

SOUTH WILTS MENCAP

England & Wales · Charity number 1112202

Details

Status Registered

Legal form Charitable company

Company number [05585404](#)

Registered 2005-11-22

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

Contact

Address South Wilts Mencap
16 Catherine Street
Salisbury
SP1 2DA

Phone 01722326255

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Website www.southwiltsmencap.org.uk

Activities

Objects: 3.1 THE RELIEF OF PEOPLE WITH A LEARNING DISABILITY IN SOUTH WILTSHIRE IN PARTICULAR BY THE PROVISION OF HELP AND SUPPORT FOR THEM AND FOR THEIR FAMILIES, DEPENDANTS AND CARERS, AND TO PREVENT LEARNING DISABILITIES FOR THE PUBLIC BENEFIT 3.2 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 CONDITIONS OF LIFE. "LEARNING DISABILITY" MEANS ANY DEVELOPMENTAL DISABILITY OF THE MIND AND ANY ASSOCIATED CONDITION HOWSOEVER CAUSED AND WHETHER MILD, MODERATE OR SEVERE.

Activities: We support people with learning disability of all ages in South Wiltshire with a wide range of activities and services.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Human Resources, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Disability, Amateur Sport, Recreation
- **Who:** People With Disabilities

Geography

- **Area of benefit:** SOUTH WILTSHIRE
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£167,891	£172,679	-	-
2023-12-31	£137,169	£148,600	-	-
2022-12-31	£169,778	£116,958	-	-
2021-12-31	£123,205	£62,879	-	-
2020-12-31	£99,619	£68,502	-	-

Trustees

Name	Role	Appointed
Andrew Williams		2022-05-04
Charlotte Feest		2022-05-04
Judith Ann Beddow		2018-10-09
LINDA FLORENCE LANE		2018-04-10
Nicholas Michael Hector Radford		2025-04-11
PIPPA HEIDI TABITHA REIS		2018-04-10
Robin Charles Lucas Clifford		2013-11-26
Sally Ann Gilbert		2025-04-11

SOUTH WILTS MENCAP

England & Wales - Charity number 1112202

Accounts

Charity registration number 1112202 (England and Wales)

Company Registration No. 05585404

**SOUTH WILTS MENCAP
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

SOUTH WILTS MENCAP

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs J Beddow Mr R C L Clifford Mrs L F Lane Mrs P H T Reis Mr A Williams Ms C M Feest
Secretary	Mr A Williams
Charity number (England and Wales)	1112202
Company number	05585404
Registered office	16 Catherine Street Salisbury Wiltshire SP1 2DA
Independent examiner	Moore (South) LLP 33 The Clarendon Centre Salisbury Business Park Dairy Meadow Lane Salisbury Wiltshire SP1 2TJ

SOUTH WILTS MENCAP

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SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2024

The trustees present their annual report and financial statements for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The charity's objects are:

- The relief of people with a learning disability in South Wiltshire in particular by the provision of help and support for them and for their families, dependents and carers, and to prevent learning disabilities for the public benefit.
- 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 (LD) with the object of improving their conditions of life.

Despite being a relatively small charity, South Wilts Mencap routinely supports around 150 people with learning disabilities (LD) across the whole age range and their families. Our services include:

- running a small travel business, Breakaway, providing annual holidays with carers for our LD community, and a theatre trip;
- providing clubs and activities on average four times a week throughout the year;
- holding monthly discos and a number of larger events;
- providing support and services for families and carers.

South Wilts Mencap has around 70 staff including volunteers, sixteen employees are on the payroll and include the Operations Manager, casual workers and individual contractors all working throughout the year.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Achievements and performance

Significant activities and achievements against objectives

The main improvement for 2024 was the establishment, finally, of our 20-30 club, '20's Plenty' which alleviated the pressure on Our Club and provides a structured move into young adult world for those who needed to move on. In addition to a packed socialization programme of bowling, theatre visits and meals out, the club introduced an Independent Living Skills programme which enabled the club members to plan and run a highly successful Christmas party.

Our Club and New Horizon Club are both flourishing, Dolphins continues to attract all age groups and abilities to the swimming pool and the Disco remains an un-missable date in everyone's social calendar!

Music Group continues to attract new members and remains a firm favourite with our PMLD community. They relocated into the Salisbury Methodist Church which has proved to be a great success and was the venue for two wonderful musical shows, the Wizard of Oz and a rousing Christmas Concert.

From Bognor to Blackpool and Disneyland to the Norwegian Fjords, Breakaway continues to thrive and provided the usual selection of wonderful holidays and day trips including to the theatre, spa visits and boat trips.

Our collaboration with Celebrate Voice continued with the summer workshops, including a magnificent operatic performance at Little Durnford Manor, and the Salisbury Music Festival in the Guildhall.

Our programme of 'flagship events' is proving very popular with both our members and 'Friends' of the Society. Christmas Lunches now run over two days, the New-Year party is now settled in its new home in the Guildhall, the summer BBQ remains a firm favourite and our second Fun Run built on the success of the first.

Financial review

2024 has been a demanding year with the general uncertainty around potential tax rises and benefit cuts taking its toll on many businesses in Salisbury. Although footfall in the city has compared favourably with the national average, there has been a decline in spending noted in many sectors.

Shop income from 16 Catherine Street held up really well considering the background of the economy, but did show a decline from June 2024 onwards. Even so shop sales of £128,150 are a 15% increase from pre covid levels, although down from the 2023 total of £139,007.

That being said the shop and flats continued to contribute very well with £116,400 of income in 2024 compared to £102,070 in 2023. We are grateful for the ongoing generosity of the shop volunteers who run the shop that make this possible.

Donations and interest received have increased in 2024. When this is put together with income from the shop it means The Society has benefited from an additional £19,904 of income compared to 2023 (excluding club income).

Our expenditure this year reflects our increased commitment to expand our offering, for example, with £6,583 spend on the new club 20's Plenty and an additional £8,765 support over 2023 to Breakaway. Therefore, the Society increased overall spending on charitable activities to £172,680 in 2024 from £148,600 in 2023.

The increased income from the shop and donations in 2024 covered the majority of expenditure, but we do have a net deficit in the year of £4,789 (compared to £11,431 in 2023).

The Society remains in a strong financial position to weather any further potential uncertainties in 2025 with £350,359 (2023: £362,470) in bank assets at the year end.

As we move forward into 2025 the Society continues to maintain a balance between income generation and prudent spending but is still very reliant upon the income generated by the shop. We do expect the shop to maintain income levels and have budgeted to receive £130,000 in 2025, after allowing for minor repairs and unexpected costs.

Our reserves are healthy and provide us with a buffer in the event of unexpected costs or a reduction in income. The Society continues to earmark £60,000 (as a sustainably fund) and has also earmarked a further £60,000 for the future replacement of the minibuss, which, although fully depreciated in the accounts continues to work well and is not anticipated to be replaced in the next year or so.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Major risks

The trustees have a duty to identify the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. The charity regularly reviews its procedures to minimise such risk to its assets and income and to ensure that where risks are identified procedures are in place to alleviate them as far as possible. For the major risks identified, the trustees have put in place appropriate measures to manage those risks.

Structure, governance and management

The charity is a company limited by guarantee. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity is an incorporated company limited by guarantee. The Memorandum and Articles of Association were revised prior to our incorporation in October 2006.

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

Mr N A Afford (Resigned 5 April 2024)

Mrs J Beddow

Mr R C L Clifford

Mrs K S Gallagher (Resigned 5 April 2024)

Mrs L F Lane

Mrs P H T Reis

Mr A Williams

Ms C M Feest

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

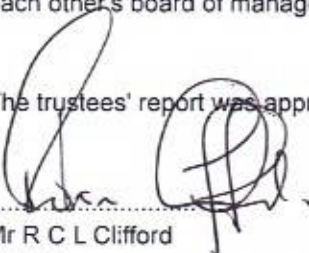
Recruitment and appointment of trustees

Membership of the company / charity is open to anyone who supports the principle of enriching the lives of our client group of local people with a LD (see Article 4).

The Executive Committee of directors consists of no less than 4 and normally no more than 12 directors. They are required to meet regularly and in fact meet on the second Tuesday of every month. There must be, and is, a Chair, a Vice Chair, a Treasurer / Company Secretary and other directors elected by the membership at the Annual General Meeting (AGM). At each AGM the Executive Committee retires but may be re-elected. No person may be appointed to the Executive Committee except by the above procedure at the AGM. New trustees are recruited through advertising and personal contact. The Chair has prime responsibility for the quality and excellence of all tasks and activities undertaken. In addition, the non-executive President occasionally attends monthly meetings, maintains oversight of the Society's activity and presides at the AGM. The trustees met eleven times during the year to conduct the charity's business and the AGM was held on 21 April 2023. Whilst the Executive Committee sets policy and procedures, allocates funds and monitors performance the day-to-day management of individual activities is vested between the Services Coordinator and Breakaway Manager under the aegis of the Operations Committee.

The trustees of South Wilts Mencap work closely with the directors of its trading subsidiary, 16 Catherine Street Limited, to ensure alignment of governance and management of the two organisations. Respective chairs sit on each other's board of management.

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


.....
Mr R C L Clifford
trustee

Date: 11th April 2025

SOUTH WILTS MENCAP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH WILTS MENCAP

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

Responsibilities and basis of report

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

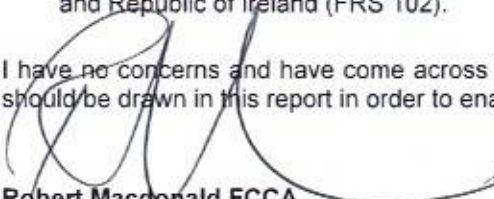
Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities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

Independent examiner's statement

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

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

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



Robert Macdonald FCCA
Moore (South) LLP

33 The Clarendon Centre
Salisbury Business Park
Dairy Meadow Lane
Salisbury
Wiltshire
SP1 2TJ

Dated: 7th May 2025

SOUTH WILTS MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from:			
Donations and legacies	3	5,094	2,198
Charitable activities	4	154,172	129,024
Investments	5	8,625	5,947
Total income		<u>167,891</u>	<u>137,169</u>
Expenditure on:			
Charitable activities	6	<u>172,679</u>	<u>148,600</u>
Total expenditure		<u>172,679</u>	<u>148,600</u>
Net expenditure and movement in funds		<u>(4,788)</u>	<u>(11,431)</u>
Reconciliation of funds:			
Fund balances at 1 January 2024		<u>551,294</u>	<u>562,725</u>
Fund balances at 31 December 2024		<u><u>546,506</u></u>	<u><u>551,294</u></u>

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

SOUTH WILTS MENCAP

BALANCE SHEET

AS AT 31 DECEMBER 2024

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	12		322		709
Investments	13		190,500		190,500
			<u>190,822</u>		<u>191,209</u>
Current assets					
Debtors	14	8,706		4,785	
Cash at bank and in hand		350,359		362,470	
		<u>359,065</u>		<u>367,255</u>	
Creditors: amounts falling due within one year	15	(3,381)		(7,170)	
Net current assets			<u>355,684</u>		<u>360,085</u>
Total assets less current liabilities			<u>546,506</u>		<u>551,294</u>
The funds of the charity					
Unrestricted funds	16		546,506		551,294
			<u>546,506</u>		<u>551,294</u>


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

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

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

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

The financial statements were approved by the trustees on 14 April 2025


.....
Mr R C L Clifford
trustee

Company registration number 05585404 (England and Wales)

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

Charity information

South Wilts Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is 16 Catherine Street, Salisbury, Wiltshire, SP1 2DA.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

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

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

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

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

1.4 Incoming resources

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

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

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities, which includes the costs of all activities undertaken to further the purpose of the charity and their associated support costs.
- Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include office costs, finance costs and governance costs which support the charity's programme of activities.

1.6 Tangible fixed assets

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

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	3 years
Motor vehicles	5 years

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

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

(Continued)

1.10 Financial instruments

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

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

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

Basic financial assets

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

Basic financial liabilities

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

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

2 Critical accounting estimates and judgements

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

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

3 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	5,094	2,198

4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Transfers from 16 Catherine Street	102,248	88,085
Breakaway	30,564	22,753
Rent	14,152	13,985
New Horizon	256	325
Christmas parties	623	774
Our club income	1,744	1,199
Other income	4,585	1,903
	<u>154,172</u>	<u>129,024</u>
Analysis by fund		
Unrestricted funds	<u>154,172</u>	<u>129,024</u>

5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	8,625	5,947

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

6 Expenditure on charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Direct costs		
Staff costs	86,452	78,252
Depreciation and impairment	386	386
Core Services	63,415	50,057
Charity Expenses	5,488	5,862
Insurance	325	789
Motor Expenses	3,044	1,734
Grants Given	1,500	950
Christmas Parties	3,940	3,540
	<u>164,550</u>	<u>141,570</u>
Share of support and governance costs (see note 7)		
Governance	8,129	7,030
	<u>172,679</u>	<u>148,600</u>
Analysis by fund		
Unrestricted funds	<u>172,679</u>	<u>148,600</u>

7 Support costs allocated to activities

	2024 £	2023 £
Governance costs	<u>8,129</u>	<u>7,030</u>
Analysed between:		
Unrestricted funds	<u>8,129</u>	<u>7,030</u>
Governance costs comprise:	2024 £	2023 £
Accountancy	792	786
Business administration	5,177	3,744
Bookkeeping	2,160	2,500
	<u>8,129</u>	<u>7,030</u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

8	Net movement in funds	2024	2023
		£	£

The net movement in funds is stated after charging/(crediting):

Fees payable for the independent examination of the charity's financial statements

Depreciation of owned tangible fixed assets

-	-
386	386
<u> </u>	<u> </u>

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

The average monthly number of employees during the year was:

2024	2023
Number	Number
21	20
<u> </u>	<u> </u>

Employment costs

2024	2023
£	£

Wages and salaries

86,452	78,252
<u> </u>	<u> </u>

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

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

11 Taxation

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

12 Tangible fixed assets

	Fixtures and fittings £	Motor vehicles £	Total £
Cost			
At 1 January 2024	1,159	60,000	61,159
At 31 December 2024	<u>1,159</u>	<u>60,000</u>	<u>61,159</u>
Depreciation and impairment			
At 1 January 2024	451	60,000	60,451
Depreciation charged in the year	386	-	386
At 31 December 2024	<u>837</u>	<u>60,000</u>	<u>60,837</u>
Carrying amount			
At 31 December 2024	<u>322</u>	<u>-</u>	<u>322</u>
At 31 December 2023	<u>709</u>	<u>-</u>	<u>709</u>

13 Fixed asset investments

	Other investments £
Cost or valuation	
At 1 January 2024 & 31 December 2024	190,500
Carrying amount	
At 31 December 2024	190,500
At 31 December 2023	190,500

Other investments comprise:	Notes	2024 £	2023 £
Investments in subsidiaries	18	190,500	190,500

14 Debtors

Amounts falling due within one year:	2024 £	2023 £
Trade debtors	461	-
Amounts owed by subsidiary undertakings	5,527	1,812
Prepayments and accrued income	2,718	2,973
	<u>8,706</u>	<u>4,785</u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

15 Creditors: amounts falling due within one year

	2024	2023
	£	£
Other taxation and social security	1,284	1,111
Trade creditors	589	4,727
Other creditors	1,508	1,332
	<u>3,381</u>	<u>7,170</u>

16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2024	Incoming resources	Resources expended	At 31 December 2024
	£	£	£	£
General funds	<u>551,294</u>	<u>167,891</u>	<u>(172,679)</u>	<u>546,506</u>
Previous year:	At 1 January 2023	Incoming resources	Resources expended	At 31 December 2023
	£	£	£	£
General funds	<u>562,725</u>	<u>137,169</u>	<u>(148,600)</u>	<u>551,294</u>

17 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

18 Subsidiaries

These financial statements are separate charity financial statements for South Wilts Mencap.

Details of the charity's subsidiaries at 31 December 2024 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held	
				Direct	Indirect
16 Catherine Street Ltd	United Kingdom	Charity Shop	Ordinary A	100.00	

SOUTH WILTS MENCAP

England & Wales - Charity number 1112202

Accounts

Charity registration number 1112202

Company registration number 05585404 (England and Wales)

SOUTH WILTS MENCAP
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

SOUTH WILTS MENCAP

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr N A Afford
Mrs J Beddow
Mr R C L Clifford
Mrs K S Gallagher
Mrs L F Lane
Mrs P H T Reis
Mr A Williams
Ms C M Feest

Secretary

Mr N A Afford

Charity number

1112202

Company number

05585404

Registered office

16 Catherine Street
Salisbury
Wiltshire
SP1 2DA

Independent examiner

Moore (South) LLP
33 The Clarendon Centre
Salisbury Business Park
Dairy Meadow Lane
Salisbury
Wiltshire
SP1 2TJ

SOUTH WILTS MENCAP

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SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees present their annual report and financial statements for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The charity's objects are:

- The relief of people with a learning disability in South Wiltshire in particular by the provision of help and support for them and for their families, dependents and carers, and to prevent learning disabilities for the public benefit.
- 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 (LD) with the object of improving their conditions of life.

Despite being a relatively small charity, South Wilts Mencap routinely supports around 150 people with learning disabilities (LD) across the whole age range and their families. Our services include:

- running a small travel business, Breakaway, providing annual holidays with carers for our LD community, and a theatre trip;
- providing clubs and activities on average four times a week throughout the year;
- holding monthly discos and a number of larger events;
- providing support and services for families and carers.

South Wilts Mencap has around 70 staff including volunteers, sixteen employees are on the payroll and include the Operations Manager, casual workers and individual contractors all working throughout the year.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Achievements and performance

Significant activities and achievements against objectives

2023 was a year of consolidation. All the Society's Clubs now finally fully functional and in addition to our regular clubs we have set up a varied programme of events throughout the year which are designed to get our members out and about as much as possible. These include quiz evenings, visits to the alpacas, bowling, museum visits, scavenger hunts and cookery classes. As part of our efforts to improve the health and fitness of our guys we held our inaugural Fun Run in September using the Salisbury Park Run course and this proved to be a great success. We will run this as an annual event.

The Breakaway holiday club continues to thrive with holidays to Majorca, London, Torquay, Butlins, Warners and a sea cruise. Day trips include a Spa visit, boat trip and outing to the theatre. And, importantly, we continue to provide outings and grants for adapted taxis to enable our PMLD community to enjoy day trips out.

Our shop continues to raise impressive amounts of money for the Society and our grateful thanks go, as ever, to the shop directors and volunteers, especially for their forbearance and good humour during the three-month period at the beginning of the year spent in a temporary pop-up shop in the George Mall whilst we had the asbestos removed from the premises at 16 Catherine Street.

We still need more Trustees for the Society and volunteers for the shop but we can now look forward to 2024 with considerably more optimism than has been available in past years. With our clubs and activities now running pretty much as they should be, we are looking now to the next stage of the grand plan, which it to engage more with the local community.

Financial review

Shop income from 16 Catherine Street held up really well considering the shop was shut for a refurb from the 26th January to 19th April. During this period, it was replaced by a pop-up shop in the George Mall. As a consequence, Shop income dipped by 2.4% this year to £139,691 from £143,130 in 2022.

The shop suffered from the large inflationary increases in 2023 with power costs rising and card charges increasing, meaning administrative expenses rose from £18,474 to £22,996 in 2023. The shop refit, pop up shop costs and flat repairs costs came to a total of £42,367.

Overall, after refit costs, the shop still managed to generate a commendable £102,070 for South Wilts Mencap.

With the continued expansion of clubs and events after the Covid years the Society increased spending on charitable activities to £148,600 in 2023, this together with the drop in income from the shop caused a net deficit in the year of £11,431. However, the Society remains in good shape financially to weather any potential uncertainties in 2024 with £362,470 (2022: £324,748) in bank assets at the year end.

As we move forward into 2024 the Society is maintaining a balance between income generation and prudent spending but is still very reliant upon the income generated by the shop. We do expect the shop to maintain income levels and have budgeted to receive £130,000 in 2024, after allowing for minor repairs and unexpected costs.

The Society continues to earmark £60,000 (as a sustainably fund) and has also earmarked a further £60,000 for the future replacement of the minibus, which, although fully depreciated in the accounts continues to work well and is not anticipated to be replaced in the next year or so.

South Wilts Mencap remains committed to its mission, and our financial stability ensures that we can continue providing services to those in need.

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Major risks

The trustees have a duty to identify the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. The charity regularly reviews its procedures to minimise such risk to its assets and income and to ensure that where risks are identified procedures are in place to alleviate them as far as possible. For the major risks identified, the trustees have put in place appropriate measures to manage those risks.

Structure, governance and management

The charity is a company limited by guarantee. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity is an incorporated company limited by guarantee. The Memorandum and Articles of Association were revised prior to our incorporation in October 2006.

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

Mr N A Afford

Mrs J Beddow

Mr R C L Clifford

Mrs K S Gallagher

Mrs L F Lane

Mrs P H T Reis

Mr A Williams

Ms C M Feest

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Recruitment and appointment of trustees

Membership of the company / charity is open to anyone who supports the principle of enriching the lives of our client group of local people with a LD (see Article 4).

The Executive Committee of directors consists of no less than 4 and normally no more than 12 directors. They are required to meet regularly and in fact meet on the second Tuesday of every month. There must be, and is, a Chair, a Vice Chair, a Treasurer / Company Secretary and other directors elected by the membership at the Annual General Meeting (AGM). At each AGM the Executive Committee retires but may be re-elected. No person may be appointed to the Executive Committee except by the above procedure at the AGM. New trustees are recruited through advertising and personal contact. The Chair has prime responsibility for the quality and excellence of all tasks and activities undertaken. In addition, the non-executive President occasionally attends monthly meetings, maintains oversight of the Society's activity and presides at the AGM. The trustees met eleven times during the year to conduct the charity's business and the AGM was held on 21 April 2023. Whilst the Executive Committee sets policy and procedures, allocates funds and monitors performance the day-to-day management of individual activities is vested between the Services Coordinator and Breakaway Manager under the aegis of the Operations Committee.

The trustees of South Wilts Mencap work closely with the directors of its trading subsidiary, 16 Catherine Street Limited, to ensure alignment of governance and management of the two organisations. Respective chairs sit on each other's board of management.

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


.....
Mr R C L Clifford
trustee

Date:

25th March 2024

SOUTH WILTS MENCAP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH WILTS MENCAP

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

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



**Robert Macdonald FCCA
Moore (South) LLP**

33 The Clarendon Centre
Salisbury Business Park
Dairy Meadow Lane
Salisbury
Wiltshire
SP1 2TJ

Dated:

SOUTH WILTS MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:					
Donations and legacies	3	2,198	7,988	-	7,988
Charitable activities	4	129,024	160,298	-	160,298
Investments	5	5,947	1,492	-	1,492
Total income		137,169	169,778	-	169,778
Charitable activities	6	148,600	116,958	-	116,958
Net income/(expenditure)		(11,431)	52,820	-	52,820
Transfers between funds		-	14,478	(14,478)	-
Net movement in funds		(11,431)	67,298	(14,478)	52,820
Reconciliation of funds:					
Fund balances at 1 January 2023		562,725	495,427	14,478	509,905
Fund balances at 31 December 2023		551,294	562,725	-	562,725

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

SOUTH WILTS MENCAP

BALANCE SHEET

AS AT 31 DECEMBER 2023

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	11		709		1,095
Investments	12		190,500		190,500
			<u>191,209</u>		<u>191,595</u>
Current assets					
Debtors	13	4,785		63,047	
Cash at bank and in hand		362,470		324,748	
		<u>367,255</u>		<u>387,795</u>	
Creditors: amounts falling due within one year	14				
		<u>7,170</u>		<u>16,665</u>	
Net current assets			360,085		371,130
Total assets less current liabilities			<u>551,294</u>		<u>562,725</u>
The funds of the charity					
Unrestricted funds			551,294		562,725
			<u>551,294</u>		<u>562,725</u>

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

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

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

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

The financial statements were approved by the trustees on 25th March 2024


Mr R C L Clifford
Trustee

Company registration number 05585404 (England and Wales)

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

Charity information

South Wilts Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is 16 Catherine Street, Salisbury, Wiltshire, SP1 2DA.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

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

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

1.4 Incoming resources

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

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

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities, which includes the costs of all activities undertaken to further the purpose of the charity and their associated support costs.
- Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include office costs, finance costs and governance costs which support the charity's programme of activities.

1.6 Tangible fixed assets

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

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	3 years
Motor vehicles	5 years

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

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

(Continued)

1.10 Financial instruments

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

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

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

Basic financial assets

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

Basic financial liabilities

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

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

2 Critical accounting estimates and judgements

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

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

3 Income from donations and legacies

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Donations and gifts	2,198	7,988

4 Income from charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Transfers from 16 Catherine Street	88,085	125,450
Fundraising	-	(1,150)
Breakaway	22,753	20,114
Rent	13,985	13,550
New Horizon	325	-
Christmas parties	774	801
Our club income	1,199	1,533
Other income	1,903	-
	<u>129,024</u>	<u>160,298</u>
Analysis by fund		
Unrestricted funds	<u>129,024</u>	<u>160,298</u>

5 Income from investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	5,947	1,492

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

6 Expenditure on charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Direct costs		
Staff costs	78,252	49,815
Depreciation and impairment	386	4,064
Core services	50,057	37,986
Charity expenses	5,862	7,216
Insurance	789	787
Motor expenses	1,734	2,305
Grants given	950	1,600
Christmas parties	3,540	3,787
	<u>141,570</u>	<u>107,560</u>
Share of support and governance costs (see note 7)		
Governance	7,030	9,398
	<u>148,600</u>	<u>116,958</u>
Analysis by fund		
Unrestricted funds	<u>148,600</u>	<u>116,958</u>

7 Support costs allocated to activities

	2023 £	2022 £
Governance costs	7,030	9,398
	<u>7,030</u>	<u>9,398</u>
Analysed between:		
Unrestricted funds	<u>7,030</u>	<u>9,398</u>
Governance costs comprise:	2023 £	2022 £
Accountancy	786	780
Business administration	3,744	5,878
Bookkeeping	2,500	2,740
	<u>7,030</u>	<u>9,398</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	20	2
	<u> </u>	<u> </u>
Employment costs	2023	2022
	£	£
Wages and salaries	78,252	49,815
	<u> </u>	<u> </u>

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

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

10 Taxation

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

11 Tangible fixed assets

	Fixtures and fittings £	Motor vehicles £	Total £
Cost			
At 1 January 2023	1,159	60,000	61,159
	<u> </u>	<u> </u>	<u> </u>
At 31 December 2023	1,159	60,000	61,159
	<u> </u>	<u> </u>	<u> </u>
Depreciation and impairment			
At 1 January 2023	64	-	64
Depreciation charged in the year	386	60,000	60,386
	<u> </u>	<u> </u>	<u> </u>
At 31 December 2023	450	60,000	60,450
	<u> </u>	<u> </u>	<u> </u>
Carrying amount			
At 31 December 2023	709	-	709
	<u> </u>	<u> </u>	<u> </u>
At 31 December 2022	1,095	-	1,095
	<u> </u>	<u> </u>	<u> </u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

15 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2023	Incoming resources	Resources expended	Transfers	At 31 December 2023
	£	£	£	£	£
General funds	562,725	137,169	(148,600)	-	551,294
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 January 2022	Incoming resources	Resources expended	Transfers	At 31 December 2022
	£	£	£	£	£
General funds	495,427	169,778	(116,958)	14,478	562,725
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

16 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

17 Subsidiaries

These financial statements are separate charity financial statements for South Wilts Mencap.

Details of the charity's subsidiaries at 31 December 2023 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held	
				Direct	Indirect
16 Catherine Street Ltd	United Kingdom	Charity Shop	Ordinary A	100.00	

SOUTH WILTS MENCAP

England & Wales - Charity number 1112202

Accounts

Charity Registration number 1112202

Company Registration No.05585404 (England and Wales)

SOUTH WILTS MENCAP
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

SOUTH WILTS MENCAP

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr N A Afford Mrs J Beddow Mr R C L Clifford Mrs K S Gallagher Mrs L F Lane Mrs P H T Reis Mr A Williams Ms C M Feest	(Appointed 4 May 2022) (Appointed 4 May 2022)
Secretary	Mr N A Afford	
Charity number	1112202	
Company number	05585404	
Registered office	16 Catherine Street Salisbury Wiltshire SP1 2DA	
Independent examiner	Moore (South) LLP 33 The Clarendon Centre Salisbury Business Park Dairy Meadow Lane Salisbury Wiltshire SP1 2TJ	

SOUTH WILTS MENCAP

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SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees present their annual report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The charity's objects are:

- The relief of people with a learning disability in South Wiltshire in particular by the provision of help and support for them and for their families, dependents and carers, and to prevent learning disabilities for the public benefit.
- 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 (LD) with the object of improving their conditions of life.

Despite being a relatively small charity, South Wilts Mencap routinely supports around 150 people with learning disabilities (LD) across the whole age range and their families. Our services include:

- running a small travel business, Breakaway, providing annual holidays with carers for our LD community, and a theatre trip;
- providing clubs and activities on average four times a week throughout the year;
- holding monthly discos and a number of larger events;
- providing support and services for families and carers.

South Wilts Mencap has around 70 staff including volunteers, sixteen employees are on the payroll and include the Operations Manager, casual workers and individual contractors all working throughout the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Achievements and performance

2022 was our first full year of activity following the two years of the Covid 19 lockdown. Building on the good start we made in the latter stages of 2021; we had hoped to be fully functioning again by the end of the year. Unfortunately, this proved to be a greater challenge than we had anticipated.

As a result of the lockdown, many of our stalwart helpers and volunteers had decided to retire permanently. Some of our old venues were slow to open and of those that did, many still carried Covid restrictions. Staff turnover at the homes in which many of our guys live, meant that very few of them knew about SWM which, combined with the legacy lock down regulations still affecting many of the houses, meant that it was difficult to get people to attend those activities we did manage to put on.

Nevertheless, thanks to the imagination and tireless energy of our Operations Team and Service Coordinator, we managed to provide nearly a full calendar of events. Our relationship with Salisbury Rugby Club continues to flourish and they hosted numerous Bingo sessions as well as our Summer BBQ and the Christmas parties, which were a great success. Monthly discos and quiz nights have returned to Stratford Social Club, and we are all looking forward to returning to Godolphin School for our New Year party. Our Club continues to thrive, and we are delighted to have Dolphins Swimming Club and Music Group back.

Breakaway has been a particular success this year under the steady hand of its new leader Michelle Avery with popular and well attended trips ranging from days out in the UK to holidays in Lanzarote

Our shop at 16 Catherine Street managed its first full year's trading since 2019 and has definitely returned with a bang. Congratulations to all the managers and staff for a very good year and notwithstanding our plans for some essential maintenance in early 2023, we fully expect next year to be just as good.

However, despite an encouraging year, we still face major challenges. Not least being problems with recruiting the staff needed to get our clubs back up and running. We expect to get New Horizon going early next year but have serious problems with the overcrowding and mixed age groups at Our Club with no '4&More' to take the older members. Addressing this remains our number one priority.

Financial review

The Society's improvements with regard to financial systems (implemented some years ago) together with Covid grants given to 16 Catherine St Ltd in 2020 and 2021, meant that it emerged from this period in good financial health and was thus able to press on with reopening various clubs and activities.

The biggest source of income in 2022 was the shop -16 Catherine Street Ltd. Shop sales increased from £89,322 in 2021 to £140,428- a 57% increase. This is to the credit of the fantastic volunteers who have worked tirelessly to drive up sales.

Although the relaxation of restrictions meant the shop could be reopened, the removal of rates support, the war in Ukraine and the subsequent rise in gas prices has had a knock-on effect on shop costs, which have increased from £11,434 to £15,474 (excluding consultancy costs of £3000). These costs are expected to rise in 2023. Fortunately, however, the aforementioned issues did not 'dent' the shop's large contribution to the Society - an increase of £30,700 (28%) from 2021.

At the end of 2022, the Society had £324,749 in bank assets, with a net surplus in the year of £52,820. It remains in good shape financially to weather the potential recession of this year.

The Society continues to put £60,000 aside (as a sustainability fund) and has earmarked a further £60,000 for the future replacement of the minibus. The income expected in 2023 is uncertain due to several factors, the first being the ongoing refurbishment of 16 Catherine Street which although replaced by a 'pop-up' shop in the George Mall, will obviously see an impact on funds. The economy and general cost of living crisis will also have an impact on donations and sales in 2023.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) ***FOR THE YEAR ENDED 31 DECEMBER 2022***

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have a duty to identify the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. The charity regularly reviews its procedures to minimise such risk to its assets and income and to ensure that where risks are identified procedures are in place to alleviate them as far as possible. For the major risks identified, the trustees have put in place appropriate measures to manage those risks.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Structure, governance and management

The charity is a company limited by guarantee. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity is an incorporated company limited by guarantee. The Memorandum and Articles of Association were revised prior to our incorporation in October 2006.

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

Mr N A Afford	
Mrs L Batchelor	(Resigned 4 May 2022)
Mrs J Beddow	
Mr R C L Clifford	
Mrs K S Gallagher	
Mrs L F Lane	
Mr G McFaul	(Resigned 4 May 2022)
Mrs P H T Reis	
Mr A Williams	(Appointed 4 May 2022)
Ms C M Feest	(Appointed 4 May 2022)

Membership of the company / charity is open to anyone who supports the principle of enriching the lives of our client group of local people with a LD (see Article 4).

The Executive Committee of directors consists of no less than 4 and normally no more than 12 directors. They are required to meet regularly and in fact meet on the second Tuesday of every month. There must be, and is, a Chair, a Vice Chair, a Treasurer / Company Secretary and other directors elected by the membership at the Annual General Meeting (AGM).

At each AGM the Executive Committee retires but may be re-elected. No person may be appointed to the Executive Committee except by the above procedure at the AGM. New trustees are recruited through advertising and personal contact. The Chair has prime responsibility for the quality and excellence of all tasks and activities undertaken. In addition, the non-executive President occasionally attends monthly meetings, maintains oversight of the Society's activity and presides at the AGM. The trustees met eleven times during the year to conduct the charity's business and the AGM was held on 4 May 2022. Whilst the Executive Committee sets policy and procedures, allocates funds and monitors performance the day-to-day management of individual activities is vested between the Services Coordinator and Breakaway Manager under the aegis of the Operations Committee.

The trustees of South Wilts Mencap are working in close liaison with the directors of its trading subsidiary, 16 Catherine Street Limited, to unify further the governance and management of the two organisations. Respective chairs sit on each other's board of management. Where possible policies and procedures are being aligned, for instance in the area of human resources.

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



Mr R C L Clifford
trustee

Dated: 19 April 2023

SOUTH WILTS MENCAP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH WILTS MENCAP

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

Responsibilities and basis of report

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

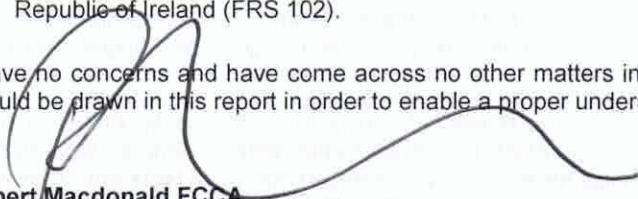
Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act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

Independent examiner's statement

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

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

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



**Robert Macdonald FCCA
Moore (South) LLP**

33 The Clarendon Centre
Salisbury Business Park
Dairy Meadow Lane
Salisbury
Wiltshire
SP1 2TJ

Dated: 19 April 2023

SOUTH WILTS MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total Unrestricted funds 2022 £	Restricted funds 2021 £	Total 2021 £
Income from:						
Donations and legacies	3	7,988	-	7,988	10,152	10,152
Charitable activities	4	160,298	-	160,298	1,520	112,808
Investments	5	1,492	-	1,492	-	245
Total income		169,778	-	169,778	1,520	123,205
Expenditure on:						
Charitable activities	6	116,958	-	116,958	2,657	62,879
Net incoming resources before transfers		52,820	-	52,820	(1,137)	60,326
Gross transfers between funds		14,478	(14,478)	-	-	-
Net income/(expenditure) for the year/ Net movement in funds		67,298	(14,478)	52,820	(1,137)	60,326
Fund balances at 1 January 2022		495,427	14,478	509,905	15,615	449,579
Fund balances at 31 December 2022		562,725	-	562,725	14,478	509,905

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

All income and expenditure derive from continuing activities.

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

SOUTH WILTS MENCAP

BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	10		1,095		4,000
Investments	11		190,500		190,500
			<u>191,595</u>		<u>194,500</u>
Current assets					
Debtors	12	63,047		26,805	
Cash at bank and in hand		324,748		290,801	
		<u>387,795</u>		<u>317,606</u>	
Creditors: amounts falling due within one year	13	<u>(16,665)</u>		<u>(2,201)</u>	
Net current assets			<u>371,130</u>		<u>315,405</u>
Total assets less current liabilities			<u>562,725</u>		<u>509,905</u>
Income funds					
Restricted funds	14		-		14,478
Unrestricted funds			<u>562,725</u>		<u>495,427</u>
			<u>562,725</u>		<u>509,905</u>

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

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

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

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

The financial statements were approved by the Trustees on 19 April 2023


M R C L Clifford
Trustee

Company registration number 05585404

SOUTH WILTS MENCAP

BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	10		1,095		4,000
Investments	11		190,500		190,500
			<u>191,595</u>		<u>194,500</u>
Current assets					
Debtors	12	63,047		26,805	
Cash at bank and in hand		324,748		290,801	
		<u>387,795</u>		<u>317,606</u>	
Creditors: amounts falling due within one year	13	<u>(16,665)</u>		<u>(2,201)</u>	
Net current assets			371,130		315,405
Total assets less current liabilities			<u>562,725</u>		<u>509,905</u>
Income funds					
Restricted funds	14		-		14,478
Unrestricted funds			562,725		495,427
			<u>562,725</u>		<u>509,905</u>

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

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

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

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

The financial statements were approved by the Trustees on 19 April 2023


M R C L Clifford
Trustee

Company registration number 05585404

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

Charity information

South Wilts Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is 16 Catherine Street, Salisbury, Wiltshire, SP1 2DA.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

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

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

1.4 Incoming resources

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

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

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities, which includes the costs of all activities undertaken to further the purpose of the charity and their associated support costs.
- Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include office costs, finance costs and governance costs which support the charity's programme of activities.

1.6 Tangible fixed assets

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

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	3 years
Motor vehicles	5 years

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

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

1.10 Financial instruments

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

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

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

Basic financial assets

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

Basic financial liabilities

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

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

2 Critical accounting estimates and judgements

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

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

3 Donations and legacies

Unrestricted funds Unrestricted funds

2022 2021
£ £

Donations and gifts 7,988 10,152

4 Charitable activities

2022 2021
£ £

transfers from 16 Catherine Street 125,450 95,100

Fundraising (1,150) 1,150

Breakaway 20,114 1,610

Rent 13,550 13,200

Christmas parties 801 484

Our club income 1,533 1,194

Mayors appeal - 70

160,298 112,808

Analysis by fund

Unrestricted funds 160,298

For the year ended 31 December 2021

Unrestricted funds 111,288

Restricted funds 1,520

112,808

5 Investments

Unrestricted funds Unrestricted funds

2022 2021
£ £

Interest receivable 1,492 245

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

6 Charitable activities

	Charitable Expenditure 2022 £	Charitable Expenditure 2021 £
Staff costs	49,815	17,688
Depreciation and impairment	4,064	12,000
Core services	37,986	10,878
Charity expenses	7,216	3,705
Insurance	787	820
Motor expenses	2,305	1,623
Grants given	1,600	750
Lockdown support	-	1,773
Christmas parties	3,787	3,964
	<u>107,560</u>	<u>53,201</u>
Share of governance costs (see note 7)	9,398	9,678
	<u>116,958</u>	<u>62,879</u>
Analysis by fund		
Unrestricted funds	116,958	60,222
Restricted funds	-	2,657
	<u>116,958</u>	<u>62,879</u>

7 Support costs

	Support costs £	Governance costs £	2022 £	2021 £
Accountancy	-	780	780	720
Secretary and business administration	-	5,878	5,878	6,790
Bookkeeping	-	2,740	2,740	2,168
	<u>-</u>	<u>9,398</u>	<u>9,398</u>	<u>9,678</u>
Analysed between Charitable activities	<u>-</u>	<u>9,398</u>	<u>9,398</u>	<u>9,678</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

9 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	2	1
	<u>2</u>	<u>1</u>
Employment costs	2022	2021
	£	£
Wages and salaries	49,815	17,688
	<u>49,815</u>	<u>17,688</u>

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

10 Tangible fixed assets

	Fixtures and Motor vehicles fittings		Total
	£	£	£
Cost			
At 1 January 2022	-	60,000	60,000
Additions	1,159	-	1,159
	<u>1,159</u>	<u>60,000</u>	<u>61,159</u>
At 31 December 2022	1,159	60,000	61,159
	<u>1,159</u>	<u>60,000</u>	<u>61,159</u>
Depreciation and impairment			
At 1 January 2022	-	4,000	4,000
Depreciation charged in the year	64	56,000	56,064
	<u>64</u>	<u>56,000</u>	<u>56,064</u>
At 31 December 2022	64	60,000	60,064
	<u>64</u>	<u>60,000</u>	<u>60,064</u>
Carrying amount			
At 31 December 2022	1,095	-	1,095
	<u>1,095</u>	<u>-</u>	<u>1,095</u>
At 31 December 2021	-	4,000	4,000
	<u>-</u>	<u>4,000</u>	<u>4,000</u>

11 Fixed asset investments

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

11 Fixed asset investments

(Continued)

	Other investments
Cost or valuation	
At 1 January 2022 & 31 December 2022	190,500
Carrying amount	
At 31 December 2022	190,500
At 31 December 2021	190,500

	Notes	2022 £	2021 £
Other investments comprise:			
Investments in subsidiaries	17	190,500	190,500

12 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Trade debtors	-	1,150
Other debtors	42,505	21,427
Prepayments and accrued income	20,542	4,228
	<u>63,047</u>	<u>26,805</u>

13 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	751	-
Trade creditors	14,126	201
Other creditors	1,788	2,000
	<u>16,665</u>	<u>2,201</u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

14 Restricted funds

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

	Movement in funds					Balance at 31 December 2022 £
	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Balance at 1 January 2022 £	Transfers £	
Restricted funds	15,615	1,520	(2,657)	14,478	(14,478)	-

15 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 December 2022 are represented by:						
Tangible assets	1,095	-	1,095	4,000	-	4,000
Investments	190,500	-	190,500	190,500	-	190,500
Current assets/(liabilities)	371,130	-	371,130	300,927	14,478	315,405
	562,725	-	562,725	495,427	14,478	509,905

16 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

17 Subsidiaries

These financial statements are separate charity financial statements for South Wilts Mencap.

Details of the charity's subsidiaries at 31 December 2022 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held	
				Direct	Indirect
16 Catherine Street Ltd	United Kingdom	Charity Shop	Ordinary A	100.00	

SOUTH WILTS MENCAP

England & Wales - Charity number 1112202

Accounts

Charity Registration No. 1112202

Company Registration No. 05585404 (England and Wales)

SOUTH WILTS MENCAP
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

SOUTH WILTS MENCAP

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr N A Afford Mrs L Batchelor Mrs J Beddow Mr R C L Clifford Mrs K S Gallagher Mrs L F Lane Mr G McFaul Mrs P H T Reis
Secretary	Mr N A Afford
Charity number	1112202
Company number	05585404
Registered office	16 Catherine Street Salisbury Wiltshire SP1 2DA
Independent examiner	Moore (South) LLP 33 The Clarendon Centre Salisbury Business Park Dairy Meadow Lane Salisbury Wiltshire SP1 2TJ

SOUTH WILTS MENCAP

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SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees present their annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The charity's objects are:

- The relief of people with a learning disability in South Wiltshire in particular by the provision of help and support for them and for their families, dependents and carers, and to prevent learning disabilities for the public benefit.
- 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 (LD) with the object of improving their conditions of life.

Despite being a relatively small charity, South Wilts Mencap routinely supports around 150 people with learning disabilities (LD) across the whole age range and their families. Our services include:

- running a small travel business, Breakaway, providing annually 64 holidays with carers for our LD community, and a theatre trip;
- providing clubs and activities on average four times a week throughout the year;
- holding monthly discos and a number of larger events;
- providing support and services for families and carers.

In normal times, South Wilts Mencap has around 70 staff including volunteers, one employee, casual workers and individual contractors all working throughout the year. This has reduced to around 60 during the Covid epidemic and plans are in place to restore lost posts in 2022.

The trustees of South Wilts Mencap and the directors of 16 Catherine St Ltd have taken measures to ensure that they work more closely to align and improve governance, financial management and employment practices.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Achievements and performance

South Wilts Mencap's programme for 2021 was adversely affected by Covid for a second year. We ran activities where possible but there was no full programme for clubs and no Breakaway holidays. We continued to maintain contact with members through newsletters and on-line events. A new venture was introduced, two Christmas parties with a full meal, which were very well attended and much enjoyed. Plans have been made for re-establishing normality in 2022, however this will be dependent on the Covid situation and recruiting new staff.

The creation of the Charity Service Coordinator's role has proved a great success as we now have a single focus for most of our activities, Breakaway Holidays continuing with its own leader. The Service Coordinator is now part of the Society's warp and weft and has done much to make the best of this year and to create a sound basis for post-Covid recovery in 2022

As with last year our shop opened whenever it was possible do so, thanks to the heroic effort of its entirely volunteer staff. The two flats on the second floor remained fully occupied.

Financial review

The Charity's main source of income continued to be 16 Catherine Street; transfers from the shop were only £5,000 less than pre-Covid 2019, the flat rental being unaffected by the Covid emergency. As a result 16 Catherine Street Ltd transferred a remarkable £108,300 to the Charity.

We received £10,152 in donations. Two of these were in memory of past Chairmen who died during the year; Richard Morgan (£1,750) and John Bartlett (£2,500). We are most grateful to all those gave so generously.

Unlike some other charities we remain well funded, reporting an excess of income over expenditure of £60,326. The unavoidable drop in expenditure on clubs and events for a second year has left a very strong balance sheet, we are therefore carrying much more money than we need for prudent financial management. Nevertheless this must be balanced against an increasing population of people with learning disabilities and action is being taken to provide a wider range of high-grade services whilst achieving compliance with legislation and regulation.

In order to restore and develop our programme we shall need to employ or engage additional staff. Given the difficulty of finding suitable volunteers, this will necessitate paying a greater proportion of our helpers. Furthermore our growing size and complexity demands a higher level of expenditure on administrative demands to include storage rental, the development of information technology and HR support.

There are further challenges, for example the cost of holidays for Breakaway is on the rise. Wiltshire Council, following a review of funding priorities, withdrew their £7,900 annual grant for Our Club; given the strength of our balance sheet we are unlikely to recover this support for the foreseeable future.

As the financial position exceeds our immediate requirements for routine operation, the Trustees are considering options for the further development of the Society in consultation with those whom we serve and other interested individuals and organisations.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have a duty to identify the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. The charity regularly reviews its procedures to minimise such risk to its assets and income and to ensure that where risks are identified procedures are in place to alleviate them as far as possible. For the major risks identified, the trustees have put in place appropriate measures to manage those risks.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Structure, governance and management

The charity is a company limited by guarantee. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity is an incorporated company limited by guarantee. The Memorandum and Articles of Association were revised prior to our incorporation in October 2006.

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

Mr N A Afford
Mrs L Batchelor
Mrs J Beddow
Mr R C L Clifford
Mrs K S Gallagher
Mrs L F Lane
Mr G McFaul
Mrs P H T Reis

Membership of the company / charity is open to anyone who supports the principle of enriching the lives of our client group of local people with a LD (see Article 4).

The Executive Committee of directors consists of no less than 4 and normally no more than 12 directors. They are required to meet regularly and in fact meet on the second Tuesday of every month. There must be, and is, a Chair, a Vice Chair, a Treasurer / Company Secretary and other directors elected by the membership at the Annual General Meeting (AGM).

At each AGM the Executive Committee retires but may be re-elected. No person may be appointed to the Executive Committee except by the above procedure at the AGM. New trustees are recruited through advertising and personal contact. The Chair has prime responsibility for the quality and excellence of all tasks and activities undertaken. In addition, the non-executive President occasionally attends monthly meetings, maintains oversight of the Society's activity and presides at the AGM. The trustees met eleven times during the year to conduct the charity's business, the majority of meetings being held on Zoom as a result of the Covid emergency. The AGM was held on 31 March 2021 on Zoom. Whilst the Executive Committee sets policy and procedures, allocates funds and monitors performance the day-to-day management of individual activities is vested between the Services Coordinator and Breakaway Manager under the aegis of the Operations Committee.

The trustees of South Wilts Mencap are working in close liaison with the directors of its trading subsidiary, 16 Catherine Street Limited, to unify further the governance and management of the two organisations. Respective chairs sit on each other's board of management. Where possible policies and procedures are being aligned, for instance in the area of human resources.

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



Mr N A Afford

trustee

Dated: 11th April 2022

SOUTH WILTS MENCAP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH WILTS MENCAP

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

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



Robert Macdonald FCCA
Moore (South) LLP

33 The Clarendon Centre
Salisbury Business Park
Dairy Meadow Lane
Salisbury
Wiltshire
SP1 2TJ

Dated: 12 April 2022

SOUTH WILTS MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total Unrestricted funds 2021 £	Restricted funds 2020 £	Total 2020 £
Income from:						
Donations and legacies	3	10,152	-	10,152	4,751	12,179
Charitable activities	4	111,288	1,520	112,808	4,792	102,837
Investments	5	245	-	245	458	458
Total income		121,685	1,520	123,205	12,220	115,474
Expenditure on:						
Charitable activities	6	60,222	2,657	62,879	12,626	84,358
Net income/(expenditure) for the year/						
Net movement in funds		61,463	(1,137)	60,326	(406)	31,116
Fund balances at 1 January 2021						
		433,964	15,615	449,579	16,021	418,463
Fund balances at 31 December 2021						
		495,427	14,478	509,905	15,615	449,579

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

All income and expenditure derive from continuing activities.

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

SOUTH WILTS MENCAP

BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	10		4,000		16,000
Investments	11		190,500		190,500
			<u>194,500</u>		<u>206,500</u>
Current assets					
Debtors	12	26,805		35,367	
Cash at bank and in hand		290,801		221,126	
		<u>317,606</u>		<u>256,493</u>	
Creditors: amounts falling due within one year	13	(2,201)		(13,414)	
Net current assets			315,405		243,079
Total assets less current liabilities			<u>509,905</u>		<u>449,579</u>
Income funds					
Restricted funds	14		14,478		15,615
Unrestricted funds			495,427		433,964
			<u>509,905</u>		<u>449,579</u>

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

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

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

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

The financial statements were approved by the Trustees on 10th April 2022



Mr N A Atford
Trustee

Company Registration No. 05585404

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

Charity information

South Wilts Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is 16 Catherine Street, Salisbury, Wiltshire, SP1 2DA.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

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

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

1.4 Incoming resources

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

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

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities, which includes the costs of all activities undertaken to further the purpose of the charity and their associated support costs.
- Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include office costs, finance costs and governance costs which support the charity's programme of activities.

1.6 Tangible fixed assets

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

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	3 years
Motor vehicles	5 years

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

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

1.10 Financial instruments

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

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

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

Basic financial assets

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

Basic financial liabilities

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

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

2 Critical accounting estimates and judgements

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

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

3 Donations and legacies

	Unrestricted funds	Unrestricted funds	Restricted funds	Total
	2021	2020	2020	2020
	£	£	£	£
Donations and gifts	10,152	4,751	7,428	12,179

4 Charitable activities

	2021	2020
	£	£
transfers from 16 Catherine Street	95,100	70,114
Fundraising	1,150	-
Breakaway	1,610	15,136
Rent	13,200	12,100
Other income	-	671
Christmas parties	484	-
Our club income	1,194	-
Play partner parties	-	24
Mayors appeal	70	4,792
	<u>112,808</u>	<u>102,837</u>
Analysis by fund		
Unrestricted funds	111,288	
Restricted funds	1,520	
	<u>112,808</u>	
For the year ended 31 December 2020		
Unrestricted funds		98,045
Restricted funds		4,792
		<u>102,837</u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

5 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	245	458

6 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2021	2020
	£	£
Staff costs	17,688	11,771
Depreciation and impairment	12,000	12,000
Core services	10,878	9,917
Charity expenses	3,705	5,722
Insurance	820	802
Motor expenses	1,623	1,340
Grants given	750	2,265
Lockdown support	1,773	10,093
Christmas parties	3,964	-
Mayors appeal	-	3,360
Breakaway refunds	-	15,855
	<u>53,201</u>	<u>73,125</u>
Share of governance costs (see note 7)	9,678	11,233
	<u>62,879</u>	<u>84,358</u>
Analysis by fund		
Unrestricted funds	60,222	71,732
Restricted funds	2,657	12,626
	<u>62,879</u>	<u>84,358</u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

7 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Accountancy	-	720	720	-	790	790
Secretary and business administration	-	6,790	6,790	-	7,675	7,675
Bookkeeping	-	2,168	2,168	-	2,768	2,768
	-	9,678	9,678	-	11,233	11,233
Analysed between Charitable activities	-	9,678	9,678	-	11,233	11,233

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	1	1
Employment costs	2021 £	2020 £
Wages and salaries	17,688	11,771

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

10 Tangible fixed assets

	Motor vehicles £
Cost	
At 1 January 2021	60,000
At 31 December 2021	<u>60,000</u>
Depreciation and impairment	
At 1 January 2021	44,000
Depreciation charged in the year	12,000
At 31 December 2021	<u>56,000</u>
Carrying amount	
At 31 December 2021	<u>4,000</u>
At 31 December 2020	<u>16,000</u>

11 Fixed asset investments

	Other investments
Cost or valuation	
At 1 January 2021 & 31 December 2021	190,500
Carrying amount	
At 31 December 2021	<u>190,500</u>
At 31 December 2020	<u>190,500</u>

Other investments comprise:	Notes	2021 £	2020 £
Investments in subsidiaries	17	<u>190,500</u>	<u>190,500</u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

12 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Trade debtors	1,150	7,430
Other debtors	21,427	-
Prepayments and accrued income	4,228	27,937
	<u>26,805</u>	<u>35,367</u>

13 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	201	45
Other creditors	2,000	13,369
	<u>2,201</u>	<u>13,414</u>

14 Restricted funds

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

	Movement in funds			Movement in funds			Balance at 31 December 2021
	Balance at 1 January 2020	Incoming resources	Resources expended	Balance at 1 January 2021	Incoming resources	Resources expended	
	£	£	£	£	£	£	£
Restricted funds	16,021	12,220	(12,626)	15,615	1,520	(2,657)	14,478
	<u>16,021</u>	<u>12,220</u>	<u>(12,626)</u>	<u>15,615</u>	<u>1,520</u>	<u>(2,657)</u>	<u>14,478</u>

15 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Fund balances at 31 December 2021 are represented by:						
Tangible assets	4,000	-	4,000	16,000	-	16,000
Investments	190,500	-	190,500	190,500	-	190,500
Current assets/ (liabilities)	300,927	14,478	315,405	227,464	15,615	243,079
	<u>495,427</u>	<u>14,478</u>	<u>509,905</u>	<u>433,964</u>	<u>15,615</u>	<u>449,579</u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

16 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

17 Subsidiaries

These financial statements are separate charity financial statements for South Wilts Mencap.

Details of the charity's subsidiaries at 31 December 2021 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held	
				Direct	Indirect
16 Catherine Street Ltd	United Kingdom	Charity Shop	Ordinary A	100.00	

SOUTH WILTS MENCAP

England & Wales - Charity number 1112202

Accounts



South Wilts Mencap

Trustees Statement for 2020

Achievements and Performance

The programme planned for 2020 was to have seen the revival of a club for 20 to 30-year olds, exciting new initiatives and days out by the sea; these in addition to our usual varied range of activities. Covid prevented delivery of these and the development of other enhancements. We had expected to spend our year's income but were left with a surplus of £31,117, unlike the dire position of some other charities.

Whilst clubs operated early in the year, the first Covid lockdown put an end to these in March. For the rest of the year we did our best to keep in contact with everyone through our Weekly Bulletin, post cards, telephone calls and the wonderful programme of activities on Zoom. Including the Christmas goody bags sent to all our active members these activities cost £10,092. The cancelled Breakaway programme had been largely paid for in advance, however we were able to carry the credit forward into 2021; indeed it now looks highly likely to slip into 2022.

Financial Review

Our main source of income continued to be 16 Catherine Street, the flat rental being unaffected by the Covid emergency. Transfers from the shop however were reduced by 50% due to lockdown closures, although this was partially mitigated by a government grant to the shop of which the charity received £20,000. Many charity shops in Salisbury shut down entirely, ours however was opened up whenever possible thanks to the staunch determination of our volunteer staff.

Wiltshire Council continued to support to Our Club with a grant of £7,819. We also received donations totalling £4,751, some in memory of people who sadly had died during the year. Owing to Councillor John Walsh's term as Mayor of Salisbury being extended by a year, his mayoral appeal is still running, now standing at £13,257.

The Balance Sheet shows a very strong financial position, however there is significant uncertainty about earnings in 2022. Our first priority for the future is to reinstate our clubs and other activities which will take concentrated effort. Once the programme is up and running the Trustees will be able to put their minds to the further development of the society in consultation with those whom we serve and other interested individuals and organisations.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have a duty to identify the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. The charity regularly reviews its procedures to minimise such risk to its assets and income and to ensure that where risks are identified procedures are in place to alleviate them as far as possible. For the major risks identified, the trustees have put in place appropriate measures to manage those risks.

Structure, Governance and Management

The charity is a company limited by guarantee. None of the trustees has any beneficial interest in the company.

Charity Registration No. 1112202

Company Registration No. 05585404 (England and Wales)

SOUTH WILTS MENCAP
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

SOUTH WILTS MENCAP

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr N A Afford Mrs L Batchelor Mrs J Beddow Mr R C L Clifford Mrs K S Gallagher Mrs L F Lane Mr G McFaul Mrs P H T Reis
Secretary	Mr N A Afford
Charity number	1112202
Company number	05585404
Registered office	16 Catherine Street Salisbury Wiltshire SP1 2DA
Independent examiner	Moore (South) LLP 33 The Clarendon Centre Salisbury Business Park Dairy Meadow Lane Salisbury Wiltshire SP1 2TJ

SOUTH WILTS MENCAP

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SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees present their report and financial statements for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charity's objects are:

- The relief of people with a learning disability in South Wiltshire in particular by the provision of help and support for them and for their families, dependents and carers, and to prevent learning disabilities for the public benefit.
- 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 (LD) with the object of improving their conditions of life.

Despite being a relatively small charity, South Wilts Mencap routinely supports around 150 people with learning disabilities (LD) across the whole age range and their families. Our services include:

- running a small travel business, Breakaway, providing annually 64 holidays with carers for our LD community, and a theatre trip;
- providing clubs and activities on average four times a week throughout the year;
- holding monthly discos and a number of larger events;
- providing support and services for families and carers.

To make all this possible, South Wilts Mencap has around 70 staff including volunteers, one employee, casual workers and individual contractors all working throughout the year. The level of service provided has increased significantly over the last eight years. Whilst we have much to be grateful for, this expansion has generated a significant administrative overhead, not helped by all the statutory requirements that apply, not least safeguarding so many very vulnerable people.

The trustees of South Wilts Mencap and the directors of 16 Catherine St Ltd have taken measures to ensure that they work more closely to align and improve governance, financial management and employment practices.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Achievements and performance

The programme planned for 2020 was to have seen the revival of a club for 20 to 30-year olds, exciting new initiatives and days out by the sea; these in addition to our usual varied range of activities. Covid prevented delivery of these and the development of other enhancements. We had expected to spend our year's income but were left with a surplus of £31,117, unlike the dire position of some other charities.

Whilst clubs operated early in the year, the first Covid lockdown put an end to these in March. For the rest of the year we did our best to keep in contact with everyone through our Weekly Bulletin, post cards, telephone calls and the wonderful programme of activities on Zoom. Including the Christmas goody bags sent to all our active members these activities cost £10,092. The cancelled Breakaway programme had been largely paid for in advance, however we were able to carry the credit forward into 2021; indeed it now looks highly likely to slip into 2022.

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The Balance Sheet shows a very strong financial position, however there is significant uncertainty about earnings in 2022. Our first priority for the future is to reinstate our clubs and other activities which will take concentrated effort. Once the programme is up and running the Trustees will be able to put their minds to the further development of the society in consultation with those whom we serve and other interested individuals and organisations.

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The trustees have a duty to identify the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. The charity regularly reviews its procedures to minimise such risk to its assets and income and to ensure that where risks are identified procedures are in place to alleviate them as far as possible. For the major risks identified, the trustees have put in place appropriate measures to manage those risks.

Structure, governance and management

The charity is a company limited by guarantee. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity is an incorporated company limited by guarantee. The Memorandum and Articles of Association were revised prior to our incorporation in October 2006.

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

Mr N A Afford

Mrs L Batchelor

Mrs J Beddow

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Mr R C L Clifford
Mrs K S Gallagher
Mrs L F Lane
Mr G McFaul
Mrs P H T Reis

Membership of the company / charity is open to anyone who supports the principle of enriching the lives of our client group of local people with a LD (see Article 4).

The Executive Committee of directors consists of no less than 4 and normally no more than 12 directors. They are required to meet regularly and in fact meet on the second Tuesday of every month. There must be, and is, a Chair, a Vice Chair, a Treasurer / Company Secretary and other directors elected by the membership at the Annual General Meeting (AGM).

At each AGM the Executive Committee retires but may be re-elected. No person may be appointed to the Executive Committee except by the above procedure at the AGM. New trustees are recruited through advertising and personal contact. The Chair has prime responsibility for the quality and excellence of all tasks and activities undertaken. In addition, the non-executive President occasionally attends monthly meetings, maintains oversight of the Society's activity and presides at the AGM.

Whilst the Executive Committee sets policy and procedures, allocates funds and monitors performance the day-to-day management of individual activities is vested in club and activity leaders coordinated by the Operations Manager.

The trustees met 12 times during the year to conduct the charity's business, the majority of meetings being held on Zoom as a result of the Covid emergency. The AGM normally held in April was delayed until September 2020 when it was held on Zoom.

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

.....
Mr N A Afford
trustee
Dated:

SOUTH WILTS MENCAP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH WILTS MENCAP

I report to the trustees on my examination of the financial statements of South Wilts Mencap (the charity) for the year ended 31 December 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Robert Macdonald FCCA
Moore (South) LLP

33 The Clarendon Centre
Salisbury Business Park
Dairy Meadow Lane
Salisbury
Wiltshire
SP1 2TJ

Dated:

SOUTH WILTS MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
	Notes						
Income from:							
Donations and legacies	3	19,887	7,428	27,315	34,481	-	34,481
Charitable activities	4	82,909	4,792	87,701	114,948	37,363	152,311
Investments	5	458	-	458	600	-	600
Total income		103,254	12,220	115,474	150,029	37,363	187,392
Expenditure on:							
Charitable activities	6	71,732	12,626	84,358	108,875	31,839	140,714
Gross transfers between funds		-	-	-	(5,284)	5,284	-
Net income/(expenditure) for the year/ Net movement in funds		31,522	(406)	31,116	35,870	10,808	46,678
Fund balances at 1 January 2020		402,442	16,021	418,463	366,572	5,213	371,785
Fund balances at 31 December 2020		433,964	15,615	449,579	402,442	16,021	418,463

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

All income and expenditure derive from continuing activities.

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

SOUTH WILTS MENCAP

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	10		16,000		28,000
Investments	11		190,500		190,500
			<u>206,500</u>		<u>218,500</u>
Current assets					
Debtors	12	35,367		22,328	
Cash at bank and in hand		221,126		180,264	
		<u>256,493</u>		<u>202,592</u>	
Creditors: amounts falling due within one year	13	(13,414)		(2,629)	
Net current assets			243,079		199,963
Total assets less current liabilities			<u>449,579</u>		<u>418,463</u>
Income funds					
Restricted funds			15,615		16,021
Unrestricted funds			433,964		402,442
			<u>449,579</u>		<u>418,463</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2020.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements 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 incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

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

The financial statements were approved by the Trustees on

.....
Mr N A Afford
Trustee

Company Registration No. 05585404

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

Charity information

South Wilts Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is 16 Catherine Street, Salisbury, Wiltshire, SP1 2DA.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

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

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

1.4 Incoming resources

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

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

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities, which includes the costs of all activities undertaken to further the purpose of the charity and their associated support costs.
- Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include office costs, finance costs and governance costs which support the charity's programme of activities.

1.6 Tangible fixed assets

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

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	3 years
Motor vehicles	5 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

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

1.10 Financial instruments

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

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

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

(Continued)

Basic financial assets

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

Basic financial liabilities

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

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

2 Critical accounting estimates and judgements

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

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
Donations and gifts	4,751	7,428	12,179	9,956
Breakaway	15,136	-	15,136	24,525
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
For the year ended 31 December 2019	<u>34,481</u>	<u>-</u>		<u>34,481</u>

4 Charitable activities

	2020	2019
	£	£
transfers from 16 Catherine Street	70,114	100,000
Fundraising	-	565
Membership subscriptions	-	303
Rent	12,100	13,200
Other income	671	2,099
Fundays (15-25 years)	-	2,790
Our club income	-	8,949
Play partner parties	24	1,586
Mayors appeal	4,792	22,819
	<u>87,701</u>	<u>152,311</u>
	<u> </u>	<u> </u>
Analysis by fund		
Unrestricted funds	82,909	
Restricted funds	4,792	
	<u>87,701</u>	
	<u> </u>	
For the year ended 31 December 2019		
Unrestricted funds		114,948
Restricted funds		37,363
		<u>152,311</u>
		<u> </u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

5 Investments

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Interest receivable	458	600

6 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2020	2019
	£	£
Staff costs	11,771	1,560
Depreciation and impairment	12,000	12,052
Core services	9,917	86,652
Charity expenses	5,722	7,758
Insurance	802	771
Motor expenses	1,340	2,483
Grants given	2,265	3,495
60th Anniversary costs	-	3,935
Mayors appeal	3,360	10,993
Lockdown support	10,093	-
Breakaway refunds	15,855	-
	<u>73,125</u>	<u>129,699</u>
Share of governance costs (see note 7)	11,233	11,015
	<u>84,358</u>	<u>140,714</u>
Analysis by fund		
Unrestricted funds	71,732	108,875
Restricted funds	12,626	31,839
	<u>84,358</u>	<u>140,714</u>
For the year ended 31 December 2019		
Unrestricted funds	108,875	
Restricted funds	31,839	
	<u>140,714</u>	

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

7 Support costs

	Support costs £	Governance costs £	2020 £	Support costs £	Governance costs £	2019 £
Accountancy	-	790	790	-	770	770
Secretary and business administration	-	7,675	7,675	-	7,996	7,996
Bookkeeping	-	2,768	2,768	-	2,249	2,249
	<u>-</u>	<u>11,233</u>	<u>11,233</u>	<u>-</u>	<u>11,015</u>	<u>11,015</u>
Analysed between Charitable activities	-	11,233	11,233	-	11,015	11,015
	<u>-</u>	<u>11,233</u>	<u>11,233</u>	<u>-</u>	<u>11,015</u>	<u>11,015</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
	<u>1</u>	<u>1</u>
Employment costs	2020 £	2019 £
Wages and salaries	<u>11,771</u>	<u>1,560</u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

10 Tangible fixed assets

	Fixtures and Motor vehicles fittings		Total
	£	£	£
Cost			
At 1 January 2020	453	60,000	60,453
At 31 December 2020	453	60,000	60,453
Depreciation and impairment			
At 1 January 2020	453	32,000	32,453
Depreciation charged in the year	-	12,000	12,000
At 31 December 2020	453	44,000	44,453
Carrying amount			
At 31 December 2020	-	16,000	16,000
At 31 December 2019	-	28,000	28,000

11 Fixed asset investments

	Other investments
Cost or valuation	
At 1 January 2020 & 31 December 2020	190,500
Carrying amount	
At 31 December 2020	190,500
At 31 December 2019	190,500

Other investments comprise:	Notes	2020 £	2019 £
Investments in subsidiaries	16	190,500	190,500

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

12 Debtors

	2020	2019
Amounts falling due within one year:	£	£
Trade debtors	7,430	8,451
Other debtors	-	60
Prepayments and accrued income	27,937	13,817
	<u>35,367</u>	<u>22,328</u>

13 Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	45	834
Other creditors	13,369	1,795
	<u>13,414</u>	<u>2,629</u>

14 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 31 December 2020 are represented by:						
Tangible assets	16,000	-	16,000	28,000	-	28,000
Investments	190,500	-	190,500	190,500	-	190,500
Current assets/ (liabilities)	243,079	-	243,079	183,942	16,021	199,963
	<u>449,579</u>	<u>-</u>	<u>449,579</u>	<u>402,442</u>	<u>16,021</u>	<u>418,463</u>

15 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).

16 Subsidiaries

These financial statements are separate charity financial statements for South Wilts Mencap.

Details of the charity's subsidiaries at 31 December 2020 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held	
				Direct	Indirect
16 Catherine Street Ltd	United Kingdom	Charity Shop	Ordinary A	100.00	

Charity Registration No. 1112202

Company Registration No. 05585404 (England and Wales)

SOUTH WILTS MENCAP
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

SOUTH WILTS MENCAP

LEGAL AND ADMINISTRATIVE INFORMATION

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Secretary	Mr N A Afford
Charity number	1112202
Company number	05585404
Registered office	16 Catherine Street Salisbury Wiltshire SP1 2DA
Independent examiner	Moore (South) LLP 33 The Clarendon Centre Salisbury Business Park Dairy Meadow Lane Salisbury Wiltshire SP1 2TJ

SOUTH WILTS MENCAP

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SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees present their report and financial statements for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charity's objects are:

- The relief of people with a learning disability in South Wiltshire in particular by the provision of help and support for them and for their families, dependents and carers, and to prevent learning disabilities for the public benefit.
- 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 (LD) with the object of improving their conditions of life.

Despite being a relatively small charity, South Wilts Mencap routinely supports around 150 people with learning disabilities (LD) across the whole age range and their families. Our services include:

- running a small travel business, Breakaway, providing annually 64 holidays with carers for our LD community, and a theatre trip;
- providing clubs and activities on average four times a week throughout the year;
- holding monthly discos and a number of larger events;
- providing support and services for families and carers.

To make all this possible, South Wilts Mencap has around 70 staff including volunteers, one employee, casual workers and individual contractors all working throughout the year. The level of service provided has increased significantly over the last eight years. Whilst we have much to be grateful for, this expansion has generated a significant administrative overhead, not helped by all the statutory requirements that apply, not least safeguarding so many very vulnerable people.

The trustees of South Wilts Mencap and the directors of 16 Catherine St Ltd have taken measures to ensure that they work more closely to align and improve governance, financial management and employment practices.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

Achievements and performance

The programme planned for 2020 was to have seen the revival of a club for 20 to 30-year olds, exciting new initiatives and days out by the sea; these in addition to our usual varied range of activities. Covid prevented delivery of these and the development of other enhancements. We had expected to spend our year's income but were left with a surplus of £31,117, unlike the dire position of some other charities.

Whilst clubs operated early in the year, the first Covid lockdown put an end to these in March. For the rest of the year we did our best to keep in contact with everyone through our Weekly Bulletin, post cards, telephone calls and the wonderful programme of activities on Zoom. Including the Christmas goody bags sent to all our active members these activities cost £10,092. The cancelled Breakaway programme had been largely paid for in advance, however we were able to carry the credit forward into 2021; indeed it now looks highly likely to slip into 2022.

Financial review

Our main source of income continued to be 16 Catherine Street, the flat rental being unaffected by the Covid emergency. Transfers from the shop however were reduced by 50% due to lockdown closures, although this was partially mitigated by a government grant to the shop of which the charity received £20,000. Many charity shops in Salisbury shut down entirely, ours however was opened up whenever possible thanks to the staunch determination our volunteer staff.

Wiltshire Council continued to support to Our Club with a grant of £7,819. We also received donations totalling £4,751, some in memory of people who sadly had died during the year. Owing to Councillor John Walsh's term as Mayor of Salisbury being extended by a year, his mayoral appeal is still running, now standing at £13,257.

The Balance Sheet shows a very strong financial position, however there is significant uncertainty about earnings in 2022. Our first priority for the future is to reinstate our clubs and other activities which will take concentrated effort. Once the programme is up and running the Trustees will be able to put their minds to the further development of the society in consultation with those whom we serve and other interested individuals and organisations.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have a duty to identify the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. The charity regularly reviews its procedures to minimise such risk to its assets and income and to ensure that where risks are identified procedures are in place to alleviate them as far as possible. For the major risks identified, the trustees have put in place appropriate measures to manage those risks.

Structure, governance and management

The charity is a company limited by guarantee. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity is an incorporated company limited by guarantee. The Memorandum and Articles of Association were revised prior to our incorporation in October 2006.

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

Mr N A Afford

Mrs L Batchelor

Mrs J Beddow

SOUTH WILTS MENCAP

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 DECEMBER 2020**

Mr R C L Clifford
Mrs K S Gallagher
Mrs L F Lane
Mr G McFaul
Mrs P H T Reis

Membership of the company / charity is open to anyone who supports the principle of enriching the lives of our client group of local people with a LD (see Article 4).

The Executive Committee of directors consists of no less than 4 and normally no more than 12 directors. They are required to meet regularly and in fact meet on the second Tuesday of every month. There must be, and is, a Chair, a Vice Chair, a Treasurer / Company Secretary and other directors elected by the membership at the Annual General Meeting (AGM).

At each AGM the Executive Committee retires but may be re-elected. No person may be appointed to the Executive Committee except by the above procedure at the AGM. New trustees are recruited through advertising and personal contact. The Chair has prime responsibility for the quality and excellence of all tasks and activities undertaken. In addition, the non-executive President occasionally attends monthly meetings, maintains oversight of the Society's activity and presides at the AGM.

Whilst the Executive Committee sets policy and procedures, allocates funds and monitors performance the day-to-day management of individual activities is vested in club and activity leaders coordinated by the Operations Manager.

The trustees met 12 times during the year to conduct the charity's business, the majority of meetings being held on Zoom as a result of the Covid emergency. The AGM normally held in April was delayed until September 2020 when it was held on Zoom.

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

.....
Mr N A Afford
trustee
Dated:

SOUTH WILTS MENCAP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH WILTS MENCAP

I report to the trustees on my examination of the financial statements of South Wilts Mencap (the charity) for the year ended 31 December 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Robert Macdonald FCCA
Moore (South) LLP

33 The Clarendon Centre
Salisbury Business Park
Dairy Meadow Lane
Salisbury
Wiltshire
SP1 2TJ

Dated:

SOUTH WILTS MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
	Notes						
Income from:							
Donations and legacies	3	19,887	7,428	27,315	34,481	-	34,481
Charitable activities	4	82,909	4,792	87,701	114,948	37,363	152,311
Investments	5	458	-	458	600	-	600
Total income		<u>103,254</u>	<u>12,220</u>	<u>115,474</u>	<u>150,029</u>	<u>37,363</u>	<u>187,392</u>
Expenditure on:							
Charitable activities	6	71,732	12,626	84,358	108,875	31,839	140,714
Gross transfers between funds		-	-	-	(5,284)	5,284	-
Net income/(expenditure) for the year/ Net movement in funds		31,522	(406)	31,116	35,870	10,808	46,678
Fund balances at 1 January 2020		<u>402,442</u>	<u>16,021</u>	<u>418,463</u>	<u>366,572</u>	<u>5,213</u>	<u>371,785</u>
Fund balances at 31 December 2020		<u><u>433,964</u></u>	<u><u>15,615</u></u>	<u><u>449,579</u></u>	<u><u>402,442</u></u>	<u><u>16,021</u></u>	<u><u>418,463</u></u>

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

All income and expenditure derive from continuing activities.

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

SOUTH WILTS MENCAP

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	10		16,000		28,000
Investments	11		190,500		190,500
			<u>206,500</u>		<u>218,500</u>
Current assets					
Debtors	12	35,367		22,328	
Cash at bank and in hand		221,126		180,264	
		<u>256,493</u>		<u>202,592</u>	
Creditors: amounts falling due within one year	13	(13,414)		(2,629)	
Net current assets			243,079		199,963
Total assets less current liabilities			<u>449,579</u>		<u>418,463</u>
Income funds					
Restricted funds			15,615		16,021
Unrestricted funds			433,964		402,442
			<u>449,579</u>		<u>418,463</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2020.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements 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 incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

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

The financial statements were approved by the Trustees on

.....
Mr N A Afford
Trustee

Company Registration No. 05585404

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

Charity information

South Wilts Mencap is a private company limited by guarantee incorporated in England and Wales. The registered office is 16 Catherine Street, Salisbury, Wiltshire, SP1 2DA.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

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

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

1.4 Incoming resources

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

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

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities, which includes the costs of all activities undertaken to further the purpose of the charity and their associated support costs.
- Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include office costs, finance costs and governance costs which support the charity's programme of activities.

1.6 Tangible fixed assets

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

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	3 years
Motor vehicles	5 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

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

1.10 Financial instruments

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

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

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

(Continued)

Basic financial assets

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

Basic financial liabilities

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

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

2 Critical accounting estimates and judgements

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

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

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
Donations and gifts	4,751	7,428	12,179	9,956
Breakaway	15,136	-	15,136	24,525
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
For the year ended 31 December 2019	<u>34,481</u>	<u>-</u>		<u>34,481</u>

4 Charitable activities

	2020	2019
	£	£
transfers from 16 Catherine Street	70,114	100,000
Fundraising	-	565
Membership subscriptions	-	303
Rent	12,100	13,200
Other income	671	2,099
Fundays (15-25 years)	-	2,790
Our club income	-	8,949
Play partner parties	24	1,586
Mayors appeal	4,792	22,819
	<u>87,701</u>	<u>152,311</u>
	<u> </u>	<u> </u>
Analysis by fund		
Unrestricted funds	82,909	
Restricted funds	4,792	
	<u>87,701</u>	
	<u> </u>	
For the year ended 31 December 2019		
Unrestricted funds		114,948
Restricted funds		37,363
		<u>152,311</u>
		<u> </u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

5 Investments

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Interest receivable	458	600

6 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2020	2019
	£	£
Staff costs	11,771	1,560
Depreciation and impairment	12,000	12,052
Core services	9,917	86,652
Charity expenses	5,722	7,758
Insurance	802	771
Motor expenses	1,340	2,483
Grants given	2,265	3,495
60th Anniversary costs	-	3,935
Mayors appeal	3,360	10,993
Lockdown support	10,093	-
Breakaway refunds	15,855	-
	<u>73,125</u>	<u>129,699</u>
Share of governance costs (see note 7)	11,233	11,015
	<u>84,358</u>	<u>140,714</u>
Analysis by fund		
Unrestricted funds	71,732	108,875
Restricted funds	12,626	31,839
	<u>84,358</u>	<u>140,714</u>
For the year ended 31 December 2019		
Unrestricted funds	108,875	
Restricted funds	31,839	
	<u>140,714</u>	

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

7 Support costs

	Support costs £	Governance costs £	2020 £	Support costs £	Governance costs £	2019 £
Accountancy	-	790	790	-	770	770
Secretary and business administration	-	7,675	7,675	-	7,996	7,996
Bookkeeping	-	2,768	2,768	-	2,249	2,249
	<u>-</u>	<u>11,233</u>	<u>11,233</u>	<u>-</u>	<u>11,015</u>	<u>11,015</u>
Analysed between Charitable activities	-	11,233	11,233	-	11,015	11,015
	<u>-</u>	<u>11,233</u>	<u>11,233</u>	<u>-</u>	<u>11,015</u>	<u>11,015</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
	<u>1</u>	<u>1</u>
Employment costs	2020 £	2019 £
Wages and salaries	<u>11,771</u>	<u>1,560</u>

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

10 Tangible fixed assets

	Fixtures and Motor vehicles fittings		Total
	£	£	£
Cost			
At 1 January 2020	453	60,000	60,453
At 31 December 2020	453	60,000	60,453
Depreciation and impairment			
At 1 January 2020	453	32,000	32,453
Depreciation charged in the year	-	12,000	12,000
At 31 December 2020	453	44,000	44,453
Carrying amount			
At 31 December 2020	-	16,000	16,000
At 31 December 2019	-	28,000	28,000

11 Fixed asset investments

	Other investments
Cost or valuation	
At 1 January 2020 & 31 December 2020	190,500
Carrying amount	
At 31 December 2020	190,500
At 31 December 2019	190,500

	Notes	2020 £	2019 £
Other investments comprise:			
Investments in subsidiaries	16	190,500	190,500

SOUTH WILTS MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

12 Debtors

	2020	2019
Amounts falling due within one year:	£	£
Trade debtors	7,430	8,451
Other debtors	-	60
Prepayments and accrued income	27,937	13,817
	<u>35,367</u>	<u>22,328</u>

13 Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	45	834
Other creditors	13,369	1,795
	<u>13,414</u>	<u>2,629</u>

14 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 31 December 2020 are represented by:						
Tangible assets	16,000	-	16,000	28,000	-	28,000
Investments	190,500	-	190,500	190,500	-	190,500
Current assets/ (liabilities)	243,079	-	243,079	183,942	16,021	199,963
	<u>449,579</u>	<u>-</u>	<u>449,579</u>	<u>402,442</u>	<u>16,021</u>	<u>418,463</u>

15 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).

16 Subsidiaries

These financial statements are separate charity financial statements for South Wilts Mencap.

Details of the charity's subsidiaries at 31 December 2020 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held	
				Direct	Indirect
16 Catherine Street Ltd	United Kingdom	Charity Shop	Ordinary A	100.00	