

Elmbridge Mencap

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

ELMBRIDGE MENCAP

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ELMBRIDGE MENCAP

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2024

Trustees	Dr P Walsh, Chair Ms C Pease, Vice Chair Mr H Tomkins, Treasurer Mr J Reeves, Trustee (resigned 10 October 2024) Ms E Rigden, Trustee Mr J Richardson, Trustee Mr B Skinner, Trustee Mr N Blake, Trustee Ms L Taylorson, Trustee Mr P Inkpen, Trustee Mr P Sanders, Trustee
Company registered number	4504051
Charity registered number	1094666
Registered office	Burview Hall Queens Road Walton on Thames Surrey KT12 5AB
Company secretary	Mr P Sanders
Independent Examiner	TWP Accounting LLP Chartered Accountants and Statutory Auditors The Old Rectory Church Street Weybridge Surrey KT13 8DE

ELMBRIDGE MENCAP

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2024

The Trustees are pleased to present their annual Trustees' report and the Financial Statements of Elmbridge Mencap ("the charity") for the year ended 31 December 2024, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The Financial Statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Objectives and activities

a. Governing Document

Elmbridge Mencap is a charitable company limited by guarantee, incorporated on 6 August 2002 and registered as a charity on 18 November 2002. The charity was established under its Memorandum and Articles of Association. In the event of the charity being wound up, members may be required to contribute an amount not exceeding £1. Elmbridge Mencap is an independent charity affiliated to the Royal Mencap Society.

b. Appointment of Trustees

The Articles of Association allow for a maximum of 16 Trustees. Honorary officers are elected from the membership at the AGM until the next AGM, when they are eligible for re-appointment. Trustees serve for a period of three years with one third standing down each year. The Trustees have the power to co-opt a member at any time to fill a vacancy, provided that not more than one-third of the Trustees would be co-opted members. All members are circulated with invitations to nominate Trustees prior to the AGM advising them of the retiring Trustees and requesting nominations for the AGM.

c. Trustee induction and training

New Trustees are given copies of the Memorandum and Articles of Association, latest accounts and details of current financial standing, and Charity Commission literature regarding their legal obligations under charity and company law, and informed of any changes as and when they become known. They are also given copies of all current policies agreed by the Charity. All Trustees are kept informed about, and vote for, the adoption or otherwise of the annual budget, and are encouraged to attend external training events which could improve their role as Trustees.

ELMBRIDGE MENCAP

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

Objectives and activities (continued)

d. Organisation

The Board of Trustees, which normally meets ten times a year, administer the charity and are responsible for all major decisions of the charity regarding activities, pricing, staff salaries, capital expenditure and investment of funds as well as the strategic direction and policy of the charity. Job specifications give clear detail of roles and responsibilities.

Risk Management

The Trustees have a risk management process which comprises:

A regular review of the risks the charity may face, both financial and non-financial. This appears as a standing item on the agenda of every executive committee meeting of Trustees. Procedures are in place to minimise the impact should those risks occur.

At the present time the Trustees believe that there are no risks connected with the internal management of the charity beyond those of staff dishonesty, which are managed by supervision of income and accounting functions and internal control processes and are insured. Because the charity operates its activities from Burview Hall it is exposed to risk should their landlord not extend or renew their lease.

Fundraising

The charity does not utilise professional fundraisers or commercial participators in our fundraising activities. The charity carries out limited scale fundraising events that contribute consistently to the reserves. The Trustees were delighted to be able to hold 2 successful jumble sales and a Christmas Fair during 2024.

Objectives and Activities

The objectives of the charity are to provide support for people with a learning disability, in particular by the provision of practical help for them and for their families, dependents and carers, and to provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their quality of life.

To achieve its objectives the charity leases Burview Hall in Walton-on-Thames from Walton Charity. The hall is equipped and used by the charity as the main venue for its activities. When not required by the charity the hall is hired to other organisations and individuals who support people with learning disabilities. It is the charity's policy to keep this hire charge as low as possible to ensure full use of the hall. We encourage employment and integration with the general public of people with learning disabilities.

The main activities for the year continued to be the upkeep and hiring out of Burview Hall and the running of the charity's own programme of events, which comprised the following:

Day Service: Offering a variety of activities for adults with learning disabilities three days a week.

Nova Club: An evening social club for adults with learning disabilities held fortnightly throughout the year.

Youth Club: An evening club for the 16-25 year olds with learning disabilities, which are held fortnightly throughout the year.

Cinema Night: A monthly showing of DVD's on a large screen;

Family Fun: A monthly afternoon session for families with a child or children with a learning disability or additional needs to get together;

One to One: An evening social club for adults with learning disabilities held weekly throughout the year.

The policies used to achieve the objectives have continued to be:

To grow and promote the Day Service offering.

To keep the hiring of Burview Hall affordable and attract new hirers.

To keep the structure and decoration of the building well maintained;

To work and cooperate with other similar minded learning disability organisations.

To increase our volunteer base.

ELMBRIDGE MENCAP

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

Objectives and activities (continued)

Achievements and performance

The Day Service has grown from strength to strength with an increase in the number of clients attending (30+) far exceeding initial projections. This is due in part to the hard work and enthusiasm displayed by the Day Service staff but also due to the decision by Elmbridge Borough Council to close many of its day services. We were approached by Elmbridge Borough Council in October 2023 and held discussions for several months regarding the council's plans to close Cobham Link and our ability to take more clients. This has resulted in an increase in day service clients, with financial support from the council taking effect in April 2024.

We were pleased to return to hiring out the Walton Playhouse for a performance by the Desborough Players in January 2024. The annual pantomime is immensely enjoyed by our clients and club members in a safe and non-judgmental environment.

We were delighted to receive a grant from the Baily Thomas Charitable Fund for the purpose of replacing the front door with upgraded automatic sliding doors more suited to the increase footfall now experienced and for use by those in wheelchairs.

The new website which went live during 2023 has proved a great success in promoting our services and giving visitors a chance to view online all the wonderful facilities at the hall. This continues to lead to an increase in awareness of Elmbridge Mencap and has driven more enquiries about our activities and the letting of our facilities.

Elmbridge Mencap Activities

A description of our activities is set out below.

Day Service

Run three days a week, offering a range of activities including arts and crafts, bowling, sound bowl yoga, hand and arm massage, films, gardening, pool and snooker, as well as sensory room sessions. Clients are also encouraged to help in the preparation of their own lunch.

Nova Club

Our evening club for adults has 40 members, many of whom regularly attend the fortnightly sessions held throughout the year. A published diary of events allow club members to know what activities will be run each evening.

Youth Club

The number of attendees continues to increase over the year with members enjoying a range of activities including judo, movie nights, craft activities and treasure hunts in our outdoor spaces.

Family Fun Afternoon

This activity has become more popular with at least 5 or more families attending each session.

Cinema Night

Once a month, on a Saturday, we hold the cinema night. This is regularly attended by up to 25 people, some with their carers.

One to One

One to One provide a weekly evening leisure activity which includes discos, dancing, crafts, boccia and curling.

Other Organisations' Open Activities

There follows a list of activities arranged by others at Burview Hall on a regular basis open to anyone with a learning disability. Charges vary.

Music workshops for adults once a month Run by Elmbridge Community Link
Wednesday Arts/Craft Workshop Run by Elmbridge Community Link

Financial Review

The charity had a good year, showing an overall surplus of £74,947 (2023: £5,209). Hall letting income continues steady £23,711. In addition, many of our regular fundraising activities were held including jumble sales and

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2024**

Objectives and activities (continued)

Christmas fairs that generated £6,566. The Day Service has generated an income of £181,886. Our fundraising activities and the generosity of our friends and supporters has resulted in grant and donation income of £44,928. We spend time reviewing our annual budget and reserve policy to enable us to meet our financial challenges as a viable charity. All means of making savings plus extra fundraising will still need to continue to be thoroughly investigated in 2024.

The Trustees believe that the performance of the charity during 2024 leaves us well placed for 2025 and beyond.

Achievements and performance

Financial review

a. Reserves policy

At the end of 2024 the charity's reserves stood at £494,710 of which £111,278 represents restricted reserves and £304,846 represents designated reserves. This leaves the general funds in a surplus position of £78,586. Our Reserves policy is based on Designated and any Restricted Funds, which are reviewed annually. The review is carried out together with our annual budget and strategic plan review towards the end of our financial year. The charity had no Permanent or Expendable endowments during 2024.

b. Investment policy

Aside from retaining a prudent amount in reserves each year most of the charity's funds have historically been spent in the short term (under 5 years) and the Trustees require that a generous level of reserves is maintained in liquid savings accounts. However, following receipt of a large legacy during 2019, the Trustees have taken the decision that a large investment should be made in an investment portfolio with a longer-term horizon with a view to securing the long-term future of the charity, this may involve funding from reserves both projects that the Trustees believe are crucial to the future of the charity and operating deficits incurred whilst providing our core services.

Structure, governance and management

a. Plans

The Trustees' policy of working with other groups will continue. We will continue to review approaches from organisations that meet the objectives of the charity.

b. Public benefit

The Trustees are satisfied that the activities undertaken by the charity as outlined under Objectives and Activities and Achievements and Performance constitute a significant public benefit to members of the local community with learning disabilities and that they have therefore complied with the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission.

c. Statement as to disclosure to our Independent Examiner

In so far as the Trustees are aware at the time of approving our annual report: there is no relevant information, being information needed by the Independent Examiner in connection with preparing their report, of which the Independent Examiner is unaware, and the Trustees, having made enquires of fellow Trustees and the Independent Examiner that they ought to have independently taken, have each taken all steps that he/she is obliged to take as a Trustee in order to make themselves aware of any relevant information and to establish that the Independent Examiner is aware of that information.

ELMBRIDGE MENCAP

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

Statement of Trustees' responsibilities

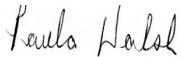
The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. 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 charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 charity will continue in business.

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

Approved by order of the members of the board of Trustees on
and signed on their behalf by:



16 Sep 2025

Paula Walsh (Sep 16, 2025, 11:34am)

Dr Paula Walsh
Chair

ELMBRIDGE MENCAP

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2024

Independent Examiner's Report to the Trustees of Elmbridge Mencap ('the charity')

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 December 2024.

Responsibilities and Basis of Report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent Examiner's Statement

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

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

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and reports) regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

TWP Accounting LLP

Paul Hawksley (Sep 18, 2025, 8:39pm)

Signed:

Dated: 18 Sep 2025

Paul Hawksley FCA, MAAT, CTA

TWP Accounting LLP

Chartered Accountants and Statutory Auditors
The Old Rectory
Church Street
Weybridge
Surrey, KT13 8DE

ELMBRIDGE MENCAP

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2024

	Note	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	-	8,904	8,904	14,672
Charitable activities	4	35,810	214,715	250,525	122,489
Other trading activities	5	-	7,330	7,330	9,390
Investment income	6	-	5,663	5,663	5,991
Total income		35,810	236,612	272,422	152,542
Expenditure on:					
Raising funds	7	-	196	196	568
Charitable activities	8	15,998	122,816	138,814	84,503
Support costs	9	-	73,975	73,975	69,332
Total expenditure		15,998	196,987	212,985	154,403
Net movement in funds before other recognised gains/(losses)		19,812	39,625	59,437	(1,861)
Other recognised gains/(losses):					
Gains on revaluation of fixed assets		-	15,510	15,510	7,070
Net movement in funds		19,812	55,135	74,947	5,209
Reconciliation of funds:					
Total funds brought forward		91,466	328,297	419,763	414,554
Net movement in funds		19,812	55,135	74,947	5,209
Total funds carried forward		111,278	383,432	494,710	419,763

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 10 to 22 form part of these financial statements.

ELMBRIDGE MENCAP
REGISTERED NUMBER: 4504051

BALANCE SHEET
AS AT 31 DECEMBER 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	13	104,240	115,661
		<u>104,240</u>	<u>115,661</u>
Current assets			
Debtors	14	29,095	25,038
Investments	15	228,703	213,193
Cash at bank and in hand		141,221	73,510
		<u>399,019</u>	<u>311,741</u>
Current liabilities			
Creditors: amounts falling due within one year	16	(8,549)	(7,639)
		<u>390,470</u>	<u>304,102</u>
Net current assets			
		<u>494,710</u>	<u>419,763</u>
Charity funds			
Restricted funds	18	111,278	91,466
Unrestricted funds	18	383,432	328,297
Total funds		<u>494,710</u>	<u>419,763</u>

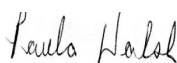
The charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

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

The financial statements were approved and authorised for issue by the Trustees on and signed on their behalf by:



16 Sep 2025

Paula Walsh (Sep 16, 2025, 11:34am)

Dr P Walsh

The notes on pages 10 to 22 form part of these financial statements.

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1. General information

Elmbridge Mencap is a registered charity in England and Wales. The address of the registered office is given in the charity information on page 1 of these financial statements.

2. Accounting policies

2.1 Basis of preparation of 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 (FRS102) "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 (FRS102) (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 historic cost convention.

2.2 Going concern

At the date of signing the accounts there were no material uncertainties about the charity's ability to continue.

2.3 Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that this income will be received and the amount can be measured reliably.

2.4 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 a particular restricted purpose.

2.5 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, inclusive of any VAT which cannot be recovered 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.

All expenditure is inclusive of irrecoverable VAT.

2.6 Taxation

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

2. Accounting policies (continued)

2.7 Investments

Investments are valued at fair value through the Statement of Financial Activities. Pooled investment vehicles are valued at bid price. The objective for the managed funds is to provide a higher investment return than could be achieved by a high-quality bond investment over the medium to long-term. Short-term highly liquid investments are included as cash at bank.

2.8 Tangible fixed assets and depreciation

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

Improvements to Premises	- 10% per annum straight line
Interactive floor	- 20% per annum straight line
Equipment including office fittings	- 25% per annum straight line
Computer equipment	- 25% per annum straight line
Sensory Garden	- 10% - 33% per annum straight line

2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.10 Debtors

Short-term debtors are measured at transaction price, less any impairment losses for bad and doubtful debts.

2.11 Creditors

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Short-term creditors are measured at transaction price.

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

3. Donations and legacies

	Unrestricted funds 2024 £	Total funds 2024 £
Donations and legacies		
Subscriptions and donations	8,904	8,904

	Unrestricted funds 2023 £	Total funds 2023 £
Donations and legacies		
Subscriptions and donations	14,672	14,672

4. Income from charitable activities

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Grants received	35,810	-	35,810
Hall hire	-	23,711	23,711
Clubs, activities and other events	-	191,004	191,004
Total 2024	35,810	214,715	250,525

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Grants received	250	-	250
Hall hire	-	21,877	21,877
Clubs, activities and other events	-	100,362	100,362
Total 2023	250	122,239	122,489

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

5. Other trading activities

Income from non charitable trading activities

	Unrestricted funds 2024 £	Total funds 2024 £
Fundraising events, sale of donated goods	6,566	6,566
Other	764	764
Total 2024	7,330	7,330
	Unrestricted funds 2023 £	Total funds 2023 £
Fundraising events, sale of donated goods	8,180	8,180
Other	1,210	1,210
Total 2023	9,390	9,390

6. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £
Dividend income	5,456	5,456
Bank account interest	207	207
Total 2024	5,663	5,663
	Unrestricted funds 2023 £	Total funds 2023 £
Dividend income	5,352	5,352
Bank account interest	639	639
Total 2023	5,991	5,991

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

7. Expenditure on raising funds

	Unrestricted funds 2024 £	Total funds 2024 £
Raising Funds	196	196
	Unrestricted funds 2023 £	Total funds 2023 £
Raising Funds	568	568

8. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total 2024 £
Wages	-	101,759	101,759
Rent, light, heat and water	-	9,580	9,580
Activities costs	15,998	5,891	21,889
Sensory garden project	-	336	336
Bad debts	-	5,250	5,250
Total 2024	15,998	122,816	138,814

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

8. Analysis of expenditure on charitable activities (continued)

Summary by fund type (continued)

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total 2023 £
Wages	15,852	55,932	71,784
Rent, light, heat and water	-	8,729	8,729
Activities costs	-	2,244	2,244
Sensory garden project	-	302	302
Bad debts	-	1,444	1,444
Total 2023	15,852	68,651	84,503

Summary by expenditure type

	Other costs 2024 £	Total 2024 £
Wages	101,759	101,759
Rent, light, heat and water	9,580	9,580
Activities costs	21,889	21,889
Sensory garden project	336	336
Bad debts	5,250	5,250
Total 2024	138,814	138,814

	Other costs 2023 £	Total 2023 £
Wages	71,784	71,784
Rent, light, heat and water	8,729	8,729
Activities costs	2,244	2,244
Sensory garden project	302	302
Bad debts	1,444	1,444
Total 2023	84,503	84,503

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

9. Support costs

	Unrestricted funds 2024 £	Total funds 2024 £
Insurance	3,091	3,091
Phone, stationery and office costs	3,189	3,189
Cleaning	12,685	12,685
Refuse disposal	4,325	4,325
Equipment - small items and repairs	333	333
Repairs, maintenance and gardening	19,504	19,504
Depreciation of tangible assets	22,901	22,901
Bank charges	7	7
Software, support and training	3,396	3,396
Sundries	1,573	1,573
Accountants' preparation and independent examination, inc. VAT	2,667	2,667
Companies House filing fee & data protection	304	304
Total 2024	73,975	73,975
	Unrestricted funds 2023 £	Total funds 2023 £
Insurance	2,549	2,549
Phone, stationery and office costs	1,158	1,158
Cleaning	11,487	11,487
Refuse disposal	3,417	3,417
Equipment - small items and repairs	49	49
Repairs, maintenance and gardening	23,664	23,664
Depreciation of tangible assets	19,673	19,673
Bank charges	1	1
Software, support and training	3,787	3,787
Sundries	1,444	1,444
Accountants' preparation and independent examination, inc. VAT	1,777	1,777
Companies House filing fee & data protection	326	326
Total 2023	69,332	69,332

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

	2024 £	2023 £
Fees payable to the charity's independent examiner for the independent examination of the charity's annual accounts	2,667	1,777

[illegible]

12. Trustees' remuneration and expenses

During the year ended 31 December 2024, expenses totalling £20 were paid and applicable to 1 Trustee (2023 - £40 to 1 Trustee). These were in relation to travel.

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

13. Tangible fixed assets

	Office equipment £	Sensory Garden £	Total £
Cost or valuation			
At 1 January 2024	164,408	111,301	275,709
Additions	10,358	1,122	11,480
At 31 December 2024	174,766	112,423	287,189
Depreciation			
At 1 January 2024	140,214	19,834	160,048
Charge for the year	7,947	14,954	22,901
At 31 December 2024	148,161	34,788	182,949
Net book value			
At 31 December 2024	26,605	77,635	104,240
At 31 December 2023	24,194	91,467	115,661

14. Debtors

	2024 £	2023 £
Due within one year		
Trade debtors	14,172	19,168
Prepayments and accrued income	14,923	5,870
	29,095	25,038

15. Current asset investments

	2024 £	2023 £
Investments	228,703	213,193

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

16. Creditors: Amounts falling due within one year

	2024 £	2023 £
Trade creditors	650	1,730
Other taxation and social security	4,635	2,960
Other creditors	255	315
Accruals and deferred income	3,009	2,634
	8,549	7,639

17. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	91,466	12,774	104,240
Current assets	19,812	379,207	399,019
Creditors due within one year	-	(8,549)	(8,549)
Total	111,278	383,432	494,710

Analysis of net assets between funds - prior period

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	91,466	24,195	115,661
Current assets	-	311,741	311,741
Creditors due within one year	-	(7,639)	(7,639)
Total	91,466	328,297	419,763

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

18. Statement of funds

Statement of funds - current year

	Balance at 1 January 2024 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2024 £
Unrestricted funds					
Designated funds					
Long Term Hall Maintenance	50,000	-	-	-	50,000
Operating Contingency	30,000	-	-	-	30,000
T H freeman Legacy	224,846	-	-	-	224,846
	<u>304,846</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>304,846</u>
General funds					
General funds	23,451	236,612	(196,987)	15,510	78,586
	<u>23,451</u>	<u>236,612</u>	<u>(196,987)</u>	<u>15,510</u>	<u>78,586</u>
Total Unrestricted funds	<u>328,297</u>	<u>236,612</u>	<u>(196,987)</u>	<u>15,510</u>	<u>383,432</u>
Restricted funds					
Sensory Garden Development	86,397	35,810	(15,998)	-	106,209
Musical instruments	5,069	-	-	-	5,069
	<u>91,466</u>	<u>35,810</u>	<u>(15,998)</u>	<u>-</u>	<u>111,278</u>
Total of funds	<u>419,763</u>	<u>272,422</u>	<u>(212,985)</u>	<u>15,510</u>	<u>494,710</u>

Statement of funds - prior year

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
Unrestricted funds					
Designated funds					
Long Term Hall Maintenance	50,000	-	-	-	50,000
Operating Contingency	30,000	-	-	-	30,000
T H Freeman Legacy	224,846	-	-	-	224,846

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

18. Statement of funds (continued)

Statement of funds - prior year (continued)

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
	304,846	-	-	-	304,846
General funds					
General funds	3,366	159,362	(138,551)	(726)	23,451
Total Unrestricted funds	308,212	159,362	(138,551)	(726)	328,297
	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
Restricted funds					
Sensory Garden Development	97,532	-	(11,135)	-	86,397
Musical instruments	8,810	-	(3,741)	-	5,069
One to One	-	-	(726)	726	-
	106,342	-	(15,602)	726	91,466
Total of funds	414,554	159,362	(154,153)	-	419,763

ELMBRIDGE MENCAP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

19. Summary of funds

Summary of funds - current year

	Balance at 1 January 2024 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2024 £
Designated funds	304,846	-	-	-	304,846
General funds	23,451	236,612	(196,987)	15,510	78,586
Restricted funds	91,466	35,810	(15,998)	-	111,278
	<u>419,763</u>	<u>272,422</u>	<u>(212,985)</u>	<u>15,510</u>	<u>494,710</u>

Summary of funds - prior year

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
Designated funds	304,846	-	-	-	304,846
General funds	3,366	159,362	(138,551)	(726)	23,451
Restricted funds	106,342	-	(15,602)	726	91,466
	<u>414,554</u>	<u>159,362</u>	<u>(154,153)</u>	<u>-</u>	<u>419,763</u>



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