provide work experience for their students studying for qualifications and Diplomas in Health & Social Care.

Financially things have been very difficult due to the pandemic and the associated loss of income due to lower attendance. This has improved but has left several vacancies due to the sad passing of some members. Some of these vacancies have been filled but I already stated we a hopeful that our numbers and subsequent income will soon increase.

The last year has at times been a little difficult with everyone having to adapt to a different way of working. Many of our members needs have changed considerably during the pandemic and we have been able to accommodate their needs. Staff have had to reconsider how they can expand their sessions within the excysting restriction of numbers and space.

We are ending the year with a positive and enthused outlook, the service has continued to provide a quality day service through some difficult times and we are looking forward to being able to offer and deliver an even more diverse program of activities.
The BFBF project is well under way and that is an exciting progressive move towards a great future for the whole Society.

ACTIVE ARTS

Active Arts is a visual and performing arts orientated community-based project, running five days a week throughout each academic year.

The project is funded by student fees together with some subsidy from the Society by way of the use of a shared office and use of the hall one day a week at Frimley. Due to building works at Frimley our shared office and use of the hall have halted on a temporary basis.

2022/23 saw a return to full in person sessions. Students were confident to return to class and we had no students shielding due to the global pandemic Covid-19. At the start classes started back socially distanced, however, as restrictions were lifted we soon started to build our confidence to offer classes as they used to be with an emphasis on cleaning and Covid safety.

Active Arts were very happy to perform at the De La Warr Pavilion in 2022. With Active Arts and Friends – Get Started! It was a welcomed return for our students, the theatre alongside our student families and supporters. The show was a great success. We took the precaution of not having groups in dressing rooms back stage and so the evening ran a little differently, but the joy of being back on stage meant everyone worked together for a successful night.

We designed a new set of cards for our enterprise stall.

In collaboration with the local festival Town Explores a Book, Active Arts became festival partners and lead artists for Rumer Godden's The Diddakoi We were able to achieve this by creating a beautiful colourful window display at our Charity shop in Kings Road.

Our 1:1 outreach session which had previously continued via WhatsApp video call sessions returned to in person, with great success.

We continued to use practicing artists and performers to tutor our students as they bring a wealth of knowledge and experience to the classes. Standards are raised, as students are encouraged to work to the best of their ability to enable them to become recognized as artists and performers in their own right.

We worked in partnership with Hastings Contemporary Art Gallery, who offered free workshop space around key exhibitions.

In January 2023 we moved our Making for the Stage class into Archer Lodge, home of Explore the Arch Theatre Company. We have been offered free art space for one year, whilst building work takes place at Frimley. The students and staff team have settled in well and find it a creative and calm environment to work. We now have an extra support worker for this class to help with students.

The Active Arts office has also moved out of Frimley on a temporary basis. This is working very well and has made a positive year for the project.

The Dance class continues at Christchurch Hall. The students have settled well into in person sessions and we have had a few new students join.

The Art & Design students were lucky to work with two different tutors. The students have chosen to continue to work with one of the tutors who is developing each student's individual artistic talent. We now have a new support worker for this class.

The Comedy & Drama class worked closely with their tutor to continue developing sketches in preparation for a performance. The class has returned to the White Rock Theatre which has been very positive.

The Musical Theatre students have also returned to the White Rock Theatre. Not only do we have some new students who have joined the class but we also have a new tutor who joined the team in September 2022.

We continue to explore ways of taking the project forward to continue to provide exciting and varied opportunities for our students within both visual and performing arts.

WESTWOOD

Westwood is the Society's residential home for nine adults with learning disabilities. It is registered with the Care Quality Commission, is a preferred provider for ESCC and is owned, maintained and supported by the Society. We aim to provide a safe homely environment, catering for people with varying levels of support needs.

Our Home Manager works hard to with our dedicated staff team to support our residents' in a person- centred way to be as independent as possible. The residents are actively encouraged to take part in the running of their home both practically and with decision making.

Hastings and Bexhill Mencap Society

Registered company number: - 04392494

Trustees Annual Report for the year ended 31 March 2023

During the year we have worked towards increasing our CQC rating from requires improvement. At our inspection in December 2022 the inspector identified that due to some residents increased support needs, the necessity to increase our staffing levels during the afternoon/evening shift and overnight.
This led to a continued requires improvement rating. We immediately put plans in place to increase staff levels and can report that we are fully staffed to fulfil CQC's requirements, we trust this will lead to a good rating at our next inspection.

We carried out a residents' survey that produced good results, showing us that the residents overall are happy with their care and support at Westwood.

We were very sad to lose one of our residents in April, she was a wonderful lady with a real zest for life. Her fellow residents were actively involved in planning her funeral, hosting her wake and planting flowers in her memory. Her family were exceptionally complimentary regarding our support for their family member during her time she was in our care.

We were delighted to welcome two new residents to the Westwood family this year, one in April and the other in August, they have both settled well into their new home.
The residents continue to live together as a group offering support and friendship to each other, enjoying each other's company within the communal spaces at Westwood.

All our residents' have rooms decorated and furnished to their own tastes and interests, and we have continued to support everyone to purchase new items for their rooms and communal spaces throughout the year. Everyone is pleased to be able to go back to the shops to choose their personal items but for some the ease of online shopping continues to be welcome for items not easily available locally.

Residents were delighted to be able to resume their day time activities. Three residents attend Open Door day service, three attend Active Arts and one attends Project Arts Works and the Roebuck Centre.

From home, residents who do not attend day service are supported by staff to take part in activities of their choice both within the home and local amenities. Two of our gentleman residents are particularly enjoying the local crazy golf course. We regularly support people to enjoy the bowling alley, cinema and theatre.

One of our staff team supported a resident on a residential trip to attend his sister's wedding. Two residents have enjoyed accompanying their family on annual holidays.

Two residents took part in the Active Arts show at the De la Warr Pavilion, the other residents and several staff enjoyed being in the audience.

We will continue to work with funding authorities to try to secure funding for our residents to attend day services, or for extra 1:1 support at home.

Each resident's choices, goals and aspirations are discussed with their keyworkers and co-keyworkers at regular meetings, and the manager operates an "open door" policy. The Westwood office situated on the ground floor, is also where the main access door for our residents is situated. This enables all residents to have access to the manager as they wish, and in turn for her to have regular informal contact with them throughout the day.

The residents' each have care plans that they have ownership of; staff have worked throughout the year to help the residents understand the meaning and content of their care plans. Residents are supported to make informed choices about all aspects of lives. The manager and staff work closely with the local Community Learning Disability Team and healthcare professionals to ensure the residents health, wellbeing and safety are given the highest standard, involving advocacy services and family involvement as appropriate.

Family is very important to our residents' and we encourage visits from family members, or outings with families. We very much appreciate those whom take an active interest with Westwood, helping with the garden for example, or taking people out. We recognise the difficulties faced by those families living outside of the area or abroad with visiting their family members, so support those residents to keep in regular contact with them.

The trustees recognise the challenges continually faced by the manager and staff as some residents' support needs continue to increase. The continued financial restraints and ever-increasing costs lead us to be adaptable and inventive to ensure the residents' health and wellbeing together with the maintenance of the property will continue to be our spending priorities.

Maintenance:

The hall stairs and landing were redecorated and new carpet fitted. Future

plans:
Development of art studio in the old garage Installation of
new entrance gates

FRIMLEY

Until December 2022 we ensured all general maintenance to keep Frimley safe were kept to a good standard.

We worked with the architect to finalise plans for the extension and new building (Building Frimley's Bigger Future), and are grateful to the staff who worked hard to sort, pack and move all items of equipment and materials either to the temporary premises or into storage.

In early January 2023, we handed the keys of Frimley over to our contractor; Hastings Building Services. They immediately began the necessary work to ensure the site was ready for the building works and to secure the site.

Our C.E.O., Administrator and managers attend fortnightly site meetings to keep abreast of the works, have input into the plans and ensure the timely payments to the contractor under the terms of the JBC contract. Trustees also visit the site when they can, have regular reports sent to them and newsletters are regularly sent to the members.

At the time of writing the demolition of the old extension is complete and work is underway to carry out the necessary ground work to install the base of the new building.

The trustees recognise that this work may have to be phased into two stages, depending on funds. The C.E.O. and Administrator are working with the fundraisers to identify opportunities for grants. We continue to run some inhouse fundraising events to support the smaller costs to equip the building, and are grateful to our donors for their continued support.

The timescale to return to Frimley (phase 1) is January 2024, should it be necessary to phase the work, we anticipate completion of phase 2 being the new performing arts studio and link bridge to be spring / summer of 2024.

Full plans are available from the society's temporary office at The Robsack Centre, Bodiam Drive, St Leonards.

SHOP

Our shop, in Kings Road, St Leonards, is open 6 days a week and is staffed by a team of a part time manager and 10 volunteers working in pairs on a rota basis. Our collection and delivery service was suspended during the pandemic, however, this has not impacted on the amount of donations received, or sales made. We sell only donated goods.

The employment of a shop manager continues to be very successful. The volunteers have reported that they feel well supported and there is far less input needed by the admin team to assist the shop staff.

The trustees are grateful to, and recognise the hard work and dedication of the shop volunteers who work tirelessly to keep the shop open as often as possible, sort and display goods as well as providing a

good level of customer service. Our volunteer electrical engineer whom is able to PAT test electrical items donated for sale. His work continues to realise a good profit from the sale of electrical goods.

The window displays are regularly changed to reflect the seasons and local and national celebrations. Active Arts were able to use the window to display their work for the A Town Explores a Book project to show their wonderful visual art work in various mediums

At the time of reporting, the shop takings have fully recovered following the effect of the pandemic, going from strength to strength through the year. The shop realised an excellent profit of £47,858 and are grateful to the staff team for making the shop such a success.

With the shop being so successful, due to both donations of goods together with shop sales, it became evident that a second shop would be advantageous. We are actively seeking a suitable second shop to rent ideally in the local area with view to our shop manager overseeing both shops.

The shop is open to all members of the public, providing a service for them to purchase goods as well as donate their unwanted items for us to sell. Some of our members with learning disabilities are supported to work in the shop.

The shop is a useful place to advertise our fundraising events, shows and activities. Active Arts and Open Door find the use of the shop stock a very useful source of costumes for their performances and are grateful to the shop staff whom seek and put aside items that have been specially requested for the stage.

The shop staff report that volunteering in the shop gives them the opportunity to make new friends and supporters for our activities. All profits from the shop help support with the upkeep of Frimley as well as the subsidised or free provision of social activities.

HASTINGS AND BEXHILL MENCAP SOCIETY

England & Wales - Charity number 1092206

Accounts

Company Registration Number - 04392494

The Charity Registration Number is :- 1092206

Hastings and Bexhill Mencap Society

Report and Accounts

31 March 2022

Hastings and Bexhill Mencap Society

Report and accounts for the year ended 31 March 2022

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Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2022

The Trustees present their Report and Accounts for the year ended 31 March 2022, which also comprises the Directors' Report required by the Companies Act 2006.

Reference and administrative details

The charity name.

The legal name of the charity is:- Hastings and Bexhill Mencap Society.

The charity is also known by its operating name, Frimley.

The charity's areas operation and UK charitable registration.

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 1092206.

The charity does not operate in any overseas jurisdictions.

Legal structure of the charity

The charity is constituted as a company limited by guarantee, registered under the Companies Acts . The governing document of the charity is the Memorandum and Articles of Association establishing the company under company legislation.

The governing document is dated 12 March 2002

There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

By operation of law all, trustees are directors under the Companies Act 2006 and all directors are trustees under Charities legislation and have responsibilities, as such, under both company and charity legislation.

The trustees are all individuals.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2022

The principal operating address, telephone number, email and web addresses of the charity are:-

64 London Road
St Leonards on Sea, East Sussex
, TN37 6AS
Telephone 01424 424813

Email Address hello@hastings-bexhill-mencap.org Web address www.hastings-bexhill-mencap.org

The registered office of the charity for Companies Act purposes is:-

Unit 1b, Theaklen House
Theaklen Drive , St Leonards on Sea
East Sussex, TN38 9AZ

The Trustees and officers in office on the date the report was approved were:-

President:	Mr Michael Foster DL LLM
Life Vice Presidents:	Mrs Georgina Holmes, Mrs Jean Tree, Mr Alf King, Mr Tom Tagoe
Honorary Officers **(trustees)**:	Chair - Michael Cheale (from October 2021)
	Vice Chair - Gillian Jeffries (from October 2021) Hon. Secretary - Mrs Joanne Dauti Treasurer - Mr Michael Cheale Transport - Mr Michael Cheale
Executive Committee Members **(trustees)**:	Mrs Wendy Bristow, Mrs Sylvia Barnes (to October 2021), Mrs June Fletcher, Mr Mark Johnson, Robert Nisbet, Ms Sandra Parkinson (from November 2021 to March 2022)
C.E.O.	Mrs Pauline Fletcher
Administrator:	Mrs Lianne Buttrey
Financial Administrator:	Mrs Irina Edwards

The following persons served as Trustees or officers during the year ended 31 March 2022:-

The trustees who served as a trustee in the reporting period were as shown above.

Any changes in trustees since the year end are identified above (*in brackets*).

At the Annual General Meeting all executive committee members retire as trustees, but are eligible for reappointment.

All the trustees are also members of the charity.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2022

Objects and activities of the charity

The purposes of the charity as set out in its governing document.

The charity's objects and principal activities as set out in the memorandum and articles of association are that of promoting the care, treatment and education of children and adults with a learning disability and to secure for learning disabled people provision commensurate with their needs.

The Charity also aims:
To increase public awareness of the challenges faced by people with a learning disability and their families, and thus create a climate of public opinion that encourages their inclusion into the community.

To become acquainted with all people with a learning disability and their families, within the local area.

To foster mutual help and co-operation and friendship between parents, carers, relatives and all entrusted with the care of people with a learning disability.

To provide housing, care & support, welfare services, training, education, employment, leisure and recreation for people with a learning disability, and to guide and support all those entrusted with the task of making similar provision.

The main activities undertaken in relation to those purposes during the year.

The charity aimed to attract sufficient clients to maintain the viability of the charity, and ensure its continued progress, within the parameters of its long term objectives. The charity also aimed to secure sufficient external funding for its activities, both by obtaining funds from grant making bodies and by undertaking a variety of worthwhile ancillary activities that would generate funds for its core purposes.

The registered charity continues to maintain three properties. Frimley (64 London Road, St Leonards on Sea TN37 6AS, 01424 424813) our headquarters, which provides facilities as a social centre, for Open Door Day Service providing for 30 people Monday to Friday, and Active Arts, the Society's educational project which runs an academic year, Westwood (Westwood, 55 St Helens Park Road, Hastings TN34 2JJ, 01424 428805), a residential home for nine adults with a Learning Disability, and a Charity Shop (Mencap, 32A/B Kings Road St Leonards on Sea, 01424 443717).

The Society arranges Wednesday Club – a social club for adults, Saturday discos, outings, carer's lunches, annual holidays for Westwood residents, social and fundraising events and a welfare service. All of the above services, except for the welfare service, are currently suspended due to the Covid-19 pandemic.

Whilst the Society encourages members to travel independently to all its activities, transport is available for those who may be unable to do so. The Charity works with others to improve the quality of life and range of opportunities available to those with learning disabilities at all levels.

The main activities undertaken during the year to further the charity's purpose for the public benefit.

Our main activities and who we try to help are described below and in our memorandum and articles of association. All our charitable activities focus on promoting the care, support and education of children and adults with a learning disability and are undertaken to further our charitable purposes for the public benefit.

The trustees have had regard to the Charity Commission's guidance on public benefit in managing the activities of the charity.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2022

The short term and longer term aims and objectives.

Our short term and ongoing objective is to continue with all existing areas of activity as described elswhere in this report. For the longer term we are continuing to persue our "Building Frimley's Bigger Future" project, which we believe will enable us to materially improve and expand on the services we are able to offer.

The contribution of volunteers during the year.

Volunteers are crucial to the operation of the charity as all of the trustees are volunteers. Members are encouraged to participate as volunteers in any and all aspects of the charity's activities.

The executive committee wishes to express its thanks and appreciation to all the staff and volunteers, and their friends and family, who have contributed and worked tirelessly, giving their commitment and time in developing and delivering the services of the charity to the local community. The Board is also grateful to all the funders, whose generosity has enabled the charity to deliver the core services and specialist projects.

The main achievements and performance of the charity during the year.

The past year has been challenging and busy as we worked through the second year of the pandemic. Our various departments have continued to offer online services whilst making every effort to reinstate in-person sessions for day services, particularly for those identified to be in particular need of services. At the beginning of April we were able to offer in-person places to about half of our usual numbers, continuing to build on this as it was safe to do so. During the winter of 2021/22 this became increasingly challenging as Covid infection rates rose, but we were able to remain open, offering services to more people as and when it was safe to do so. We were also able to start holding more in-person Executive Committee meetings, using a nearby community space so we could socially distance. Unfortunately, we have not been able to re-open our social activities and clubs due to the restrictions created by social distancing, but have this under constant review. We maintained our welfare service, for which the need lessened as our services within Frimley resumed. Our residential home remained open with staff continuing to provide care and support to our residents, with extra support being offered to those who could not return to day services, or had their days temporarily reduced.

The Managers of the various sections met regularly with representatives from the Executive Committee, to continue to pay particular attention to delivering a Covid secure service, and the related staffing issues. The Managers work with the Executive Committee to ensure compliance with the Royal Mencap's affiliation requirements, CQC Regulations and the various funding authorities' quality compliance.

We continue to work with the Adult Social Care Team to provide a range of services, working to improve all services for people with learning disabilities, their families and carers.

Web Site:
www.hastings-bexhill-mencap.org : Our website has proved to be a useful tool during the past year, enabling us to keep members up date with news and activities, as well as to advertise staff vacancies.

Trustees' Annual Report for the year ended 31 March 2022

Fundraising activities during the year.

Fundraising continues to be an extremely important part of the society's activities, providing both an essential addition to funds as well as the opportunity to raise public awareness of our work.

The charity shop, despite a challenging year, continues to thrive and income from this activity is reported separately (see shop report).

Fundraising outside of the charity shop was suspended during the reported year as we concentrated on rebuilding our day services. However, we hope to reinstate these once our volunteers and staff are able to deliver these safely and effectively.

We are also grateful for all donations and legacies received, which during the past year included £20,000 from Mrs Sky Dowse. Other donations of under £1,000 each totalled £5,042.

We are particularly grateful to receive donations given in memory of members or friends of the Society whom have passed away during the past year. We would like to thank their families, including those of Colin and Rachel Holmes, and Veronica Smith who make the decision to support our charity at these difficult times.

Where relevant to our fundraising activities we comply with 162A of the Charities Act 2011 as introduced by the Charities (Protection and Social Investment) Act 2016. This relates to fundraising activities and people carrying out fundraising activities on behalf of a charity and requires disclosures about vulnerable people, fundraising contracts and arrangements etc.

There are no specific items requiring disclosure in this context.

The difference the charity's performance during the year has made to the beneficiaries of the charity.

Thanks to the ongoing activities promoted and provided by the charity, we have been able to continue to promote the care, support and education of adults and young people with a learning disability and to secure for learning disabled people, provision commensurate with their needs.

The degree to which the achievements and performance during the year have benefited wider society.

Thanks to our ongoing charitable activities we are confident that we have been able to focus on promoting the care, support and education of adults and young people with a learning disability and are able to undertake to further our charitable purposes for the public benefit.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2022

Structure, governance and management of the charity

The methods used to recruit and appoint new charity trustees.

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.
The trustees are the honorary officers, members of the Executive Committee, and the holding trustees, who have served throughout the year.

A majority is required at an AGM or an EGM to appoint or elect a member to the executive committee, who are the managing trustees. Members are invited to nominate trustees prior to the AGM. All members of the society present at the meeting are able to take part in this vote. Members of the executive committee serve for one year, retiring at the AGM, when they can then be re-elected or re-appointed. New trustees must complete an application process to satisfy CQCs requirement that they are a fit and proper person to carry out a regulated activity.

The policies and procedures for the induction and training of trustees.

New trustees are advised of all documentation held in the Society's office relating to their legal requirements and obligations under charity and company law, recent financial statements, minutes of meetings and governing documents. Trustees are informed of any external training events appropriate to their role.

The charity's organisational structure.

The board of trustees, (Executive Committee), which can have up to 12 members, administers the Charity. The board shall consist of the Honorary Officers, four members of the Society and co-opted members (who may, but need not be members of the Society) being persons having a special interest in and qualifications for furthering the work of the Society. The board normally meets monthly, with the exception of August and December.

The trustees appoint managers for the residential home, day service, educational arts project and charity shop, and are supported by a chief executive officer and administrator to manage the day to day operations of the charity. Each have a responsibility to report directly to the trustees at board meetings, and meet more regularly with officers within the board as is necessary to facilitate effective operations of their departments.

Trustees' Annual Report for the year ended 31 March 2022

The Chief Executive Officer and other senior management personnel to whom day to day management is delegated

Chief Executive Officer: Mrs Pauline Fletcher

Administrator: Mrs Lianne Buttrey

Financial Administrator: Mrs Irina Edwards

The charity as a part of a wider network.

Hastings & Bexhill Mencap Society is a company limited by guarantee and a registered charity governed by its memorandum and articles of association, (model supplied by Royal Society) which form the basis of our affiliation to and partnership agreement with The Royal Mencap Society. The memorandum and articles of association are registered with the Charity Commission. Copies are available on request.

Affiliated to The Royal Mencap Society. Registered in accordance with the National Assistance 1948 and under the Charities Act 1993.

The charity was incorporated into a company limited by guarantee on 12 March 2002 and commenced trading on 1 April 2002. Charity number:1092206. Company number: 04392494.

The Charity has no responsibility for, nor is it answerable to any other organisation, apart from the requirements for partnership with The Royal Mencap Society.

The charity's relationships with related parties.

Other than the Trustees and those persons connected with them there are no individuals who are related parties. Details of transactions with related parties are shown in the notes to the accounts. This includes remuneration and expenses paid to Trustees (if relevant).

Bankers	Lloyds TSB, 17 Wellington Place, Hastings TN34 1NX
Solicitors	Herringtons, Lacuna Place, Havelock Road, Hastings TN34 1BG
Investment advisors	None
Accountants	MDM Accounting Ltd, Unit 1b Theaklen House, Theaklen Drive, St Leonards on Sea TN38 9AZ

Trustees' Annual Report for the year ended 31 March 2022

Financial review

The charity's financial position at the end of the year ended 31 March 2022

The financial position of the charity at 31 March 2022 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:-

	2022	2021
	£	£
Net income	80,021	184,198
Unrestricted Revenue Funds available for the general purposes of the charity	712,805	722,325
Designated Revenue Funds	691,520	605,089
Total Unrestricted Funds	**1,404,325**	**1,327,414**
Endowment Fixed Asset Funds	15,551	12,441
Total Endowment funds	15,551	12,441
Total Funds	1,419,876	1,339,855

Trustees' Annual Report for the year ended 31 March 2022

Financial review of the position at the reporting date, 31 March 2022 .

The trustees are satisfied with the performance of the charity during the year and the position at the year end and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations. As the charity began a period of financial recovery while working out of the pandemic, the Trustees recognised the financial challenges the day service closures and limited reopening created. At the end of the financial year, we were pleased to note that day services were able to offer places to all service users, albeit for fewer sessions than pre-pandemic. Much of the financial burden for these closures and that of the Charity shop, were mitigated by grants from the Government. Some delivered directly through the job retention scheme, and others by local authority and borough council, which included infection control fund, workforce capacity fund, resilience payments, retail closure and start up grants, and the rapid test fund for care homes.

Specific changes in fixed assets are details in the notes to the accounts.

The Statement of Financial Activities shows net incoming resources (of a revenue nature) for the year of £76,911.

The total reserves at the year end after revaluing investments stand at £1,419,876 (up by £80,021).

The significant balance sheet figure for the Society relates to our Net Current Assets, which stand at £999,999 compared to £909,696 last year. £308,479 of this total represents the level of resources which we hold for our General Purposes Funds, excluding funds allocated to Designated funds for the BFBF project (£687,854) and the general reserve fund (£3.666) and is lower than we would ideally like it to be, given the need to maintain sufficient account balances for our different activity areas and to hold sufficient funds to cover our contingencies already outlined in this report.

Policies on reserves.

The Society adopts a policy of budgeting to monitor receipt of, and application of, funds. By careful management we strive to ensure a sufficient level of funds for contingencies to meet our various requirements. The Society has a reserves policy in common with all charities, which would provide a cushion if some of our varied sources of income that are available to the Society were to fall short of their budget targets. As a result our levels of liquidity are purposely maintained at a sufficient level to ensure our commitments are covered. Reserve accounts continue to be in place for residual income from share dividends.

Trustees' Annual Report for the year ended 31 March 2022

Availability and adequacy of assets of each of the funds

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

The major risks to which the Charity is exposed and reviews and systems to mitigate them.

Factors affecting the performance of the Charity are considered each year by the trustees when formulating their strategic plan, particularly relating to finances. These factors include:

- The existence of similar local organisations which effectively compete with the charity.
- Staff turnover and the impact of sick/maternity leave, etc.
- The continuance of long term funding by public authorities.
- Demographic changes in the local community.
- Business interruption.

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.
Designated members of the board of trustees, volunteers and society staff attend regular safeguarding, fire safety, health and safety, first aid and food hygiene trainings.

The society has policies and procedures in place designed to minimize any potential risk to the society. A review of all current risk assessments is carried out annually, or earlier should this be considered necessary. Risk assessments are introduced for any new activities undertaken by the society.

A contingency policy has been written in consideration of the current and predicted position regarding the Coronavirus Covid-19 pandemic and was regularly reviewed throughout the year.

Factors likely to affect future financial performance .

The Trustees are aware of the financial difficulties facing adult social care. Government funding passed down to local authority continues to be very diluted by the time it reaches service level, which has a real impact on providers being able to offer services at an ideal level. The unavoidable increases in staffing costs coupled with increased costs in energy and consumables is a real challenge. However, being of charitable status enables us to fundraise to subsidise fees resulting in us being able to continue to offer a high quality of service provision. Regular reviews and policies are in place as outlined above. The trustees are grateful to the staff team whom work tirelessly to find ways of providing an innovative and varied programme of activities for our members during these challenging times.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2022

Principal funding sources in the year and how these support the key objectives of the charity.

Membership of the Society:
There are currently 144 individual members.
No subscriptions fees were received this year as the trustees continued their decision to refrain from collecting membership fees for the current year. This was due to being unable to provide any social activities to members. The trustees will consider reintroducing membership fees when social activities and other members' services can resume.

Royal Mencap Society (RMS):
The partnership fee currently stands at £510 per year. The Trustees continue to monitor the advantages and disadvantages of remaining in partnership with Royal Mencap.

Plans For the Future

Summary of plans for the future and the trustees' perspective of the future direction of the charity.

We anticipate additional costs will continue to be required in the following areas:

Frimley
Plans for the coming year:
There are no planned works for Frimley apart from ongoing plans regarding the building project as reported below.

Building Frimley's Bigger Future (BFBF)
Plans, as detailed below, are for the development of Frimley to create further activity areas, together with improved disabled access to the whole of Frimley. Current planning permission is in place until January 2023.

Our appointed architect Casper Cummings, has finalised plans to build a performing arts studio and office in the garden at Frimley, and to extend the first floor of Frimley onto the footprint of the existing extension to create a visual arts studio and changing places toilet, these to be accessed by a lift and link bridge.

Work with our professional advisors on the project will be stepped up during 2022 with view to the building project starting before planning permission ends. However, we are advised that extending permission with our local planning office will be possible should we need to delay the start date.

The revised estimated costs for the project are now £1,374,159. The pandemic has impacted our ability to seek funding as we diverted our staff to concentrate on working through the pandemic. Plans are now in place to appoint professional fundraisers to apply to funders and grant makers on our behalf.

The trustees recognise the challenges this project will bring both financial and operational but firmly believe that development of the site at Frimley is essential to ensure the future sustainability of the Charity's activities.

Trustees' Annual Report for the year ended 31 March 2022

Westwood
Plans for the coming year:
Decoration and carpeting of hallway, stairs and landings (held over from previous year due to the pandemic)

Transport
Social distancing together with staff being unable to break support bubbles resulted in the day service delivering a very limited transport service during the year, offering this service to those unable to attend without it. As social activities were suspended, no transport service was necessary in this area.
The Trustees have recognised that the level of transport offered prior to the pandemic is no longer essential, and will now consider the type of vehicles and level of service needed now and into the future.

Services
The Trustees together with the Chief Executive Officer continue to work closely with the Commissioners from ESCC to identify current and future need for learning disability services. The trustees recognise the challenges faced by local authorities to provide individuals with quality cost effective services. Most of our service users who are not privately funded have their fees met by our own local authority, this is advantageous as ESCC tend to increase fees at a higher level than other funding authorities.
The Trustees, working with the C.E.O. and day service managers are looking at options for housing services during building works to Frimley.
Plans are in place to work with funding authorities to further our offer of outreach, 1:1 support and PA work.

From an analysis of our situation it is clear that to remain sustainable it is essential to maintain a full occupancy at Westwood, student numbers at Active Arts and members of Open Door. The Trustees, together with the CEO and departmental managers seek every opportunity to promote our services as well as seek new ideas for future activities.

It remains essential for financial security to continue to generate income from the provision of activities and services. Open Door, noting the changing needs of its members together with staff consultation, is revising its offer of a two tier system of activities and is working to offer a new timetable commensurate with the wishes and needs of its members. The service offered some activities from a local church to enable more members to attend whilst social distancing continued. Active Arts has resumed a normal level service, made possible by the increased use of community spaces to allow for social distancing.

As we move out of the pandemic they are looking forward to producing their first show since 2019. Westwood has worked hard to provide a good level of support and activities to its residents during the pandemic and welcomed the reopening of day services that enabled some residents to resume their previous day time activities, and for all to access the community again. We are expecting a CQC inspection soon, when we hope that the hard work of the manager and her staff will move Westwood from the current requires improvement rating. At the time of reporting Westwood has one vacancy which we expect to fill shortly. The Chief Executive Officer takes every opportunity to attend meetings for learning disability providers to keep abreast of the current situation and to receive regular updates regarding the standard required by local authorities and CQC to meet and maintain a high standard of service provision.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2022

Other information about the charity and its activities

Departmental reports giving a fuller (non-compulsory) narrative summary of the year appear at the end of these reports and accounts.

Details of The Auditor

Stephen James Moore

Member of Chartered Certified Accountants

30 - 34 North Street

Hailsham
East Sussex
BN27 1DW

Statement as to disclosure of information to auditors

The trustees state that so far as each of the trustees at the time this report was approved are aware:-

a) There is no relevant audit information (as defined by section 418(3) of the Companies Act 2006) of which the auditors are unaware, and

b) The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and establish that the auditors are aware of that information.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2022

Statement of the Directors Trustees' Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Companies Act 2006, the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations,the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), .

In particular, the Companies Act 2006 and charity law require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).
- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. 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.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the auditor in relation to the Trustees' report is limited to examining the report and ensuring that , the report is consistent with the figures disclosed in the financial statements.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2022

Method of preparation of accounts - Small company provisions

The financial statements are set out on pages 20 to 52.
The financial statements have been prepared implementing the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016)

These financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

This report was approved by the board of trustees on ...6/10/22

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Michael Cheale
Director and Trustee

Hastings and Bexhill Mencap Society

Independent Auditors' Report to the Trustees of the charitable company on the accounts for the year ended 31 March 2022

Opinion

We have audited the financial statements of Hastings and Bexhill Mencap Society for the year ended 31 March 2022, as set out on pages 20 to 52, which comprise the Statement of Financial Activities, the Income and Expenditure account, the statement of recognised Gains and Losses, the Balance Sheet, the Cash Flow Statement and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* and the financial statements have been prepared in accordance with FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015 (as amended by the Bulletin issued in February 2016) published by the Charity Commission in England and Wales, effective January 2016, (The SORP), and under the historical cost convention, which framework constitutes the applicable United Kingdom Generally Accepted Accounting Practice.

In our opinion, the financial statements:
• give a true and fair view of the state of the Charity's affairs as at 31 March 2022 and of its income and expenditure for the year then ended;
• have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) issued by the Financial Reporting Council and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in England & Wales, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you where:

- the information in the trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement (set out on page 14) the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Independent Auditors' Report to the Trustees of the charitable company on the accounts for the year ended 31 March 2022

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the Charity and charity sector, we identified that the principal risks of non-compliance with laws and regulations related to employment laws and we considered the extent to which non-compliance might have a material effect on the financial statements.

We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006. We evaluated incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to posting inappropriate journal entries to achieve desired financial results and the manipulation of exceptional items and management bias in accounting estimates.

Audit procedures performed by the engagement team included:

- enquiries with management, including consideration of known or suspected instances of fraud and non-compliance with laws and regulations and examining supporting calculations where a provision has been made in respect of these;
-reading key correspondence with regulatory authorities in relation to compliance with certain employment laws;
- understanding and evaluating the design and implementation of management's controls designed to prevent and detect irregularities;
-challenging assumptions and judgements made by management in their significant accounting estimates.
-identifying and testing journal entries.

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also,
the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities . This description forms part of our auditor's report.

Hastings and Bexhill Mencap Society

Independent Auditors' Report to the Trustees of the charitable company on the accounts for the year ended 31 March 2022

Use of our report

This report is made solely to the company's Trustees, as a body in accordance with the requirements of Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Stephen James Moore – Senior Statutory Auditor
Watson Associates (Audit Services) Ltd, Statutory Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

30-34 North Street
Hailsham
East Sussex
BN27 1DW

Date: 8-DEC 2022

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2022

Statement of Financial Activities (including the Income and Expenditure Account for the year ended 31 March 2022, as required by the Companies Act 2006)

	SORP Ref	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2022	2022	2022	2022	2021
		£	£	£	£	£
Income & Endowments from:						
Donations & Legacies	A1	113,009	599	-	**113,608**	234,151
Charitable activities	A2	797,239	-	-	**797,239**	763,822
Other trading activities	A3	56,130	-	-	**56,130**	14,463
Investments	A4	1,584	-	-	**1,584**	1,117
Other	A5	300	-	-	**300**	-
Total income	**A**	**968,262**	**599**	**-**	**968,861**	**1,013,553**
Expenditure on:						
Raising funds	B1	11,972	-	-	**11,972**	10,648
Charitable activities	B2	879,379	599	-	**879,978**	817,703
Total expenditure	**B**	**891,351**	**599**	**-**	**891,950**	**828,351**
Net gains on investments	B4	-	-	3,110	**3,110**	(1,004)
Net income for the year		**76,911**	**-**	**3,110**	**80,021**	**184,198**
Net income after transfers	**A-B-C**	**76,911**	**-**	**3,110**	**80,021**	**184,198**
Net movement in funds		**76,911**	**-**	**3,110**	**80,021**	**184,198**
Reconciliation of funds:-	**E**					
Total funds brought forward		1,327,414	-	12,441	**1,339,855**	1,155,657
Total funds carried forward		**1,404,325**	**-**	**15,551**	**1,419,876**	**1,339,855**

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A Statement of Total Recognised Gains and Losses is included as a primary statement in these accounts.

All activities derive from continuing operations

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2022

Hastings and Bexhill Mencap Society - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Prior Year Unrestricted Funds 2021 £	Prior Year Restricted Funds 2021 £	Prior Year Endowment Funds 2021 £	Prior Year Total Funds 2021 £
Income & Endowments from:					
Donations & Legacies	A1	232,151	2,000	-	**234,151**
Charitable activities	A2	763,822	-	-	**763,822**
Other trading activities	A3	14,463	-	-	**14,463**
Investments	A4	1,117	-	-	**1,117**
Other	A5	-	-	-	-
Total income	**A**	1,011,553	2,000	-	1,013,553
Expenditure on:					
Raising funds	B1	10,648	-	-	**10,648**
Charitable activities	B2	815,703	2,000	-	**817,703**
Other	B3	-	-	-	-
Tax on surplus on ordinary activiti	B3	-	-	-	-
Other taxation	B3	-	-	-	-
Total expenditure	B	826,351	2,000	-	828,351
Net gains on investments	B4	-	-	(1,004)	(1,004)
Net income for the year		185,202	-	(1,004)	184,198
Transfers between funds	**C**	72,414	(72,414)	-	-
Net income after transfers		257,616	(72,414)	(1,004)	184,198
Net movement in funds		**257,616**	**(72,414)**	**(1,004)**	**184,198**
Reconciliation of funds:-	**E**				
Total funds brought forward		1,069,798	72,414	13,445	**1,155,657**
Total funds carried forward		**1,327,414**	-	**12,441**	**1,339,855**

All activities derive from continuing operations

A Statement of Total Recognised Gains and Losses is included in these accounts as a separate primary statement

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2022

Statement of Total Recognised Gains and Losses for the year ended 31 March 2022

	2022	2021
	£	£
Surplus for the year :-		
Net excess of income over expenditure from operations before tax	76,911	185,202
Realised gains on disposals of social investments which are programme related	-	-
Income from operations before tax in the Statement of Financial Activites	**76,911**	**185,202**
Add/(deduct) non income and expenditure items:-		
Unrealised gains on investments	3,110	(1,004)
Net Movement in funds before taxation	**80,021**	**184,198**
Funds generated in the year as shown on Statement of Financial Activities	**80,021**	**184,198**

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Resources applied in the year ended 31 March 2022 towards fixed assets for Charity use:-

	2022	2021
	£	£
Funds generated in the year as detailed in the SOFA	80,021	184,198
Resources applied on functional fixed assets	-	(10,470)
Other applications of funds	-	-
Net resources available to fund charitable activities	**80,021**	**173,728**

The resources applied on fixed assets for charity use represents the cost of additions less proceeds of any disposals.

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2022

Movements in revenue and capital funds for the year ended 31 March 2022

Revenue accumulated funds

	Unrestricted and Designated funds 2022 £	Restricted Funds 2022 £	Endowment Funds 2022 £	Total Funds 2022 £	Last year Total Funds 2021 £
Accumulated funds brought forward	1,327,414	-	-	1,327,414	**1,142,212**
Recognised gains and losses before transfers	76,911	-	-	76,911	185,202
	1,404,325	**-**	**-**	**1,404,325**	**1,327,414**
(From)/To unrestricted revenue funds	-	-	-	-	-
Closing revenue funds	**1,404,325**	**-**	**-**	**1,404,325**	**1,327,414**

Designated revenue funds included within the unrestricted funds above

	Total Funds 2022 £	Last year Total Funds 2021 £
At 1 April	605,089	3,195
Transfer (to)/from revenue accumulated funds	86,431	601,894
At 31 March	691,520	605,089

The purposes for which these funds have been designated are described in Note 23 to the accounts.

Fixed asset funds

	Designated Funds 2022 £	Restricted Funds 2022 £	Endowment Funds 2022 £	Total Funds 2022 £	Last year Total Funds 2021 £
At 1 April	-	-	12,441	12,441	13,445
Transfer (to)/from revenue funds	-	-	3,110	3,110	(1,004)
At 31 March	**-**	**-**	**15,551**	**15,551**	**12,441**

The purposes of the transfers to fixed asset funds are described in Note 23 to the accounts and under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Summary of funds

	Unrestricted and Designated funds 2022 £	Restricted Funds 2022 £	Endowment Funds 2022 £	Total Funds 2022 £	Last Year Total Funds 2021 £
Revenue accumulated funds	712,805	-	-	**712,805**	722,325
Revenue designated funds	691,520	-	-	**691,520**	605,089
Fixed asset funds	-	-	15,551	**15,551**	12,441
Total funds	**1,404,325**	**-**	**15,551**	**1,419,876**	**1,339,855**

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2022

Hastings and Bexhill Mencap Society
Income and Expenditure Account for the year ended 31 March 2022 as required by the Companies Act 2006

	2022 £	2021 £
Income		
Income from operations	966,977	1,012,436
Investment income		
Income from investments, other than interest receivable	471	-
Interest receivable	1,113	1,117
Other operating income	300	-
Gross income in the year before exceptional items	**968,861**	**1,013,553**
Gross income in the year including exceptional items	**968,861**	**1,013,553**
Expenditure		
Charitable expenditure, excluding depreciation and amortisation	863,226	798,167
Depreciation and amortisation	13,392	16,176
Fundraising costs	11,972	10,648
Governance costs	3,360	3,360
Realised losses on disposals of social investments which are programme related	-	-
Total expenditure in the year	**891,950**	**828,351**
Net income before tax in the financial year	**76,911**	**185,202**
Tax on surplus on ordinary activities	-	-
Net income after tax in the financial year	**76,911**	**185,202**
Retained surplus for the financial year	**76,911**	**185,202**

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Balance Sheet as at 31 March 2022

	Note	SORP Ref		2022		2021
				£		£
Fixed assets		A				
Tangible assets	12	A2		404,326		417,718
Investments held as fixed assets	13	A4		15,551		12,441
Total fixed assets				419,877		430,159
Current assets		B				
Debtors	14	B2	88,599		52,486	
Cash at bank and in hand		B4	929,351		892,530	
Total current assets			1,017,950		945,016	
Creditors: amounts falling due within one year	15	C1	(17,951)		(35,320)	
Net current assets				999,999		909,696
The total net assets of the charity				**1,419,876**		**1,339,855**
The total net assets of the charity are funded by the funds of the charity, as follows:-						
Endowment funds						
Endowment Fixed Asset Funds	20	D1	15,551		12,441	
				15,551		12,441
Restricted funds				-		-
Unrestricted Funds						
Unrestricted Revenue Funds	20	D3	712,805		722,325	
				712,805		722,325
Designated Funds						
Designated Revenue Funds	20	D3		691,520		605,089
Total charity funds				**1,419,876**		**1,339,855**

Hastings and Bexhill Mencap Society - Balance Sheet as at 31 March 2022

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

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

The charity is subject to audit under charity legislation, and the report of the Charities Act auditor is on page 19.

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

Michael Cheale mcheale

Trustee

Approved by the board of trustees on 6/10/22

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society

Cash Flow Statement for the year ended 31 March 2022

		2022	2021
		£	£
Cash flows from operating activities			
Net cash provided by operating activities as shown below	A	35,237	217,960
Cash flows from investing activities			
Interest received		1,113	1,117
Dividends received		471	-
Purchase of property, plant and equipment		-	(10,470)
Net cash provided by investing activities	B	**1,584**	**(9,353)**
Cash flows from financing activities			
Net cash provided by financing activities	C	-	-
Overall cash provided by all activities	A+B+C	**36,821**	**208,607**
Cash movements			
Change in cash and cash equivalents from activities in the year ended 31 March 2022		36,821	208,607
Cash and cash equivalents at 1 April 2021		892,530	683,923
Change in cash and cash equivalents due to exchange rate movements		-	-
Cash at bank and in hand less overdrafts at 31 March		**929,351**	**892,530**

Hastings and Bexhill Mencap Society

Cash Flow Statement for the year ended 31 March 2022

Hastings and Bexhill Mencap Society

Cash Flow Statement for the year ended 31 March 2022 - Continued

Reconciliation of net income to net cash flow from operating activities

Net income as shown in the Statement of Financial Activities		80,021	184,198
Adjustments for :-			
Depreciation charges		13,392	16,176
Net unrealised (gains) losses on investment assets		(3,110)	1,004
Dividends and interest from investments		(1,584)	(1,117)
(Increase) decrease in debtors		(36,113)	2,273
Increase in creditors, excluding loans		(17,369)	15,426
Net cash provided by operating activities	**A**	**35,237**	**217,960**

Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand at for the year ended 31 March 2022	929,351	892,530
Notice deposits - (less than 3 months)	-	-
Total cash and cash equivalents	**929,351**	**892,530**

Analysis of change in net debt

	At start of year	*Cash flows and cash equivalents*	*At end of year*
Cash	892,530	36,821	929,351
Total	892,530	36,821	929,351

Hastings and Bexhill Mencap Society

Notes to the Accounts for the year ended 31 March 2022

1 Accounting policies

Policies relating to the production of the accounts.

Basis of preparation and accounting convention

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

Measurement and estimation - Accounting policies are supplemented by estimation techniques where judgement is required in measuring the value of income and expenditure and of assets and liabilities.
Estimations in these accounts are rare and minimal but where appropriate the trustees have exercised their judgement to arrive at a fair and reasonable value.

Going Concern

The charitable activities are entirely dependent on continuing grant aid and voluntary donations as well as trading revenues. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams. Accordingly, the Trustees have obtained forecasts and, after reviewing the financial forecasts for future periods to 31 March 2023, the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainites about the charity's ability to continue as a going concern.

Risks and future assumptions

The charity is a public benefit entity.
The trustees are not aware of any risks and/or future assumptions which might affect the valuations shown in the balance sheet.

Policies relating to categories of income and income recognition.

Nature of income

Gross income represents the value of goods provided to customers and work carried out in respect of services provided to customers.

Categories of Income

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

Income from a non-exchange transaction is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Notes to the Accounts for the year ended 31 March 2022

Income recognition

Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

Accounting for deferred income and income received in advance

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned,and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

Income from legacies

Income from legacies is recognised when the charity has sufficient evidence that a gift has been left to them, that where required, probate has been granted, the executor is satisfied that the property in question will not be required to satisfy claims in the estate, that it is probable that the amount will be received by the charity, and the amount to be received can be estimated with sufficient accuracy, and that any conditions attached to the legacy are either within the control of the charity or have been met.

Where a payment is received from an estate or is notified as receivable by the executors after the reporting date and before the accounts are authorised for issue but it is clear that the payment had been agreed by the executors prior to the end of the reporting period, then the amount concerned is treated as an adjusting event and accrued as income in the accounting period if receipt is probable.

Where the charity has established entitlement to a legacy but there is uncertainty as to the amount of the payment, details of the legacy aredisclosed as a contingent asset until the criteria for income recognition are met. Where a legacy is subject to the interest of a life tenant, the legacy is not recognised as income until the death of the life tenant.

If it is doubtful that full settlement of a legacy debtor will be received, then an adjustment is made to reduce the amount of the legacy debtor and legacy income rather than charging the adjustment as expenditure in the Statement of Financial Activities

Notes to the Accounts for the year ended 31 March 2022

Donated goods, facilities and services

Donated fixed assets are recognised at the current fair value. All such donations are recognised as donation income, and debited to fixed assets.

Donated goods that are not fixed assets are accounted for at a fair value, unless it is impractical to reliably measure the value of the donated items.

Donated services and facilities (including seconded staff and use of property) are included in the accounts on the basis of the value of the gift to the charity.

All donated services and facilities are recognised as donation income when received,(provided the value of the gift can be measured reliably) and recognised as an expense with an equivalent value.

Membership subscriptions

The income and any associated Gift Aid or other tax refund from a membership subscription received by the charity in the nature of a gift, is accounted for on the same basis as a donation.

The income from a membership subscription received by the charity where the subscription purchases the right to services or benefits is recognised as income from charitable activities.

Policies relating to expenditure on goods and services provided to the charity.

Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

Allocating costs to activities

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is to allocate in proportion to the time and resources expended on any particular activity.

Volunteers

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.
However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note8.

Hastings and Bexhill Mencap Society

Notes to the Accounts for the year ended 31 March 2022

Policies relating to assets, liabilities and provisions and other matters.

Fixed Asset Investments

Fixed asset investments in quoted shares, traded bonds, investment properties and similar investments are shown initially at cost upon acquisition and at their market value at the balance sheet date at the end of the financial period. Investment properties are not depreciated.

All gains on fixed asset investments, whether realised or unrealised, are included in row B4 of the Statement of Financial Activities.

Tangible fixed assets

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Freehold premises	2	% straight line
Plant and machinery	25	% on reducing balance
Motor vehicles	25	% on reducing balance

A regular annual review of the likelihood of asset impairment is undertaken, based on the trustees' assessment of the current market values.

Debtors
Debtors are measured at their recoverable amounts at the balance sheet date.

Current asset investments
Current asset investments are valued on the balance sheet based on statements and other information available.

Creditors and provisions

Creditors and provisions for liabilities and charges are recognised and measured by reference to invoices and other information available.

Cash and bank balances

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

Leasing and hire purchase contracts and commitments

Assets held under finance leases and hire purchase contracts, which are those where substantially all the risks and rewards of ownership of the asset have passed to the charity, are capitalised in the balance sheet and depreciated over their useful lives. The corresponding lease or hire purchase obligation is treated in the balance sheet as a liability.

The interest element of the rental obligations is charged to the profit and loss account over the period of the lease and represents a constant proportion of the balance of capital repayments outstanding.

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

Notes to the Accounts for the year ended 31 March 2022

Pensions - defined contribution schemes

The charity operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal or as implied by law.

Endowment funds are funds donated to the charity, where the funds shall be invested and the charity shall enjoy the benefit of the income from the capital fund, but where restrictions are placed on the use of the capital.

2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

4 Significance of financial instruments to the charity's position

The company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable, loans from banks and other third parties, and loans to related parties.

Debt instruments that are payable or receivable within one year, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received; other debt instruments are initially measured at present value of the future payments and subsequently at amortised cost using the effective interest method.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in profit or loss.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in profit or loss.

Hastings and Bexhill Mencap Society

Notes to the Accounts for the year ended 31 March 2022

5 Net surplus before tax in the financial year

	2022	2021
	£	£
The net surplus before tax in the financial year is stated after charging:-		
Depreciation of owned fixed assets	13,392	16,176
Pension costs	11,262	34,368
Auditors' remuneration	3,360	3,360

6 Investment gains

Current Year	Current year Unrestricted Funds 2022 £	Current year Restricted Funds 2022 £	Current year Endowment Funds 2022 £	Current year Total Funds 2022 £	Prior Year Total Funds 2021 £
Unrealised gains /(losses) and writing down of carrying values					
Listed investments - Unrealised	-	-	3,110	3,110	(1,004)
Total unrealised gains/(losses) etc	-	-	3,110	3,110	(1,004)
Total realised and unrealised gains	-	-	3,110	3,110	(1,004)

Prior year

	Prior Year Unrestricted Funds 2021 £	Prior Year Restricted Funds 2021 £	Prior Year Endowment Funds 2021 £	Prior Year Total Funds 2021 £
Unrealised gains /(losses) and writing down of carrying values				
Listed investments - Unrealised	-	-	(1,004)	(1,004)
Total unrealised gains/(losses) etc	-	-	(1,004)	(1,004)
Total realised and unrealised gains	-	-	(1,004)	(1,004)

7 Donated goods, services and facilities

Current year	Current year Unrestricted Funds 2022 £	Current year Restricted Funds 2022 £	Current year Endowment Funds 2022 £	Current year Total Funds 2022 £	Prior Year Total Funds 2021 £
Included in Other Trading Income:-					
Income from the sale of donated goods	56,125	-	-	56,125	14,273
	56,125	-	-	56,125	14,273

Prior Year	Prior Year Unrestricted Funds	Prior Year Restricted Funds	Prior Year Endowment Funds	Prior Year Total Funds
	2021	2021	2021	2021
	£	£	£	£
Included in Other Trading Income:-				
Income from the sale of donated goods	14,273	-	-	**14,273**
	14,273	**-**	**-**	**14,273**

8 The contribution of volunteers

The charity depends on the support of its volunteers, which is much appreciated. The arrangements with volunteers are difficult to value precisely in monetary terms and have not been recognised in the Statement of Financial Activities. The volunteers and the charity accept and agree that no contract of employment is created by these arrangements. Further details on their contribution is contained in the departmental reports.

9 Staff costs and emoluments

Salary costs	2022	2021
	£	£
Gross Salaries excluding trustees	615,287	568,338
Employer's National Insurance for all staff	39,853	35,401
Employer's operating costs of defined contribution pension schemes	11,262	34,368
Total salaries, wages and related costs	**666,402**	**638,107**

Numbers of full time employees or full time equivalents	**2022**	**2021**
The average number of total staff employed in the year was	40	37
The estimated full time equivalent number of all staff employed in the year was	40	37
The estimated equivalent number of full time staff deployed in different activities in the year was:-		
Engaged on charitable activities	32	29
Engaged on management and administration	8	8
The estimated full time equivalent number of all staff employed as above	40	37

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

Notes to the Accounts for the year ended 31 March 2022

10 Defined contribution pension schemes

The charity operates a defined contribution pension scheme, the costs of which are shown above.

All employees are automatically enrolled into a workplace pension scheme (NEST), with contributions payable at the statutory minimum rates based on their pensionable pay.

Any liabilites and assets associated with the scheme are shown under debtors and creditors.

11 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

12 Tangible fixed assets

Current Year	Land and Buildings	Plant & Machinery	Motor Vehicles	Total
	£	£	£	£
Cost				
At 1 April 2021	479,693	131,368	28,950	640,011
At 31 March 2022	**479,693**	**131,368**	**28,950**	**640,011**
Depreciation				
At 1 April 2021	95,381	114,246	12,666	222,293
Charge for the year	5,041	4,280	4,071	13,392
At 31 March 2022	**100,422**	**118,526**	**16,737**	**235,685**
Net book value				
At 31 March 2022	**379,271**	**12,842**	**12,213**	**404,326**
At 31 March 2021	**384,312**	**17,122**	**16,284**	**417,718**

Prior Year	Land and Buildings	Plant & Machinery	Motor Vehicles	Total
	£	£	£	£
Cost				
01 April 2020	479,693	120,898	28,950	629,541
Additions	-	10,470	-	10,470
30 March 2021	**479,693**	**131,368**	**28,950**	**640,011**
Depreciation				
01 April 2020	90,340	108,539	7,238	206,117
Charge for the year	5,041	5,707	5,428	16,176
30 March 2021	**95,381**	**114,246**	**12,666**	**222,293**
Net book value				
30 March 2021	**384,312**	**17,122**	**16,284**	**417,718**
30 March 2020	**389,353**	**12,359**	**21,712**	**423,424**

Notes to the Accounts for the year ended 31 March 2022

13 Investments held as fixed assets

	Investments in subsidiaries	Listed investments	Other Classes of Investment	Total
	£	£	£	£
Carrying values of investments				
At 1 April 2021	-	12,441	-	12,441
Revaluation at 31 March 2022	-	3,110	-	3,110
At 31 March 2022	**-**	**15,551**	**-**	**15,551**
Analysis between fair value and historical cost				
Investments as above held at fair value	-	15,551	-	15,551

Prior Year	Investments in subsidiaries	Listed investments	Other Classes of Investment	Total
	£	£	£	£
Carrying values of investments				
At 1 April 2020	-	13,445	-	13,445
Revaluation at 31 March 2021	-	(1,004)	-	(1,004)
At 31 March 2021	**-**	**12,441**	**-**	**12,441**
Analysis between fair value and historical cost				
Investments as above held at fair value	-	12,441	-	12,441

14 Debtors

	2022	2021
	£	£
Trade debtors	34,507	39,078
Prepayments and accrued income	54,092	13,408
	88,599	**52,486**

15 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	7,275	2,839
Accruals	10,676	32,481
	17,951	**35,320**

Notes to the Accounts for the year ended 31 March 2022

16 Income and Expenditure account summary

	2022 £	2021 £
At 1 April 2021	1,342,105	1,155,657
Transfers in for the year	-	1,246
At 1 April 2021	1,342,105	1,156,903
Surplus after tax for the year	76,911	185,202
At 31 March 2022	1,419,016	1,342,105

17 Post balance sheet events

There are no post balance sheet events to report for this year or for the prior year.

18 No related party transactions

There were no transactions with related parties in the year.

19 Particulars of how particular funds are represented by assets and liabilities

At 31 March 2022	Unrestricted funds £	Designated funds £	Endowment funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	404,326	-	-	-	**404,326**
Investments at valuation:-					
Fixed asset investments	-	-	15,551	-	**15,551**
Current Assets	326,430	691,520	-	-	**1,017,950**
Current Liabilities	(17,951)	-	-	-	**(17,951)**
	712,805	691,520	15,551	-	1,419,876

At 1 April 2021	Unrestricted funds £	Designated funds £	Endowment funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	417,718	-	-	-	**417,718**
Investments at valuation:-					
Fixed asset investments	-	-	12,441	-	**12,441**
Current Assets	339,927	605,089	-	-	**945,016**
Current Liabilities	(35,320)	-	-	-	**(35,320)**
	722,325	605,089	12,441	-	1,339,855

Hastings and Bexhill Mencap Society

Notes to the Accounts for the year ended 31 March 2022

20 Change in total funds over the year as shown in Note 19 , analysed by individual funds

	Funds brought forward from 2021	Movement in funds in 2022	Transfers between funds in 2022	Funds carried forward to 2023
		See Note 21	See Note 22	
	£	£	£	£
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	722,325	(9,520)	-	**712,805**
Designated Revenue Funds	605,089	86,431	-	**691,520**
Total unrestricted and designated funds	**1,327,414**	**76,911**	**-**	**1,404,325**
Endowment funds:-				
Endowment Fixed Asset Funds	12,441	3,110	-	**15,551**
Total endowment funds	**12,441**	**3,110**	**-**	**15,551**
Total charity funds	**1,339,855**	**80,021**	**-**	**1,419,876**

21 Analysis of movements in funds over the year as shown in Note 20

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2022	2022	2022	2022
	£	£	£	£
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	871,789	(881,309)	-	**(9,520)**
Designated Revenue Funds	96,473	(10,042)	-	**86,431**
Restricted funds:-				
Let's Go Digital grant	599	(599)	-	**-**
Endowment funds:-				
Endowment Fixed Asset Funds	-	-	3,110	**3,110**
	968,861	**(891,950)**	**3,110**	**80,021**

Notes to the Accounts for the year ended 31 March 2022

22 Details of transfers between funds in

The transfers shown in note 20 above are:-	2022
	£
To/(from) Unrestricted Revenue Funds in accordance with the accounting policy 'Accounting for capital grants and fixed asset funds'.	-
To/(from) Designated Revenue Funds	-

23 The purposes for which the funds as

Unrestricted and designated funds:-

Unrestricted Revenue Funds	These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.
Designated Revenue Funds	These funds are held as a reserve to cover costs at the discretion of the trustees and comprise:

	2022	2021
	£	£
Transport reserve	3,666	3,195
BFBF project	687,854	601,894
Total designated funds	691,520	605,089

Endowment funds:-

Endowment Fixed Asset Funds	The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.

24 Ultimate controlling party

The charity is under the control of its legal members.

Every member of the charity is obliged to contribute such amount as may be required not exceeding £1 to the assets of the company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

This analysis is classsified by conventional nominal descriptions and not by activity.

25 Donations, Grants and Legacies

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2022	2022	2022	2022	2021
	£	£	£	£	£
Donations and gifts from individuals					
Small donations individually less than £1000	5,042	-	-	**5,042**	7,621
Mr & Mrs Dowse	-	-	-	-	20,000
Co-Op Community Fund	-	-	-	-	3,724
S Gould	-	-	-	-	2,000
Mrs S Dowse	20,000	-	-	**20,000**	-
J Crouch	-	-	-	-	6,000
A Mason	-	-	-	-	3,360
J Rofe	-	-	-	-	2,000
Gift aid	-	-	-	-	**12,358**
Total donations and gifts from individuals	**25,042**	**-**	**-**	**25,042**	**57,063**

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2022	2022	2022	2022	2021
	£	£	£	£	£
Legacies receivable					
J Stentiford Estate	-	-	-	-	21,775
Total legacies receivable	**-**	**-**	**-**	**-**	**21,775**

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2022	2022	2022	2022	2021
	£	£	£	£	£
Revenue grants from government and public bodies					
Government grants - JRS claims	4,360	-	-	**4,360**	82,873
Government grants - Infection control	73,861	-	-	**73,861**	50,199
Local authority grants (HBC) - Covid 19	2,667	-	-	**2,667**	20,241
ESCC grants - Outbreak management fund	1,996	-	-	**1,996**	-
ESCC grants - Rapid testing fund	2,583	-	-	**2,583**	-
ESCC grants - Workforce grant fund (COMF)	2,500	-	-	**2,500**	-
Total public sector revenue grants	**87,967**	**-**	**-**	**87,967**	**153,313**

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2022	2022	2022	2022	2021
	£	£	£	£	£
Revenue grants and donations from non public bodies					
Let's Go Digital grant	-	599	-	**599**	2,000
Total private sector revenue grants	**-**	**599**	**-**	**599**	**2,000**

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

Revenue grants and donations from non public bodies (Include Gift Aid donations from subsidiaries) - Prior Year analysis

		Prior Year Unrestricted Funds 2021 £	Prior Year Restricted Funds 2021 £	Prior Year Endowment Funds 2021 £	Prior Year Total Funds 2021 £	
Prior Year		-	2,000	-	2,000	
Total Donations, Grants and Legacies						
Total Donations, Grants and Legacies	A1	113,009	599	-	113,608	234,151

All the donations and gifts in the prior year were unrestricted.

Prior year		Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Prior Year Total Funds 2021 £
Total Donations, Grants and Legacies	A1	232,151	2,000	-	234,151

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

26 Income from charitable activities - Trading Activities

Current year	Current year Unrestricted Funds 2022 £	Current year Restricted Funds 2022 £	Current year Endowment Funds 2022 £	Current year Total Funds 2022 £	Prior Year Total funds 2021 £
Primary purpose and ancillary trading					
Sale of goods and services in accordance with the charity's objects	384,609	-	-	**384,609**	296,119
Residential care fees	412,630	-	-	**412,630**	467,679
Membership subscriptions in return for	-	-	-	-	24
Total Primary purpose and ancillary trading	**797,239**	**-**	**-**	**797,239**	**763,822**

27 Total Income from charitable activities

Current year		Current year Unrestricted Funds 2022 £	Current year Restricted Funds 2022 £	Current year Endowment Funds 2022 £	Current year Total Funds 2022 £	Prior Year Total Funds 2021 £
Total income from charitable trading		797,239	-	-	**797,239**	763,822
Total from charitable activities	**A2**	**797,239**	**-**	**-**	**797,239**	**763,822**

28 Income from other, non charitable, trading activities

		Current year Unrestricted Funds 2022 £	Current year Restricted Funds 2022 £	Current year Endowment Funds 2022 £	Current year Total Funds 2022 £	Prior Year Total Funds 2021 £
Income from fundraising events		5	-	-	**5**	187
Income from the sale of donated goods		56,125	-	-	**56,125**	14,273
Enterprise/project work income		-	-	-	**-**	3
Total from other activities	**A3**	**56,130**	**-**	**-**	**56,130**	**14,463**

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

29 Investment income

		Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2022	2022	2022	2022	2021
		£	£	£	£	£
Dividend Income		471	-	-	**471**	-
Bank Interest Receivable		1,113	-	-	**1,113**	1,117
Total investment income	**A4**	**1,584**	**-**	**-**	**1,584**	**1,117**

30 Other income and gains

Current year		Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2022	2022	2022	2022	2021
		£	£	£	£	£
Sundry other income		300	-	-	**300**	-
Total other income	**A5**	**300**	**-**	**-**	**300**	**-**

31 Expenditure on charitable activities - Charitable trading

Current Year		Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2022	2022	2022	2022	2021
		£	£	£	£	£
Cost of goods for primary purpose trading - Including movement in stock		**59,356**	**-**	**-**	**59,356**	**60,906**
Gross wages and salaries - charitable trading activities		**464,087**	**-**	**-**	**464,087**	**438,965**
Employers' NI - charitable trading activities		**28,219**	**-**	**-**	**28,219**	**28,148**
Defined contribution pension costs - charitable trading activities		**8,469**	**-**	**-**	**8,469**	**26,331**
Temporary Staff - charitable trading activities		**21,238**	**-**	**-**	**21,238**	**999**
Tutors and subcontractors		**26,359**	**-**	**-**	**26,359**	**21,709**
Total charitable trading costs	**B2b**	**607,728**	**-**	**-**	**607,728**	**577,058**

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

32 Support costs for charitable activities

Current Year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2022	2022	2022	2022	2021
	£	£	£	£	£
Employee costs not included in direct costs					
Salaries - Administrative staff	119,067	-	-	**119,067**	**118,143**
Defined contribution pension cost - administrative staff	2,793	-	-	**2,793**	**8,037**
Employers' NI - Administrative staff	11,351	-	-	**11,351**	**7,054**
Training and welfare - staff	3,123	-	-	**3,123**	**794**
Recruitment expenses	402	-	-	**402**	**130**
Premises Expenses					
Rates and water charges	5,410	-	-	**5,410**	**4,676**
Room Hire	10,323	-	-	**10,323**	**1,469**
Light heat and power	11,995	-	-	**11,995**	**7,918**
Cleaning and waste management	7,889	-	-	**7,889**	**4,466**
Premises repairs, renewals and maintenance	23,173	-	-	**23,173**	**22,120**
Property insurance	14,626	-	-	**14,626**	**9,362**
Administrative overheads					
Telephone, fax and internet	7,001	-	-	**7,001**	**4,853**
Stationery and printing	5,208	-	-	**5,208**	**4,361**
Membership subscriptions	3,769	-	-	**3,769**	**2,553**
Hire of equipment	898	-	-	**898**	**760**
Software licences and expenses	785	-	-	**785**	**240**
Advertising and marketing	2,063	-	-	**2,063**	**1,225**
Sundry expenses	1,049	-	-	**1,049**	**597**
Equipment,repairs,expenses and maintenance	5,565	599	-	**6,164**	**7,253**
CareDocs system fees	3,414	-	-	**3,414**	**3,770**
Bad debts	-	-	-	**-**	**594**
Computer expenses	394	-	-	**394**	**1,070**
Professional fees paid to advisors other than the auditor or examiner					
Accountancy fees other than examination or audit fees	2,438	-	-	**2,438**	**2,288**
Other legal and professional	9,949	-	-	**9,949**	**6,297**
Financial costs					
Bank charges	2,214	-	-	**2,214**	**1,079**
Depreciation & Amortisation in total for	13,392	-	-	**13,392**	**16,176**
Support costs before reallocation	**268,291**	**599**	**-**	**268,890**	**237,285**
Total support costs - Current Year	**268,291**	**599**	**-**	**268,890**	**237,285**

-

The basis of allocation of costs between activities is described under accounting policies **-**

-

Detailed analysis of Income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

All the expenditure in the prior year was unrestricted.

The basis of allocation of costs between activities is described under accounting policies

33 Other Expenditure - Governance costs

Current Year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2022	2022	2022	2022	2021
	£	£	£	£	£
Auditor's fees	3,360	-	-	**3,360**	**3,360**
Total Governance costs	**3,360**	**-**	**-**	**3,360**	**3,360**

All the expenditure in the prior year was unrestricted.

Detailed analysis of income and expenditure for the year ended 31 March 2022 as required by the SORP 2015

34 Total Charitable expenditure

Current Year		Current year Unrestricted Funds 2022 £	Current year Restricted Funds 2022 £	Current year Endowment Funds 2022 £	Current year Total Funds 2022 £	Prior Year Total Funds 2021 £
Total charitable trading costs	B2b	607,728	-	-	607,728	577,058
Total support costs	B2d	268,291	599	-	268,890	237,285
Total Governance costs	B2e	3,360	-	-	3,360	3,360
Total charitable expenditure	**B2**	**879,379**	**599**	**-**	**879,978**	**817,703**

All the expenditure in the prior year was unrestricted.

Prior Year		Prior Year Unrestricted Funds 2021 £	Prior Year Restricted Funds 2021 £	Prior Year Endowment Funds 2021 £	Prior Year Total Funds 2021 £
Total charitable trading costs	B2b	577,058	-	-	577,058
Total support costs	B2d	237,285	-	-	237,285
Total Governance costs	B2e	3,360	-	-	3,360
Total charitable expenditure	**B2**	**817,703**	**-**	**-**	**817,703**

35 Expenditure on raising funds and costs of investment management

Current Year		Current year Unrestricted Funds 2022 £	Current year Restricted Funds 2022 £	Current year Endowment Funds 2022 £	Current year Total Funds 2022 £	Prior Year Total Funds 2021 £
Cost of fundraising activities		794	-	-	**794**	**218**
Gross wages and salaries - fundraising		10,895	-	-	**10,895**	**10,231**
Employers' NI - fundraising activities		283	-	-	**283**	**199**
Total fundraising costs	**B1**	**11,972**	**-**	**-**	**11,972**	**10,648**

All the expenditure in the prior year was unrestricted.

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2022

This analysis is classsified by activity and not by conventional nominal descriptions.

36 Analysis of income by activity

	SOFA ref	2022	2021
		£	-
Activity			
Income from charitable activities			
Open Door		269,541	**233,102**
Active Arts		115,538	**63,064**
Westwood		412,160	**467,679**
Society (incl Shop)		-	**(23)**
Total Income from charitable activities	**A2**	**797,239**	**763,822**
Income from other, non charitable, trading activities			
Fundraising activities		56,130	**14,460**
Other non charitable activities		-	**3**
Total Income from other, non charitable, trading activities	**A3**	**56,130**	**14,463**
Summary of Total Income, including the items above			
Charitable activities	**A2**	797,239	763,822
Other activities	**A3**	56,130	14,463
Donations & Legacies	**A1**	113,608	234,151
Investment income	**A4**	1,584	1,117
Other income	**A5**	300	-
Total income as shown in the SOFA	**A**	**968,861**	**1,013,553**
Categories of income			
Income from exchange transactions		968,861	1,013,553

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2022

37 Analysis of charitable expenditure by activity

Activity

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2022	2022	2022	2022	2021
	£	£	£	£	£
Open Door					
Charitable trading costs	236,742	-	-	**236,742**	223,395
Employee costs not included in direct cos	-	17,621	-	**17,621**	47,176
Premises expenses	-	48	-	**48**	898
Administrative overheads	-	4,945	-	**4,945**	3,948
Professional fees	-	614	-	**614**	572
Financial costs	-	1,437	-	**1,437**	1,834
Total Open Door	**236,742**	**24,665**	**-**	**261,407**	**277,823**

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2022	2022	2022	2022	2021
	£	£	£	£	£
Active Arts					
Charitable trading costs	82,313	-	-	**82,313**	76,590
Employee costs not included in direct cos	-	10,771	-	**10,771**	14,970
Premises expenses	-	2,413	-	**2,413**	3,253
Administrative overheads	-	1,947	-	**1,947**	2,301
Professional fees	-	542	-	**542**	572
Financial costs	-	406	-	**406**	467
Total Active Arts	**82,313**	**16,079**	**-**	**98,392**	**98,153**

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2022

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2022	2022	2022	2022	2021
	£	£	£	£	£
Westwood					
Charitable trading costs	278,014	-	-	**278,014**	270,042
Employee costs not included in direct cos	-	11,974	-	**11,974**	54,669
Premises expenses	-	35,643	-	**35,643**	27,130
Administrative overheads	-	15,651	-	**15,651**	15,454
Professional fees	-	596	-	**596**	572
Financial costs	-	4,535	-	**4,535**	4,930
Total Westwood	**278,014**	**68,399**	-	**346,413**	**372,797**

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2022	2022	2022	2022	2021
	£	£	£	£	£
Society (incl Shop)					
Charitable trading costs	10,659	-	-	**10,659**	7,031
Employee costs not included in direct cos	-	96,370	-	**96,370**	17,343
Premises expenses	-	35,312	-	**35,312**	18,730
Administrative overheads	-	8,202	-	**8,202**	5,573
Professional fees	-	10,635	-	**10,635**	6,869
Financial costs	-	9,228	-	**9,228**	10,024
Total Society (incl Shop)	**10,659**	**159,747**	-	**170,406**	**65,570**

Summary of charitable costs by activity

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2022	2022	2022	2022	2021
	£	£	£	£	£
Total Open Door	236,742	24,665	-	261,407	277,823
Total Active Arts	82,313	16,079	-	98,392	98,153
Total Westwood	278,014	68,399	-	346,413	372,797
Total Society (incl Shop)	10,659	159,747	-	170,406	65,570
Total Governance costs as detailed in Note 33	-	3,360	-	3,360	3,360
Total charitable expenditure	**607,728**	**272,250**	-	**879,978**	**817,703**

The basis of allocation of costs between activities is described under accounting policies

The breakdown of this expenditure by type of spending (ie nominal classification) is detailed in note 34

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2022

Analysis of support and governance costs by charitable activities

Activity	Governance	Finance	Human Resources	Other Overheads	Total
Open Door	840	1,437	17,621	5,607	25,505
Active Arts	840	406	10,771	4,902	16,919
Westwood	840	4,535	11,974	51,890	69,239
Society (incl Shop)	840	9,228	96,370	54,149	160,587
Grand Total	3,360	15,606	136,736	116,548	272,250

38 Analysis of non charitable expenditure by activity

Activity

Fundraising activities	**Fundraising activities 2022**	**Fundraising activities 2021**
	£	£
Direct fundraising costs	11,972	10,648
Indirect fundraising costs:-	-	-

Governance costs	**Governance costs 2022**	**Governance costs 2021**
	£	£
Other Expenditure - Governance costs as detailed in Note 33	3,360	3,360

Total non charitable expenditure	**2022**	**2021**
	£	£
Total costs of Fundraising activities	11,972	10,648
Total non charitable expenditure	**11,972**	**10,648**

The breakdown of this expenditure by type of spending (ie by nominal classification and by fund) is detailed in note 35

Hastings and Bexhill Mencap Society

Registered company number: - 04392494

Trustees Annual Report for the year ended 31 March 2022

SOCIAL SECRETARY'S REPORT

As the pandemic continued into its second year it became obvious that our previous offer of social clubs and activities were unlikely to resume. The majority of the social committee and volunteers took retirement during the first year of the pandemic and as clubs were run by this willing and dedicated band of volunteers, the trustees recognised that social activities would need to be run differently in the future.

At the time of writing, the trustees are considering options for the future, that realistically won't be brought to fruition until the completion of the building work at Frimley.

However, the staff team within the organisation are keen to offer support in this area when it is safe to do so and have plans for reinstating social events around special occasions, dinners, coffee mornings, cinema club and those connected with fundraising.

It is recognised that to reform social clubs on a regular basis will require a different approach. The trustees are considering employing a paid club leader whom can seek volunteers to support them in their role. It is clear from talking to our membership that the need for inexpensive activities that offer a safe environment to meet socially, whilst offering carers a short respite break, remains real, therefore the trustees are keen to make this an area of priority once building work is complete.

Our headquarters from which we run our social activities, is based in central St Leonards. This location enables both our members and the general public to access our services, special events and fund raising activities independently. We are proud to be part of the local community and are looking forward to welcoming visitors back to our coffee mornings, fetes, open days and shows.

We are delighted that Hastings Gateway Club are making plans to re-open in the spring, and we are looking forward to welcoming them back to Frimley on a Thursday evening.

The staff have plans to celebrate the Queens Jubilee in June that will be our first in-house social event since February 2020.

We have not been able to offer outings again this year, however this remains under review.

We were unable to hold our annual Open Door Christmas fundraising party again this year, but have plans to hold it once again in November 2022.

Holidays
Westwood continue to offer a choice of holidays to their residents, although these have been limited to short hotel breaks this spring, plans for further holidays with staff and/or residents families are being made for the coming year.

The trustees will continue to work with the C.E.O. to explore new ways of delivering social and fundraising activities.

Parents & Carers

Unfortunately, no carers' lunch clubs or outing could be offered during the year. We hope to reinstate this service once building work has been completed, but will need to source a new team of voluntary or paid staff to support this activity.

Our AGM, followed by a light lunch, was held in Christchurch community hall on 12th November 2021, this enabled us to offer spaces for anyone wishing to attend. This meeting gave us opportunity to present Georgina Holmes with a gift in recognition of her long service to the Society as chair and social secretary. During the meeting we were delighted to be able to formally offer Georgina the position of Life Vice President of Hastings & Bexhill Mencap.

Fundraising

Most of our fundraising is achieved through our charity shop (see separate report). All other events that are organised by the Social Committee, or our own staff team are for the most part organised around a social event that all our members and their families can enjoy.

Fundraising was on hold throughout the year owing to challenges brought about by the pandemic. The Trustees recognise the importance of reinstating these once it is safe to do so, and there is sufficient staff available to arrange them.

TRANSPORT

We continue to operate two coach built minibuses. Although due to the pandemic, we have not been able to offer a transport service for social activities. A very limited service was made available to Open Door and Westwood members/residents to enable them to attend day service. The Trustees, working with the C.E.O. and Open Door manager are considering options that will enable day services to run effectively whilst keeping the transport provision viable.

Both buses have been fully maintained and regularly run through the year to ensure they are roadworthy for when we can reinstate our transport service. With the buses mostly being off the road, fuel costs have been kept to a minimum, this together with the cost of repairs at a lower level than normal, has made for useful savings within our transport budget.

We are grateful to the parents and carers whom have enabled our members to access Open Door and Active Arts throughout the year by arranging transport for them.

Active Arts have very limited need for transport, with students and staff making their own way to Frimley or the various community spaces they use. Westwood does not have its own transport provision, using public transport or a local taxi firm when necessary, and is able to make use of the Society minibuses when volunteer drivers are available.

The Society is governed by the rules of East Sussex County Council's Managing Occupational Road Risk guidelines. To be permitted to drive a society minibus, drivers must have a D1 provision on their licence, hold an ESCC minibus driving permit, or equivalent and successfully complete the passenger assistance training. The society facilitates training and driving assessments for all drivers with ESCC approved instructors, and recognises the need to set aside funds to train new staff whom do not have a D1 on their current licence.

OPEN DOOR

Based at Frimley, Open Door offers a community service for up to 30 members each week day. We offer support on a 1-5 working ratio, work with individuals who need 1-1 support at all times and PA work to support members to remain independent in their own home.

We began the New Year offering in person sessions to all service users, mostly at a reduced level, with some members preferring not to return at this stage. This meant numbers actually attending were less than half our pre-pandemic level.

We continued to work within the guidelines set by Government and local authority regarding social distancing, wearing of PPE and increased infection control. This prevented any outbreak of Covid within the day service setting. However, this did restrict the activities we were able to offer but as restrictions lessened throughout the year we were able to gradually rebuild our service.

Most sessions were held within Frimley, working in partnership with Active Arts to enable the best use of resources. Open Door also used a large room within a local church, initially five days each week, reducing to two days by the end of March 2022.

The manager and her staff continuously reviewed the activities offered to members, as at the beginning of the year these mostly had to be seated activities in strict bubbles creating a real challenge for our staff. However, we were able to offer science, arts and craft, Makaton, and formed a choir in the garden.

A grant from the Let's Get Digital programme enabled some of our members to gain the necessary knowledge to use IT equipment, following a set course that resulted in 12 of our members receiving their own tablet.

Working under the guidance of Active Arts we took part in the Town Explores a Book project, with very varied and colourful owls adding to the Owl and the Pussy Cat art installation around our town.

We offer PA work for two of our service users – one is to offer financial support and the other is to support with finances and medical appointments, these have continued throughout this past year.

Some Zoom sessions continued until the summer of 2021, being phased out as people returned to in-person service.

For those members unable to return due to the pandemic, we ensured we kept in touch with them through weekly phone calls to keep them informed and to informally monitor their wellbeing.

A Facebook for our members to safely share pictures, videos, stories and chat with their friends, this is monitored by two administrators who can review to ensure content is safe and appropriate.

As we approach the new financial year we are pleased to report that all members have been offered the same level of service as pre-pandemic. Sadly we did lose some members during the year for various reasons, we will work to fill these vacancies throughout the coming year as we will be able to resume the offer of taster days and have already been pleased to welcome three new members.

All of our service users have a personalised timetable, specific to their individual needs. Each member has a person-centred plan.

Extra-curricular activities offered throughout the year have been vastly reduced this year and we plan to resume these during the coming year.

All staff have completed all mandatory trainings

We normally celebrate a variety festivals and events however this has again been very limited this year. We were pleased to cook a Christmas dinner for 30 of our members, even though we had to socially distance meaning our classrooms were turned into dining rooms, each decorated by our members. Staying in their "bubbles" members also enjoyed Christmas games, craft and "cinema" days with popcorn and ice cream. All our members received a Christmas gift.

Several of our service users, with support from Open Door, have continued to access work placements which at times have been greatly reduced due to the pandemic. These include various charity shops, and under-fives nursey placements. We also continued to support some our members to attend Active Arts & Project Art Works.

We intend, once restrictions allow, to continue working in conjunction with local school and colleges to provide work experience for their students studying for qualifications and Diplomas in Health & Social Care.

Income has remained significantly reduced over the past year. Government and local authority grants have been welcome, mitigating for some of the income lost through fees. However, careful management together with the ability and willingness of our staff to be inventive with the delivery of sessions, has enabled Open Door to retain all staff and begin the new financial year in a strong position to take Open Door forward.

Hastings and Bexhill Mencap Society

Registered company number: - 04392494

Trustees Annual Report for the year ended 31 March 2022

We end the financial year with vacancies on all days. We recognize the need to find innovative ways to market our service.

We end our report by paying tribute to Veronica Smith whom sadly passed away in January 2022. Veronica (Ronnie) was Open Door's manager for 38 years. Ronnie's passion for her work with people with learning disabilities helped improve and change the lives of the hundreds of people that passed through Open Door. Ronnie was much respected for her care, dedication and professionalism and will greatly missed by us all.

The Trustees were pleased that Open Door's deputy manager, Val Paine, agreed to take on the role of manager. Having held the deputy role working alongside Ronnie for 9 years, Val has been able to seamlessly continue the good work of Open Door.

ACTIVE ARTS

Active Arts is a visual and performing arts orientated community-based project, running five days a week throughout each academic year.

The project is funded by student fees together with some subsidy from the Society by way of the use of a shared office and use of the hall one day a week at Frimley. We were pleased to receive funding from our local authority and central government which helped keep Active Arts sustainable throughout the pandemic however, it is unlikely that this subsidy can continue for the academic year starting September 2022 this is due to a much reduced income from student fees throughout the pandemic.

2021/22 saw a return to in person sessions alongside our now well established Zoom sessions. Many students were confident to return to class whilst others still had to shield due to the global pandemic Covid-19. We continued to create and deliver art packs for our visual artists, developing, and making new sketches with our performing students. The continued impact on our services meant us having to work with very small groups of students in person and staff teams who under continued stress of strict guidelines kept our service users and staff team safe.

Sadly there were still some things which could not be achieved, the end of year show – Active Arts and Friends – Super! Heroes! Was rebooked for July 2021 but was again cancelled, we then rebooked for January 2022 however, due to a further national spike in Covid-19 cases we again had to cancel. The students put on a brave front and we decided to film as much of the work as possible and to start afresh with new work to be shown later in 2022. .

We took the decision not to reopen the Etsy shop until we could spend more time developing new merchandise.

In collaboration with the local festival Town Explores a Book, Active Arts became festival partners and lead artists for the Edward Lear Nonsense Poetry inspiring a community trail of 150 owls exhibited around the town with their cat partners during the festival. We were able to achieve this by creating papier-mâché owls, delivering and collecting them from students and the wider community.

Our 1:1 outreach session which had previously moved to Frimley continued via WhatsApp video call sessions. They continued twice a week for the full year.

We continued to use practicing artists and performers to tutor our students as they bring a wealth of knowledge and experience to the classes. Standards are raised, as students are encouraged to work to the best of their ability to enable them to become recognized as artists and performers in their own right.

Working in partnership with Open Door, we shared socially distanced space at Frimley for students most in need of in person sessions. As soon as restrictions allowed we resumed our Dance and Art and Design classes both at Christchurch Hall, the Comedy & Drama and Musical Theatre classes both at the White Rock Theatre, and the Making for the Stage class was based at Frimley.

Once we are back in person the Art & Design students were lucky to work with two different tutors. The students have chosen to continue to work with one of the tutors who is developing each student's individual artistic talent.

The Comedy & Drama class worked closely with their tutor to continue developing sketches in preparation for a performance. They worked both online and for a limited time for some students at Christchurch Hall. Some of the students created performances for Streets of Battle and Streets of Bexhill festivals.

The Musical Theatre students continued with their pieces both on line and at Christchurch Hall.

We continue to explore ways of taking the project forward to continue to provide exciting and varied opportunities for our students within both visual and performing arts.

WESTWOOD

Westwood is the Society's residential home for nine adults with learning disabilities. It is registered with the Care Quality Commission, is a preferred provider for ESCC and is owned, maintained and supported by the Society. We aim to provide a safe homely environment, catering for people with varying levels of support needs.

Our Home Manager works hard to with our dedicated staff team to support our residents' in a person centred way to be as independent as possible. The residents are actively encouraged to take part in the running of their home both practically and in decision making.

During the year we have worked towards increasing our CQC rating from Requires Improvement to Good or Outstanding. CQC did not inspect Westwood during the year, however we are aware that an inspection is due and welcome the opportunity to show the improvements we have made to the service.

Strict Covid restrictions came into force for registered care homes in the spring of 2020. These restrictions and other guidance changed regularly and is still doing so at the time of writing. Many new requirements for recording and reporting were brought in by the Government and local authority thus creating a heavier than usual work load for our manager.

We welcomed the various Government grants available to us to aid infection control and other increased costs brought about by pandemic.

The trustees are grateful to the manager for keeping abreast of all guidance on a daily basis, and to her team for implementing those requirements to ensure Covid security. A small number of staff were affected by Covid personally and we worked to support them and their families through this. Robust procedures for such events, together with restrictions on visiting, extra cleaning and PPE kept Covid at bay. Staff continue to test three times each week, and over 90% of residents and staff are fully vaccinated against Covid. At the time of reporting Westwood has remained Covid free.

In the spring of 2021 we continued to welcome visitors in the garden office, set up as a safe meeting space for residents to meet their families. By this time restrictions were beginning to ease slightly allowing residents, under strict guidance, to meet their families outside of Westwood. During the summer residents were able to catch up on in person appointments, however, visitors were only able to come into the home if they could see their family member without contact with other residents. As the year progressed restrictions continued to ease by the time of reporting visitors were able to come into the home providing they followed PPE and testing procedures.

Westwood ran with one vacancy throughout the year. At the time of reporting we are working with our local authority and the family of a gentleman wishing to make Westwood his new home, staying for a week in March 2022. Our residents are looking forward to welcoming him as a permanent resident later in the spring.

The residents' continue to live together as a group offering support and friendship to each other, enjoying each other's company within the communal spaces at Westwood.

All our residents' have rooms decorated and furnished to their own tastes and interests, and we have continued to support everyone to purchase new items for their rooms and communal spaces throughout the year. Everyone still used online shopping until restrictions eased enabling them to access our local shops again.

As we eased out of the pandemic restrictions, residents were able to resume their day time activities. Four residents attend Open Door day service, three attend Active Arts and one attends Friary Gardens.

From home, residents who do not attend day service are supported by staff to take part in activities of their choice both within the home and local amenities.

In the spring of 2022 five residents, at different times, enjoyed a night away in a hotel. They went to the theatre, had meals out and visited other local attractions.

We will continue to work with funding authorities to try to secure funding for our residents to attend day services, or for extra 1:1 support at home.

We are mindful of the impact that the pandemic has had our residents, staff and their families. We continue to work to support people to safely and confidently resume activities and are grateful to the resident's families and our staff team, who have worked hard to support them through this difficult time.

Each resident's choices, goals and aspirations are discussed with their keyworkers and co-keyworkers at regular meetings, and the manager operates an "open door" policy. The Westwood office situated on the ground floor, is also where the main access door for our residents is situated. The traffic of people through the office, although at times somewhat challenging for our manager, enables all residents to have access to her as they wish, and in turn for her to have regular informal contact with them throughout the day.

The residents' each have care plans that they have ownership of; staff have worked throughout the year to help the residents' understand the meaning and content of their care plans. Residents are supported to make informed choices about all aspects of lives, although extra challenges were faced during the year as staff worked to support people to understand the restrictions Covid had brought upon their lives. The manager and staff work closely with the local Community Learning Disability Team and healthcare professionals to ensure the residents health, wellbeing and safety are given the highest standard, involving advocacy services and family involvement as appropriate.

Family is very important to our residents' and we encourage visits from family members, or outings with families. We very much appreciate those whom take an active interest with Westwood, helping with the garden for example, or taking people out. We recognise the difficulties faced by those families living outside of the area or abroad with visiting their family members, so support those residents to keep in regular contact by the use of Skype and FaceTime One resident also takes part in weekly Zoom sessions with her extended family.

The trustees recognise the challenges continually faced by the manager and staff as some residents support needs continue to increase. This coupled with the financial constraints of the funding authorities require staff to be flexible and adaptable within their roles. In the future we can only expect to be offered new residents for any vacancies with higher support needs as funding authorities allocate funds for residential care to those with most need. These extra challenges have to be faced with positivity and invention by our staff to enable us to offer the best care and support to any new resident, whilst ensuring a happy and workable balance between them and our existing residents is maintained.

Maintenance:

A new carpet was replaced in one resident's room
New windows were installed in one resident's room
A new glazed door with opening window was installed in the vacant room
Two new sofas and armchairs were purchased for the residents' lounge
Two commercial tumble driers and one commercial washing machine were purchased for the laundry room

Future plans:
Re-decoration of hallway, stairs and landing and installation of new carpet. This work was carried over due to the pandemic, and is due to begin in April 2022.

FRIMLEY

Maintenance:
We have continued to ensure all essential maintenance is carried out, but have no plans for major work as we look forward to starting our big building project.

The trustees are grateful to the members of Open Door staff whom carried out a considerable amount of re-decorating during the weeks we were unable to open our day service. We are also grateful to the day service and admin staff who have taken on the cleaning tasks at Frimley to save the cost of employing outside contractors. The standard of cleaning, for infection control purposes has to been very high, and the staff undertook a thorough deep clean at the start of the first lockdown, they have continued to maintain this high standard throughout the year.

The Trustees and C.E.O. are continuing to work with Casper Cummins Architects on the plans for the new building and extension to Frimley. Refer to previous report: Frimley - Plans for the Future.

All general maintenance and repairs of Frimley are carried out to a high standard using local trades known to us. This ensures that the buildings are maintained by people that know and understand their structure as well as giving continuity to our members. We are grateful to the staff of these companies whom respond quickly in the event of any emergency, help us provide an uninterrupted service wherever possible, and have built good working relationships with our members.

We use outside contractors to provide service, safety checks and maintenance to our fire safety equipment, gas heating and hobs, and electrical equipment. We engage the services of professionals to carry out our fire risk assessments, water safety assessments, and asbestos surveys.

We have been unable to rent out the hall at Frimley during the pandemic, but hope to be able to offer this again in the future to those individuals and organisations known to us, who we can be assured have the correct insurance and are thorough with following our procedures for using the building.

SHOP

Our shop, in Kings Road, St Leonards, is open 6 days a week and is staffed by a team of a part time manager and 20 volunteers working in pairs on a rota basis. Volunteers from the Social Committee provide a collection and delivery service. We sell only donated goods.

The employment of a shop manager continues to be very successful. The volunteers have reported that they feel well supported and there is far less input needed by the admin team to assist the shop staff.

After having been heavily affected in the previous year by the Covid pandemic with many weeks of enforced closure due to Government restrictions, the turnover and profit have recovered well.

The trustees are grateful to, and recognise the hard work and dedication of the shop volunteers who work tirelessly to keep the shop open as often as possible, sort and display goods as well as providing

a good level of customer service. Our volunteer electrical engineer whom is able to PAT test electrical items donated for sale. His work continues to realise a good profit from the sale of electrical goods.

Many customers prefer to pay by debit or credit card, this also saves a considerable amount of cash handling making for a much safer way to pay for goods for everyone. Gross takings for the year were £56,125 (£14,274 for the previous year). After costs, the shop netted a healthy profit of £32,902.

The shop is open to all members of the public, providing a service for them to purchase goods as well as donate their unwanted items for us to sell. Some of our members with learning disabilities are supported to work in the shop.

The shop is a useful place to advertise our fundraising events, shows and activities and we look forward to a time when we can use the shop again for such purposes.

Active Arts and Open Door find the use of the shop stock a very useful source of costumes for their performances and are grateful to the shop staff whom seek and put aside items that have been specially requested for the stage.

The shop staff report that volunteering in the shop gives them the opportunity to make new friends and supporters for our activities. All profits from the shop help support with the upkeep of Frimley as well as the subsidised or free provision of social activities.

HASTINGS AND BEXHILL MENCAP SOCIETY

England & Wales - Charity number 1092206

Accounts

Company Registration Number - 04392494

The Charity Registration Number is :- 1092206

Hastings and Bexhill Mencap Society

Report and Accounts

31 March 2021

Hastings and Bexhill Mencap Society

Report and accounts for the year ended 31 March 2021

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Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2021

The Trustees present their Report and Accounts for the year ended 31 March 2021, which also comprises the Directors' Report required by the Companies Act 2006.

Reference and administrative details

The charity name.

The legal name of the charity is:- Hastings and Bexhill Mencap Society.

The charity is also known by its operating name, Frimley.

The charity's areas operation and UK charitable registration.

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 1092206.

The charity does not operate in any overseas jurisdictions.

Legal structure of the charity

The charity is constituted as a company limited by guarantee, registered under the Companies Acts . The governing document of the charity is the Memorandum and Articles of Association establishing the company under company legislation.

The governing document is dated 12 March 2002

There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

By operation of law all, trustees are directors under the Companies Act 2006 and all directors are trustees under Charities legislation and have responsibilities, as such, under both company and charity legislation.

The trustees are all individuals.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2021

The principal operating address, telephone number, email and web addresses of the charity are:-

64 London Road
St Leonards on Sea, East Sussex
, TN37 6AS
Telephone 01424 424813

Email Address hastings.mencap@yahoo.com Web address www.hastings-bexhill-mencap.org

The registered office of the charity for Companies Act purposes is:-

Unit 1b, Theaklen House
Theaklen Drive , St Leonards on Sea
East Sussex, TN38 9AZ

The Trustees in office on the date the report was approved were:-

President:	Mr Michael Foster
Life Vice Presidents:	Mr Tom Tagoe, Mr Alf King, Sir Ken Warren
Honorary Officers:	Chair - Michael Cheale (acting from October 2020) *(Mrs Georgina Holmes resigned October 2020)*
	Vice Chair - Gillian Jeffries (acting from October 2020) *(vacant to October 2020)*
	Hon. Secretary – Mrs Joanne Dauti
	Treasurer Robert Nesbit (acting from October 2020) *(Mr Michael Cheale resigned October 2020)*
	Transport – Mr Michael Cheale
Executive Committee Members:	Mrs Wendy Bristow, Mrs Sylvia Barnes, Mrs June Fletcher, Mr Mark Johnson
Welfare Officer:	Vacant (Mrs Georgina Holmes resigned October 2020)
C.E.O.	Mrs Pauline Fletcher
Administrator:	Mrs Lianne Buttrey
Financial Administrator:	Mrs Irina Edwards

The following persons served as Trustees during the year ended 31 March 2021:-

The trustees who served as a trustee in the reporting period were as shown above.

Any changes in trustees since the year end are identified above (*in brackets*).

At the Annual General Meeting all executive committee members retire as trustees, but are eligible for reappointment.

All the trustees are also members of the charity.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2021

Objects and activities of the charity

The purposes of the charity as set out in its governing document.

The charity's objects and principal activities as set out in the memorandum and articles of association are that of promoting the care, treatment and education of children and adults with a learning disability and to secure for learning disabled people provision commensurate with their needs.

The Charity also aims:
To increase public awareness of the challenges faced by people with a learning disability and their families, and thus create a climate of public opinion that encourages their inclusion into the community.

To become acquainted with all people with a learning disability and their families, within the local area.

To foster mutual help and co-operation and friendship between parents, carers, relatives and all entrusted with the care of people with a learning disability.

To provide housing, care & support, welfare services, training, education, employment, leisure and recreation for people with a learning disability, and to guide and support all those entrusted with the task of making similar provision.

The main activities undertaken in relation to those purposes during the year.

The charity aimed to attract sufficient clients to maintain the viability of the charity, and ensure its continued progress, within the parameters of its long term objectives. The charity also aimed to secure sufficient external funding for its activities, both by obtaining funds from grant making bodies and by undertaking a variety of worthwhile ancillary activities that would generate funds for its core purposes.

The registered charity continues to maintain three properties. Frimley (64 London Road, St Leonards on Sea TN37 6AS, 01424 424813) our headquarters, which provides facilities as a social centre, for Open Door Day Care for 30 people Monday to Friday, and Active Arts, the Society's educational project which runs an academic year, Westwood (Westwood, 55 St Helens Park Road, Hastings TN34 2JJ, 01424 428805), a residential home for nine adults with a Learning Disability, and a Charity Shop (Mencap, 32A/B Kings Road St Leonards on Sea, 01424 443717).

The Society arranges Wednesday Club - a social club for adults, Saturday discos, outings, carer's lunches, annual holidays for Westwood residents, social and fundraising events and a welfare service.

Whilst the Society encourages members to travel independently to all its activities, transport is available for those who may be unable to do so. The Charity works with others to improve the quality of life and range of opportunities available to those with learning disabilities at all levels.

The main activities undertaken during the year to further the charity's purpose for the public benefit.

Our main activities and who we try to help are described below and in our memorandum and articles of association. All our charitable activities focus on promoting the care, treatment and education of children and adults with a learning disability and are undertaken to further our charitable purposes for the public benefit.

The trustees have had regard to the Charity Commission's guidance on public benefit in managing the activities of the charity.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2021

The short term and longer term aims and objectives.

Our short term and ongoing objective is to continue with all existing areas of activity as described elswhere in this report. For the longer term we are continuing to persue our "Building Frimley's Bigger Future" project, which we believe will enable us to materially improve and expand on the services we are able to offer.

The contribution of volunteers during the year.

Volunteers are crucial to the operation of the charity as all of the trustees are volunteers. Members are encouraged to participate as volunteers in any and all aspects of the charity's activities.

Our long standing chairperson, Georgina Homes, took retirement in spring 2020. A dedicated and much respected member of the board, Georgina will be greatly missed in her roles of Chairperson, Social Secretary and Welfare Officer. The trustees are mindful of the time and energy Georgina committed to the Society and its members over the past 35 years, and recognise that she will be very hard to replace. Please also see Social Secretary's report.

The executive committee wishes to express its thanks and appreciation to all the staff and volunteers, and their friends and family, who have contributed and worked tirelessly, giving their commitment and time in developing and delivering the services of the charity to the local community. The Board is also grateful to all the funders, whose generosity has enabled the charity to deliver the core services and specialist projects.

The main achievements and performance of the charity during the year.

The past year has been challenging and busy as our various departments have explored ways of delivering services during the pandemic. In person activities and meetings were limited to two executive meetings, and very limited days services. We were unable to deliver any in person social activities or meet for our usual carers' lunch clubs. However, a new and exciting range of online sessions were developed and the welfare service became more important being mostly delivered by regular telephone calls to members in lockdown or isolating.

The Managers of the various sections met regularly with representatives from the Executive Committee via zoom, or in very small in person meetings, to continue to pay particular attention to delivering a Covid secure service, along with the related staffing issues.

The Managers work with the Executive Committee to ensure compliance with the Royal Mencap's affiliation requirements, CQC Regulations and the various funding authorities' quality compliance.

We continue to work with the Adult Social Care Team to provide a range of services, working to improve all services for people with learning disabilities, their families and carers.

Web Site:
www.hastings-bexhill-mencap.org : Our website has proved to be a useful tool during the past year, enabling us to keep members up date with news and activities, as well as to advertise staff vacancies.

Trustees' Annual Report for the year ended 31 March 2021

Fundraising activities during the year.

Fundraising continues to be an extremely important part of the society's activities, providing both an essential addition to funds as well as the opportunity to raise public awareness of our work.

The charity shop, despite a challenging year, continues to thrive and income from this activity is reported separately (see shop report).

Fundraising outside of the charity shop was for the most part suspended during the reported year. However, we were able to hold one fundraising event to support our building project and intend to start fundraising efforts again once we are able to offer members our popular social fundraising events.

Our thanks go to our volunteers, staff and supporters whom together raised a total of £5,536 for the building project, by taking part in our fundraising event.

We are also grateful for all donations and legacies received, which during the past year included £21,775 from the estate of Mr James Stentiford, £20,000 from Mrs Delnar Dowse to support our services during the Covid pandemic, £6,000 from Mr John Crouch in memory of his daughter Jenny, £2,000 from Mrs Sue Gould in memory of her husband Ted, £2,000 from Mr John Rofe to support the shop during the first closure, £3360 from Anne Mason, £3724 from the Co-Op and other donations of under £1,000 each that totalled £7,621.

We are particularly grateful to receive donations given in memory of members or friends of the Society whom have passed away during the past year. We would like to thank their families who make the decision to support our charity at these difficult times.

Where relevant to our fundraising activities we comply with 162A of the Charities Act 2011 as introduced by the Charities (Protection and Social Investment) Act 2016. This relates to fundraising activities and people carrying out fundraising activities on behalf of a charity and requires disclosures about vulnerable people, fundraising contracts and arrangements etc.

There are no specific items requiring disclosure in this context.

The difference the charity's performance during the year has made to the beneficiaries of the charity.

Thanks to the ongoing activities promoted and provided by the charity, we have been able to continue to promote the care, support and education of adults and young people with a learning disability and to secure for learning disabled people, provision commensurate with their needs.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2021

The degree to which the achievements and performance during the year have benefited wider society.

Thanks to our ongoing charitable activities we are confident that we have been able to focus on promoting the care, support and education of adults and young people with a learning disability and are able to undertake to further our charitable purposes for the public benefit.

Structure, governance and management of the charity

The methods used to recruit and appoint new charity trustees.

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.
The trustees are the honorary officers, members of the Executive Committee, and the holding trustees, who have served throughout the year.

A majority is required at an AGM or an EGM to appoint or elect a member to the executive committee, who are the managing trustees. Members are invited to nominate trustees prior to the AGM. All members of the society present at the meeting are able to take part in this vote. Members of the executive committee serve for one year, retiring at the AGM, when they can then be re-elected or re-appointed. New trustees must complete an application process to satisfy CQCs requirement that they are a fit and proper person to carry out a regulated activity.

The policies and procedures for the induction and training of trustees.

New trustees are advised of all documentation held in the Society's office relating to their legal requirements and obligations under charity and company law, recent financial statements, minutes of meetings and governing documents. Trustees are informed of any external training events appropriate to their role.

The charity's organisational structure.

The board of trustees, (Executive Committee), which can have up to 12 members, administers the Charity. The board shall consist of the Honorary Officers, four members of the Society and co-opted members (who may, but need not be members of the Society) being persons having a special interest in and qualifications for furthering the work of the Society. The board normally meets monthly, with the exception of August and December.

The trustees appoint managers for the residential home, day service, educational arts project and charity shop, and are supported by a chief executive officer and administrator to manage the day to day operations of the charity. Each have a responsibility to report directly to the trustees at board meetings, and meet more regularly with officers within the board as is necessary to facilitate effective operations of their departments.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2021

The Chief Executive Officer and other senior management personnel to whom day to day management is delegated

Chief Executive Officer: Mrs Pauline Fletcher

Administrator: Mrs Lianne Buttrey

Financial Administrator: Mrs Irina Edwards

The charity as a part of a wider network.

Hastings & Bexhill Mencap Society is a company limited by guarantee and a registered charity governed by its memorandum and articles of association, (model supplied by Royal Society) which form the basis of our affiliation to and partnership agreement with The Royal Mencap Society. The memorandum and articles of association are registered with the Charity Commission. Copies are available on request.

Affiliated to The Royal Mencap Society. Registered in accordance with the National Assistance 1948 and under the Charities Act 1993.

The charity was incorporated into a company limited by guarantee on 12 March 2002 and commenced trading on 1 April 2002. Charity number:1092206. Company number: 04392494.

The Charity has no responsibility for, nor is it answerable to any other organisation, apart from the requirements for partnership with The Royal Mencap Society.

The charity's relationships with related parties.

Other than the Trustees and those persons connected with them there are no individuals who are related parties. Details of transactions with related parties are shown in the notes to the accounts. This includes remuneration and expenses paid to Trustees (if relevant).

Bankers	Lloyds TSB, 17 Wellington Place, Hastings TN34 1NX
Solicitors	Herringtons, Lacuna Place, Havelock Road, Hastings TN34 1BG
Investment advisors	None
Accountants	MDM Accounting Ltd, Unit 1b Theaklen House, Theaklen Drive, St Leonards on Sea TN38 9AZ

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2021

Financial review

The charity's financial position at the end of the year ended 31 March 2021

The financial position of the charity at 31 March 2021 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:-

	2021	2020
	£	£
Net income	184,198	117,729
Unrestricted Revenue Funds available for the general purposes of the charity	722,325	1,066,603
Designated Revenue Funds	605,089	3,195
Total Unrestricted Funds	**1,327,414**	**1,069,798**
Restricted Revenue Funds	-	72,414
Endowment Fixed Asset Funds	12,441	13,445
Total Endowment funds	12,441	13,445
Total Funds	1,339,855	1,155,657

Trustees' Annual Report for the year ended 31 March 2021

Financial review of the position at the reporting date, 31 March 2021 .

The trustees are satisfied with the performance of the charity during the year and the position at the year end and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations. At March 2020 the charities day services and charity shop had entered into a period of closure due to the Coronavirus Covid-19 pandemic. The trustees recognised the financial implications this may have had on the charities reserves as the length of closure was at the time unknown. The actual period of closure for day services was for an initial 17 weeks, followed by very limited opening from July 2020. A further two-week closure became necessary in the Autumn followed by a partial closure from December 2020 through to the year-end during which time our day services remained open for those identified as being in critical need only. Much of the financial burden for these closures and that of the Charity shop, were mitigated by grants from the Government. Some delivered directly through the job retention scheme, and others by local authority and borough council, that included an infection control fund, workforce capacity fund, retails closure and start up grants, and the rapid test fund for care homes.

Specific changes in fixed assets are details in the notes to the accounts.

The Statement of Financial Activities shows net incoming resources (of a revenue nature) for the year of £185,202.

The total reserves at the year end after revaluing investments stand at £1,339,855 (up by £184,198).

The significant balance sheet figure for the Society relates to our Net Current Assets, which stand at £909,696 compared to £718,788 last year. £304,607 of this total represents the level of resources which we hold for our General Purposes Funds (excluding funds allocated to Designated funds for the BFBF project (£601,894) and the general reserve fund (£3,195) and is lower than we would ideally like it to be, given the need to maintain sufficient account balances for our different activity areas and to hold sufficient funds to cover our contingencies already outlined in this report.

Policies on reserves.

The Society adopts a policy of budgeting to monitor receipt of, and application of, funds. By careful management we strive to ensure a sufficient level of funds for contingencies to meet our various requirements. The Society has a reserves policy in common with all charities, which would provide a cushion if some of our varied sources of income that are available to the Society were to fall short of their budget targets. As a result our levels of liquidity are purposely maintained at a sufficient level to ensure our commitments are covered. Reserve accounts continue to be in place for residual income from share dividends.

Trustees' Annual Report for the year ended 31 March 2021

Availability and adequacy of assets of each of the funds

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

The major risks to which the Charity is exposed and reviews and systems to mitigate them.

Factors affecting the performance of the Charity are considered each year by the trustees when formulating their strategic plan, particularly relating to finances. These factors include:

- The existence of similar local organisations which effectively compete with the charity.
- Staff turnover and the impact of sick/maternity leave, etc.
- The continuance of long term funding by public authorities.
- Demographic changes in the local community.
- Business interruption.

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.
Designated members of the board of trustees, volunteers and society staff attend regular health and safety, first aid and food hygiene trainings.

The society has policies and procedures in place designed to minimize any potential risk to the society. A review of all current risk assessments is carried out annually, or earlier should this be considered necessary. Risk assessments are introduced for any new activities undertaken by the society.

A contingency policy has been written in consideration of the current and predicted position in regard to the Coronavirus Covid-19 pandemic and was regularly reviewed throughout the year.

Factors likely to affect future financial performance .

The Trustees are acutely aware of the ongoing financial crisis facing adult social care. Government funding passed down to local authority is very diluted by the time it reaches service level. This has resulted in major savings having to be made at local level which in turn is impacting on providers. The unavoidable increases in staffing costs coupled with the either zero or very small uplift in fees continues to be a challenge. However, being of charitable status enables us to fundraise to subsidise fees resulting in us being able to continue to offer a high quality of service provision. Regular reviews and policies are in place as outlined above. The trustees are grateful to the staff team whom work tirelessly to find ways of providing an innovative and varied programme of activities for our members during these challenging times.

Trustees' Annual Report for the year ended 31 March 2021

Principal funding sources in the year and how these support the key objectives of the charity.

Membership of the Society:
There are currently 144 individual members. Subscriptions received valued £24
A decision was made by the trustees to refrain from collecting membership fees for the current year. This was due to being unable to provide any social activities to members. The trustees will consider reintroducing membership fees when social activities and other members' services can resume.

Royal Mencap Society (RMS):
The partnership fee currently stands at £510 per year. The Trustees continue to monitor the advantages and disadvantages of remaining in partnership with Royal Mencap.

Plans For the Future

Summary of plans for the future and the trustees' perspective of the future direction of the charity.

We anticipate additional costs will continue to be required in the following areas:

Frimley
Plans for the coming year:
There are no planned works for Frimley apart from ongoing plans regarding the building project as reported below.

Building Frimley's Bigger Future (BFBF)
Plans had to be put on hold due to the pandemic. The trustees intend to resume fundraising and planning during the year 2021/22.

These plans are for the development to extend Frimley to create further activity areas, together with improved disabled access to the whole of Frimley.

Our appointed architect Casper Cummings, has finalised plans to build a performing arts studio and office in the garden at Frimley, and to extend the first floor of Frimley onto the footprint of the existing extension to create a visual arts studio and changing places toilet, these to be accessed by a lift and link bridge.

Initial plans were submitted to the local council for approval in April 2019, and approved with some restrictions in January 2020. Following investigative ground work as reported last year, revised plans were submitted and approved in September 2020.

The architect has been instructed to continue to work on the technical details of the plans to enable work to go to tender. In turn this will enable our fundraising committee to have accurate costings to present to any potential funders.

The revised estimated costs for the project are now £1,031,081 + VAT.

The trustees recognise the challenges this project will bring both financial and operational but firmly believe that development of the site at Frimley is essential to ensure the future sustainability of the Charity's activities.

Trustees' Annual Report for the year ended 31 March 2021

Westwood
Plans for the coming year:
Decoration and carpeting of hallway, stairs and landings.

Transport
The purchase of two coach built minibuses has ensured all our members, regardless of any limitations to their physical ability, can safely access our transport service. One of our members of staff has been trained as a trainer in passenger assistance, enabling us to provide in-house training to all members of staff required to assist our members with accessing our transport service.

It was decided to convert one of the minibuses into a mobile classroom. Electrical engineers were instructed to install an electrical supply to the bus that can be used both at Frimley and out in the community. This has enabled us to bring more service users back to day service and will support the provision of an outreach service now and into the future.

Services
The Trustees together with the Chief Executive Officer continue to work closely with the Commissioners from ESCC to identify current and future need for learning disability services. The funding cuts from central government that continue to be cascaded down to the local funding authorities are still giving real cause for concern. The trustees recognise the challenges faced by local authorities to provide individuals with quality cost effective services. Most of our service users who are not privately funded have their fees met by our own local authority, this is advantageous as ESCC tend to increase fees at a higher level than other funding authorities.

However, the choices for our members together with the reduction in the amount of time they are funded to attend day service, continues to be challenging for them and the people who care for them. We will continue to work with funding authorities to support our members and service users to ensure their choices and needs are fully met as far as possible.

From an analysis of our situation it is clear that to remain sustainable it is essential to maintain a full occupancy at Westwood, student numbers at Active Arts and members of Open Door. The trustees, together with the CEO and departmental managers seek every opportunity to promote our services as well as seek new ideas for future activities.

We were able to continue with our personal assistant work to those members requiring extra support with their finance, housing support and healthcare needs, either via online or telephone support as well as some in person support as restrictions allowed. We have been unable to expand this service during the year, but intend to work to offer this service to more people in the future. The outreach work, providing drama classes to students at the local supportive education college on either a small group, 1:1 or 2:1 basis, also had to be suspended during the year, but we intend to resume this offer during the academic year 2021/22.

Trustees' Annual Report for the year ended 31 March 2021

The trustees recognise that the Society cannot rely on fundraising, grants and donations, and this was particularly apparent throughout this year when most fundraising had so unexpectedly cease. So whilst these are important funding streams it is essential for financial security to continue to generate income from the provision of activities and services. Open Door's two tier structure of activities has been challenging to deliver during the year, however as services slowly reopen we intend to resume our normal activities. Active Arts has provided most classes online and is also planning a full level of normal service by Autumn 2021. Both day services were resourceful and inventive when they were forced to close services at relatively short notice, quickly adapting to a strong and exciting online presence. Westwood has worked hard to maintain to regain its Good rating from CQC, however the pandemic has put back CQC's work so we are still waiting for the next inspection, and subsequent rating. At the time of reporting Westwood has one vacancy that we are working with local authorities to fill. The Chief Executive Officer takes every opportunity to attend meetings for learning disability providers to keep abreast of the current situation and to receive regular updates regarding the standard required by local authorities and CQC to meet and maintain a high standard of service provision.

Other information about the charity and its activities

Departmental reports giving a fuller (non-compulsory) narrative summary of the year appear at the end of these reports and accounts.

Details of The Auditor

Mark Robin Sellings

Member of Chartered Certified Accountants

30 - 34 North Street

Hailsham

East Sussex

BN27 1DW

Statement as to disclosure of information to auditors

The trustees state that so far as each of the trustees at the time this report was approved are aware:-

a) There is no relevant audit information (as defined by section 418(3) of the Companies Act 2006) of which the auditors are unaware, and

b) The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and establish that the auditors are aware of that information.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2021

Statement of the Directors Trustees' Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Companies Act 2006, the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations,the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), .

In particular, the Companies Act 2006 and charity law require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).
- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. 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.

The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the auditor in relation to the Trustees' report is limited to examining the report and ensuring that , the report is consistent with the figures disclosed in the financial statements.

Hastings and Bexhill Mencap Society

Company Registration Number - 04392494

Trustees' Annual Report for the year ended 31 March 2021

Method of preparation of accounts - Small company provisions

The financial statements are set out on pages 20 to 52.
The financial statements have been prepared implementing the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016)

These financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

This report was approved by the board of trustees on 12/11/21

Michael Cheale
Director and Trustee

Hastings and Bexhill Mencap Society

Independent Auditors' Report to the Trustees of the charitable company on the accounts for the year ended 31 March 2021

Introduction

We have audited the financial statements of Hastings and Bexhill Mencap Society for the year ended 31 March 2021, as set out on pages 20 to 52, which comprise the Statement of Financial Activities, the Income and Expenditure Account, the Statement of Recognised Gains and Losses , the Balance Sheet , the Cash Flow Statement and the related notes to the financial statements, including a summary of significant accounting policies. In our opinion, the accompanying financial statements of the charitable company are prepared, in all material respects, in accordance with the Companies Act 2006 and with charity law applicable within the jurisdiction of England & Wales and, in particular, the accounts have been prepared in accordance with FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, under the historical cost convention, and in accordance with the accounting policies set out on page 29, which framework constitutes the applicable United Kingdom Generally Accepted Accounting Practice.

Limitation of liability

This report is made solely to the Trustees of the charitable company, as a body, in accordance with the requirements of Section 154 of the Charities Act 2011 (The Act). Our work has been undertaken so that we might state to the Trustees those matters we are required to state to them in an Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume liability or responsibility to anyone other than the Trustees as a body, for our work, for this report or for the opinions we have formed.

Basis for our opinion

We have been appointed as auditors under section 144(2) of The Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

We conducted our audit in accordance with International Standards on Auditing (ISAs-UK), issued by the Financial Reporting Council, and applicable law. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in England & Wales, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

As described on page 14, you, the charitable company's Trustees, who are also the Directors of the Company for the purposes of Company law, are responsible for the preparation of the financial statements in accordance with the Companies Act 2006, the Charities Act 2011 and all other applicable law and with United Kingdom Generally Accepted Accounting Practice, applicable to smaller entities, and for being satisfied that the financial statements give a true and fair view.

The Trustees,who are charged with governance, are responsible for overseeing the charitable company's financial reporting process.

Management is responsible for the preparation of the financial statements in accordance with charity law of the jurisdiction of England & Wales and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the charitable company or to cease operations, or has no realistic alternative but to do so.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs-UK will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Our responsibility is to audit and express an opinion on the financial statements in accordance with relevant legal and regulatory requirements and ISAs-UK. Those standards require us to comply with the Ethical Standards for Auditors published by the Financial Reporting Council and to:-

Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, to design and perform audit procedures responsive to those risks and to obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion;

To obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate for the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the charity's internal control;

To evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the charity;

To conclude on the appropriateness of the charity's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern;

To evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves a fair presentation.

We are required to report to the Trustees our opinion as to whether the financial statements give a true and fair view and have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and the Charities (Accounts and Reports) Regulations 2008.

We are also required to report to you if, in our opinion, the Trustees' Annual Report is materially inconsistent with the financial statements, if the charitable company has not kept adequate accounting records, if the charitable company's financial statements are not in agreement with the accounting records and returns, or if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Trustees' remuneration and transactions with the charitable company is not disclosed.

In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

We conducted our audit in accordance with ISAs-UK and in accordance with the Practice Note ' The Audit of Charities in the United Kingdom' , revised in March 2012.

We are required to plan and perform our audit so as to meet the above requirements and to obtain all the information and explanations which we consider necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error.

In the course of our audit, we communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during the audit.

Eligibilty of auditor and status of audit

We confirm that we are eligible under section 144(2) of the Charities Act 2011 to conduct this audit, and that this report is a report in respect of an audit carried out under the Act and in accordance with the related regulations.

We confirm that the charitable company is exempt from audit under Part 16 of the Companies Act 2006,

Attention is drawn to the accounting policy stating that, notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, and in order to accord with current best practice, the Trustees have determined to prepare the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), . We concur with this approach, and any references in our report to the regulations should be read subject to this comment.

This is a voluntary, non statutory, audit.

Hastings and Bexhill Mencap Society

Opinion on the Financial Statements

In our opinion, the accompanying charitable company's financial statements:

Give a true and fair view of the state of affairs of the charitable company as at 31 March 2021 and of its Income and Expenditure for the financial year then ended and, in particular, the financial statements
have been properly prepared, in all material respects, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to entities of its size; and

have been prepared in accordance with the requirements of Section 396 of the Companies Act 2006; and
and have been prepared in accordance with the methods and principles required by the FRS102 Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission in England & Wales (CCEW) , effective January 2015 (The SORP), and those methods and principles have been followed.

Matters upon which we are required to report by exception

We have nothing to report in respect of the following matters where the requires us to report to you, if in our opinion:

the charitable company has not kept adequate accounting records; or

the financial statements are not in agreement with the accounting records and returns; or

if information specified by law regarding Trustees' remuneration and transactions with the charity is not disclosed.

we have not received all the information and explanations we require for our audit.

Signed:-

Stephen James Moore - Senior Statutory Auditor

For and on behalf of Watson Associates (Audit Services) Ltd - Registered Auditors

Chartered Certified Accountants

30 - 34 North Street
Hailsham
East Sussex
BN27 1DW

This report was signed on 21-Dec-21

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2021

Statement of Financial Activities (including the Income and Expenditure Account for the year ended 31 March 2021, as required by the Companies Act 2006)

	SORP Ref	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
		2021	2021	2021	2021	2020
		£	£	£	£	£
Income & Endowments from:						
Donations & Legacies	A1	232,151	2,000	-	**234,151**	52,242
Charitable activities	A2	763,822	-	-	**763,822**	917,082
Other trading activities	A3	14,463	-	-	**14,463**	61,687
Investments	A4	1,117	-	-	**1,117**	4,001
Total income	**A**	**1,011,553**	**2,000**	**-**	**1,013,553**	**1,035,012**
Expenditure on:						
Raising funds	B1	10,648	-	-	**10,648**	16,491
Charitable activities	B2	815,703	2,000	-	**817,703**	895,788
Total expenditure	**B**	**826,351**	**2,000**	**-**	**828,351**	**912,279**
Net gains on investments	B4	-	-	(1,004)	**(1,004)**	(5,004)
Net income for the year		**185,202**	**-**	**(1,004)**	**184,198**	**117,729**
Transfers between funds	**C**	72,414	(72,414)	-	-	-
Net income after transfers	**A-B-C**	**257,616**	**(72,414)**	**(1,004)**	**184,198**	**117,729**
Net movement in funds		**257,616**	**(72,414)**	**(1,004)**	**184,198**	**117,729**
Reconciliation of funds:-	**E**					
Total funds brought forward		1,069,798	72,414	13,445	1,155,657	1,037,928
Total funds carried forward		**1,327,414**	**-**	**12,441**	**1,339,855**	**1,155,657**

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A Statement of Total Recognised Gains and Losses is included as a primary statement in these accounts.

All activities derive from continuing operations

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2021

Hastings and Bexhill Mencap Society - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Endowment Funds 2020 £	Prior Year Total Funds 2020 £
Income & Endowments from:					
Donations & Legacies	A1	143	52,099	-	**52,242**
Charitable activities	A2	917,082	-	-	**917,082**
Other trading activities	A3	61,687	-	-	**61,687**
Investments	A4	4,001	-	-	**4,001**
Other	A5	-	-	-	**-**
Total income	**A**	982,913	52,099	-	**1,035,012**
Expenditure on:					
Raising funds	B1	14,528	1,963	-	**16,491**
Charitable activities	B2	871,028	24,760	-	**895,788**
Other	B3	-	-	-	-
Tax on surplus on ordinary activiti	B3	-	-	-	-
Other taxation	B3	-	-	-	-
Total expenditure	**B**	**885,556**	**26,723**	**-**	**912,279**
Net gains on investments	B4	-	-	(5,004)	(5,004)
Net income for the year		97,357	25,376	(5,004)	117,729
Transfers between funds	**C**	-	-	-	**-**
Net income after transfers		97,357	25,376	(5,004)	117,729
Net movement in funds		**97,357**	**25,376**	**(5,004)**	**117,729**
Reconciliation of funds:-	**E**				
Total funds brought forward		972,441	47,038	18,449	**1,037,928**
Total funds carried forward		**1,069,798**	**72,414**	**13,445**	**1,155,657**

All activities derive from continuing operations

A Statement of Total Recognised Gains and Losses is included in these accounts as a separate primary statement

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2021

Statement of Total Recognised Gains and Losses for the year ended 31 March 2021

	2021 £	2020 £
Surplus for the year :-		
Net excess of income over expenditure from operations before tax	185,202	122,733
Realised gains on disposals of social investments which are programme related	-	-
Income from operations before tax in the Statement of Financial Activites	**185,202**	**122,733**
Add/(deduct) non income and expenditure items:-		
Unrealised gains on investments	(1,004)	(5,004)
Net Movement in funds before taxation	**184,198**	**117,729**
Funds generated in the year as shown on Statement of Financial Activities	**184,198**	**117,729**

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Resources applied in the year ended 31 March 2021 towards fixed assets for Charity use:-

	2021 £	2020 £
Funds generated in the year as detailed in the SOFA	184,198	117,729
Resources applied on functional fixed assets	(10,470)	(31,816)
Other applications of funds	-	-
Net resources available to fund charitable activities	**173,728**	**85,913**

The resources applied on fixed assets for charity use represents the cost of additions less proceeds of any disposals.

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2021

Movements in revenue and capital funds for the year ended 31 March 2021

Revenue accumulated funds

	Unrestricted and Designated funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total Funds 2021 £	Last year Total Funds 2020 £
Accumulated funds brought forward	1,069,798	72,414	-	1,142,212	**1,019,479**
Recognised gains and losses before transfers	185,202	-	-	185,202	117,729
	1,255,000	**72,414**	**-**	**1,327,414**	**1,137,208**
(From)/To unrestricted revenue funds	72,414	(72,414)	-	-	5,004
Closing revenue funds	**1,327,414**	**-**	**-**	**1,327,414**	**1,142,212**

Designated revenue funds included within the unrestricted funds above

	Total Funds 2021 £	Last year Total Funds 2020 £
At 1 April	3,195	2,022
Transfer (to)/from revenue accumulated funds	601,894	1,173
At 31 March	605,089	3,195

The purposes for which these funds have been designated are described in Note 24 to the accounts.

Fixed asset funds

	Designated Funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total Funds 2021 £	Last year Total Funds 2020 £
At 1 April	-	-	13,445	13,445	19,695
Transfer (to)/from revenue funds	-	-	(1,004)	(1,004)	(6,250)
At 31 March	**-**	**-**	**12,441**	**12,441**	**13,445**

The purposes of the transfers to fixed asset funds are described in Note 24 to the accounts and under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Summary of funds

	Unrestricted and Designated funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total Funds 2021 £	Last Year Total Funds 2020 £
Revenue accumulated funds	722,325	-	-	**722,325**	1,139,017
Revenue designated funds	605,089	-	-	**605,089**	3,195
Fixed asset funds	-	-	12,441	**12,441**	13,445
Total funds	**1,327,414**	**-**	**12,441**	**1,339,855**	**1,155,657**

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Statement of Financial Activities for the year ended 31 March 2021

Hastings and Bexhill Mencap Society
Income and Expenditure Account for the year ended 31 March 2021 as required by the Companies Act 2006

	2021 £	2020 £
Income		
Income from operations	1,012,436	1,031,011
Investment income		
Income from investments, other than interest receivable	-	1,172
Interest receivable	1,117	2,829
Gross income in the year before exceptional items	**1,013,553**	**1,035,012**
Gross income in the year including exceptional items	**1,013,553**	**1,035,012**
Expenditure		
Charitable expenditure, excluding depreciation and amortisation	798,167	876,030
Depreciation and amortisation	16,176	16,398
Fundraising costs	10,648	16,491
Governance costs	3,360	3,360
Realised losses on disposals of social investments which are programme related	-	-
Total expenditure in the year	**828,351**	**912,279**
Net income before tax in the financial year	**185,202**	**122,733**
Tax on surplus on ordinary activities	-	-
Net income after tax in the financial year	**185,202**	**122,733**
Retained surplus for the financial year	**185,202**	**122,733**

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society - Balance Sheet as at 31 March 2021

	Note	SORP Ref		2021		2020
				£		£
Fixed assets		A				
Tangible assets	12	A2		417,718		423,424
Investments held as fixed assets	13	A4		12,441		13,445
Total fixed assets				430,159		436,869
Current assets		B				
Debtors	14	B2	52,486		54,759	
Cash at bank and in hand		B4	892,530		683,923	
Total current assets			945,016		738,682	
Creditors: amounts falling due within one year	15	C1	(35,320)		(19,894)	
Net current assets				909,696		718,788
The total net assets of the charity				**1,339,855**		**1,155,657**
The total net assets of the charity are funded by the funds of the charity, as follows:-						
Endowment funds						
Endowment Fixed Asset Funds	20	D1	12,441		13,445	
				12,441		13,445
Restricted funds						
Restricted Revenue Funds	20	D2	-		72,414	
				-		72,414
Unrestricted Funds						
Unrestricted Revenue Funds	20	D3	722,325		1,066,603	
				722,325		1,066,603
Designated Funds						
Designated Revenue Funds	20	D3		605,089		3,195
Total charity funds				**1,339,855**		**1,155,657**

Hastings and Bexhill Mencap Society - Balance Sheet as at 31 March 2021

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

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

The charity is subject to audit under charity legislation, and the report of the Charities Act auditor is on page 19.

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

Michael Cheale mcheale

Trustee

Approved by the board of trustees on 12/11/21

The notes attached on pages 29 to 52 form an integral part of these accounts.

Hastings and Bexhill Mencap Society

Cash Flow Statement for the year ended 31 March 2021

			2021 £	2020 £
Cash flows from operating activities				
Net cash provided by operating activities as shown below		A	217,960	132,693
Cash flows from investing activities				
Interest received			1,117	2,829
Dividends received			-	1,172
Purchase of property, plant and equipment			(10,470)	(31,816)
Net cash provided by investing activities		B	**(9,353)**	**(27,815)**
Cash flows from financing activities				
Net cash provided by financing activities		C	**-**	**-**
Overall cash provided by all activities	**A+B+C**		**208,607**	**104,878**
Cash movements				
Change in cash and cash equivalents from activities in the year ended 31 March 2021			208,607	104,878
Cash and cash equivalents at 1 April 2020			683,923	579,045
Change in cash and cash equivalents due to exchange rate movements			-	-
Cash at bank and in hand less overdrafts at 31 March			**892,530**	**683,923**

Hastings and Bexhill Mencap Society

Cash Flow Statement for the year ended 31 March 2021

Hastings and Bexhill Mencap Society

Cash Flow Statement for the year ended 31 March 2021 - Continued

Reconciliation of net income to net cash flow from operating activities

Net income as shown in the Statement of Financial Activities		184,198	117,729
Adjustments for :-			
Depreciation charges		16,176	16,398
Write downs of investments		-	-
Net unrealised losses on investment assets		1,004	5,004
Dividends, interest and rents from investments		(1,117)	(4,001)
Decrease in debtors		2,273	(9,642)
Increase in creditors, excluding loans		15,426	7,205
Net cash provided by operating activities	**A**	**217,960**	**132,693**

Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand at for the year ended 31 March 2021	892,530	683,923
Notice deposits - (less than 3 months)	-	-
Total cash and cash equivalents	**892,530**	**683,923**

Analysis of change in net debt

	At start of year	*Cash Flows and*	*At end of year*
Cash	683,923	208,607	892,530
Total	683,923	208,607	892,530

Hastings and Bexhill Mencap Society

Notes to the Accounts for the year ended 31 March 2021

1 Accounting policies

Policies relating to the production of the accounts.

Basis of preparation and accounting convention

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW) , effective January 2016, , and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

Measurement and estimation - Accounting policies are supplemented by estimation techniques where judgement is required in measuring the value of income and expenditure and of assets and liabilities.
Estimations in these accounts are rare and minimal but where appropriate the trustees have exercised their judgement to arrive at a fair and reasonable value.

Going Concern

The charitable activities are entirely dependent on continuing grant aid and voluntary donations as well as trading revenues. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams. Accordingly, the Trustees have obtained forecasts and, after reviewing the financial forecasts for future periods to 31 March 2021, the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainites about the charity's ability to continue as a going concern.

Risks and future assumptions

The charity is a public benefit entity.
The trustees are not aware of any risks and/or future assumptions which might affect the valuations shown in the balance sheet.

Policies relating to categories of income and income recognition.

Nature of income

Gross income represents the value of goods provided to customers and work carried out in respect of services provided to customers.

Categories of Income

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

Income from a non-exchange transaction is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Notes to the Accounts for the year ended 31 March 2021

Income recognition

Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

Accounting for deferred income and income received in advance

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms or conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms or conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the balance sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned,and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

Income from legacies

Income from legacies is recognised when the charity has sufficient evidence that a gift has been left to them, that where required, probate has been granted, the executor is satisfied that the property in question will not be required to satisfy claims in the estate, that it is probable that the amount will be received by the charity, and the amount to be received can be estimated with sufficient accuracy, and that any conditions attached to the legacy are either within the control of the charity or have been met.

Where a payment is received from an estate or is notified as receivable by the executors after the reporting date and before the accounts are authorised for issue but it is clear that the payment had been agreed by the executors prior to the end of the reporting period, then the amount concerned is treated as an adjusting event and accrued as income in the accounting period if receipt is probable.

Where the charity has established entitlement to a legacy but there is uncertainty as to the amount of the payment, details of the legacy arediscloseed as a contingent asset until the criteria for income recognition are met. Where a legacy is subject to the interest of a life tenant, the legacy is not recognised as income until the death of the life tenant.

If it is doubtful that full settlement of a legacy debtor will be received, then an adjustment is made to reduce the amount of the legacy debtor and legacy income rather than charging the adjustment as expenditure in the Statement of Financial Activities

Notes to the Accounts for the year ended 31 March 2021

Donated goods, facilities and services

Donated fixed assets are recognised at the current fair value. All such donations are recognised as donation income, and debited to fixed assets.

Donated goods that are not fixed assets are accounted for at a fair value, unless it is impractical to reliably measure the value of the donated items.

Donated services and facilities (including seconded staff and use of property) are included in the accounts on the basis of the value of the gift to the charity.

All donated services and facilities are recognised as donation income when received,(provided the value of the gift can be measured reliably) and recognised as an expense with an equivalent value.

Membership subscriptions

The income and any associated Gift Aid or other tax refund from a membership subscription received by the charity in the nature of a gift, is accounted for on the same basis as a donation.

The income from a membership subscription received by the charity where the subscription purchases the right to services or benefits is recognised as income from charitable activities.

Policies relating to expenditure on goods and services provided to the charity.

Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

Allocating costs to activities

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is to allocate in proportion to the time and resources expended on any particular activity.

Volunteers

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.
However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note8.

Hastings and Bexhill Mencap Society

Notes to the Accounts for the year ended 31 March 2021

Policies relating to assets, liabilities and provisions and other matters.

Fixed Asset Investments

Fixed asset investments in quoted shares, traded bonds, investment properties and similar investments are shown initially at cost upon acquisition and at their market value at the balance sheet date at the end of the financial period. Investment properties are not depreciated.

All gains on fixed asset investments, whether realised or unrealised, are included in row B4 of the Statement of Financial Activities.

Tangible fixed assets

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Freehold premises	2	% straight line
Plant and machinery	25	% on reducing balance
Motor vehicles	25	% on reducing balance

A regular annual review of the likelihood of asset impairment is undertaken, based on the trustees' assessment of the current market values.

Debtors

Debtors are measured at their recoverable amounts at the balance sheet date.

Current asset investments

Current asset investments are valued on the balance sheet based on statements and other information available.

Creditors and provisions

Creditors and provisions for liabilities and charges are recognised and measured by reference to invoices and other information available.

Cash and bank balances

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

Leasing and hire purchase contracts and commitments

Assets held under finance leases and hire purchase contracts, which are those where substantially all the risks and rewards of ownership of the asset have passed to the charity, are capitalised in the balance sheet and depreciated over their useful lives. The corresponding lease or hire purchase obligation is treated in the balance sheet as a liability.

The interest element of the rental obligations is charged to the profit and loss account over the period of the lease and represents a constant proportion of the balance of capital repayments outstanding.

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

Notes to the Accounts for the year ended 31 March 2021

Pensions - defined contribution schemes

The charity operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal or as implied by law.

Endowment funds are funds donated to the charity, where the funds shall be invested and the charity shall enjoy the benefit of the income from the capital fund, but where restrictions are placed on the use of the capital.

2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

4 Significance of financial instruments to the charity's position

The company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable, loans from banks and other third parties, and loans to related parties.

Debt instruments that are payable or receivable within one year, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received; other debt instruments are initially measured at present value of the future payments and subsequently at amortised cost using the effective interest method.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in profit or loss.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in profit or loss.

Hastings and Bexhill Mencap Society

Notes to the Accounts for the year ended 31 March 2021

5 Net surplus before tax in the financial year

	2021	2020
	£	£
The net surplus before tax in the financial year is stated after charging:-		
Depreciation of owned fixed assets	16,176	16,398
Pension costs	34,368	13,830
Auditors' remuneration	3,360	3,360

6 Investment gains

Current Year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2021	2021	2021	2021	2020
	£	£	£	£	£
Unrealised gains /(losses) and writing down of carrying values					
Listed investments - Unrealised	-	-	(1,004)	(1,004)	(5,004)
Total unrealised gains/(losses) etc	-	-	(1,004)	(1,004)	(5,004)
Total realised and unrealised gains	-	-	(1,004)	(1,004)	(5,004)

Prior year

	Prior Year Unrestricted Funds	Prior Year Restricted Funds	Prior Year Endowment Funds	Prior Year Total Funds
	2020	2020	2020	2020
	£	£	£	£
Unrealised gains /(losses) and writing down of carrying values				
Listed investments - Unrealised	-	-	(5,004)	(5,004)
Total unrealised gains/(losses) etc	-	-	(5,004)	(5,004)
Total realised and unrealised gains	-	-	(5,004)	(5,004)

7 Donated goods, services and facilities

Current year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2021	2021	2021	2021	2020
	£	£	£	£	£
Included in Other Trading Income:-					
Income from the sale of donated goods	14,273	-	-	14,273	48,642
	14,273	-	-	14,273	48,642

Notes to the Accounts for the year ended 31 March 2021

Prior Year	Prior Year Unrestricted Funds	Prior Year Restricted Funds	Prior Year Endowment Funds	Prior Year Total Funds
	2020	2020	2020	2020
	£	£	£	£
Included in Other Trading Income:-				
Income from the sale of donated goods	48,642	-	-	**48,642**
	48,642	**-**	**-**	**48,642**

8 The contribution of volunteers

The charity depends on the support of its volunteers, which is much appreciated. The arrangements with volunteers are difficult to value precisely in monetary terms and have not been recognised in the Statement of Financial Activities. The volunteers and the charity accept and agree that no contract of employment is created by these arrangements. Further details on their contribution is contained in the departmental reports.

9 Staff costs and emoluments

Salary costs	2021	2020
	£	£
Gross Salaries excluding trustees	568,338	566,832
Employer's National Insurance for all staff	35,401	34,808
Employer's operating costs of defined contribution pension schemes	34,368	13,830
Total salaries, wages and related costs	**638,107**	**615,470**

Numbers of full time employees or full time equivalents	**2021**	**2020**
The average number of total staff employed in the year was	37	37
The estimated full time equivalent number of all staff employed in the year was	37	37
The estimated equivalent number of full time staff deployed in different activities in the year was:-		
Engaged on charitable activities	29	29
Engaged on management and administration	8	8
The estimated full time equivalent number of all staff employed as above	37	37

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

Notes to the Accounts for the year ended 31 March 2021

10 Defined contribution pension schemes

The charity operates a defined contribution pension scheme, the costs of which are shown above.

All employees are automatically enrolled into a workplace pension scheme (NEST), with contributions payable at the statutory minimum rates based on their pensionable pay.

Any liabilites and assets associated with the scheme are shown under debtors and creditors.

11 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

12 Tangible fixed assets

Current Year	Land and Buildings	Plant & Machinery	Motor Vehicles	Total
	£	£	£	£
Cost				
At 1 April 2020	479,693	120,898	28,950	629,541
Additions	-	10,470	-	10,470
At 31 March 2021	**479,693**	**131,368**	**28,950**	**640,011**
Depreciation				
At 1 April 2020	90,340	108,539	7,238	206,117
Charge for the year	5,041	5,707	5,428	16,176
At 31 March 2021	**95,381**	**114,246**	**12,666**	**222,293**
Net book value				
At 31 March 2021	**384,312**	**17,122**	**16,284**	**417,718**
At 31 March 2020	**389,353**	**12,359**	**21,712**	**423,424**

Prior Year	Land and Buildings	Plant & Machinery	Motor Vehicles	Total
	£	£	£	£
Cost				
02 April 2019	479,693	118,032	-	597,725
Additions	-	2,866	28,950	31,816
30 March 2020	**479,693**	**120,898**	**28,950**	**629,541**
Depreciation				
02 April 2019	85,299	104,420	-	189,719
Charge for the year	5,041	4,119	7,238	16,398
30 March 2020	**90,340**	**108,539**	**7,238**	**206,117**
Net book value				
30 March 2020	**389,353**	**12,359**	**21,712**	**423,424**
31 March 2019	**394,394**	**13,612**	**-**	**408,006**

Notes to the Accounts for the year ended 31 March 2021

13 Investments held as fixed assets

	Investments in subsidiaries	Listed investments	Other Classes of Investment	Total
	£	£	£	£
Carrying values of investments				
At 1 April 2020	-	13,445	-	13,445
Revaluation at 31 March 2021	-	(1,004)	-	(1,004)
At 31 March 2021	**-**	**12,441**	**-**	**12,441**
Analysis between fair value and historical cost				
Investments as above held at fair value	-	12,441	-	12,441

Prior Year	Investments in subsidiaries	Listed investments	Other Classes of Investment	Total
	£	£	£	£
Carrying values of investments				
At 1 April 2019	-	18,449	-	18,449
Revaluation at 31 March 2020	-	(5,004)	-	(5,004)
At 31 March 2020	**-**	**13,445**	**-**	**13,445**
Analysis between fair value and historical cost				
Investments as above held at fair value	-	13,445	-	13,445

14 Debtors

	2021	2020
	£	£
Trade debtors	39,078	46,750
Prepayments	13,408	8,009
	52,486	**54,759**

15 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	2,839	6,756
Accruals	32,481	13,138
	35,320	**19,894**

Notes to the Accounts for the year ended 31 March 2021

16 Income and Expenditure account summary

	2021 £	2020 £
At 1 April 2020	1,161,907	1,039,174
Surplus after tax for the year	185,202	122,733
At 31 March 2021	**1,347,109**	**1,161,907**

17 Post balance sheet events

There are no post balance sheet events to report for this year or for the prior year.

18 No related party transactions

There were no transactions with related parties in the year.

19 Particulars of how particular funds are represented by assets and liabilities

At 31 March 2021	Unrestricted funds £	Designated funds £	Endowment funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	417,718	-	-	-	**417,718**
Investments at valuation:-					
Fixed asset investments	-	-	12,441	-	**12,441**
Current Assets	339,927	605,089	-	-	**945,016**
Current Liabilities	(35,320)	-	-	-	**(35,320)**
	722,325	**605,089**	**12,441**	**-**	**1,339,855**

At 1 April 2020	Unrestricted funds £	Designated funds £	Endowment funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	423,424	-	-	-	**423,424**
Investments at valuation:-					
Fixed asset investments	-	-	13,445	-	**13,445**
Current Assets	663,073	3,195	-	72,414	**738,682**
Current Liabilities	(19,894)	-	-	-	**(19,894)**
	1,066,603	**3,195**	**13,445**	**72,414**	**1,155,657**

Hastings and Bexhill Mencap Society

Notes to the Accounts for the year ended 31 March 2021

20 Change in total funds over the year as shown in Note 19 , analysed by individual funds

	Funds brought forward from 2020	Movement in funds in 2021	Transfers between funds in 2021	Funds carried forward to 2022
	£	See Note 21 £	See Note 22 £	£
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	1,066,603	(416,692)	72,414	722,325
Designated Revenue Funds	3,195	601,894	-	605,089
Total unrestricted and designated funds	1,069,798	185,202	72,414	1,327,414
Restricted funds:-				
Restricted revenue fund (BFBF)	72,414	-	(72,414)	-
Total restricted funds	72,414	-	(72,414)	-
Endowment funds:-				
Endowment Fixed Asset Funds	13,445	(1,004)	-	12,441
Total endowment funds	13,445	(1,004)	-	12,441
Total charity funds	1,155,657	184,198	-	1,339,855

21 Analysis of movements in funds over the year as shown in Note 20

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2021 £	2021 £	2021 £	2021 £
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	409,659	(826,351)	-	(416,692)
Designated Revenue Funds	601,894	-	-	601,894
Restricted funds:-				
Let's Go Digital grant	2,000	(2,000)	-	-
Endowment funds:-				
Endowment Fixed Asset Funds	-	-	(1,004)	(1,004)
	1,013,553	(828,351)	(1,004)	184,198

Notes to the Accounts for the year ended 31 March 2021

22 Details of transfers between funds in

The transfers shown in note 20 above are:-	2021
	£
To/(from) Restricted Revenue Funds	(72,414)
Net transfers	**(72,414)**

23 Details of transfers between funds in

The transfers shown in note 20 above are:-	2021
	£
To/(from) Unrestricted Revenue Funds in accordance with the accounting policy 'Accounting for capital grants and fixed asset funds'.	(72,414)
To/(from) Designated Revenue Funds	-
	(72,414)

24 The purposes for which the funds as

Unrestricted and designated funds:-

Unrestricted Revenue Funds	These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.
Designated Revenue Funds	These funds are held as a reserve to cover transport costs at the discretion of the trustees.

Restricted funds:-

Restricted revenue fund (BFBF)	These funds are held as a reserve to be used for expenditure which meets the requirements of the restriction placed on the fund, namely the BFBF project.

Endowment funds:-

Endowment Fixed Asset Funds	The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.

25 Ultimate controlling party

The charity is under the control of its legal members.

Every member of the charity is obliged to contribute such amount as may be required not exceeding £1 to the assets of the company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

This analysis is classsified by conventional nominal descriptions and not by activity.

26 Donations, Grants and Legacies

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Endowment Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Donations and gifts from individuals					
Small donations individually less than £1000	7,621	-	-	**7,621**	9,778
Mr & Mrs Dowse	20,000	-	-	**20,000**	20,000
Co-Op Community Fund	3,724	-	-	**3,724**	-
S Gould	2,000	-	-	**2,000**	-
Rotary Club	-	-	-	-	2,500
Gateway Club	-	-	-	-	5,000
M Foster	-	-	-	-	1,000
Ecclesiastical Insurance	-	-	-	-	2,000
J Crouch	6,000	-	-	**6,000**	-
A Mason	3,360	-	-	**3,360**	-
J Rofe	2,000	-	-	**2,000**	-
Gift aid	12,358	-	-	**12,358**	**5,278**
Total donations and gifts from individuals	**57,063**	**-**	**-**	**57,063**	**45,556**

Donations and gifts from individuals (Include HMRC refunds on gift aided donations) - Prior Year analysis

	Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Endowment Funds 2020 £	Prior Year Total Funds 2020 £
Prior year	**143**	**45,413**	**-**	**45,556**

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2021	2021	2021	2021	2020
	£	£	£	£	£
Legacies receivable					
J Stentiford Estate	21,775	-	-	21,775	-
Total legacies receivable	**21,775**	**-**	**-**	**21,775**	**-**

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2021	2021	2021	2021	2020
	£	£	£	£	£
Revenue grants from government and public bodies					
RDC (Active Arts show)	-	-	-	-	1,726
Government grants - JRS claims	82,873	-	-	**82,873**	-
Government grants - Infection control	50,199	-	-	**50,199**	-
Local authority grants (HBC) - Covid 19	20,241	-	-	**20,241**	-
Total public sector revenue grants	**153,313**	**-**	**-**	**153,313**	**1,726**

Revenue grants from government and public bodies - Prior Year analysis

	Prior Year Unrestricted Funds	Prior Year Restricted Funds	Prior Year Endowment Funds	Prior Year Total Funds
	2020	2020	2020	2020
	£	£	£	£
Prior Year	-	1,726	-	1,726

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2021	2021	2021	2021	2020
	£	£	£	£	£
Revenue grants and donations from non public bodies					
Chalk Cliff Trust	-	-	-	-	4,960
Let's Go Digital grant	-	2,000	-	**2,000**	-
Total private sector revenue grants	**-**	**2,000**	**-**	**2,000**	**4,960**

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

Revenue grants and donations from non public bodies (Include Gift Aid donations from subsidiaries) - Prior Year analysis

		Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Endowment Funds 2020 £	Prior Year Total Funds 2020 £	
Prior Year		-	4,960	-	**4,960**	
Total Donations, Grants and Legacies						
Total Donations, Grants and Legacies	A1	232,151	2,000	-	234,151	52,242

All the donations and gifts in the prior year were unrestricted.

Prior year		Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Prior Year Total Funds 2020 £
Total Donations, Grants and Legacies	A1	143	52,099	-	52,242

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

27 Income from charitable activities - Trading Activities

Current year	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Endowment Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total funds 2020 £
Primary purpose and ancillary trading					
Sale of goods and services in accordance with the charity's objects	296,119	-	-	**296,119**	542,891
Residential care fees	467,679	-	-	**467,679**	373,359
Membership subscriptions in return for	24	-	-	**24**	832
Total Primary purpose and ancillary trading	**763,822**	**-**	**-**	**763,822**	**917,082**

28 Total Income from charitable activities

Current year	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Endowment Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Total income from charitable trading	763,822	-	-	**763,822**	917,082
Total from charitable activities **A2**	**763,822**	**-**	**-**	**763,822**	**917,082**

29 Income from other, non charitable, trading activities

	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Endowment Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Income from fundraising events	187	-	-	**187**	10,906
Income from the sale of donated goods	14,273	-	-	**14,273**	48,642
Income from letting and licensing of property for non charitable purposes	-	-	-	-	1,789
Enterprise/project work income	3	-	-	**3**	350
Total from other activities **A3**	**14,463**	**-**	**-**	**14,463**	**61,687**

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

30 Investment income

		Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Endowment Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Dividend Income		-	-	-	-	1,172
Bank Interest Receivable		1,117	-	-	1,117	2,829
Total investment income	A4	1,117	-	-	1,117	4,001

31 Expenditure on charitable activities - Charitable trading

Current Year		Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Endowment Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Cost of goods for primary purpose trading - Including movement in stock		60,906	-	-	60,906	90,164
Gross wages and salaries - charitable trading activities		438,965	-	-	438,965	431,431
Employers' NI - charitable trading activities		28,148	-	-	28,148	27,649
Defined contribution pension costs - charitable trading activities		26,331	-	-	26,331	10,596
Temporary Staff - charitable trading activities		999	-	-	999	8,987
Tutors and subcontractors		19,709	2,000	-	21,709	34,090
Vehicle leasing		-	-	-	-	5,590
Total charitable trading costs	B2b	575,058	2,000	-	577,058	608,507

Prior Year		Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Endowment Funds 2020 £	Prior Year Total Funds 2020 £
Tutors and subcontractors		29,130	4,960	-	34,090
Total charitable trading costs	B2b	603,547	4,960	-	608,507

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

32 Support costs for charitable activities

Current Year	Current year Unrestricted Funds	Current year Restricted Funds	Current year Endowment Funds	Current year Total Funds	Prior Year Total Funds
	2021	2021	2021	2021	2020
	£	£	£	£	£
Employee costs not included in direct costs					
Salaries - Administrative staff	118,143	-	-	118,143	116,166
Defined contribution pension cost - administrative staff	8,037	-	-	8,037	3,234
Employers' NI - Administrative staff	7,054	-	-	7,054	6,936
Training and welfare - staff	794	-	-	794	9,834
Recruitment expenses	130	-	-	130	476
Premises Expenses					
Rates and water charges	4,676	-	-	4,676	5,806
Room Hire	1,469	-	-	1,469	-
Light heat and power	7,918	-	-	7,918	11,316
Cleaning and waste management	4,466	-	-	4,466	12,186
Premises repairs, renewals and maintenance	22,120	-	-	22,120	47,156
Property insurance	9,362	-	-	9,362	7,255
Administrative overheads					
Telephone, fax and internet	4,853	-	-	4,853	3,721
Stationery and printing	4,361	-	-	4,361	5,076
Membership subscriptions	2,553	-	-	2,553	2,308
Hire of equipment	760	-	-	760	760
Software licences and expenses	240	-	-	240	240
Advertising and marketing	1,225	-	-	1,225	5,616
Sundry expenses	597	-	-	597	481
Equipment,repairs,expenses and maintenance	7,253	-	-	7,253	-
CareDocs system fees	3,770	-	-	3,770	1,836
Bad debts	594	-	-	594	2
Computer expenses	1,070	-	-	1,070	3,227
Professional fees paid to advisors other than the auditor or examiner					
Accountancy fees other than examination or audit fees	2,288	-	-	2,288	2,038
Other legal and professional	6,297	-	-	6,297	19,656
Financial costs					
Bank charges	1,079	-	-	1,079	2,197
Depreciation & Amortisation in total for	16,176	-	-	16,176	16,398
Support costs before reallocation	237,285	-	-	237,285	283,921
Total support costs - Current Year	237,285	-	-	237,285	283,921

The basis of allocation of costs between activities is described under accounting policies

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

Prior Year	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Endowment Funds 2021 £	Prior Year Total Funds 2020 £
Professional fees paid to advisors				
Other legal and professional	-	19,656	-	**19,656**
Financial costs				
Bank charges	2,053	144	-	**2,197**
Support costs before reallocation	**264,121**	**19,800**	**-**	**283,921**
Total support costs - Prior Year	**264,121**	**19,800**	**-**	**283,921**

The basis of allocation of costs between activities is described under accounting policies

33 Other Expenditure - Governance costs

Current Year	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Endowment Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Auditor's fees	3,360	-	-	**3,360**	**3,360**
Total Governance costs	**3,360**	**-**	**-**	**3,360**	**3,360**

All the expenditure in the prior year was unrestricted.

Hastings and Bexhill Mencap Society

Detailed analysis of income and expenditure for the year ended 31 March 2021 as required by the SORP 2015

34 Total Charitable expenditure

Current Year		Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Endowment Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Total charitable trading costs	B2b	575,058	2,000	-	577,058	608,507
Total support costs	B2d	237,285	-	-	237,285	283,921
Total Governance costs	B2e	3,360	-	-	3,360	3,360
Total charitable expenditure	**B2**	**815,703**	**2,000**	**-**	**817,703**	**895,788**

Prior Year		Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Endowment Funds 2020 £	Prior Year Total Funds 2020 £
Total charitable trading costs	B2b	603,547	4,960	-	608,507
Total support costs	B2d	264,121	19,800	-	283,921
Total Governance costs	B2e	3,360	-	-	3,360
Total charitable expenditure	**B2**	**871,028**	**24,760**	**-**	**895,788**

35 Expenditure on raising funds and costs of investment management

Current Year		Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Endowment Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
Cost of fundraising activities		218	-	-	218	3,976
Fundraising trading costs		-	-	-	-	2,044
Gross wages and salaries - fundraising		10,231	-	-	10,231	10,248
Employers' NI - fundraising activities		199	-	-	199	223
Total fundraising costs	**B1**	**10,648**	**-**	**-**	**10,648**	**16,491**

Prior Year		Prior Year Unrestricted Funds 2020 £	Prior Year Restricted Funds 2020 £	Prior Year Endowment Funds 2020 £	Prior Year Total Funds 2020 £
Cost of fundraising activities		3,739	237	-	3,976
Fundraising trading costs		318	1,726	-	2,044
Total fundraising costs	**B1**	**14,528**	**1,963**	**-**	**16,491**

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2021

This analysis is classsified by activity and not by conventional nominal descriptions.

36 Analysis of income by activity

	SOFA ref	2021 £	2020 -
Activity			
Income from charitable activities			
Open Door		233,102	**410,368**
Active Arts		63,064	**114,545**
Westwood		467,679	**380,556**
Society (incl Shop)		(23)	**11,613**
Total Income from charitable activities	**A2**	**763,822**	**917,082**
Income from other, non charitable, trading activities			
Fundraising activities		**14,460**	**59,548**
Other non charitable activities		**3**	**2,139**
Total Income from other, non charitable, trading activities	**A3**	**14,463**	**61,687**
Summary of Total Income, including the items above			
Charitable activities	**A2**	763,822	917,082
Other activities	**A3**	14,463	61,687
Donations & Legacies	**A1**	234,151	52,242
Investment income	**A4**	1,117	4,001
Total income as shown in the SOFA	**A**	**1,013,553**	**1,035,012**
Categories of income			
Income from exchange transactions		1,013,553	1,035,012

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2021

37 Analysis of charitable expenditure by activity

Activity

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2021	2021	2021	2021	2020
	£	£	£	£	£
Open Door					
Charitable trading costs	223,395	-	-	**223,395**	272,825
Employee costs not included in direct cos	-	47,176	-	**47,176**	23,010
Premises expenses	-	898	-	**898**	2,223
Administrative overheads	-	3,948	-	**3,948**	4,527
Professional fees	-	572	-	**572**	509
Financial costs	-	1,834	-	**1,834**	1,213
Total Open Door	**223,395**	**54,428**	**-**	**277,823**	**304,307**

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2021	2021	2021	2021	2020
	£	£	£	£	£
Active Arts					
Charitable trading costs	76,590	-	-	**76,590**	78,891
Employee costs not included in direct cos	-	14,970	-	**14,970**	8,805
Premises expenses	-	3,253	-	**3,253**	893
Administrative overheads	-	2,301	-	**2,301**	1,451
Professional fees	-	572	-	**572**	510
Financial costs	-	467	-	**467**	466
Total Active Arts	**76,590**	**21,563**	**-**	**98,153**	**91,016**

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2021

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2021	2021	2021	2021	2020
	£	£	£	£	£
Westwood					
Charitable trading costs	270,042	-	-	**270,042**	240,365
Employee costs not included in direct cos	-	54,669	-	**54,669**	13,280
Premises expenses	-	27,130	-	**27,130**	46,467
Administrative overheads	-	15,454	-	**15,454**	5,509
Professional fees	-	572	-	**572**	509
Financial costs	-	4,930	-	**4,930**	4,403
Total Westwood	**270,042**	**102,755**	-	**372,797**	**310,533**

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2021	2021	2021	2021	2020
	£	£	£	£	£
Society (incl Shop)					
Charitable trading costs	7,031	-	-	**7,031**	16,426
Employee costs not included in direct cos	-	17,343	-	**17,343**	91,551
Premises expenses	-	18,730	-	**18,730**	34,136
Administrative overheads	-	5,573	-	**5,573**	11,780
Professional fees	-	6,869	-	**6,869**	20,166
Financial costs	-	10,024	-	**10,024**	12,513
Total Society (incl Shop)	**7,031**	**58,539**	-	**65,570**	**186,572**

Summary of charitable costs by activity

	Direct costs	Support costs	Grant funding of activities	Total	Total
	2021	2021	2021	2021	2020
	£	£	£	£	£
Total Open Door	223,395	54,428	-	277,823	304,307
Total Active Arts	76,590	21,563	-	98,153	91,016
Total Westwood	270,042	102,755	-	372,797	310,533
Total Society (incl Shop)	7,031	58,539	-	65,570	186,572
Total Governance costs as detailed in Note 33	-	3,360	-	3,360	3,360
Total charitable expenditure	**577,058**	**240,645**	-	**817,703**	**895,788**

The basis of allocation of costs between activities is described under accounting policies

The breakdown of this expenditure by type of spending (ie nominal classification) is detailed in note 34

Hastings and Bexhill Mencap Society

Activity analysis of Income and expenditure for the for the year ended 31 March 2021

Analysis of support and governance costs by charitable activities

Activity	Governance	Finance	Human Resources	Other Overheads	Total
Open Door	840	1,834	47,176	5,418	55,268
Active Arts	840	467	14,970	6,126	22,403
Westwood	840	4,930	54,669	43,156	103,595
Society (incl Shop)	840	10,024	17,343	31,172	59,379
Grand Total	3,360	17,255	134,158	85,872	240,645

38 Analysis of non charitable expenditure by activity

Activity

Fundraising activities	**Fundraising activities 2021**	**Fundraising activities 2020**
	£	£
Direct fundraising costs	10,648	16,491
Indirect fundraising costs:-	-	-

Governance costs	**Governance costs 2021**	**Governance costs 2020**
	£	£
Other Expenditure - Governance costs as detailed in Note 33	3,360	3,360

Total non charitable expenditure	**2021**	**2020**
	£	£
Total costs of Fundraising activities	10,648	16,491
Total non charitable expenditure	**10,648**	**16,491**

The breakdown of this expenditure by type of spending (ie by nominal classification and by fund) is detailed in note 35

Hastings and Bexhill Mencap Society

Registered company number: - 04392494

Trustees Annual Report for the year ended 31 March 2021

SOCIAL SECRETARY'S REPORT

We were sorry to learn that our Social Secretary Georgina Homes had, for personal reasons, to resign from this role in the spring of 2020. Georgina had led her team for over 30 years, arranging holidays, outings and our twice weekly clubs. Giving her time cheerfully and willingly every Wednesday and Saturday with just a short break each Christmas was a huge commitment and one we are very much aware we cannot expect from anyone else. Georgina's role as social secretary linked well with her role of welfare officer as she got to know all our members and their families well over the years, becoming a much trusted confidant. She will be very much missed in this role.

The trustees recognise that some of the social committee will also no longer be able to continue, as the last year has created much change for many people. As we slowly come out of the pandemic and re-group we understand that our much valued team of social club volunteers may well be diminished and therefore we must work to find new and innovative ways of providing social activities for our members.

The Society's social committee normally work throughout the year in a voluntary capacity to provide a variety of social activities, outings and events for our members with learning disabilities, encouraging our members to help with the planning, running and organising of both our regular club nights as well as our special events.

In March 2020, we had to make the decision to close social activities in accordance with the Government lockdown rules. As of March 2021, all social clubs remain closed with no planned date for reopening.

Our headquarters from which we run our social activities, is based in central St Leonards. This location enables both our members and the general public to access our services, special events and fund raising activities independently. We are proud to be part of the local community and are looking forward to welcoming visitors back to our coffee mornings, fetes, open days and shows.

The trustees recognise the importance of our Wednesday and Saturday social clubs, as a means of entertainment, peer support, and friendship groups for our members, but also as a short respite for our families. Although it may not be possible to restart these clubs in the format in which they have previously run, the trustees see this challenge as an opportunity for change and will work with the members to provide some level of social activities in the future.

We were delighted to welcome Hastings Gateway Club to Frimley in the autumn of 2019. However, they too have remained closed during the year and currently have not reopening date. The financial contribution for the use of the building was welcome and we hope that this club can resume in the coming months.

Due to the pandemic, no outings, or extra social activities were organised during the year. We hope to be able to resume some social activities during the autumn/winter of 2021/22 and to reinstate outings during 2022.

We were unable to hold our annual Open Door Christmas fundraising party this year.

Holidays
Westwood continue to offer a choice of holidays to their residents, although any plans for holidays have had to be carried forward to 2022 or when the manager and resident's families agree it is safe to go.

The trustees will continue to work with the C.E.O. to explore new ways of delivering social and fundraising activities. We recognise the value of the time some of our paid staff give in a voluntary capacity outside of their normal working hours, but understand that this is not a sustainable way of working in the longer term. The trustees will explore the options for paid club leaders working with a team of volunteers as a possible way forward.

Parents & Carers

Unfortunately, no carers' lunch clubs or outing could be offered during the year. We hope to reinstate this service in 2022, but will need to source a new team of voluntary or paid staff to support this activity.

Our AGM could not go ahead during the year. Recognising that an online AGM would be unworkable for our membership, the trustees passed a resolution to postpone the AGM until restrictions allowed for our members to attend in person. At present, no date has been set.

Fundraising

Most of our fundraising is achieved through our charity shop (see separate report). All other events that are organised by the Social Committee, or our own staff team are for the most part organised around a social event that all our members and their families can enjoy.

During May we organised a fundraising event in support of our BFBF project. Members and friends were challenged to achieve 24 challenges within 24 hours on the 24th May. We called it the 24 Challenge, and it quickly took pace. Everyone could take part safely as all challenges were done from home and managed remotely via our social media and website. Challenges ranged from a 24 hour silence, sponsored walks, one inspired by Captain Sir Tom Moore, a dance-a-thon, cake making, mask making and various other interesting challenges. We were overwhelmed by the support from our friends and members, this together with a sponsored scavenger hunt organised by our friends in Bodiam held at the same time raised £5,536.

TRANSPORT

We continue to operate two coach built minibuses. Although due to the pandemic, we have not been able to offer a transport service for either social activities or day services this year. We have as previously reported converted one bus into a mobile classroom to extend our day service provision and to be able to offer an outreach service.

Both buses have been fully maintained and regularly run through the year to ensure they are roadworthy for when we can reinstate our transport service. With the buses mostly being off the road, fuel costs have been kept to a minimum, this together with the cost of repairs at a lower level than normal, has made for useful savings within our transport budget.

Once social distancing and other restrictions allow, Open Door will use the minibuses on a daily basis to enable their members to both attend the day service as well as access the local community for many of their sessions. To maintain this level of service we recognise that we need to continue to operate two minibuses. Open Door pay for the running costs of the buses. The trustees together with the C.E.O. are carefully monitoring Open Door's transport income to ensure this increased cost is viable, and although Open Door have not been able to realise any transport income through the year, they have been able to continue to contribute to the cost, that has in turn enable us to keep both buses. We continue to be grateful to the parents and carers whom provide transport for Open Door members when the buses are off the road or drivers unavailable, particularly this year when we have been totally reliant on carers and support workers facilitating transport for our service users. We continue to liaise with our funding authorities to ensure offering transport to our day service users is sustainable into the future.

Active Arts have not required a transport service throughout the year, but once back to a normal service will use local taxi firms to transport students between Frimley and rehearsal venues, and will work with Open Door with support for students requiring transportation by minibus from the White Rock Theatre to Frimley wherever possible. Westwood does not have its own transport provision, using public transport or a local taxi firm when necessary, and is able to make use of the Society minibuses when volunteer drivers are available.

The Society is governed by the rules of East Sussex County Council's Managing Occupational Road Risk guidelines. To be permitted to drive a society minibus, drivers must have a D1 provision on their licence, hold an ESCC minibus driving permit, or equivalent and successfully complete the passenger assistance training. The society facilitates training and driving assessments for all drivers with ESCC approved instructors, and recognises the need to set aside funds to train new staff whom do not have a D1 on their current licence.

OPEN DOOR

Based at Frimley, Open Door offers a community service for up to 30 members each week day. We offer support on a 1-5 working ratio, work with individuals who need 1-1 support at all times and PA work to support members to remain independent in their own home.

This past year has been a very challenging year due to the Covid 19 pandemic.

On the 17th March 2020 in accordance with Government restrictions we had to temporarily close our service, with no planned date for re-opening. In April the decision was made to furlough six members of staff the rest were seconded to work at our residential home Westwood. The manager, deputy and one senior worked from home. The service partially reopened on 20th July when the restrictions eased and we were able to offer limited service to those members identified as in critical need of support. In order to do this safely we had to implement extra procedures and risk assessments to ensure the safety of all our service users and staff.

Careful consideration of any guidance from the Government and local authority, together with our own risk assessments enabled us to work with our staff team to develop a system for safe working that included small working groups (bubbles), enhanced infection control and a clear process for dealing with any outbreaks. This enabled us to gradually increase our offer of sessional placements, by the end of March 2021 being 114 sessions per week, this still being less than half of our normal 298.

Sessions were developed to enable staff to work within the bubbles, adapting our usual timetable to meet the needs of the service users within each group. These activities included art based activities, science & geography projects, keep fit sessions using the Wii, working on the Barclays Bank Digital Wings project – (teaching all aspects of safety when using the internet), drumming, musical theatre, music performance, socially distanced walks to nearby places of interest, sporting activities – visiting the local outdoor gym where table tennis has been a favourite, scavenger hunts, gardening and many more.

In November due to a local rise in infection we closed to the majority of our members for two weeks, offering only a limited service to those identified as at risk of crises without day service support.

We offer PA work for two of our service users – one is to offer financial support and the other is to support with finances and medical appointments, these have continued throughout this past year.

Despite the fact we had to close we felt it was vitally important to keep in contact with our service users so therefore set up a system to enable us to keep in regular contact with all members of Open Door. This system allowed us to ensure everyone was safe and coping whilst at home. These were recorded to track when they were last contacted and if any issues had been raised.

We also offered regular zoom sessions including:

- Daily social zooms: giving the service users the opportunity to chat with friends and to have some peer support from each other. This became a vital support link to many of our members and enabled us to pick up on anyone who was struggling and needing extra support
- Monday morning art: producing art work using various mediums.
- Monday afternoon academic session: continuing on from our in-person sessions, including Todays women, Geography and History – details of these sessions are outlined below,
- Tuesday Makaton: continuing the work from our in-person sessions.
- Wednesday Games: devised as a fun session to give the members a chance to work together on various projects – including quizzes, bingo and visual games
- Thursday Drama: run by our professional tutor giving members the opportunity to carry on the work they had been doing in-person
- Friday Well-being: this session was a working together to understand ways of maintaining a healthy lifestyle and included exercise and discussion.

Recognising the importance of the opinion of our services we conducted a members survey in February entitled it Tell Us How Were Doing. Specific questions pertaining to Open Door were asked including feedback on sessions they had attended and any reasons for non-attendance. Following up on ideas for new sessions, we developed a choir that started in March delivered via zoom using our drama tutor.

We noted that some members were unable to take part in online sessions due to lack of equipment or ability to use such equipment.

Those whom took part in our on-line session agreed they were fun, educational, well run and they felt safe during the sessions and they liked the sessions being offered.

We also implemented a live Makaton session on Face book once a week and some 1:1 sessions via zoom

In March 2021 the Society launched a member only page on Facebook for our members to safely share pictures, videos, stories and chat with their friends, this is monitored by two administrators who can review to ensure content is safe and appropriate.

Open Door normally utilises the local community for many of the activities we run in conjunction with in house sessions. We offer a varied and diverse choice of activities for the service users accessing our service, through two separate arrangements – one aimed at the more agile and active members called - NeW and one for our members who would prefer a more relaxed timetable called O4L (Opportunities for Life). .

All of our service users have a personalised timetable, specific to their individual needs. Each member has a person-centred plan - Personalisation, My Way, All About Me.

Service users are supported and encouraged to participate in their personal choice of activities. We look forward to resuming a full timetable of normal activities once it is safe to do so and in accordance with any Government and local authority guidance. A full time table of activities will be under review as restrictions, particularly in regard to social distancing, ease and will be available from Open Door on request.

Extra-curricular activities offered throughout the year have been vastly reduced this year but we were able to offer the following opportunities to our members:

The Town Explores a book project - The Time Machine by HG Wells. Together with Active Arts and Explore the Arch, various groups started work on pieces for our art installations which was displayed in our charity shop window.

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In August 2020 the Makaton group were asked to record a performance to be shown on the live Virtual Hastings Old Town Carnival Facebook page taking place online In August 2020, this performance is the most popular video on the page with 3,600 views and is still available to view. We received a small donation as a thank you for taking part.

We held a consultation with our members to gain their opinion about offering an extension of our services to three day time session including a twilight session ending at 7.00 pm. There was a disappointing response to the consultation, but of those whom responded, the interest in this new format was too low to be considered viable at this time. We will keep this under review.

All staff have completed all mandatory trainings

We normally celebrate a variety festivals and events however this has been very limited this year, for those members who were attending we did hold Christmas themed activities and ensured all members received a token Christmas present.

Several of our service users, with support from Open Door, have continued to access work placements which at times have been greatly reduced due to the pandemic. These include various charity shops, and under-fives nursey placements. We also continued to support some our members to attend Active Arts & Project Art Works.

We intend, once restrictions allow, to continue working in conjunction with local school and colleges to provide work experience for their students studying for qualifications and Diplomas in Health & Social Care.

Income has reduced significantly reduced over the past year. Government and local authority grants have been welcome, mitigating for some of the income lost through fees. We are grateful to our local authority for supporting Open Door by paying a resilience fee, initially being 100% of fees, reducing to 50% at the end of 2020. However, careful management together with the ability and willingness of our staff to be inventive with the delivery of sessions, has enabled Open Door to retain all staff and begin the new financial year in a strong position to face the ongoing challenges and restrictions imposed as the Covid pandemic continues to affect our services.

We end the financial year with a waiting list of members wishing to return to services and some enquiries for new placements.

ACTIVE ARTS

Active Arts is a visual and performing arts orientated community-based project, running five days a week throughout each academic year.

The project is funded by student fees together with some subsidy from the Society by way of the use of a shared office and classroom at Frimley. We were pleased to receive full payment for the first nine months from our local authority for those students funded by them, this reduced to 50% for the final quarter. This together with infection control grants and the income from the Job Retention Scheme has enabled Active Arts to retain all staff and start the new financial year 2021 with sufficient funds to be confident that we can offer a good level of service to our students and retain the current level of staffing.

Fundraising and donations from the previous years have enabled the Society to offer a small subsidy to Active Arts students who fund their own places for the current year, however it is unlikely that this subsidy can continue for the academic year starting September 2021 due to a substantial drop in income in this area together with much reduced income from student fees.

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2020/21 saw an unprecedented year due to the global pandemic Covid-19. The impact on our services meant us having to find new and innovative ways of working, often with very small staff teams and under continued stress of keeping our service users and staff team safe.
We closed our doors on 17th March 2020, for an initial 4 weeks, that then continued until July 2020. Careful consideration of any guidance from the Government and local authority, together with our own risk assessments enabled us to develop a system for safe working included enhanced infection control and a clear process for dealing with any outbreaks. During the year we adapted on an almost daily basis to consider different ways of working to give some continuity to students' courses and to their lives in general.

Sadly there were some things which could not be achieved, the end of year show – Active Arts and Friends – Super! Heroes! Was unfortunately cancelled due to the pandemic. The students created a mini film for Facebook to promote the show for 2021.

The Enterprise project was also put on hold during the pandemic. The Etsy shop was closed for the year. We would like to reopen the Etsy shop next year.

In collaboration with the local festival Town Explores a Book and prior to the pandemic, the Art & Design had been working with artist Juliette Dodd on The Time Machine HG Wells, they created a wonderful window display in our charity shop based on the book, this installed just before lockdown. During early spring 2021 work began to create work for the next Town Explores a Book project.

Our classes continued on Zoom from the start at lockdown, this was firstly for the performing classes. During the ever-increasing period of lockdown we gathered momentum and were able to offer zoom classes for all five of our classes. Creating and delivering art packs for our visual artists and developing and making new sketches for our performing students.
We offered technical support for students who were new to Zoom/computer skills. Unfortunately, there were some students who were unable to engage in on line sessions. These students were contacted regularly by telephone, letter or postcard.

Our outreach work at Glyne Gap Faculty was put on hold.

Our 1:1 outreach session previously held at Aspens had moved to Frimley. These in person sessions were replaced by WhatsApp video call sessions throughout lockdown, they have continued on WhatsApp video to date.

We continued to use practicing artists and performers to tutor our students as they bring a wealth of knowledge and experience to the classes. Standards are raised, as students are encouraged to work to the best of their ability to enable them to become recognized as artists and performers in their own right. This did not stop during the pandemic.

Our use of community venues initially ceased as they too were closed, and strict infection control measures greatly restricted spaces available to us. Although the use of Centre Stage in Bexhill for our performing classes enabled us to resume in person sessions for a limited number of students, this could not be maintained as a second lockdown once again forced our classes to close.

Working in partnership with Open Door, we shared socially distanced space at Frimley for students most in need of in person sessions. As soon as restrictions allow we look forward to resuming our Dance and Art and Design classes both at Christchurch Hall, the Comedy & Drama and Musical Theatre classes both at the White Rock Theatre, and the Making for the Stage class will be based at Frimley.

During lockdown The Making for the Stage class produced a range of projects. The students worked on backdrop and prop ideas for the forthcoming show. We created an on line exhibition with Explore the Arch, digital artist Erica Smith and Esme Fisher for Hastings Museum. The digital tour won the Fringe Prize at the Altpitch Festival. We were extremely proud to be part of this event.

The Dance class continued to use the music they created with the music project the previous year. They adapted their dance for zoom and created a new dance whilst on line.

The Art & Design students worked with one tutor during lockdown. The projects included, sea and skyscapes, wild animals and flowers, portraits and also backdrops for sketches in the show.

The Comedy & Drama class worked closely with their tutor to continue developing sketches for the show, both online and for a limited time for some students at Centre Stage. They also worked on new sketches and took on the incredible challenge of Shakespeare.

The Musical Theatre students continued with their pieces for the show online, and for a limited time for some students at Centre Stage. They worked on individual characters and making their own musical piece from all of their ideas.

Active Arts were approached by Sony signed band Never Not Nothing who wanted to create an art ritual with arts groups affected by the pandemic. We were very proud to make an online video with the band and Hastings co-creators The Ninja Knitters

WESTWOOD

Westwood is the Society's residential home for nine adults with learning disabilities. It is registered with the Care Quality Commission, is a preferred provider for ESCC and is owned, maintained and supported by the Society. We aim to provide a safe homely environment, catering for people with varying levels of support needs.

Our Home Manager works hard to with our dedicated staff team to support our residents' in a person centred way to be as independent as possible. The residents are actively encouraged to take part in the running of their home both practically and in decision making.

During the year we have worked towards increasing our CQC rating from Requires Improvement to Good or Outstanding. CQC did not inspect Westwood during the year, however we are aware that an inspection is due and welcome the opportunity to show the improvements we have made to the service.

Strict Covid restrictions came into force for registered care homes in the spring of 2020. These restrictions and other guidance changed regularly and is still doing so at the time of writing. Many new requirements for recording and reporting were brought in by the Government and local authority thus creating a heavier than usual work load for our manager.

We welcomed the various Government grants available to us to aid infection control and other increased costs brought about by pandemic.

The trustees are grateful to the manager for keeping abreast of all guidance on a daily basis, and to her team for implementing those requirements to ensure Covid security. A small number of staff were affected by Covid personally and we worked to support them and their families through this. Robust procedures for such events, together with restrictions on visiting, extra cleaning and PPE kept Covid at bay. During the autumn of 2020 we welcomed the opportunity for all staff to be regularly tested for Covid, and this, coupled with the offer of vaccinations for staff in January of 2021, followed by the residents in March, has proved to be a successful extra layer of protection for our residents. We are pleased to report that to date, Westwood has remained Covid free.

We understood how difficult it has been for families unable to visit their loved ones at Westwood during most of the pandemic. We enabled families to drop off gifts at the gate, which had to be quarantined for 72 hours before our residents could enjoy them, and encouraged extra family contact through the various online facilities available. We have set up a testing station in the grounds for families to carry out rapid flow tests prior to visiting, and despite some draw backs in visiting due to Government restrictions we have supported families to safely visit wherever possible. We would like to thank the residents' families for their support and understanding during this difficult time.

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We enjoyed full occupancy until March 2021, when our newest resident had to move to a new home that could meet her increased support needs. This lady was a joy to support during her time with us and we miss her humour and cheerful ways greatly.

The residents' continue to live together as a group offering support and friendship to each other, enjoying each other's company within the communal spaces at Westwood.

We have been unable to use outside contractors for non-essential work during the year, but were grateful to the members of staff whom decorated a resident's bedroom for him. All our residents' have rooms decorated and furnished to their own tastes and interests, and we have continued to support everyone to purchase new items for their rooms throughout the year. Everyone has become very used to shopping online and has enjoyed this safe way of buying new things for their rooms, communal spaces and personal items for themselves.

Normally five residents access day services for between two and five days each week. Attending Open Door, Active Arts, Friary Gardens or a combination of two. One resident also does work placement in our own charity shop. This has mostly been unavailable to our residents throughout the year, as rules for people living in registered care have been very strict, preventing them from attending any day centres or community activities.

From home, residents were able to take part in the Zoom online activities provided by Active Arts and Open Door. Extra in house activities included gardening, various crafts such as card making, jewellery making and banners and signs thanking the NHS. Residents were proud to join in the Clap for Carers and NHS every Thursday evening.

Everyone took part in the 24 Challenge fundraiser with challenges ranging from decorating and selling pebbles, baking, sponsored walks around the grounds, with one resident photographing everyone's challenge.

One highlight of the summer was a visit from an ice cream van, specially arranged by one of our members of staff.

One resident celebrated her 80th birthday during the summer, and although the planned party for her friends and family could not go ahead, she celebrated with her friends at Westwood with a special tea, birthday cake and a glass of wine.

Once restrictions eased slightly the residents enjoyed walks from Westwood to the local woodland and park, then easing into trips to town to do their banking and buy personal items. Unfortunately, as infection rates rose and local lockdown affected us, everyone once again had to get used to staying at home and not being allowed visitors.

We were grateful to members of the Open Door and Active Arts team who agreed to be seconded to Westwood to provide some day time activities and other support, and to their managers for supporting this arrangement. Two members of staff from Open Door continued to spend most of their contracted hours at Westwood throughout the year, and are expected to return to their normal duties at Open Door in the summer of 2021.

We will continue to work with funding authorities to try to secure funding for our residents to attend day services, or for extra 1:1 support at home.

We are mindful of the impact that lockdown has had on our residents, especially those used to attending regular day services and whom enjoy regular contact with their families. This challenge has been easier for some than others, and we carefully monitor the mental wellbeing of each resident to determine whether any individual requires extra support to cope with these restrictions. Our residents have proved themselves to be adaptable and accepting of the situation they found themselves in, however, we are working hard to take a considered approach in reintroducing as many as their normal activities as soon as it is safe to do so.

Each resident's choices, goals and aspirations are discussed with their keyworkers and co-keyworkers at regular meetings, and the manager operates an "open door" policy. The Westwood office situated on the ground floor, is also where the main access door for our residents is situated. The traffic of people through the office, although at times somewhat challenging for our manager, enables all residents to have access to her as they wish, and in turn for her to have regular informal contact with them throughout the day.

The residents' each have care plans that they have ownership of; staff have worked throughout the year to help the residents' understand the meaning and content of their care plans. Residents are supported to make informed choices about all aspects of lives, although extra challenges were faced during the year as staff worked to support people to understand the restrictions Covid had brought upon their lives. The manager and staff work closely with the local Community Learning Disability Team and healthcare professionals to ensure the residents health, wellbeing and safety are given the highest standard, involving advocacy services and family involvement as appropriate.

Family is very important to our residents' and we encourage, as Covid restrictions allow, visits from family members, or outings with families. We very much appreciate those whom take an active interest with Westwood, helping with the garden for example, or taking people out. We recognise the difficulties faced by those families living outside of the area or abroad with visiting their family members, so support those residents to keep in regular contact by the use of Skype and FaceTime.

We are looking forward to supporting Westwood residents to enjoy various social activities of their choice once restrictions ease.

The trustees recognise the challenges continually faced by the manager and staff as some residents support needs continue to increase. This coupled with the financial constraints of the funding authorities require staff to be flexible and adaptable within their roles. In the future we can only expect to be offered new residents for any vacancies with higher support needs as funding authorities allocate funds for residential care to those with most need. These extra challenges have to be faced with positivity and invention by our staff to enable us to offer the best care and support to any new resident, whilst ensuring a happy and workable balance between them and our existing residents is maintained.

Maintenance:

Refurbishment of laundry room, including the installation of a commercial washing machine. This took place in the spring of 2021. The laundry room is situated in the grounds of Westwood, therefore no access to the main house was required by the builders enabling this work to go ahead during Covid restrictions.
Refurbishment of kitchen including the installation of new worktops.

Future plans:
New carpet in one resident's room
Re-decoration of hallway, stairs and landing and installation of new carpet.

FRIMLEY

Maintenance:
All non-essential maintenance is on hold during the pandemic. Although we continue to carry out other work as necessary to enable a safe and well maintained environment for our members, staff and visitors, we are saving our resources for the refurbishment of Frimley once the building project can go ahead.

The trustees are grateful to the members of Open Door staff whom carried out a considerable amount of re-decorating during the weeks we were unable to open our day service. We are also grateful to the day service and admin staff who have taken on the cleaning tasks at Frimley to save the cost of employing outside contractors. The standard of cleaning, for infection control purposes has to been very high, and the staff undertook a thorough deep clean at the start of the first lockdown, they have continued to maintain this high standard throughout the year.

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The Trustees and C.E.O. are continuing to work with Casper Cummins Architects on the plans for the new building and extension to Frimley. Refer to previous report: Frimley - Plans for the Future.

All general maintenance and repairs of Frimley are carried out to a high standard using local trades known to us. This ensures that the buildings are maintained by people that know and understand their structure as well as giving continuity to our members. We are grateful to the staff of these companies whom respond quickly in the event of any emergency, help us provide an uninterrupted service wherever possible, and have built good working relationships with our members.

We use outside contractors to provide service, safety checks and maintenance to our fire safety equipment, gas heating and hobs, and electrical equipment. We engage the services of professionals to carry out our fire risk assessments, water safety assessments, and asbestos surveys.

We have been unable to rent out the hall at Frimley during the pandemic, but hope to be able to offer this again in the future to those individuals and organisations known to us, who we can be assured have the correct insurance and are thorough with following our procedures for using the building.

SHOP

Our shop, in Kings Road, St Leonards, is open 6 days a week and is staffed by a team of a part time manager and 20 volunteers working in pairs on a rota basis. Volunteers from the Social Committee provide a collection and delivery service. We sell only donated goods.

The employment of a shop manager continues to be very successful. The volunteers have reported that they feel well supported and there is far less input needed by the admin team to assist the shop staff.

The shop has been heavily affected by the Covid pandemic with many weeks of enforced closure due to Government restrictions. We welcomed the job retention scheme that paid 80% of our manager's salary during lockdown, and to her for acceptance and understanding of the situation. We were also grateful for the funding available through the retail closure and re-opening grants, that together with a donation of £2,000 from our landlord to offset the rent during the first few weeks of closure helped mitigate for the loss of income from sales.

The trustees are grateful to, and recognise the hard work and dedication of the shop volunteers who work tirelessly to keep the shop open as often as possible, sort and display goods as well as providing a good level of customer service. Our volunteer electrical engineer whom is able to PAT test electrical items donated for sale. His work continues to realise a good profit from the sale of electrical goods.

We recognised the determination of our staff team to get the shop re-opened as quickly as possible after each lockdown and are grateful to the many hours of work our volunteers put in, under the guidance of our manager, to get the shop Covid secure ready for re-opening. An unannounced visit from the local council assured us that we were doing all the right things to keep our customers and staff safe.

The window displays are regularly changed to reflect the seasons and local and national celebrations. Active Arts were able to use the window to display their work for the A Town Explores a Book project to show their wonderful visual art work in various mediums

Many customers prefer to pay by debit or credit card, this also saves a considerable amount of cash handling making for a much safer way to pay for goods for everyone. Gross takings for the year were £14,273 this was an expected drop from the previous year due to so much time lost to Covid. However, this together with the Job Retention Scheme, donations of £2,551 and grants totalling £20,241 realised a gross income of £37,065., After costs, the shop netted a healthy profit of £15,125, although less than the previous year, a good outcome considering the limited opening time.

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The shop is open to all members of the public, providing a service for them to purchase goods as well as donate their unwanted items for us to sell. Some of our members with learning disabilities are supported to work in the shop.

The shop is a useful place to advertise our fundraising events, shows and activities and we look forward to a time when we can use the shop again for such purposes.

Active Arts and Open Door find the use of the shop stock a very useful source of costumes for their performances and are grateful to the shop staff whom seek and put aside items that have been specially requested for the stage.

The shop staff report that volunteering in the shop gives them the opportunity to make new friends and supporters for our activities. All profits from the shop help support with the upkeep of Frimley as well as the subsidised or free provision of social activities.