

Folkestone Hythe & District Mencap Limited

(A Company Limited by Guarantee)

Annual Report & Financial Statements For the Year Ended 30 September 2023

Registered Number :4615518

Charity Registered Number : 1097687

Folkestone Hythe & District Mencap Limited
(A company limited by guarantee)

Company Information
For the Year Ended 30 September 2023

Incorporated in England & Wales on 12th December 2002

**Board of Directors/
Trustees**

Mrs S Gratton (Chairman)
Miss L Hughes
Mrs C Godden (Company Secretary)
Ms L Kavanagh
Mrs C Thresher
Mrs E Hatfield
Mr D Wilkie

Registered Office

5 Bonsor Road
Folkestone
Kent
CT19 5ET

Company no.

4615518

Charity no.

1097687

Folkestone Hythe & District Mencap Limited

(A company limited by guarantee)

Report of the Board of Directors For the Year Ended 30 September 2023

The Board of Directors present their report together with the financial statements for the year ended 30 September 2023

Principal Activity

The company was incorporated on 12th December 2002 with Charitable Status whose principal activity is that of supporting and promoting the interests of the learning-disabled population of the Folkestone & Hythe & Romney Marsh area.

The Company took on all the assets and activities of Folkestone Hythe & District Mencap, an unincorporated charity.

Members of the Board of Directors/Trustees

Mrs S Gratton - Chairperson
Miss L Hughes
Mrs C Godden – Company Secretary
Ms L Kavanagh
Mrs C Thresher
Mrs E Hatfield
Mr D Wilkie

The Board meets approximately every 3 months.

Responsibilities of the Board of Directors

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the profit or loss of the Company for that year. In preparing these financial statements, the Board of Directors are required to:

- make suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- follow applicable accounting standards, subject to any material departures disclosed and explained the financial statements;
- prepare financial statements on the going concern basis, unless it is inappropriate to presume that the Company will continue in business;

The Board of Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the 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 Company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

Review of the Year

During the year we have continued to run our normal programme of activities which includes five weekly club sessions at four different locations across the district and a fortnightly new age kurling session in a local sports hall. We have attracted more new members across our clubs which continue to fulfil our aims of offering a safe meeting place for friends to share time together. Clubs offer a range of social and leisure opportunities including suppers, discos, parties, craft and art sessions, a range of sports activities including pool, boccia and table tennis. In addition we have also provided a range of other social outings, including theatre trips, Christmas dinner, Philippine festival and a celebration of the King's Coronation.

This year we have also been able to offer more music and drama. With the help of two musically talented volunteers we now have a thriving ukulele group who performed for us at our Christmas celebration, the King's Coronation and the Philippine Festival.

We have continued to benefit from funding from the Round the World programme run by Royal Mencap, which has been used for various sports sessions at Folkestone Sports Centre and our Saturday kurling sessions. We have continued to run our 10-week tennis programmes at Hythe Tennis Club but this is now funded by the participating members.

In October the British New Age Kurling Championships took place in Bridlington, we entered 6 teams of 4 members and volunteers two of which were successful in winning both the main competition and the consolation plate.

Members enjoyed two holidays this year at Warner's the first on the Isle of Wight in October and the second on Hayling Island in May. Our summer ball took place this year in July at the London Beach, Tenterden.

As always, we are indebted to our volunteers and staff, without whom, we would not be able to run any of our services.

Reserves

We are always seeking alternative ways of funding in order for us to deliver and diversify our services to meet the assessed needs of our members. All clubs continue to be self-financing. The Trustees decided to use the redundant bank account known as Lydd Gateway Club to collect holiday monies.

Grant Making Policy

We never make grants to individuals. Rarely the trustees may agree to make a small grant to another organisation working with the learning disabled in the Folkestone, Hythe and surrounding area.

Risks

Health & safety issues are continually monitored and are discussed at every trustee meeting. A portfolio of policies has been drawn up to ensure the health & safety of our members, staff and volunteers. All our policies have been reviewed and updated this year.

The finance policy lays out financial controls and financial forecasts are regularly produced to ensure the financial health of the organisation. We have identified that our current reserves will cover the net costs of running our clubs for at least the next ten years. We plan to continue fund-raising to maintain our reserves for the future.

We are also continuing with our risk assessment for the charity as a whole.

Auditors

These financial statements have been independently examined as required by law.

Small Company Exemptions

The above report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

This report was approved by the board on 27th October 2023

By Order of the Board

Mrs C S Godden

Company Secretary

5 Bonsor Road

Folkestone, Kent CT19 5ET

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Statement of Financial Activities for the Year Ended 30th September 2023

	Unrestricted Funds £	Designated Funds £	Total 2023 £	Total 2022 £
Incoming Resources				
Bank Interest	2594		2594	133
Donations	1957		1957	230
Membership	331		331	93
Income from activities operated for members				
Drop In Centre	12286		12286	9503
Activities for generating funds	10287		10287	11150
Holiday Income	10269		10269	0
Total Incoming resources	<u>37724</u>	<u>0</u>	<u>37724</u>	<u>21109</u>
Less cost of generating funds	0		0	0
Net incoming resources available for charitable application	<u>37724</u>	<u>0</u>	<u>37724</u>	<u>21109</u>
Charitable Expenditure				
Operation of Drop in Centre	-19193		-19193	-16748
	<u>-19193</u>	<u>0</u>	<u>-19193</u>	<u>-16748</u>
Other Expenditure				
Holiday Expenditure	-7175		-7175	
Administration of Charity	-2858		-2858	-1471
Total Expenditure	<u>-29226</u>	<u>0</u>	<u>-29226</u>	<u>-18219</u>
Movement in Funds for the Year				
Net income/ (expenditure) for the year	8498	0	8498	2890
Fund Balances brought forward	163116	0	163116	160226
Fund balances carried forward	<u>171614</u>	<u>0</u>	<u>171614</u>	<u>163116</u>

All incoming resources and resources expended derive from continuing activities.

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

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Balance Sheet as at 30 September 2023

	2023 £	2023 £	2022 £	2022 £
Fixed Assets		0		0
Current Assets				
Cash at Bank and in Hand	171614		163116	
	<u>0</u>	<u>171614</u>	<u>0</u>	<u>163116</u>
Creditors				
Creditor	0		0	
Accrued Expenses	<u>0</u>	<u>0</u>	<u>0</u>	
		<u>171614</u>		<u>163116</u>
Accumulated fund brought forward		163116		160226
Net income/expenditure for the year		<u>8498</u>		<u>2890</u>
Accumulated fund balance carried forward		<u>171614</u>		<u>163116</u>

For the financial year ending 30 September 2023 the Company was entitled to exemption from audit under section 477(2) of the Companies Act 2006.

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

The directors acknowledge their responsibility for:

- i) ensuring the company keeps accounting records which comply with section 386; and
- ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and, of its profit or loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as is applicable to the company.

Approved by the Board of Directors on 27 October 2023

And signed on their behalf by:

Mrs S Gratton
Chairman

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Notes forming part of the Financial Statements
For the Year Ended 30 September 2023

1. Accounting Policies

General

These financial statements have been prepared under the historical cost convention in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities. They included the results of the charity's operations which are ongoing.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accrual basis.

Depreciation

Depreciation is charged on fixed assets at the rate of 25% of cost per year.
A full year's depreciation is charged in the year of acquisition and none in the year of disposal.

2. Accumulated Funds

	2023	2022
Accumulated funds brought forward	163116	160226
(Deficit)/Surplus for the Year	<u>8498</u>	<u>2890</u>
	<u>171614</u>	<u>163116</u>

Independent Examiner's Report

Report to the trustees/members of Folkestone, Hythe & District Mencap Ltd

On accounts for the year ended: 30 September 2023

Charity no: 1097687

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act)
- state whether particular matters have come to my attention

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention.

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.

Signed : B A Gardner

Date: 26th November 2023

Name: Barbara GARDNER

Address: 16 Windmill Close
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Ashford
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TN24 0AU