

MERTON MENCAP

England & Wales · Charity number 1113444

Details

Status	Registered
Legal form	Charitable company
Company number	05692213
Registered	2006-03-28
Register	View on the Charity Commission register

Contact

Address	The Grange 1 Central Road Morden Surrey SM4 5PQ
Phone	07767670134
Email	info.merton@mertonmencap.org.uk
Website	www.mertonmencap.org.uk/

Activities

Objects: 3.1.1 THE RELIEF OF PEOPLE WITH A LEARNING DISABILITY 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 ; AND 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 HOWEVER CAUSED AND WHETHER MILD, MODERATE OR SEVERE.

Activities: The provision of projects and services for children, young people and adults with a learning disability and for their parents/carers, promoting choice, opportunity, independence and inclusion, and raising awareness and understanding of learning disability

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Disability, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** NOT DEFINED, IN PRACTICE THE LONDON BOROUGH OF MERTON
- Merton

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£826,670	£765,413	£478,416	47
2024-03-31	£711,779	£742,617	£417,159	47
2023-03-31	£697,491	£701,073	£447,997	41
2022-03-31	£678,914	£562,412	£451,579	40
2021-03-31	£554,573	£489,298	£335,077	38

Trustees

Name	Role	Appointed
Richard Drummond	Chair	2016-02-09
Alfredo Benedicto		2024-07-11
Brian Treadwell		2023-07-13
Caroline Kitto		2025-11-11
IAN NEWMAN		2013-01-31
JULIAN FREDERICK JOHN WALTON		2013-01-31
Monica Stannard		2024-01-09
Patrick Donald Fraser		2024-04-12

MERTON MENCAP

England & Wales - Charity number 1113444

Accounts



Registered Charity No.1113444
Company Limited by Guarantee No.5692213



Trustees' Annual Report & Financial Statements, year ended 31 March 2025

Pictured:
Amelia serving customers at
our vocational training project,
Community Café, 2025



**Autism Awareness Month
carers' event
April 2025**



**Seasonal carol concert
December 2024**




Welcome to Merton Mencap - at the heart of our wonderful community



Charity Auction Night
March 2025



**Dance in
the Park**
July
2024



**Our 3 proudest
achievements
during 2024-25**

**Partnering with 10 local organisations to provide
our new mentoring service for young adults with
a learning disability and autism**

**Holding the charity's first in-person Charity Auction Night
in which we raised over £4,000**

**Developing our travel training service for adults
by doubling our capacity so we can reach more people**

Feedback from our beneficiaries during 2024-25

I love these sessions as they are a great way to meet other parents, communicate, share our thoughts and issues

Your service provides social inclusion, structure and routine and respite for our family

It's the best thing - I'm learning new skills and having fun

Your club is a supportive, welcoming environment and considerate of everyone's needs — it helps develop new skills and build confidence

This gives me the opportunity to feel part of something

The club has grown my daughter's confidence, she has made new friends and it's helped everyday skills

Your club has had a positive impact — it gives my son something to look forward to and participate in

Wow, what an amazing day dancing, having fun and enjoying myself - it was so much fun!

The communication with parents is fantastic and the whole family feels welcomed — keep up the fantastic work

I always recommend others as I am very satisfied with the services you provide

Merton Mencap

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Merton Mencap Overview

Our Mission

To listen and understand the needs of people with learning disabilities and/or autism and their families, empowering them to make their voices heard, actively representing and fighting for their interests, and creating and delivering the services they need.

We do this by

increasing the opportunities and choices made available to people with a learning disability and/or autism

promoting inclusion and participation in the community

supporting families of people with a learning disability and/or autism and help them to enjoy a life beyond their caring role

raising awareness and understanding of learning disability and/or autism.

Our charitable aims are stated in our Memorandum & Articles of Association

The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependants and carers.

Also, 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 and/or autism with the object of improving their conditions of life.

About Merton Mencap

Merton Mencap is a local charity operating in the London Borough of Merton, supporting local families for over 60 years.

We are a registered charity affiliated to the national charity Royal Mencap Society; we are independent of them and responsible for our own governance, management and fundraising.

Unique!

We are the only charity in Merton providing services for the whole family affected by learning disability and/or autism, i.e. children, young people and adults, and their families.

Stakeholder Driven!

We are scrupulous about being needs-driven; we regularly consult our members, service users and potential users, and other local stakeholders.

Demonstrable & Effective!

We are rigorous about measuring outcomes and showing the demonstrable impact of our work.

Big Picture!

We collaborate with local organisations to pool resources and offer joined-up services.

But our work is only possible with continued funding.



Welcome

Chair of Trustees, **Richard Drummond**



As many of you will know, our organisation has a long history working with other local charities and community groups to meet our charitable aims. The support we receive from the Wimbledon Guild, for example, has meant that we've provided activities on Saturdays for adults with learning disabilities for many years which we could not have done without their wonderful collaboration.

This year, we've been so pleased to develop our relationships further. In April 2024, we established a partnership with national charity, Carers First, in which we work together to provide carers assessments to carers of adults, plus coordinate other types of support for carers too. After only a year together, we're already showing how our two organisations are working effectively to bring a joined-up service to carers

We have developed partnerships with our local activity providers, many of whom have visited our activities this year to run specialist activities such as music, dance and arts, all of which enhances the quality of our services.

So we very much enjoy working with others, pooling resources and collaborating with local organisations and this will continue to be at the heart of our work for the year ahead. Thank you to all who work with us so that we can reach more people who need us.

Finally, huge thanks to my fellow trustees of the charity who make the work of the charity possible. In particular, my grateful thanks to Russell Benzies who recently stepped down after 6 years as Treasurer; Russell did a great job and will be very much missed. The trustees and I look forward to working with our Chief Executive and staff team in the year ahead to find new ways to support people affected by learning disability and autism.

Chief Executive, **Andrew Whittington**

Over this last year, we've developed our organisation further to reach more people in different ways.

In October 2024, for example, we were thrilled to launch our mentoring project which is in collaboration with 10 other local organisations and community groups. The project, Motivate Merton, sees our mentors supporting young adults with learning disabilities and autism to identify and attain life-goals, providing practical help and a listening ear as they move forward in life.

We have also been pleased to support Merton's excellent initiative to be London's borough of Sport. Our involvement in this area has seen us establish new relationships with local activity providers who have since visited our clubs to run specialist sports activities for our members. Our collaborations bring a range of specialisms to our charity, enhancing our services and providing a more interesting and higher quality range of activities



But our work can only continue with the funds we need, and our focus again this year is to continue to attract support from a range of donors and funders who make our charity possible. My grateful thanks to all who have supported the charity financially and with their time, including our wonderful volunteers across the charity who we are extremely valued.

Finally, we found our new home at The Grange in Morden where we are accessible to our partners, members and teams. If you'd like to visit us, please get in touch!



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers



Finance Manager **Elizabeth Cushman**

We continue to direct funds to run our services and activities which support local families in need. Controlling the finances of the charity such that we will be able to deliver our services over the long term remains our main focus. Our Finance Committee has continued its governance role reviewing all aspects of our financial management and control.

Our working practice is to review constantly how we deliver our services and recruit the best staff to deliver them. We are impressed that our staff so wholeheartedly support the work ethos and aspirations of Merton Mencap. Staff costs are by far our biggest investment.

As detailed in the Financial Review section our free reserves position at year end was £310,593 (2024: £287,288) which maintains our policy to hold free reserves equivalent to between 3 – 6 months operating expenditure. Securing the future financial health of the charity is important.

Grant funding remains our main source of income accounting for 80% of income and we aim to secure grant funding from a variety of sources. Grants awarded from independent Trusts and Foundations increased to 33% of income (2024: 28%). Funding diversification remaining a key goal for the charity.

As we look ahead, our aim remains to first secure continuation funding in instances where funding for successful work is due to expire and, second, to attract further funding to develop current services to reach more families in the borough. We continue to be thankful to people who support us by raising much-needed funds to help our charity's support costs.

We are fortunate that we are able to predict with a high level of confidence our income and expenses for the forthcoming year where we will strive to facilitate improvement to lives for people affected by learning disability and/or autism. Staff costs remain as the charity's greatest investment and expenditure.



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

**Community
Engagement**

**Community
Facilitator**



Maria Solari, Community Engagement & Facilitator

It's been another enjoyable year engaging with the local community!

Merton's wonderful community has often been a great supporter of our work - and this year has been no exception!

This year, we ran our first ever Charity Auction Night with the support of fantastic local restaurant, The Ginger Italian - and what a night it was! Huge thanks to everyone who donated, bought tickets for the event and helped us raise over £4,000!

Our other community events this year, such as those to celebrate Learning Disability Week and Autism Awareness month, were also hugely enjoyable and brought people together. We were so pleased to have the support of the local Rotary Club of Morden who helped us raise funds with their marvellous Santa Sleigh which was a great spectacle! Thank you to the public who came out to support us!

We were part of the borough's Big Sports Day during which we ran accessible activities for families and promoted our services (pictured below).



We also participated in a special event at the House of Commons where we underlined our position as a Learning Disability Champion (pictured above).



Our Community Facilitator work has done well again this year. Providing bespoke, individualised support to help people achieve life-goals continued to be an important aspect of our work.

In October 2024, we launched our new mentoring service in partnership with 10 local organisations. The joint venture, Motivate Merton, sees us support young people as they move forward with their lives, and this service compliments our existing Community Facilitator service in which we provide a similar support for adults.

Both services draw on our strong relationships with local partners as we coordinate and facilitate improvement to life. We're very much looking forward to developing both services further in the year ahead and reach more people.



**Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers**

Supporting parents and carers



Sandra Watson, Carers Advisor
Carolyn Doyle, Carers Caseworker
Maria Solari, MAPS & Talk Autism Manager

2024-25 marked the first year of our exciting new partnership with national charity, Carers First. Our joint-venture has meant that over this last year our two organisations collaborated to bring a carers assessment service to local carers, with Merton Mencap providing them for carers of adults with a learning disability and/or autism.



Providing carers assessments has been only one aspect of our organisations' support for carers; we've worked together to promote the many other ways we can help including a range of information, details of events and resources.

Meanwhile, we said farewell to our carers advisor, Yvonne Dawes, who moved on to pastures new — many carers will have been supported by Yvonne during her 6 excellent years with us. We have since welcomed Yvonne's successor on board, Sandra Watson, who is working closely with our caseworker as an effective way of providing joined-up support for carers who need practical help and support.

Our service for parents of children with autism, MAPS (Merton Autism Parent Service) has had another successful year, our evaluations showing its positive impact; during the year, we moved MAPS and our specialist forum, Talk Autism, to run from Merton's Family Hubs which offers greater local visibility.



Tracy Blackwell, Forum Manager
Tuhina Shaikh, Forum Administrator

Our forums for parents of children with special education needs aged 0-25, Kids First, and for carers of adults with learning disabilities and/or autism, Adults First, have seen their memberships rise further during this last year.

At the heart of both forums is the fantastic work of the parent and carer reps whose role is to represent the views of forum members at local meetings with statutory decision makers. The parent and carer reps are all volunteers, giving their time so that local services benefit local families affected by learning disability and autism. The commitment and dedication of our volunteers has been particularly evident this year with some giving up to 20 hours a week at busy times, so that the local people are represented.

Our Forum Manager, Tracy Blackwell (pictured above), stood down as Forum Manager after almost 20 years in the role; Tracy was instrumental in setting up and managing all the charity's forums, doing an outstanding job. Fortunately, Tracy has not left Merton Mencap and remains involved in other areas of our charity so we look forward to our continued working.



Supporting children, young people and adults with a learning disability and/or autism and parents & carers

Activities for children, young people & adults



Niki Lowe & Jane Birchmore Service Managers

Our clubs and activities for children, young people and adults with learning disabilities and/or autism are perhaps our most popular aspect of the charity's work — and we've seen again this year how much they are enjoyed!

For adults, our **Saturday Hub** has continued to have another fun-packed year! A range of activities at the club have taken place which support people to see friends, discover hobbies and interests, and enjoy life (pictured below). Our grateful thanks to Merton for supporting us this year by donating their wonderful Leyton Road centre for our use, including the lovely outdoor garden area.

Our involvement in Merton's initiative to be London's Borough of Sport has driven us further this year and we've run 2 weekly gym clubs, **Better Gym** and **Aces Active**, in collaboration with Merton's Better Gym centre in Mitcham.

For young adults, the **Giving Back Club** has done some brilliant activities including gardening, volunteering and working alongside other community groups. The club continues to support our members to develop skills for independence while also participating in their local community.

For children and young people, highlights include our ever popular **holiday playschemes** and **Saturday** club for children aged 5-14 which we base at the local Perseid and Cricket Green schools, which enjoyed another year of fun activities. For young adults, our **Buddies Going Out** supports our members to make new friends.

New for this year has been our mentoring project, **Motivate Merton**, a joint venture with 10 local organisations; our mentors are help young people to identify life goals and support them to achieve them.



None of this would be possible without our fantastic staff and volunteers, all of whom are part time, so a BIG thank you to them!

We're frequently recruiting so if you'd like to join us, please get in touch!



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Independent Travel Trainers



Jenny Lockett, Radek Switalski, Jane Birchmore, Michelle Scott, Tracy Blackwell



Having the skills to travel independently can make so many other things possible including volunteering, paid work, seeing friends and taking part in community activities.

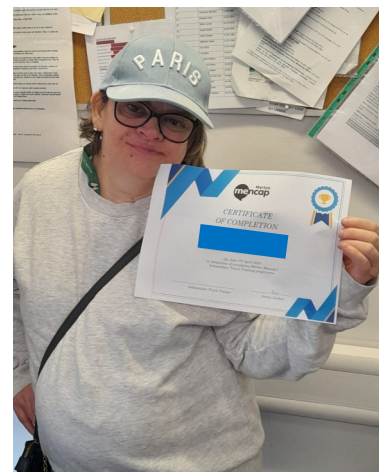
During this last year, we have been pleased to develop our travel training service further. We now have 5 accredited travel trainers who support young people and adults to become independent travellers. Training is provided in the community, supporting students to learn how to use buses, trams, trains and to negotiate roads safely. Aside from learning skills, our trainers have seen the extent to which learning to travel independently increases the confidence and self-esteem of their students

In the year ahead we're intending to help more adults become independent travellers, particularly those who may not have had the opportunity to do so before. With the right support, we know that many people can learn to travel safely on their own even if it's a new experience — it's never too late!

Referring someone for travel training is quick and easy via our referral form which can be found on our web site. And our trainers are always on-hand to talk if you would like to know more about how travel training works and whether it would be right for you or someone you know.

And once our students (pictured) become independent travellers, they don't look back!

Our congratulations to them all!



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Community Café



Abby Herring, Café Manager

We have very much enjoyed bringing our café service to the local community again this year, and our team have done a wonderful job tempting our customers with a delicious range of lunch options and refreshments!

Our community café has provided vocational training and support for 20 learners during this last year. We've been pleased to welcome new learners to the team who have done a super job since joining us.



We have provided practical training which supports our learners to develop skills in many areas including team-working and communication, hygiene and food preparation and serving the public. My colleagues and I enjoy seeing the self-esteem and confidence of our learners grow as they develop skills which support their vocational ambitions plus help them in life too.



So if you're in Wimbledon on Mondays and Wednesdays and would like some delicious lunch or just coffee, please visit us! You may need to be quick though, we expect to be very busy again in the year ahead!



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap

Organisational Chart

31st March 2024

Merton Mencap Membership contributing feedback and evaluation at all levels

Chair of Trustees

Executive Committee

Volunteers contributing at all areas of Merton Mencap

Chief Executive

Community Facilitators

Office Manager

Finance Manager

Parent Carer Forum Manager

Travel Trainers

LD Carers Caseworker

Services Managers

Parent Forum Admin.

LD Carers Adviser

Team Leaders
Deputy Team Leaders

Café Manager
Café Deputy Manager

Mentors

Support Workers



Merton Mencap

Statement, Aims & Statistics

Image: Presenting our Volunteer of the Year 2023, Stella Campbell



Volunteer of the Year 2024

Kasim Khan

(presented by our Chair of Trustees,
Richard Drummond)

Newcomer Volunteer of the Year 2024

Andrew Manuel-Warner

(presented by our guest speaker at our
AGM, Chief Executive of Carers First
Alison Taylor)



Merton Mencap

Statement & Aims

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the financial statements and comply with the charitable company's Memorandum and 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).

Public Benefit Statement

Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission in exercising our powers and duties.

We provide services to people affected by learning disability and/or autism and their parents and carers living in and around Merton. A large proportion of our users live in the most disadvantaged areas of our Borough.

Meeting our Charitable Aims

Our normal business model comprises face-to-face services and activities, and during 2024-25 our operation has returned to normal functioning after the disruption of the Covid pandemic. We still offer some services remotely but as a convenience to our audience.

Last year, we reported the challenge of securing suitable staff continued during 2024-25 and, in many instances, we managed staffing shortfalls through staff from two recruitment agencies who the charity contracted. Over the year, we have managed recruitment campaigns in which we've successfully recruited staff, reducing our reliance on recruitment agencies.

Our beneficiaries ask for a range of community-based services for children, young people and adults with a learning disability and/or autism and their parents and carers in the London Borough of Merton. We have started work on a new Strategic Plan which will be published during 2025 in which we will support people to live full and rewarding lives, learning new skills, discovering new hobbies and interests and developing friendships.

Learning disabilities and autism range from profound disabilities to more moderate conditions. All learning disabilities/autism are life-long and affect a person's ability to learn, communicate, and interact socially. Many people with a learning disability/autism have additional needs such as medical needs, physical disabilities, sensory impairments and/or autistic spectrum disorders. Some people require 24 hour specialist care and support whilst others can succeed in mainstream society.

Some families affected by learning disabilities and/or autism are at greater risk of isolation, poorer health and family breakdown. Our support for parents and carers aims to reduce isolation, promote peer support, ensure they have a voice about local services for them and the person they care for.

But we take a person-centred approach with our work. We are committed to planning and to providing services which respond to the needs and wishes of each person and their families. We believe that this is key to achieving our charitable aims and our evaluations confirm to us whether we are doing what we set out to do.



Merton Mencap

Statement & Aims

Trustee recruitment

The charity attracts trustees by advertising locally and online, through word-of-mouth and, occasionally, with free assistance from a recruitment agency.

Prospective trustees are first invited to discuss their interest in trusteeship with the Chief Executive and Chair of Trustees which may also include visiting our services and activities. Those wishing to be considered as a trustee are required to complete our application form setting out their interest in Merton Mencap, and their skills, experience and knowledge which they consider will be a help to the charity.

The charity particularly welcomes people with lived experience of learning disability and/or autism to join as trustees, including people who have the disability or are a family member or a carer of a person with the disability.

At present, 6 of 7 trustees have lived experience of learning disability and/or autism.

Trustees are required to undergo a DBS disclosure, renewed every 2 years.

On appointment, trustees are required to learn about the charity's work by meeting the Chief Executive and senior team and undergoing the charity's mandatory training in Safeguarding, Health & Safety, Equal Opportunities & Diversity, GDPR and mental health, all of which are updated periodically. Trustees are required to agree to follow the charity's policies & procedures and Code of Conduct and must declare any conflicts of interest to the Chair of Trustees. Trustees may claim expenses in respect of trustee activities, approved by the Chair of Trustees.

Trustees are encouraged to adopt an area of interest for their trusteeship, for example support for parents and carers or community events. Trustees are also encouraged to visit the charity's projects and activities, take part in team meetings and represent the organisation at public events.

The charity maintains a page on its web site 'Meet the Trustees' comprising a short biography of each trustee.

The board of trustees, or Executive Committee as it is referred to at Merton Mencap, meet 6 times a year in relation to the management of the organisation, plus for the Annual General Meeting.

Statement of compliance with Charity Commission guidance

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charitable company should undertake.



Merton Mencap

Attendance

Tables show number of people accessing each project during 2024-25

Children & young people	Individuals
Saturday Club (Perseid)	29
Buddies Holidays	32
Buddies Going Out	16
Holiday Playscheme (Perseid)	76
Holiday Playscheme & Buddies (Cricket Green)	59
Independent Travel Training (LBM)	16
Aces	23
Mentoring	5

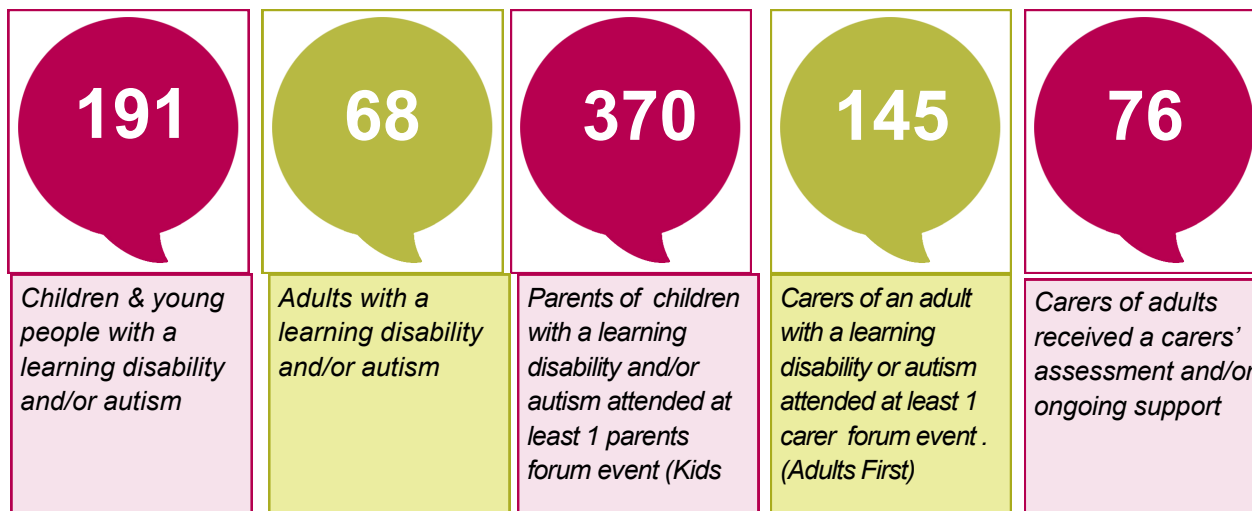
Parents & carers	Individuals
Kids First (registered parents)	745
Adults First (registered parents)	318
Talk Autism	250
Merton Autism Parent Support (MAPS)	122
LD Carers Adviser	43
LD Carers Caseworker	55

Adults	Individuals
Merton Mencap Community Café	21
Better Gym	14
Saturday Club	24
Personal Assistant	1
Community Facilitator	21
Independent Travel Training	6
Giving Back Club	19



During 2024-25, our beneficiaries included:

Statistics



Our services are open to anyone irrespective of income, ethnicity, gender or religion.

Merton Mencap

Ethnicity

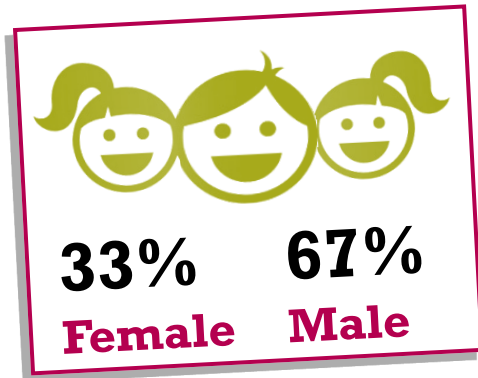
Asian/Asian British: Bangladeshi	1%
Asian/Asian British: Chinese	1%
Asian/Asian British: Indian	4%
Asian/Asian British: Other	3%
Asian/Asian British: Pakistani	4%
Black/Black British: Tamil	1%
Black/Black British: African	5%
Black/Black British: Caribbean	3%
Black/Black British Other	1%
Mixed: Other	3%
Mixed: White & Asian	2%
Mixed: White & Black African	1%
Mixed: White & Black Caribbean	2%
Other ethnic group:	2%
Prefer not to say:	30%
White: British	31%
White: Irish	1%
White: Other	5%

We monitor with reference to the projected local authority populations, published by the Greater London Authority



Merton Mencap: Gender & Location

The breakdown of our male and female service users reflects the nationwide incidence of learning disability between genders. Our ward by ward breakdown shows the prevalence of service users based in the east of the borough.



Location by Ward	
Abbey	17
Cannon Hill	16
Colliers Wood	6
Cricket Green	18
Dundonald	13
Figges Marsh	16
Furzedown	0
Graveney	5
Hillside	7
Lavender Fields	14
Longthornton	18
Lower Morden	21
Merton	2
Merton Park	6
Mitcham	6
Pollards Hill	21
Ravensbury	21
Raynes Park	8
St Helier	27
Stonecot	1
Sutton Central	1
Sutton North	1
Tooting	1
Trinity	4
Unknown	3
Village	5
Wandle	2
West Barnes	18
Wimbledon Park	14

The east of the borough includes wards which are some of the top 15% most income-deprived in the country - (ref Merton's Authority Monitoring Report 19-20)

Location by Ward	
Abbey	8
Cannon Hill	12
Colliers Wood	4
Cricket Green	20
Dundonald	4
Figges Marsh	14
Graveney	5
Hillside	2
Lavender Fields	11
Longthornton	15
Lower Morden	6
Merton	1
Merton Park	10
Nonsuch	1
Pollards Hill	10
Ravensbury	9
Raynes Park	4
St Helier	13
Stonecot	1
Sutton Central	1
Sutton North	1
Unknown	3
Upper Norwood	1
Village	1
West Barnes	4
Wimbledon Park	5

**Merton Mencap
Summary of Projects
2024-25**



**Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers**

Merton Mencap

Summary of projects for children & young people

Saturday Club (Perseid)

When: Weekly during term time, Saturdays for up to 6 hours
Where: Based at Perseid School, Morden
Places: 12-15 young people with complex learning and physical disabilities.
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Provided for those who need it

Providing a range of activities for children aged 5-13 from a base, supporting them to develop experiences and enjoy life.

Buddies Holidays (Groups 1 & 2)

When: Various during the school/college holidays
Where: Various activities in the local community
Places: 8-10 young people (aged 12-18) with moderate & complex learning disabilities
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Not provided

Buddies Going Out

When: Weekly during term time, usually Wednesdays
Where: Various activities in the local community
Places: 8-10 young people (aged 18-24) with mild and moderate learning disabilities
Access: Referral from the Short Breaks Team, via Merton Council or self referral
Transport: Not provided - training in using public transport is provided.

Holiday Playschemes (Perseid)

When: Various days during the school holidays (all day provision – 7 hours)
Where: Various activities from a base and in the local community
Places: 12 young people (aged 5-13) with complex learning & physical disabilities
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Provided to those who need it

Holiday Playschemes & Buddies (Cricket Green)

When: Various days during the school holidays (7hrs)
Where: Various activities from a base and in the community
Places: Up to 12 young people (8-13) with moderate needs
Access: Referral from Cricket Green School
Transport: Provided to those who need it



Merton Mencap

Summary of projects for children & young people

Aces

When: Every other Thursdays, 6.45pm-8.45pm
Where: Phipps Bridge Youth Centre, CR4 3TY
Cost: £2.50 subs per week
Places: 20 young people with high-functioning autism
Access: Self-referral, no social services referral needed
Transport: Travel training may be offered
A youth club for young people with high-functioning autism; the club takes a mainstream approach offering activities which any young people would enjoy

Mentoring—Motivate Merton

When: Fortnightly mentoring
Where: Community based
Cost: £0
Places: Up to 15 young people (10-25)
Access: Open referral
Transport: Accompanied, public transport

Independent Travel Training (Merton Council funded)

Access: Mainly referrals from Merton schools and colleges, but also from schools and colleges out of borough attended by Merton residents

Through practical training in the community, our Travel Trainers monitors students' progress until they are able to travel safely on their own.

Independent Travel Training (Independently funded)

Access: Open referral

Through practical training in the community, our Travel Trainers monitors students' progress until they are able to travel safely on their own.



Merton Mencap

Summary of projects for adults

Merton Mencap Community Café

When: Weekly on Mondays & Wednesdays, 9.30am to 2.30pm
Where: Holy Trinity Church, 234 The Broadway, Wimbledon, SW19 1RY
Places: Up to 10 adults (aged 18+) with moderate learning disabilities
Access: Self-referral. Available to personal budget holders and self-funders
Transport: Not provided

The Merton Mencap Café is run by adults with a learning disability, supported by our staff and volunteers, and serves a healthy menu to the public. The project provides vocational training in the areas of food preparation, customer service, good hygiene practice, and team working. Service users develop skills which lessens the demand on family carers. The Merton Mencap café also provides catering at local community events.

Better Gym

When: Weekly on Wednesdays, 7pm to 9pm
Where: Canons Leisure Centre, Mitcham
Places: 12 places for adults (aged 18-24) with a moderate learning disability
Access: Self-referral, no social services referral needed
Transport: Not provided at present

A gym and sports club which includes sessions in the gymnasium, various sports and leisure activities. The club takes place in a mainstream setting alongside the general public.

Saturday Hub

When: Saturdays 10am-1pm
Where: Wimbledon Guild, Wimbledon; North Cheam Community Centre
Places: Up to 30 places for adults with a learning disability
Access: People who do not qualify for social care support, self-referral
Transport: Not provided

Our Hubs provide people with a learning disability and/autism with activities which encourage health, wellbeing, inclusion and independence.

Community Facilitator

When: By appointment
Where: Home and at our offices
Places: N/A
Access: Self-referral, no social services referral needed
Transport: N/A



Merton Mencap

Summary of projects for adults

Personal Assistants

When: As required
Where: Activities in the community
Places: N/A— service agreed individually
Access: Self – referral
Transport: As instructed

Independent Travel Training (Independently funded)

Access: Open referral

Through practical training in the community, our travel trainers monitor students' progress until they are able to travel safely on their own.



Merton Mencap

Summary of projects for parents & carers

Parent & Carer Forums

Our parent & carer forums supported our members to have a voice about local service provision affecting them and the person they care for.

We run free educational workshops and opportunities for mutual support and information sharing during the year. Parents and carers also have representative roles at key local forums and committees.

Our parent forums are:

Kids First Forum

for parents of children & young people (aged 0-25)

Adults First Forum

for Carers of adults (aged 18+)

Talk Autism

For parents and carers of children, young people and adults with autism

LD Carers Adviser & LD Carers Caseworker

Our LD Carers Support service supports carers of adults with a learning disability and/or autism through the completion of carers assessments & reviews. Our LD Carers Caseworker is available to help with problems and provides information, a listening ear and emotional support.

Merton Autism Parents Service (MAPS)

MAPS is a listening, support, information and advice service for parents of 0 – 25 year olds with a diagnosis of autism or who are likely to receive a diagnosis (e.g. referred for an assessment), running on Wednesdays 10am-1pm. During this last year, we provided this service via telephone and online consultations, moving to Merton's Family Hub premises.

MAPS offers confidential, informal sessions provided by a Parent Advisor (who also has a child or young person with autism) and a member of MAPS staff. Our team has been trained to offer a range of evidence-based strategies – this means that the tools and information we provide parents have been tried and tested and are approved by professionals in the field.

We offer support on communication, challenging behaviours, self-harming, sleep issues, anxiety and many other challenges that arise.



Merton Mencap

Finance & Governance



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap Financial Review

2024/25 has been another good financial year for the charity. The amount of income increased from the previous year by 16% to £826,669 (2024: £711,799). The charity continues to attract financial support. We are pleased that donors, grant-making trusts and foundations recognise the value of our work and support us to continue, represented by seeing total grant funding increase by 18% in the year (from £563K to £667K). Funding from local authority and central government showed little increase. The largest contributors to this grant increase is from Independent Trusts and Foundations by 42% (from £156K to £222K) followed by local health funding increasing 50% (from £39K to £59K).

Overall expenditure in the reporting period increase by 3% to £765,412 (2024: £742,617), of which 85% was spent on charitable activities. Staff expenditure represents our biggest costs.

The excellent fundraising for the year and modest expenditure increase has resulted in a net surplus of £61,275 for the year which enabled us to build up reserves to secure our activities for a longer period.

Total reserves held by the charity and the end of the year were £478,416 (2024: £417,459). The amount of reserves which are restricted and not available for general purposes of the charity were £167,823 (2024: £129,871). The balance is unrestricted 'free' reserves of £310,593 (2024: £287,288) and represent 4.9 months of operating expenditure cover for the charity, assuming no other income.

Debtors increased on the previous year simply due to timing difference in the end of year invoicing.

Reserves Policy

The charity holds unrestricted reserves to ensure that its activities remain financially viable in the long term and to guard against events which might damage its financial health. The trustees aim to maintain unrestricted reserves of 3 - 6 months cover of operating expenditure as a level required to meet all obligations should the charity be compelled to cease its activities. The amount of unrestricted reserves and the end of the year stood at £310,593 (2024: £287,288) and represent 4.9 months cover of operating expenditure cover for the charity, assuming no other income.

No amounts have been designated or otherwise committed at the end of the reporting period.



Merton Mencap Risk Management

Risk Management

The Trustees Annual Report and Accounts are undergoing an Independent Examination which is being performed by the same firm of Chartered Accountants as in previous years, and under their guidance we no longer are following the charity's previous practice of having a full audit every 4 years due to their being no significant change in our operations or finances to warrant an audit.

Trustees have also reviewed the charity's risk register this year and assessed the major risks and procedures to mitigate those risks.

Trustees regard the following among the principal risk areas at this time:

1 Safeguarding

We regard safeguarding should be at the heart of our charity.

We achieve this by

- (i) monitoring the charity's safeguarding activity through our internal **Safeguarding Committee**
- (ii) being a '**Merton Safeguarding Champion**' and contributing to Merton's Safeguarding Champions forum with local partners which supports best practice at our charity
- (ii) making **Safeguarding Training Level 1 & 2** mandatory for all staff and volunteers

2. User voice

We feel it is important that the views of people with a learning disability and/or autism disability and their parents and carers in the strategic planning of the organisation, without which the charity would risk becoming 'out of touch'.

We ensure user voice via

- (i) consulting parents and carers who are members of our parent carer forums
- (ii) ensuring a high percentage of trustees have lived experience of learning disability/autism
- (iii) frequently evaluating our services with users, plus seeking their wider views on new ways the charity can help

3. Resource

Our charity can only continue with the resource it needs to fund and deliver services. We do this by

- (i) diversifying our income streams and ensuring resource to attract funds
- (ii) investing in staff retention strategies to attract and retain the people the charity needs



Merton Mencap Supporters

Funders

We are most grateful to our grant funders (see Financial Statements) for their trust in our work and for all those who support us including by providing in-kind support, including:

- **BBC Children in Need**
- **Baily Thomas**
- **Carers First**
- **Carers Support Merton**
- **City of London's Corporation Charity, City Bridge Trust**
- **Cricket Green School**
- **David Lister**
- **Department for Education**
- **Forbes Charitable Foundation**
- **Henry Smith**
- **John Lewis**
- **Kaye Charitable Trust**
- **London Borough of Merton (Adult Care Services)**
- **London Borough of Merton (Children, Schools & Families)**
- **London Community Foundation**
- **Masonic Foundation**
- **Merton Health Inequality Fund**
- **Merton Connected**
- **Morden PCT**
- **NHS (South-West London)**
- **Percy Bilton**
- **Perseid School**
- **Shanly Foundation**
- **Skipton Building Society Charitable Foundation**
- **Wimbledon District Nursing & Midwifery Benevolent Society**
- **Wimbledon Guild**

We also wish to thank all our members and others who have kindly donated or raised money for us during this last year.

Volunteers

The charity was fortunate to have 23 volunteers registered during 2024-25., and we estimate that our volunteers gave the charity a total of 2,377 hours for which we are extremely grateful.

The year ahead

We look forward to publishing our Strategic Plan showing how we intend to support local people affected , following our consulting local stakeholders including people with learning disabilities and/or autism, parents and carers, health, education, Merton council, and other local charities and community groups.

Feedback from our consultations will inform our new Strategic Plan for 2025-28 and how we will facilitate positive improvements to the lives of people affected by learning disability and autism in Merton.



Merton Mencap Administrative Details

Company no: 5692213

Charity no: 1113444

Registered office: The Grange
1 Central Road
Morden
Surrey, SM4 5PQ

Independent Examiners: WSM Advisors Limited
Connect House
133-137 Alexandra Road
London, SW19 7JY

Solicitors: Russell-Cooke
2 Putney Hill
London, SW15 6AB

Principal Bankers: National Westminster Bank Plc
16 Wimbledon Hill Road
London SW19 7ZD

Trustees:

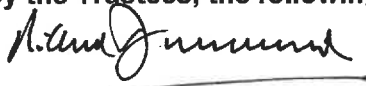
The following are the charity's trustees and served as directors of the Company throughout the period:

Richard Drummond, Chair of Trustees
Russell Benzies, Treasurer (resigned 23 June 2025)
Patrick Fraser
William Ian Newman
Monica Stannard
Brian Treadwell
Julian Walton

Chief Executive Officer:

Andrew Whittington

Approved by the Trustees, the following being authorised to sign on their behalf:



Dated:

22 September 2025



Merton Mencap

Statement of trustees' responsibilities

STATEMENT OF TRUSTEES' RESPONSIBILITIES

For the year ended 31 March 2025

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

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

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

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

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



Independent Examiner's Report

MERTON MENCAP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MERTON MENCAP

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

Responsibilities and basis of report

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

An independent examination does not involve the gathering of all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a "true and fair" view and my report is limited to those specific matters set out in an independent examiners statement.

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.

WSM Advisors Limited

Michael Spink ACA (Independent Examiner)

for and on behalf of WSM Advisors Limited

Connect House
133-137 Alexandra Road
Wimbledon
London
SW19 7JY

Dated: 22/09/2025

MERTON MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

For the year ended 31 March 2025

	Notes	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total 2025 £	Total 2024 £
<u>Income and endowments from:</u>					
Grants and donations	3	118,112	589,260	707,372	606,303
Charitable activities	4	-	98,921	98,921	89,299
Other trading activities	5	7,776	7,940	15,716	11,142
Investments	6	4,661	-	4,661	5,035
Total Income		130,549	696,121	826,670	711,779
<u>Expenditure on:</u>					
Expenditure on other trading activities	7	-	17,082	17,082	17,174
Charitable activities	8	98,838	649,493	748,331	725,443
Total resources expenditure		98,838	666,575	765,413	742,617
Net incoming/(outgoing) resources before transfers		31,711	29,546	61,257	(30,838)
Gross transfer between funds	17	(8,406)	8,406	-	-
Net income for the year/ Net movement in funds		23,305	37,952	61,257	(30,838)
Fund balance at 1 April 2024		287,288	129,871	417,159	447,997
Fund balances at 31 March 2025		310,593	167,823	478,416	417,159

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

All income and expenditure derives from continuing activities.

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

MERTON MENCAP

BALANCE SHEET

As at 31 March 2025

	Notes	2025		2024	
		£	£	£	£
Current assets					
Debtors	15	120,757		52,825	
Cash at bank and in hand		410,616		413,047	
		<u>531,373</u>		<u>465,872</u>	
Creditors: amounts falling due within one year	16	<u>(52,957)</u>		<u>(48,713)</u>	
Net current assets			<u>478,416</u>		<u>417,159</u>
Income Funds					
Restricted funds	17		167,823		129,871
Unrestricted funds			310,593		287,288
			<u>478,416</u>		<u>417,159</u>

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

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.

The director acknowledges his responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements

The financial statements were approved by the Trustees on 22 September 2025



Trustee

Company Registration No. 05692213

MERTON MENCAP

STATEMENT OF CASHFLOW

For the year ended 31 March 2025

		2025		2024	
	Notes	£	£	£	£
Cashflows from operating activities					
Cash absorbed by operations	19		<u>(7,092)</u>		<u>(55,279)</u>
Investing Activities					
Investment income received		<u>4,661</u>		<u>5,035</u>	
Net cash generated from investing activities			<u>4,661</u>		<u>5,035</u>
Net decrease in cash and cash equivalents			(2,431)		(50,244)
Cash and cash equivalents at beginning of year			413,047		463,291
Cash and cash equivalents at end of year			<u><u>410,616</u></u>		<u><u>413,047</u></u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2025

1 Accounting policies

Charity information

Merton Mencap is a private company limited by guarantee incorporated in England and Wales, Company number 5692213. The registered office is Chaucer Centre, Canterbury Road, Morden, SM4 6PX.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in 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 as defined by FRS 102.

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

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

1.2 Going concern

At the time of approving the financial statements, the trustees have undertaken an assessment of the adequacy of the resources available to the charitable company. The trustees have a reasonable expectation of the charitable company has adequate resources to continue in operation existence for the foreseeable future and accordingly continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Restricted funds

Restricted funds must be used for specific purposes which are determined by the donor's wishes. Expenditure which meets these criteria is charged to the fund. The charity has a number of separate restricted funds, as set out in these notes to the financial statements. The Trustee's Report provides further information about the use of these funds. On completion of a project the funder may permit the transfer of any surplus funds to our unrestricted funds.

Unrestricted funds

Donations and incoming resources received by the charity for general use are held as unrestricted funds. They are available for the use at the discretion of the trustees in furtherance of their charitable objectives unless funds have been designated for other purposes.

Designated funds

These are unrestricted funds earmarked by the trustees for a particular purpose. Such accounts are identified separately in the financial statements.

1.4 Incoming Resources

Income received under a contract for the performance of services 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 or has been received.

Membership subscriptions, donations, fundraising and grants are accounted for when received by the charity.

Donated services and facilities, other than volunteers and transport, are valued on the basis of their estimated value to the charity of the services or facility received, based on the price the charity estimates it would pay in the open market for such a service or a facility.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2025

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 project. The costs of each project are made up of the total direct costs and shared costs, including support costs involved in undertaking each project. Direct costs attributable to a single project are allocated directly to that project. Shared costs which contribute to more than one project and support costs which are not attributable to a single project are apportioned by between those projects on a basis of time spent, and depreciation charges are allocated to the portion of asset's use.

Expenditure is recognised on an accrual basis as liabilities are incurred. As the charity is not VAT registered and cannot recover any of its VAT, expenditure includes unrecoverable VAT.

All charitable expenditure in furtherance of the charity's objectives relates to the provision of services under the contracts and related administrative costs.

Costs of generating voluntary income comprise of costs directly attributable to raising voluntary income and gifts in kind.

Governance costs comprise internal and external audit or independent financial examination.

Other costs of generating funds relate to business development, communications and marketing and specific fundraising and investment projects.

Core costs are allocated according to an estimate of the time and resources spent on delivering each project including staff time and use of general office resources. The remaining unallocated costs represents the governance work that would be necessary irrespective of our level of front-line project activity.

The charity has a number of funding streams that do not include any allowance for core costs or where the allowance does not adequately reflect our true core costs. In these cases, we show a deficit against the project which is then covered by our unrestricted reserves. Our fundraising strategy reflects the need to fill these deficits as well as to generate enough core income to balance any unallocated core expenditure. Trustees consider funding priorities at executive committee meetings weighing up the need to continue projects that our service users are reliant upon for their wellbeing and the need to remain a going concern.

Where we made transfers from restricted to unrestricted funds, this has been done with the approval of the funding organisations concerned.

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 basis:

Fixtures and fittings	20% straight line per annum
Computers	20% straight line per annum

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2025

1 Accounting policies (Continued)

1.7 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 with borrowings in current liabilities.

1.8 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 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 finance 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.

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 amounts 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.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2025

3 Grants and donations

	Unrestricted funds	Restricted funds	Total
	2025	2025	2025
	£	£	£
Donations and gifts	270	242	512
Legacies	-	-	-
Grants (analysed below)	90,500	576,048	666,548
Gift aid	290	-	290
Membership subscriptions	693	-	693
Donated services and facilities	26,215	12,970	39,185
Collections	144	-	144
	<u>118,112</u>	<u>589,260</u>	<u>707,372</u>

For the year ended 31st March 2024

	Unrestricted funds	Restricted funds	Total
	2024	2024	2024
	£	£	£
Donations and Gifts	2,904	220	3,124
Legacies	500	-	500
Grants (analysed below 3.1)	101,500	461,242	562,742
Gift aid	175	-	175
Membership subscriptions	498	-	498
Donated services and facilities	26,215	12,970	39,185
Collections	79	-	79
	<u>131,871</u>	<u>474,432</u>	<u>606,303</u>

The charity is fortunate to have 25 volunteers who regularly give their time to help the charity. Like all charities, Merton Mencap is reliant on a team of volunteers for our smooth running.

Volunteers perform two roles : Trustees and Project volunteers

In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the accounts. The value of the services provided by volunteers is not incorporated in these financial statements.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2025

3 (i) Grants received for activities

Funder	Activity	Unrestricted	Restricted	Total	Total
		2025	2025	2025	2024
		£	£	£	£
The Henry Smith Charity	General	60,000	-	60,000	60,000
Shanly Foundation	General	3,000	-	3,000	-
David Lister	General	5,000	-	5,000	-
Bailey Thomas	General	20,000	-	20,000	-
Skipton Building Society Foundation	General	2,500	-	2,500	-
LBM (Transport)	Travel Training	-	101,660	101,660	101,660
John Lewis	Holiday Playschemes Perseid	-	750	750	-
LBM (Children, Schools and Families)	Holiday Playschemes Perseid	-	85,000	85,000	66,800
LBM (Children, Schools and Families)	Buddies	-	37,500	37,500	37,500
LBM (Children, Schools and Families)	Saturday Club Perseid	-	35,000	35,000	35,000
LBM (Children, Schools and Families)	CGS Playscheme & Buddies	-	30,500	30,500	30,500
LBM (Adult Care Services)	Saturday Hub	-	22,840	22,840	22,840
LBM (Adult Care Services)	Travel Training Adults	-	18,903	18,903	18,902
LBM (Adult Care Services)	Community Facilitator	-	18,258	18,258	18,258
LBM (Children, Schools and Families)	Kids First	-	18,000	18,000	18,000
Department of Education	Kids First	-	17,500	17,500	17,500
NHS South West London CCG	Merton Autism Parent Service	-	17,000	17,000	17,000
BBC Children in need	Travel Training	-	13,337	13,337	10,000
Carers Support Merton	Adults First	-	20,000	20,000	21,000
Merton Health Inequalities Fund	LD Carers Caseworker	-	42,408	42,408	10,015
London Community Foundation Grant	Adults First	-	1,500	1,500	10,000
London Community Foundation Grant	Giving Back	-	10,000	10,000	-
Kaye Charitable Trust Grant	Giving Back	-	2,000	2,000	-
Masonic Foundation Grant	Giving Back	-	25,000	25,000	-
City Bridge Foundation	Giving Back	-	25,000	25,000	1,490
Carers First	LD Carers Adviser	-	24,757	24,757	-
Merton Connected	Motivate Merton	-	4,500	4,500	-
Midwifery Benevolent Society	Café	-	2,000	2,000	-
Forbes Charitable Foundation	Café	-	2,000	2,000	-
Percy Bilton	Café	-	300	300	-
Morden PCT.	Cooksmart	-	335	335	(100)
NHS South West London CCG	ACES	-	-	-	12,050
AF Grant (Masonic Freemasons)	Adults First	-	-	-	5,000
The L&Q Foundation	Better Gym	-	-	-	4,977
MG MVSC Grant	LD Carers Caseworker	-	-	-	2,500
Coronation Lunch Grant	Saturday Hub	-	-	-	350
Garfield Weston	General	-	-	-	30,000
Edward Gostling Foundation	General	-	-	-	10,000
A&H Leivers Grant	General	-	-	-	1,000
SWL ICS Winter Engagement Fund	General	-	-	-	500
		90,500	576,048	666,548	562,742
		101,500	461,242		562,742

For the year ended 31 March 2024

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2025

4 Charitable activities

	Restricted funds	Restricted funds
	2025	2024
Income from:	£	£
Services and activities for children and young people	4,929	3,896
Services and activities for adults	93,992	85,403
	<u>98,921</u>	<u>89,299</u>

5 Other trading activities

	Unrestricted funds	Restricted funds	Total	Total
	2025	2025	2025	2024
Income from:	£	£	£	£
Fundraising events	7,776	1,096	8,872	6,407
Trading activity income: Café	-	6,844	6,844	4,735
	<u>7,776</u>	<u>7,940</u>	<u>15,716</u>	<u>11,142</u>
Other trading activities	7,776	7,940	15,716	11,142
For the year ended 31 March 2024	<u>6,407</u>	<u>4,735</u>	<u>11,142</u>	<u>11,142</u>

6 Investments

	Unrestricted funds	Unrestricted funds
	2025	2024
	£	£
Bank Interest	<u>4,661</u>	<u>5,035</u>

7 Expenditure on other trading activities

	Restricted fund	Restricted fund
	2025	2024
	£	£
Cost of generating voluntary income	11,547	12,228
Fundraising trading: cost of goods sold and other costs	5,535	4,946
	<u>17,082</u>	<u>17,174</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2025

8 Charitable activities

	Children and young people	Adults	Parents and Carers	Other	Core Unrestricted	Total	Total
	2025 £	2025 £	2025 £	2025 £	2025 £	2025 £	2024 £
Staff Costs	265,700	107,182	89,973			462,855	444,374
Transport, travel & related costs	11,667	1,032	29			12,728	11,232
Refreshments and entrance fees	1,632	2,439	802			4,873	5,556
Rent and venue hire	17,035	13,090	1,093			31,218	26,898
Other costs	17,218	7,286	5,156			29,660	35,723
Donated services and facilities - accommodation	8,650	4,320	-			12,970	13,301
	<u>321,902</u>	<u>135,349</u>	<u>97,053</u>	<u>-</u>	<u>-</u>	<u>554,304</u>	<u>537,084</u>
Share of support costs (see note 9)	45,375	26,273	17,580		98,838	188,066	179,767
Share of governance costs (see note 9)	3,428	1,500	1,033		-	5,961	8,592
	<u>48,803</u>	<u>27,773</u>	<u>18,613</u>	<u>-</u>	<u>98,838</u>	<u>194,027</u>	<u>188,359</u>
	<u>370,705</u>	<u>163,122</u>	<u>115,666</u>	<u>-</u>	<u>98,838</u>	<u>748,331</u>	<u>725,443</u>
Analysis by fund							
Unrestricted funds	-	-	-	-	98,838	98,838	108,997
Restricted funds	370,705	163,122	115,666	-	-	649,493	616,446
	<u>370,705</u>	<u>163,122</u>	<u>115,666</u>	<u>-</u>	<u>98,838</u>	<u>748,331</u>	<u>725,443</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2025

8 Charitable activities

For the year ended 31 March 2024

(Continued)

	Children and young people 2024 £	Adults 2024 £	Parents and Carers 2024 £	Other 2024 £	Core Unrestricted 2024 £	Total 2024 £
Staff Costs	248,412	140,139	55,243	580	-	444,374
Transport, travel & related costs	10,358	608	200	66	-	11,232
Refreshments and entrance fees	1,737	3,246	573	-	-	5,556
Rent and venue hire	15,690	10,528	480	200	-	26,898
Other costs	16,941	12,263	2,275	4,245	-	35,724
Donated services and facilities - accommodation	8,878	4,400	23	-	-	13,301
	<u>302,016</u>	<u>171,184</u>	<u>58,794</u>	<u>5,091</u>	<u>-</u>	<u>537,085</u>
Share of support costs (see note 9)	37,661	22,551	9,726	832	108,997	179,767
Share of governance costs (see note 9)	4,787	2,784	779	241	-	8,591
	<u>42,448</u>	<u>25,335</u>	<u>10,505</u>	<u>1,073</u>	<u>108,997</u>	<u>188,358</u>
	<u>344,464</u>	<u>196,519</u>	<u>69,299</u>	<u>6,164</u>	<u>108,997</u>	<u>725,443</u>
Analysis by fund						
Unrestricted funds	-	-	-	-	108,997	108,997
Restricted funds	344,464	196,519	69,299	6,164	-	616,446
	<u>344,464</u>	<u>196,519</u>	<u>69,299</u>	<u>6,164</u>	<u>108,997</u>	<u>725,443</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2025

9 Support and governance costs

	Support Costs 2025 £	Governance Costs 2025 £	Total 2025 £	Total 2024 £
Administration staff costs	120,035		120,035	115,293
Transport	640		640	240
Rent	12,610		12,610	12,428
Donated services - accommodation	26,215		26,215	26,215
Office supplies	863		863	1,757
Telephone	4,470		4,470	3,723
Subscriptions	630		630	605
Consultancy Fees	2,160		2,160	2,386
Bank charges	896		896	1,076
Computer Expenses	10,946		10,946	10,241
Equipment and materials	1,939		1,939	587
Insurance	1,992		1,992	1,894
Other costs	4,670		4,670	3,323
Accountancy Fees		5,961	5,961	8,591
	<u>188,066</u>	<u>5,961</u>	<u>194,027</u>	<u>188,359</u>
Analysed between				
Fundraising				
Charitable activities	<u>188,066</u>	<u>5,961</u>	<u>194,027</u>	<u>188,359</u>
	<u>188,066</u>	<u>5,961</u>	<u>194,027</u>	<u>188,359</u>
For the year ended 31 March 2024				
Analysed between				
Charitable activities	<u>179,768</u>	<u>8,591</u>		<u>188,359</u>
	<u>179,768</u>	<u>8,591</u>		<u>188,359</u>

10 Net movement in funds

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

	2025 £	2024 £
Fees payable for the independent examination of the charity;s financial statements	<u>6,000</u>	<u>8,591</u>

11 Trustees

During the year no trustees (or any person connected with them) received any remuneration or benefits from the charity during the current or previous year.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2025

12 Employees

Number of employees

The average number of employees during the year was:

	2025 Number	2024 Number
Full time	1	1
Part time	11	12
Sessional	35	34
	<u>47</u>	<u>47</u>

Employee cost

	2025 £	2024 £
Salaries & wages	503,965	487,867
Social security costs	29,512	29,012
Pension costs	14,677	13,941
	<u>548,154</u>	<u>530,820</u>

The full time equivalent of the staff employed in the year, based on a 35 hour week, was 16.5 (2024:17) No employees earned in excess of £60,000 (2024: nil).

13 Taxation

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

14 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
As 1 April 2024	4,527	8,078	12,605
At 31 March 2025	<u>4,527</u>	<u>8,078</u>	<u>12,605</u>
Depreciation and impairment			
As 1 April 2024	4,527	8,078	12,605
At 31 March 2025	<u>4,527</u>	<u>8,078</u>	<u>12,605</u>
Carrying amount			
As 1 April 2024	-	-	-
at 31 March 2025	<u>-</u>	<u>-</u>	<u>-</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2025

15 Debtors

	2025	2024
	£	£
Amounts falling due within one year:		
Trade debtors	112,221	48,679
Prepayments and accrued income	8,536	4,146
	<u>120,757</u>	<u>52,825</u>

16 Creditors falling due within one year

	2025	2024
	£	£
Trade creditors	10,968	6,472
Other creditors	12,990	10,117
Accruals	28,999	32,124
	<u>52,957</u>	<u>48,713</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2025

17 Restricted funds

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

	Movement in funds				Balance at 31 March 2025 £
	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	
Holiday Playschemes Perseid	19,180	85,750	(83,463)	(21,467)	-
Saturday Club Perseid	-	35,240	(58,973)	23,733	-
Buddies Holiday	32,385	37,500	(22,181)	(26,483)	21,221
Buddies Going Out	-	1,732	(12,351)	10,619	-
Holiday Playscheme & Buddies CGS	-	35,550	(49,017)	13,467	-
Travel Trainer	-	101,660	(101,098)	-	562
Travel Training (CiN)	5,744	13,337	(8,821)	-	10,260
ACES 1	14,363	945	(13,970)	-	1,338
Giving Back	-	68,950	(27,470)	-	41,480
Community Sports	-	-	-	-	-
Community Challenge	-	-	-	-	-
Community Engagement Manager	-	-	-	-	-
Better Gym	14,940	3,865	(10,305)	-	8,500
Cafe	-	97,472	(89,249)	-	8,223
Saturday Hub	-	29,159	(27,787)	-	1,372
Travel Training Adults	2,321	18,903	(17,559)	-	3,665
Community Facilitator	1,500	18,258	(18,648)	-	1,110
PA1 (PT)	-	1,800	(3,704)	1,904	-
Kids First	-	35,500	(35,632)	132	-
Adults First	11,976	29,891	(12,631)	-	29,236
Carers Group	-	-	-	-	-
LD Carer's Adviser	-	24,757	(28,258)	3,501	-
MAPS	26,918	17,000	(9,516)	(5,248)	29,154
Talk Autism	-	-	(5,248)	5,248	-
LD Carers Caseworker	544	34,017	(26,073)	-	8,488
Cooksmart	-	335	(311)	-	24
Mentoring service	-	4,500	(4,310)	-	190
Shanley Restricted grant	-	-	-	3,000	3,000
	129,871	696,121	(666,575)	8,406	167,823

The transfers from restricted funds above of £5,406 (£3,333) relate to contributions to the costs of administration, co-ordination and management of projects, activities and services, and to office overheads and expenses, provided for in funding arrangements.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2025

18 Related party transactions

There were not related party transactions during the year (2024 - none)

19 Cash generated from operations

	2025 £	2024 £
Surplus for the year	61,257	(30,837)
Adjustmet for:		
Investment income recognised in the statement of activities	(4,661)	(5,083)
Movements in working capital		
(Increase) in debtors	(67,932)	(14,239)
Increase / (decrease) in creditors	4,244	(5,168)
Cash absorbed by operations	<u>(7,092)</u>	<u>(55,327)</u>

20 Analysis of changes in net funds

The charity had no debt during the year (2024: none).

MERTON MENCAP

England & Wales - Charity number 1113444

Accounts



Registered Charity No.1113444
Company Limited by Guarantee No.5692213



**Trustees' Annual Report
& Financial Statements,
year ended 31 March 2024**

Pictured:
Dance in the Park event for
Learning Disability Week,
June 2023



**CookSmart
cooking
tutorials for
families
February 2024**



**Dance in the Park
June 2023**


Welcome to Merton Mencap - at the heart of our wonderful community



**iFly Indoor Skydive
Fundraiser
October 2023**



**Festive Fundraiser at
Wimbledon Quarter
December 2023**



**Our 3 proudest
achievements
during 2023-24**

**Supporting young adults with learning disabilities into
volunteering and community activities
at our Giving Back Club**

**Launching our specialist forum for parents and carers of
people with autism, Talk Autism**

**Being part of Merton's initiative to be London's borough
of Sport by launching a new sports club for
young people with autism**

Feedback from our beneficiaries during 2023-24

While my son is at Merton Mencap, I know I can go home, rest and not worry

Everyone is so wonderful, it's always fun!

Keep doing what you're doing — we thank you!

Your club is a friendly place with lovely people — it's interesting, varied and fun

My son was so excited and could not wait to get to your club!

A BIG thank you to the team leader and amazing team!

My daughter has become more independent

I'm very pleased to see my son so happy at your club, and I'm relaxed that he is in good hands

Your club is my daughter's only enjoyment with peers — she really enjoys the social aspect and variety of activities

I love our outings the most where we visit new places

Merton Mencap

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Merton Mencap Overview

Our Mission

To listen and understand the needs of people with learning disabilities and/or autism and their families, empowering them to make their voices heard, actively representing and fighting for their interests, and creating and delivering the services they need.

We do this by

increasing the opportunities and choices made available to people with a learning disability and/or autism

promoting inclusion and participation in the community

supporting families of people with a learning disability and/or autism and help them to enjoy a life beyond their caring role

raising awareness and understanding of learning disability and/or autism.

Our charitable aims are stated in our Memorandum & Articles of Association

The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependants and carers.

Also, 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 and/or autism with the object of improving their conditions of life.

About Merton Mencap

Merton Mencap is a local charity operating in the London Borough of Merton, supporting local families for over 60 years.

We are a registered charity affiliated to the national charity Royal Mencap Society; we are independent of them and responsible for our own governance, management and fundraising.

Unique!

We are the only charity in Merton providing services for the whole family affected by learning disability and/or autism, i.e. children, young people and adults, and their families.

Stakeholder Driven!

We are scrupulous about being needs-driven; we regularly consult our members, service users and potential users, and other local stakeholders.

Demonstrable & Effective!

We are rigorous about measuring outcomes and showing the demonstrable impact of our work.

Big Picture!

We collaborate with local organisations to pool resources and offer joined-up services.

But our work is only possible with continued funding.



Chair of Trustees, Richard Drummond



We look forward to preparing our new business plan this year

After a period of great disruption on account of the Covid-19 pandemic, I was pleased to report last year that normal service had virtually resumed across our charity, in particular that our activities were running in-person rather than remotely or on-line.

A year on, we do not underestimate the legacy of the pandemic on many families who have seen their health worsen and support networks diminish. More than ever, we want to reach as many local people as we can and provide real help and support to improve life in some way. I am so pleased that during this last year, we have pressed ahead with new activities for people with learning disabilities and autism, and developed our support for parents and carers, particularly carers of adults.

One of my priorities during this last year has been to strengthen our trustee board, or Executive Committee as it's known here. The charity benefits enormously from having a range of skills and experience at board level but perhaps most importantly trustees with lived experience of learning disability and autism are a tremendous help to us. I am pleased that 5 of our 7 trustees have lived experience and we are keen to develop our Board further in the year ahead. If you would like to join a leading local charity as a trustee, please get in touch as we would be very pleased to hear from you.

Sustainability remains a key aspect of our work as we prepare to form a new Strategic Plan in 2024. We appreciate that to be a real source of support to families we need to provide the help people want in the way people want it, so we will be consulting a range of stakeholders before forming our new plan, principally with people with learning disabilities and autism and their parents and carers. The feedback we receive will lead us to form our plan of services and other activities such as campaigning and working in partnership with other organisations. I very much look forward to hearing the views of local people in the months ahead and publishing our next strategic plan for the charity.

Chief Executive, Andrew Whittington

People attending our AGM last year will have heard me speak about our commitment to collaborating with organisations such as Merton Council, Health agencies and community groups to coordinate support for local people. This year, we have been pleased to work with our partners, for example by contributing to Merton's Community Response Steering Group, Community Champions and as a member of Merton's Safeguarding Champions.



Earlier this year, we were delighted to successfully apply to join Merton's new Framework for adults' services which will be a new way for us to offer services. Our activities for local people with learning disabilities and autism have generally comprised support to learn skills for greater independence and help to participate in the mainstream community as much as possible. Under the new Framework, our appetite is to move further into supporting people into volunteering or paid employment which may include training and job coaching. It's an exciting aspect of our work and one which we look forward to developing.

As ever, my grateful thanks to our dedicated team of staff and volunteers who have again been a great support to our beneficiaries during this last year.



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers



Finance Manager
Elizabeth Cushman

Treasurer
Russell Benzies

We are ever mindful of the difficult financial environment in which we and our partners, notably London Borough of Merton, are required to operate. Our working practice is to review constantly how we deliver our services and recruit the best staff to deliver them. We are impressed that our staff so wholeheartedly support the work ethos and aspirations of Merton Mencap.

We continue to deliver our services to ensure that funds are directed to support local families in need. Controlling the finances of the charity such that we will be able to deliver our services over the long term remains our main focus. Our Finance Committee has continued its governance role reviewing all aspects of our financial management and control.

The Annual Report and Accounts are undergoing an Independent Examination which is being performed by the same firm of Chartered Accountants as in previous years, and under their guidance we no longer are following the charity's previous practice of having a full audit every 4 years due to their being no significant change in our operations or finances to warrant an audit.

As detailed in the Financial Review section our free reserves position at year end was £287,288 (2023: £249,639) which maintains our policy to hold free reserves equivalent to between 3 – 6 months operating expenditure.

We continue to secure grant funding from a variety of sources mainly from Trusts and Foundations (25%) vs local and central government/health funding (75%) and some funding from fundraising activities and individual donations. Funding diversification remaining a key goal for the charity. Staff costs remain as the charity's greatest investment and expenditure.

As we look ahead, our aim remains to first secure continuation funding in instances where funding for successful work is due to expire and, second, to attract further funding to develop current services to reach more families in the borough. We continue to be thankful to people who support us by raising much-needed funds to help our charity's support costs.

We are fortunate that we are able to predict with a high level of confidence our income and expenses for the forthcoming year where we will strive to facilitate improvement to lives for people affected by learning disability and/or autism.



**Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers**

Community Engagement



Maria Solari, Community Engagement Officer



What a year it's been!

Reaching out to the community has been a key aspect of my work during this last year — I love speaking to local people about our charity and running local events to raise awareness of our work is great fun! Highlights include our brilliant Dance in the Park event which celebrated Learning Disability Week 2023, pictured left. The event brings the whole community together for an inclusive dance activity!

A new community fundraising initiative during 2023 was an indoor skydive which raised a

fantastic £2,000! Thanks to everyone who took part and to those who sponsored them — an absolutely brilliant effort!

For the year ahead, we're looking forward to our Charity Auction Night which will be held in-person this year! We have already been donated some brilliant items for the Lots — watch our for our advertisements for the event as it proves to be unmissable!

Community Facilitator



Dymphna Graham, Community Facilitator

Our work with families over many years tells us that people with learning disabilities and autism can achieve a great deal in their lives, particularly if the right support is available at the time that they need it.

That's where I come in as Community Facilitator.

Over this last year, I have been a listening ear for people who wanted to talk over their hopes for the future and I've given practical support for people who have needed information and help to take the next step with their life goals.

My thanks as ever to our partners and community groups for supporting my work, particularly Wimbledon Guild, Merton's social prescribers and the local Citizens Advice for working with us for the benefit of our service users. It's great to be part of Merton's vibrant community working together with other agencies and community groups.



Supporting children, young people and adults with a learning disability and/or autism and parents & carers

Supporting parents and carers



Maria Solari, Merton Autism Parent Service (MAPS)

Yvonne Dawes, Carers Advisor

Carolyn Doyle, Carers Caseworker

When we formed our Merton Autism Parent Service (MAPS) a few years ago we could not have anticipated the extent of the demand for the service. We are so pleased to have reached more parents of children with autism again this year and huge thanks to our parent advisors for all their hard work.

The effectiveness of our Carers Advisor and Carers Caseworker service has continued this year too, in which we provided a joined up carers assessment and case management service to carers of adults. Carers assessments and reviews is an important aspect of our offer for carers of adults, while our casework to improve carers' lives in some way identified by the family, for example helping to solve a problem or providing practical support.

Feedback from carers underlines the continued need for our support for carers of adults, and will be a key feature of our charity's work for the future.

Forums for parents & carers



Tracy Blackwell, Parent & Carer Forum Manager

Tuhina Shaikh, Projects, HR & Systems Administrator

Our forums for parents and carers, Kids First and Adults, provided 23 workshops and events this year, kept our members up to date with the latest information, and our steering groups worked tirelessly behind the scenes representing our members at the meetings they attend with senior officers in the local authority and health.

Sessions included engagement sessions for Kids First members to share their views on provision in Merton to inform the refresh of Merton's Special Educational Needs & Disabilities Strategy and a session about Employment Health & Care Plans. Adults First ran sessions about Direct Payments, Financial Assessments, supported learning courses and both forums ran sessions on Wills and Trusts and Mental Capacity.

This year, Kids First steering group members have spoken at Merton's annual SEND Conference about their co-production successes and challenges, run a SEND legal workshop and session on mental health support for families. Adults First held an update on Merton's review of day opportunities, leisure and social activities, and plan a session on housing options. Thank you to our amazing steering groups who are parents and carers themselves, volunteering their time to improve services in Merton and achieve better outcomes for local families — we couldn't do it without you!



Supporting children, young people and adults with a learning disability and/or autism and parents & carers

Activities for children, young people & adults



Niki Lowe & Jane Birchmore

After all the disruption of the Covid-19 pandemic, this last year has been a great pleasure as our activities ran in-person and we were so pleased to see our members meeting up again and enjoying themselves!!

We welcomed new members to our **Better Gym sports and fitness club** which we run in partnership with local leisure centre, Canons Centre, in Mitcham. Over this last year the group has enjoyed a range of activities at the club including introducing swimming by popular demand!

After many years based at the Wimbledon Guild premises (thank you Wimbledon Guild!) our **Saturday Hub** found a new home at Leyton Road centre in Colliers Wood where our members enjoyed a range of activities indoors and in the lovely garden areas.

For children and young people, highlights include our ever popular **holiday playschemes** and **Saturday** club for children aged 5-14 which we base at the local Perseid and Cricket Green schools, which enjoyed another year of fun activities. For young adults, our **Buddies Going Out** supports our members to make new friends.

The **Giving Back** Club has done some brilliant activities including gardening, volunteering and working alongside other community groups for the benefit of local people.

Our **Aces** club for young adults with autism has developed into Aces Active, a new sports club which we're looking forward to taking forward this year.

A 'shout out' to our brilliant staff and volunteers whose dedication and commitment make our activities possible. We're always looking to strengthen our staff teams so if you're interested in joining our activities either every week or seasonally we want to hear from you!



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Independent Travel Trainers



**Jenny Lockett, Radek Switalski,
Jane Birchmore, Michelle Scott**

Learning the skills to travel safely can make so many things possible in life — discovering new hobbies, developing friendships and getting a job are just a few. It also leads to greater independence and reducing reliance on family carers.

During this last year, our team of accredited travel trainers have supported more young people and adults with learning disabilities and autism to become independent travellers. Our trainers provide training in the community, supporting students to learn how to use buses, trams, trains and to negotiate roads safely. Our trainers have also seen the extent to which learning to travel independently increases confidence and self-esteem.

In the year ahead we're intending to help more adults become independent travellers, particularly those who may not have had the opportunity to do so before. With the right support, we know that many people can learn to travel safely on their own even if it's a new experience — it's never too late!



Referring someone for travel training is quick and easy via our referral form which can be found on our web site. And our trainers are always on-hand to talk if you would like to know more about how travel training works and whether it would be right for you or someone you know.

And once our students become independent travellers, they don't look back! (pictured)



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Community Café



Abby Herring, Café Manager



Many people trying to book a table for lunch at our Community Café this year will have been out of luck on account of our growing popularity, particularly on Wednesdays which have tended to be our quietest day!

Perhaps the smell of our homemade soups or freshly made cakes are tempting more people in to see us - we are very pleased that our customer base is growing!

Our community café provides vocational training and support for 20 learners all of whom have provided a warm welcome to our patrons during this last year.

Our practical training supports our learners to develop their skills in team-working and communication, hygiene and food preparation and providing a café service to the public. It's wonderful to see the confidence of our learners grow as they develop vocational and employability skills.

A particular highlight for us over this last year was that we were awarded top marks for our Food Hygiene Rating - 5 out of 5 - following an audit. This achievement reflects the hard work of the whole team to ensure that our café service to the public continues to be high quality.



But don't take our word for it — come and see us for coffee or lunch and taste our food for yourself. You'll have to be quick though, we expect to be very busy again in the year ahead!



Merton Mencap

Organisational Chart

31st March 2023

Merton Mencap Membership contributing feedback and evaluation at all levels

Volunteers contributing at all areas of Merton Mencap

Chair of Trustees

Executive Committee

Chief Executive

Community Facilitator	Office Manager	Finance Manager	Parent Carer Forum Manager	Community Engage. Officer
4 Travel Trainers	LD Carers Caseworker	Services Managers	Projects, HR & Forum Admin.	LD Carers Adviser

Team Leaders
Deputy Team Leaders

Café Manager
Café Deputy Manager

Support Workers



Merton Mencap

Statement, Aims & Statistics

Image: Presenting our Volunteer of the Year 2023, Stella Campbell



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap

Statement & Aims

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the financial statements and comply with the charitable company's Memorandum and 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).

Public Benefit Statement

Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission in exercising our powers and duties.

We provide services to people affected by learning disability and/or autism and their parents and carers living in and around Merton. A large proportion of our users live in the most disadvantaged areas of our Borough.

Meeting our Charitable Aims

Our normal business model comprises face-to-face services and activities and during 2023-24 our operation had moved forward further from the restrictions of the pandemic and almost all our services were running in-person.

The challenge of securing suitable staff continued during 2023-24 and, in many instances, we managed staffing shortfalls through staff from two recruitment agencies who the charity contracted. We chose to contract both agencies as they supply staff to local Merton schools for children with special educational needs and disabilities.

Our beneficiaries ask for a range of community-based services for children, young people and adults with a learning disability and/or autism and their parents and carers in the London Borough of Merton. Our Strategic Plan 2022-25 sets out our intention to provide support to help people to live full and rewarding lives, for example, taking part in sport and activities which encourage wellbeing, discovering new hobbies and interests and developing friendships.

Learning disabilities and autism range from profound disabilities to more moderate conditions. All learning disabilities/autism are life-long and affect a person's ability to learn, communicate, and interact socially. Many people with a learning disability/autism have additional needs such as medical needs, physical disabilities, sensory impairments and/or autistic spectrum disorders. Some people require 24 hour specialist care and support whilst others can succeed in mainstream society.

Some families affected by learning disabilities and/or autism are at greater risk of isolation, poorer health and family breakdown. Our support for parents and carers aims to reduce isolation, promote peer support, ensure they have a voice about local services for them and the person they care for.

But at the heart of our work is ensuring our support is tailored to the individual. We are committed to person-centred planning and to providing services which respond to the needs and wishes of each person. We believe that this is key to achieving our charitable aims and our evaluations confirm to us whether we are doing what we set out to do.



Merton Mencap

Statement & Aims

Trustee recruitment

The charity attracts trustees by advertising locally and online, through word-of-mouth and, occasionally, with free assistance from a recruitment agency.

Prospective trustees are first invited to discuss their interest in trusteeship with the Chief Executive and Chair of Trustees which may also include visiting our services and activities. Those wishing to be considered as a trustee are required to complete our application form setting out their interest in Merton Mencap, and their skills, experience and knowledge which they consider will be a help to the charity.

The charity particularly welcomes people with lived experience of learning disability and/or autism to join as trustees, including people who have the disability or are a family member or a carer of a person with the disability.

At present, 5 of 7 trustees have lived experience of learning disability and/or autism.

Trustees are required to undergo a DBS disclosure, renewed every 2 years.

On appointment, trustees are required to learn about the charity's work by meeting the Chief Executive and senior team and undergoing the charity's mandatory training in Safeguarding, Health & Safety, Equal Opportunities & Diversity, GDPR and mental health, all of which are updated periodically. Trustees are required to agree to follow the charity's policies & procedures and Code of Conduct and must declare any conflicts of interest to the Chair of Trustees. Trustees may claim expenses in respect of trustee activities, approved by the Chair of Trustees.

Trustees are encouraged to adopt an area of interest for their trusteeship, for example support for parents and carers or community events. Trustees are also encouraged to visit the charity's projects and activities, take part in team meetings and represent the organisation at public events.

The charity maintains a page on its web site 'Meet the Trustees' comprising a short biography of each trustee.

The board of trustees, or Executive Committee as it is referred to at Merton Mencap, meet 6 times a year in relation to the management of the organisation, plus for the Annual General Meeting.

Statement of compliance with Charity Commission guidance

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charitable company should undertake.



Merton Mencap

Attendance

Tables show number of people accessing each project during 2023-24

Children & young people	Individuals
Saturday Club (Perseid)	25
Buddies Holidays	21
Buddies Going Out	13
Holiday Playscheme (Perseid)	62
Holiday Playscheme & Buddies (Cricket Green)	50
Independent Travel Training (LBM)	20
Aces	11

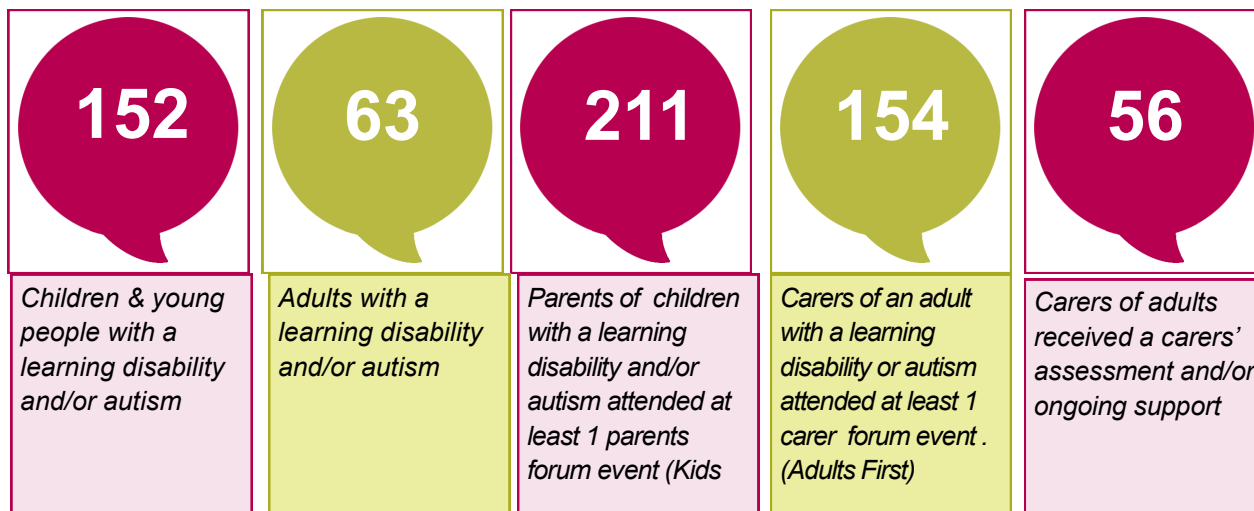
Parents & carers	Individuals
Kids First (registered parents)	652
Adults First (registered parents)	276
Talk Autism	121
Merton Autism Parent Support (MAPS)	38
LD Carers Adviser	56
LD Carers Caseworker	50

Adults	Individuals
Merton Mencap Community Café	20
Better Gym	14
Saturday Club	22
Personal Assistant	1
Community Facilitator	22
Independent Travel Training	6
Giving Back Club	14



Statistics

During 2023-24, our beneficiaries included:



Our services are open to anyone irrespective of income, ethnicity, gender or religion.

Merton Mencap

Ethnicity

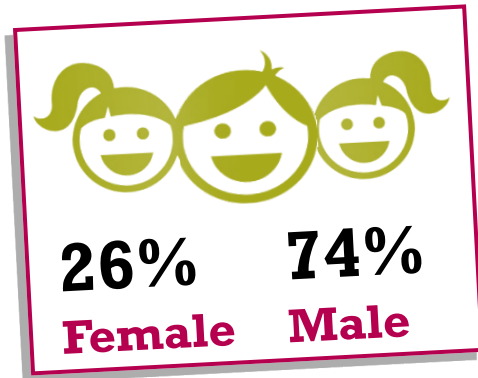
Arab	1%
Asian/Asian British: Bangladeshi	1%
Asian/Asian British: Chinese	1%
Asian/Asian British: Indian	3%
Asian/Asian British: Other	4%
Asian/Asian British: Pakistani	3%
Black/Black British: Tamil	1%
Black/Black British: African	7%
Black/Black British: Caribbean	3%
Black/Black British Other	1%
Mixed: Other	4%
Mixed: White & Asian	2%
Mixed: White & Black African	1%
Mixed: White & Black Caribbean	2%
Other ethnic group:	2%
Prefer not to say:	23%
White: British	32%
White: Irish	1%
White: Other	8%

We monitor with reference to the projected local authority populations, published by the Greater London Authority



Merton Mencap: Gender & Location

The breakdown of our male and female service users reflects the nationwide incidence of learning disability between genders. Our ward by ward breakdown shows the prevalence of service users based in the east of the borough.



Location by Ward	
Abbey	6
Cannon Hill	7
Colliers Wood	3
Cricket Green	15
Dundonald	7
Figges Marsh	16
Furzedown	0
Graveney	5
Hillside	2
Lavender Fields	10
Longthornton	11
Lower Morden	4
Merton Park	7
Unknown	0
Pollards Hill	20
Ravensbury	11
Raynes Park	3
Southfields	1
St Helier	10
Sutton North	0
Trinity	4
Village	4
West Barnes	4
Wimbledon Park	2

The east of the borough includes wards which are some of the top 15% most income-deprived in the country - (ref Merton's Authority Monitoring Report 19-20)

Location by Ward	
Abbey	3
Cannon Hill	3
Colliers Wood	0
Cricket Green	7
Dundonald	2
Figges Marsh	4
Furzedown	0
Graveney	2
Hillside	0
Lavender Fields	5
Longthornton	4
Lower Morden	2
Merton Park	10
Unknown	3
Pollards Hill	1
Ravensbury	2
Raynes Park	4
St Helier	1
Stonecot	1
Sutton North	1
Trinity	1
Village	0
West Barnes	1
Wimbledon Park	3

**Merton Mencap
Summary of Projects
2023-24**



**Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers**

Merton Mencap

Summary of projects for children & young people

Saturday Club (Perseid)

When: Weekly during term time, Saturdays for up to 6 hours
Where: Based at Perseid School, Morden
Places: 12-15 young people with complex learning and physical disabilities.
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Provided for those who need it

Providing a range of activities for children aged 5-13 from a base, supporting them to develop experiences and enjoy life.

Buddies Holidays (Groups 1 & 2)

When: Various during the school/college holidays
Where: Various activities in the local community
Places: 8-10 young people (aged 12-18) with moderate & complex learning disabilities
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Not provided

Buddies Going Out

When: Weekly during term time, usually Wednesdays
Where: Various activities in the local community
Places: 8-10 young people (aged 18-24) with mild and moderate learning disabilities
Access: Referral from the Short Breaks Team, via Merton Council or self referral
Transport: Not provided - training in using public transport is provided.

Holiday Playschemes (Perseid)

When: Various days during the school holidays (all day provision – 7 hours)
Where: Various activities from a base and in the local community
Places: 12 young people (aged 5-13) with complex learning & physical disabilities
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Provided to those who need it

Holiday Playschemes & Buddies (Cricket Green)

When: Various days during the school holidays (7hrs)
Where: Various activities from a base and in the community
Places: Up to 12 young people (8-13) with moderate needs
Access: Referral from Cricket Green School
Transport: Provided to those who need it



Merton Mencap

Summary of projects for children & young people

Aces

When: Every other Thursdays, 6.45pm-8.45pm
Where: Phipps Bridge Youth Centre, CR4 3TY
Cost: £2.50 subs per week
Places: 20 young people with high-functioning autism
Access: Self-referral, no social services referral needed
Transport: Travel training may be offered
A youth club for young people with high-functioning autism; the club takes a mainstream approach offering activities which any young people would enjoy

Independent Travel Training (Merton Council funded)

Access: Mainly referrals from Merton schools and colleges, but also from schools and colleges out of borough attended by Merton residents

Through practical training in the community, our Travel Trainers monitors students' progress until they are able to travel safely on their own.

Independent Travel Training (Independently funded)

Access: Open referral

Through practical training in the community, our Travel Trainers monitors students' progress until they are able to travel safely on their own.



Merton Mencap

Summary of projects for adults

Merton Mencap Community Café

When: Weekly on Mondays & Wednesdays, 9.30am to 2.30pm
Where: Holy Trinity Church, 234 The Broadway, Wimbledon, SW19 1RY
Places: Up to 10 adults (aged 18+) with moderate learning disabilities
Access: Self-referral. Available to personal budget holders and self-funders
Transport: Not provided

The Merton Mencap Café is run by adults with a learning disability, supported by our staff and volunteers, and serves a healthy menu to the public. The project provides vocational training in the areas of food preparation, customer service, good hygiene practice, and team working. Service users develop skills which lessens the demand on family carers. The Merton Mencap café also provides catering at local community events.

Better Gym

When: Weekly on Wednesdays, 7pm to 9pm
Where: Canons Leisure Centre, Mitcham
Places: 12 places for adults (aged 18-24) with a moderate learning disability
Access: Self-referral, no social services referral needed
Transport: Not provided at present

A gym and sports club which includes sessions in the gymnasium, various sports and leisure activities. The club takes place in a mainstream setting alongside the general public.

Saturday Hub

When: Saturdays 10am-1pm
Where: Wimbledon Guild, Wimbledon; North Cheam Community Centre
Places: Up to 30 places for adults with a learning disability
Access: People who do not qualify for social care support, self-referral
Transport: Not provided

Our Hubs provide people with a learning disability and/autism with activities which encourage health, wellbeing, inclusion and independence.

Community Facilitator

When: By appointment
Where: Home and at our offices
Places: N/A
Access: Self-referral, no social services referral needed
Transport: N/A



Merton Mencap

Summary of projects for adults

Personal Assistants

When: As required
Where: Activities in the community
Places: N/A— service agreed individually
Access: Self – referral
Transport: As instructed

Independent Travel Training (Independently funded)

Access: Open referral

Through practical training in the community, our travel trainers monitor students' progress until they are able to travel safely on their own.



Merton Mencap

Summary of projects for parents & carers

Parent & Carer Forums

Our parent & carer forums supported our members to have a voice about local service provision affecting them and the person they care for.

We run free educational workshops and opportunities for mutual support and information sharing during the year. Parents and carers also have representative roles at key local forums and committees.

Our parent forums are:

Kids First Forum

for parents of children & young people (aged 0-25)

Adults First Forum

for Carers of adults (aged 18+)

Talk Autism

For parents and carers of children, young people and adults with autism

LD Carers Adviser & LD Carers Caseworker

Our LD Carers Support service supports carers of adults with a learning disability and/or autism through the completion of carers assessments & reviews. Our LD Carers Caseworker is available to help with problems and provides information, a listening ear and emotional support.

Merton Autism Parents Service (MAPS)

MAPS is a listening, support, information and advice service for parents of 0 – 25 year olds with a diagnosis of autism or who are likely to receive a diagnosis (e.g. referred for an assessment), running on Wednesdays 10am-1pm. During this last year, we provided this service via telephone and online consultations.

MAPS offers confidential, informal sessions provided by a Parent Advisor (who also has a child or young person with autism) and a member of MAPS staff. Our team has been trained to offer a range of evidence-based strategies – this means that the tools and information we provide parents have been tried and tested and are approved by professionals in the field.

We offer support on communication, challenging behaviours, self-harming, sleep issues, anxiety and many other challenges that arise.

Carers Group

Our Carers Group runs periodically during the year and provides social events, for example during Carers Week and during the festive period, for carers of adults with learning disabilities and/or autism. We provide opportunities for carers to meet up, develop friendships and support each other. Membership and activities are free.



Merton Mencap

Finance & Governance



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap Financial Review

The charity is in a strong financial position going forward into 2024-25.

There was an overall 2% increase in reported income from the previous year. The charity continues to attract financial support. We are pleased that donors, grant-making trusts and foundations recognise the value of our work and support us to continue, represented by seeing grant funding remaining in line with the previous year from both new and continuation funding.

The statement of financial activities shows an overall net expenditure in the reporting period of £ 30,838, which is due to a timing difference between when income has been received and expenditure made, rather than activities running at deficit.

Expenditure increased in the reporting period by 6% from the prior year. Increase in staff costs was the main factor due to a combination of an increase in the average number of employees to 47 from 41 and pay increases.

Debtors increased by £14,238 on the previous year. March 2024 debtors comprise of grant income of £25,415, service user fees of £22,264 and prepayments of £4,146 compared to the debtors at March 2023 comprising of grant income of £21,050, service user fees of £11,330 and prepayments of £6,203.

Review of the charity's reserves

The total funds held by the charity at the end of the reporting period were £417,159. The amount of funds which are restricted and not available for general purposes of the charity were £129,870. The balance of £287,288 represent the charity's unrestricted funds, which increased by £37,649 and represent 4.64 months of operating expenditure cover for the charity, assuming no other income and is a small increase from the prior year.

Our intention is to maintain unrestricted reserves of 3-6 months cover of operating expenditure. No amounts have been designated or otherwise committed at the end of the reporting period.



Risk Management

The Trustees Annual Report and Accounts are undergoing an Independent Examination which is being performed by the same firm of Chartered Accountants as in previous years, and under their guidance we no longer are following the charity's previous practice of having a full audit every 4 years due to their being no significant change in our operations or finances to warrant an audit.

Trustees have also reviewed the charity's risk register this year and assessed the major risks and procedures to mitigate those risks.

Trustees regard the following among the principal risk areas at this time:

1 Safeguarding

We regard safeguarding should be at the heart of our charity.

We achieve this by

- (i) monitoring the charity's safeguarding activity through our internal **Safeguarding Committee**
- (ii) being a '**Merton Safeguarding Champion**' and contributing to Merton's Safeguarding Champions forum with local partners which supports best practice at our charity
- (ii) making **Safeguarding Training Level 1 & 2** mandatory for all staff and volunteers

2. User voice

We recognise how critical it is to ensure the voice of people affected by learning disability and/or autism is heard during the strategic planning of the organisation, without which the charity would risk becoming 'out of touch'.

We ensure user voice via

- (i) consulting parents and carers who are members of our parent carer forums
- (ii) ensuring a high percentage of trustees have lived experience of learning disability/autism
- (iii) frequently evaluating our services with users, plus seeking their wider views on new ways the charity can help

3. Delivery flexibility

Diversifying income streams is key to charity's sustainability but we also recognise that responding to changes in statutory funding and delivery models is very important as not doing so risks becoming inflexible and irrelevant.

We do this by

- (i) becoming part of Merton's new Framework for adult care services
- (ii) offering services which are independently grant funded and can be purchased via a personal budget



Merton Mencap Supporters

Funders

We are very grateful to our funders and supporters who continued to permit us the flexibility to adapt our services to respond to the needs of local people, particularly as many of our beneficiaries continue to be affected by Covid-19 pandemic. This flexibility has been a great help to us as we were able to alter many of our normal activities to provide support in different ways, eg online .

We are most grateful to our grant funders (see Financial Statements) for their trust in our work and for all those who support us including by providing in-kind support, including:

- **BBC Children in Need**
- **Carers Support Merton**
- **City of London's Corporation Charity, City Bridge Trust**
- **Cricket Green School**
- **Department for Education**
- **Edward Gosling**
- **Garfield Weston**
- **London Borough of Merton (Adult Care Services)**
- **London Borough of Merton (Children, Schools & Families)**
- **Lloyds Bank Foundation**
- **NHS Clinical Commissioning Group (South-West London)**
- **Perseid School**
- **Scope**
- **Wimbledon District Nursing & Midwifery Benevolent Society**
- **Wimbledon Guild**

We also wish to thank all our members and others who have kindly donated or raised money for us during this last year.

Volunteers

At March 2024, we are fortunate to have **25 volunteers** registered with us.

During 2023-24, we estimate that our volunteers gave the charity a total of **1,437** hours for which we are extremely grateful.

The year ahead

We are nearing the end of our current Strategic Plan and already making preparations to form our next plan. These preparations will comprise our consulting local stakeholders including people with learning disabilities and/or autism, parents and carers, health, education, Merton council, and other local charities and community groups. Feedback from our consultations will inform our new Strategic Plan for 2025-28 and how we will facilitate positive improvements to the lives of people affected by learning disability and autism in Merton.

Our plan for the year ahead also includes exploring ways to collaborate with other organisations for the benefit of our members. Our charity has a strong record of working in partnership with other organisations to produce demonstrable outcomes and our intention is to continue in this way. Pooling resources, sharing information and aligning our work with that of local organisations helps ensure against duplication and maximises our reach. We are fortunate that Merton has a vibrant voluntary and community presence and we are proud to be at its heart.



Merton Mencap Administrative Details

Company no: 5692213

Charity no: 1113444

Registered office: Chaucer Centre
Canterbury Road
Morden
Surrey, SM4 6PX

Independent Examiners: WSM Advisors Limited
Connect House
133-137 Alexandra Road
London, SW19 7JY

Solicitors: Russell-Cooke
2 Putney Hill
London, SW15 6AB

Principal Bankers: National Westminster Bank Plc
16 Wimbledon Hill Road
London SW19 7ZD

Trustees:

The following are the charity's trustees and served as directors of the Company throughout the period:

Richard Drummond, Chair of Trustees
Russell Benzies, Treasurer
Patrick Fraser (appointed 12/03/2024)
William Ian Newman
Monica Stannard (appointed 09/01/2024)
Brian Treadwell (appointed 13/07/2023)
Julian Walton

Chief Executive Officer:

Andrew Whittington

Approved by the Trustees, the following being authorised to sign on their behalf:



Dated:

25 June 2024



Merton Mencap

Statement of trustees' responsibilities

STATEMENT OF TRUSTEES' RESPONSIBILITIES

For the year ended 31 March 2023

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

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

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

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

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



Independent Examiner's Report

MERTON MENCAP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MERTON MENCAP

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

Responsibilities and basis of report

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

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

An independent examination does not involve the gathering of all the evidence that would be required in an audit and consequently does not cover all the matters than an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a "true and fair" view and my report is limited to those specific matters set out in an independent examiners statement.

Independent examiner's statement

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

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

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

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

WSM Advisors Limited

Simon Marsh (Independent Examiner)

for and on behalf of WSM Advisors Limited

Connect House
133-137 Alexandra Road
Wimbledon
London
SW19 7JY

Dated: 28/06/2024

MERTON MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

For the year ended 31 March 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
<u>Income and endowments from:</u>					
Grants and donations	3	131,871	474,432	606,303	592,450
Charitable activities	4	-	89,299	89,299	81,705
Other trading activities	5	6,407	4,735	11,142	6,230
Investments	6	5,035	-	5,035	1,658
Other income	7	-	-	-	15,448
Total income		143,313	568,466	711,779	697,491
<u>Expenditure on:</u>					
Expenditure on other trading activities	8	-	17,174	17,174	14,679
Charitable activities	9	108,997	616,446	725,443	686,394
Total resources expended		108,997	633,620	742,617	701,073
Net incoming/(outgoing) resources before transfers		34,316	(65,154)	(30,838)	(3,582)
Gross transfers between funds	18	3,333	(3,333)	-	-
Net income/(expenditure) for the year/ Net movement in funds		37,649	(68,487)	(30,838)	(3,582)
Fund balances at 1 April 2023		249,639	198,358	447,997	451,579
Fund balances at 31 March 2024		287,288	129,871	417,159	447,997

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

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.

MERTON MENCAP

BALANCE SHEET

As at 31 March 2024

	Notes	2024 £	£	2023 £	£
Current assets					
Debtors	16	52,825		38,587	
Cash at bank and in hand		413,047		463,291	
		<u>465,872</u>		<u>501,878</u>	
Creditors: amounts falling due within one year	17	<u>(48,713)</u>		<u>(53,881)</u>	
Net current assets			<u>417,159</u>		<u>447,997</u>
Income funds					
Restricted funds	18		129,871		198,358
Unrestricted funds			287,288		249,639
			<u>417,159</u>		<u>447,997</u>

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

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.

The director acknowledges his responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved by the Trustees on 25 June 2024



Trustee

Company Registration No. 05692213

MERTON MENCAP

STATEMENT OF CASH FLOWS

For the year ended 31 March 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash absorbed by operations	20		(55,279)		(26,224)
Investing activities					
Investment income received		5,035		1,658	
Net cash generated from investing activities			5,035		1,658
Net decrease in cash and cash equivalents			(50,244)		(24,566)
Cash and cash equivalents at beginning of year			463,291		487,857
Cash and cash equivalents at end of year			413,047		463,291

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

1 Accounting policies

Charity information

Merton Mencap is a private company limited by guarantee incorporated in England and Wales, Company number 5692213. The registered office is Chaucer Centre, Canterbury Road, Morden, Surrey, SM4 6PX.

1.1 Accounting convention

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

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

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

1.2 Going concern

At the time of approving the financial statements, the trustees have undertaken an assessment of the adequacy of the resources available to the charitable company. The trustees have a reasonable expectation the charitable company has adequate resources to continue in operational existence for the foreseeable future and accordingly continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Restricted funds

Restricted funds must be used for specific purposes which are determined by the donor's wishes. Expenditure which meets these criteria is charged to the fund. The charity has a number of separate restricted funds, as set out in the notes to the financial statements. The Trustees' Report provides further information about the uses of these funds. On completion of a project the funder may permit the transfer of any surplus funds to our unrestricted funds.

Unrestricted funds

Donations and incoming resources received by the charity for general use are held as unrestricted funds. They are available for use at the discretion of the trustees in furtherance of their charitable objectives unless funds have been designated for other purposes.

Designated funds

These are unrestricted funds earmarked by the trustees for a particular purpose. Such accounts are identified separately in the financial statements.

1.4 Incoming resources

Income received under a contract for the performance of services 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 or has been received.

Membership subscriptions, donations, fundraising and grants are accounted for when received by the charity.

Donated services and facilities, other than volunteers and transport, are valued on the basis of their estimated value to the charity of the services or facility received, based on the price the charity estimates it would pay in the open market for such a service or facility.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 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 project. The costs of each project are made up of the total of direct costs and shared costs, including support costs involved in undertaking each project. Direct costs attributable to a single project are allocated directly to that project. Shared costs which contribute to more than one project and support costs which are not attributable to a single project are apportioned between those projects 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 on an accruals basis as liabilities are incurred. As the charity is not VAT registered and cannot recover any of its VAT, expenditure includes unrecoverable VAT.

All charitable expenditure in furtherance of the charity's objectives relates to the provision of services under the contracts and related administrative costs.

Costs of generating voluntary income comprise of costs directly attributable to raising voluntary income and gifts in kind.

Governance costs comprise internal and external audit or independent financial examination.

Other costs of generating funds relate to business development, communications and marketing and specific fundraising and investment projects.

Core costs are allocated according to an estimate of the time and resources spent on delivering each project including staff time and use of general office resources. The remaining unallocated costs represents the governance work that would be necessary irrespective of our level of front-line project activity.

The charity has a number of funding streams that do not include any allowance for core costs or where the allowance does not adequately reflect our true core costs. In these cases, we show a deficit against the project which is then covered by our unrestricted reserves. Our fund-raising strategy reflects the need to fill these deficits as well as to generate enough core income to balance any unallocated core expenditure. Trustees consider funding priorities at executive committee meetings weighing up the need to continue projects that our service users are reliant upon for their wellbeing and the need to remain a going concern.

Where we made transfers from restricted to unrestricted funds, this has been done with the approval of the funding organisations concerned.

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	20% straight line per annum
Computers	20% straight line per annum

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

1 Accounting policies

(Continued)

1.7 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.

1.8 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.

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.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

3 Grants and donations

	Unrestricted funds	Restricted funds	Total
	2024 £	2024 £	2024 £
Donations and gifts	2,904	220	3,124
Legacies	500	-	500
Grants (analysed below)	101,500	461,242	562,742
Membership subscriptions	498	-	498
Gift Aid	175	-	175
Donated services and facilities	26,215	12,970	39,185
Collections	79	-	79
	<u>131,871</u>	<u>474,432</u>	<u>606,303</u>

For the year ended 31 March 2023

	2023 £	2023 £	2023 £
Donations and gifts	3,159	3,400	6,559
Sponsorship	750	-	750
Grants (analysed below)	84,250	468,599	552,849
Membership subscriptions	158	-	158
Gift Aid	936	-	936
Donated services and facilities	22,650	8,410	31,060
Collections	138	-	138
	<u>112,041</u>	<u>480,409</u>	<u>592,450</u>

The charity is fortunate to have 25 volunteers who regularly give their time to help the charity. Like all charities, Merton Mencap is reliant on a team of volunteers for our smooth running.

Volunteers perform two roles:

- Trustees
- Project volunteers

In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the accounts. The value of the services provided by volunteers is not incorporated in these financial statements.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

3 Grants and donations

(Continued)

Grants receivable for core activities	Activity	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Garfield Weston	General	30,000	-	30,000	25,000
The Henry Smith Charity	General	60,000	-	60,000	30,000
Edward Gostling Foundation	General	10,000	-	10,000	-
A&H Leivers Grant	General	1,000	-	1,000	-
SWL ICS Winter Engagement Fund	General	500	-	500	-
LBM (Transport)	Travel Training	-	101,660	101,660	80,135
LBM (Children, Schools and Families)	Holiday Playschemes	-	66,800	66,800	65,000
LBM (Children, Schools and Families)	Buddies	-	37,500	37,500	37,500
LBM (Children, Schools and Families)	Saturday Club	-	35,000	35,000	35,000
LBM (Children, Schools and Families)	Perseid	-	35,000	35,000	35,000
LBM (Children, Schools and Families)	CGS Playscheme & Buddies	-	30,500	30,500	30,500
LBM (Adult Care Services)	Saturday Hub	-	22,840	22,840	18,681
Carers Support Merton	LD Carer's Adviser	-	21,000	21,000	20,000
LBM (Adult Care Services)	Travel Training Adults	-	18,902	18,902	12,596
LBM (Adult Care Services)	Community Facilitator	-	18,258	18,258	17,292
LBM (Children, Schools and Families)	Kids First	-	18,000	18,000	18,000
Department of Education	Kids First	-	17,500	17,500	17,500
NHS South West London CCG	Merton Autism Parent Service	-	17,000	17,000	17,000
NHS South West London CCG	ACES	-	12,050	12,050	12,050
BBC Children in need	Travel Training (CIN)	-	10,000	10,000	10,000
London Community Foundation Grant	Adults First	-	10,000	10,000	-
Merton Health Inequalities Project	LD Carers Caseworker	-	7,000	7,000	-
AF Grant (Masonic Freemasons)	Adults First	-	5,000	5,000	-
The L&Q Foundation	Better Gym	-	4,977	4,977	4,977
Merton Health Inequalities Project	Adults First	-	3,015	3,015	-
MG MVSC Grant	LD Carers Caseworker	-	2,500	2,500	1
City of London (City Bridge Foundation)	Giving Back	-	1,490	1,490	1,829
Coronation Lunch Grant	Saturday Hub	-	175	175	-
Coronation Lunch Grant	Giving Back	-	175	175	-
National Lottery Fund	General	-	-	-	1,500
BBC Children in need	General	-	-	-	500
LLoyds Foundation	General	-	-	-	27,250
Wimbledon District Nursing and Midwifery Benevolent Society	Carers Support Group	-	-	-	1,000

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

3 Grants and donations (Continued)

Wimbledon District Nursing and Midwifery Benevolent Society	Better Gym	-	-	-	1,000
Scope	Better Gym	-	-	-	15,608
National Lottery Fund	Café Employment Extension	-	-	-	7,991
National Lottery Fund	Community Challenge	-	-	-	12,666
National Lottery Fund	Community Challenge Holiday	-	-	-	6,364
National Lottery Fund	Community Engagement Manager	-	-	-	13,068
National Lottery Fund	Community Sports	-	-	-	7,837
Holiday Activities and Food (HAF) Programme:	CGS Playscheme & Buddies	-	-	-	1,805
Hospital Saturday Fund	Community Engagement Manager	-	-	-	2,000
Morden PCT.	Cooksmart	-	(100)	(100)	1,200
		101,500	461,242	562,742	552,849
		101,500	461,242	562,742	552,849

4 Charitable activities

	Restricted funds	Restricted funds
	2024	2023
Income from:	£	£
Services and activities for children and young people	3,896	3,392
Services and activities for adults	85,403	78,313
	89,299	81,705
	89,299	81,705

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

5 Other trading activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
Income from:				
Fundraising events	6,407	-	6,407	2,889
Trading activity income: other	-	4,735	4,735	3,341
	<u>6,407</u>	<u>4,735</u>	<u>11,142</u>	<u>6,230</u>
Other trading activities	<u>6,407</u>	<u>4,735</u>	<u>11,142</u>	<u>6,230</u>
For the year ended 31 March 2023	<u>2,855</u>	<u>3,375</u>		<u>6,230</u>

6 Investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Bank interest	5,035	1,658
	<u>5,035</u>	<u>1,658</u>

7 Other income

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Other income	-	-	-	13,672	1,776	15,448
	<u>-</u>	<u>-</u>	<u>-</u>	<u>13,672</u>	<u>1,776</u>	<u>15,448</u>

Other income represents grant receivable from the Coronavirus Job Retention Scheme.

8 Expenditure on other trading activities

	Restricted funds 2024 £	Total 2023 £
Cost of generating voluntary income	12,228	10,591
Fundraising trading: cost of goods sold and other costs	4,946	4,088
	<u>17,174</u>	<u>14,679</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

9 Charitable activities

	Children and young people	Adults Parents and Carers	Other	Core Unrestricted	Total	Total	
	2024	2024	2024	2024	2024	2023	
	£	£	£	£	£	£	
Staff costs	248,412	140,139	55,243	580	-	444,374	417,419
Transport, travel and related costs	10,358	608	200	66	-	11,232	11,004
Refreshments and entrance fees	1,737	3,246	573	-	-	5,556	4,398
Rent and venue hire	15,690	10,528	480	200	-	26,898	34,041
Other costs	16,941	12,263	2,275	4,245	-	35,723	46,085
Donated services and facilities - accommodation	8,878	4,400	23	-	-	13,301	8,638
	<u>302,016</u>	<u>171,184</u>	<u>58,794</u>	<u>5,091</u>	<u>-</u>	<u>537,084</u>	<u>521,585</u>
Share of support costs (see note 10)	37,661	22,551	9,726	832	108,997	179,767	156,846
Share of governance costs (see note 10)	4,787	2,784	779	241	-	8,591	7,963
	<u>344,464</u>	<u>196,519</u>	<u>69,299</u>	<u>6,164</u>	<u>108,997</u>	<u>725,443</u>	<u>686,394</u>
Analysis by fund							
Unrestricted funds	-	-	-	-	108,997	108,997	85,874
Restricted funds	344,464	196,519	69,299	6,164	-	616,446	600,520
	<u>344,464</u>	<u>196,519</u>	<u>69,299</u>	<u>6,164</u>	<u>108,997</u>	<u>725,443</u>	<u>686,394</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

9 Charitable activities

(Continued)

For the year ended 31 March 2023

	Children and young people	Adults Parents and Carers	Other	Core Unrestricted	Total
	2023 £	2023 £	2023 £	2023 £	2023 £
Staff costs	197,594	149,004	51,681	19,140	417,419
Transport, travel and related costs	9,286	1,292	426	-	11,004
Refreshments and entrance fees	1,131	2,822	300	145	4,398
Rent and venue hire	11,740	19,994	1,981	326	34,041
Other costs	19,658	16,544	3,853	6,030	46,085
Donated services and facilities - accommodation	4,728	3,910	-	-	8,638
	<u>244,137</u>	<u>193,566</u>	<u>58,241</u>	<u>25,641</u>	<u>521,585</u>
Share of support costs (see note 10)	29,624	32,742	7,097	1,509	156,846
Share of governance costs (see note 10)	3,982	3,105	796	80	7,963
	<u>277,743</u>	<u>229,413</u>	<u>66,134</u>	<u>27,230</u>	<u>686,394</u>
Analysis by fund					
Unrestricted funds	-	-	-	85,874	85,874
Restricted funds	<u>277,743</u>	<u>229,413</u>	<u>66,134</u>	<u>27,230</u>	<u>600,520</u>
	<u>277,743</u>	<u>229,413</u>	<u>66,134</u>	<u>27,230</u>	<u>686,394</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

9 Charitable activities

(Continued)

Other costs are related to additional special projects for the whole charity. Core costs are the overhead costs of the charity, as opposed to those specific to a project. Whilst these costs do not directly produce outputs of charitable activity, they are necessary to deliver these activities.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

10 Support and governance costs

	Support costs	Governance costs	2024	2023
	£	£	£	£
Administration staff costs	115,293	-	115,293	95,294
Transport	240	-	240	201
Rent	12,428	-	12,428	13,406
Donated services - accommodation	26,215	-	26,215	22,650
Office supplies	1,757	-	1,757	3,208
Telephone	3,723	-	3,723	3,659
Subscriptions	605	-	605	1,064
Consultancy fees	2,386	-	2,386	2,765
Bank charges	1,076	-	1,076	944
Computer Expenses	10,241	-	10,241	8,450
Equipment and materials	587	-	587	285
Insurance	1,894	-	1,894	1,588
Other costs	3,323	-	3,323	3,332
Accountancy fees	-	8,591	8,591	7,963
	<u>179,768</u>	<u>8,591</u>	<u>188,359</u>	<u>164,809</u>
Analysed between				
Charitable activities	<u>179,768</u>	<u>8,591</u>	<u>188,359</u>	
	<u>179,768</u>	<u>8,591</u>	<u>188,359</u>	

For the year ended 31 March 2023

Analysed between	£	£	£
Charitable activities	<u>156,846</u>	<u>7,963</u>	<u>164,809</u>
	<u>156,846</u>	<u>7,963</u>	<u>164,809</u>

11 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	<u>8,591</u>	<u>7,963</u>

12 Trustees

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

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

13 Employees

Number of employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Full time	1	1
Part time	12	12
Sessional	34	28
	<u>47</u>	<u>41</u>

Employment costs

	2024 £	2023 £
Wages and salaries	487,867	434,404
Social security costs	29,012	27,421
Other pension costs	13,941	13,634
	<u>530,820</u>	<u>475,459</u>

The full time equivalent of the staff employed in the year, based on a 35 hour week, was 17 (2023:16). No employees earned in excess of £60,000 (2023: nil).

14 Taxation

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

15 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
At 1 April 2023	4,527	8,079	12,606
At 31 March 2024	<u>4,527</u>	<u>8,079</u>	<u>12,606</u>
Depreciation and impairment			
At 1 April 2023	4,527	8,079	12,606
At 31 March 2024	<u>4,527</u>	<u>8,079</u>	<u>12,606</u>
Carrying amount			
At 31 March 2024	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

16 Debtors

	2024	2023
	£	£
Amounts falling due within one year:		
Trade debtors	48,679	32,384
Prepayments and accrued income	4,146	6,203
	<u>52,825</u>	<u>38,587</u>
	<u><u>52,825</u></u>	<u><u>38,587</u></u>

17 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	6,472	14,857
Other creditors	10,117	11,515
Accruals	32,124	27,509
	<u>48,713</u>	<u>53,881</u>
	<u><u>48,713</u></u>	<u><u>53,881</u></u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

18 Restricted funds

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

	Movement in funds				
	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2024 £
Holiday Playschemes Perseid	32,441	66,800	(80,061)	-	19,180
Saturday Club Perseid	-	35,220	(54,359)	19,139	-
Buddies Holiday	44,025	37,500	(18,851)	(30,289)	32,385
Buddies Going Out	-	1,778	(11,926)	10,148	-
Holiday Playscheme & Buddies CGS	-	35,550	(36,551)	1,001	-
Travel Trainer	-	101,660	(100,708)	(952)	-
Travel Training (CiN)	5,932	10,000	(10,188)	-	5,744
ACES 1	11,098	12,928	(9,663)	-	14,363
Giving Back	17,260	6,505	(28,969)	5,204	-
Community Sports	-	-	(15)	15	-
Community Challenge	-	-	(471)	471	-
Community Engagement Manager	22,070	-	(23,344)	1,274	-
Better Gym	14,581	8,956	(8,597)	-	14,940
Cafe	-	82,680	(78,644)	(4,036)	-
Saturday Hub	-	29,144	(27,071)	(2,073)	-
Travel Training Adults	-	18,902	(16,581)	-	2,321
Community Facilitator	-	18,258	(14,134)	(2,624)	1,500
PA1 (PT)	-	1,620	(3,349)	1,729	-
Kids First	-	35,500	(32,568)	(2,932)	-
Adults First	5,572	18,015	(11,611)	-	11,976
Carers Group	990	50	(980)	(60)	-
LD Carer's Adviser	338	21,000	(21,892)	554	-
MAPS	21,549	17,000	(9,460)	(2,171)	26,918
Talk Autism	-	-	(2,171)	2,171	-
LD Carers Caseworker	15,338	9,500	(24,294)	-	544
Lets Get Digital	6,480	-	(6,507)	27	-
Cooksmart	684	(100)	(653)	69	-
	<u>198,358</u>	<u>568,466</u>	<u>(633,620)</u>	<u>(3,333)</u>	<u>129,871</u>

The transfers from restricted funds above of £3,333 (2023: £29,148) relate to contributions to the costs of administration, co-ordination and management of projects activities and services, and to office overheads and expenses, provided for in funding arrangements.

19 Related party transactions

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

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2024

20	Cash generated from operations	2024	2023
		£	£
	Deficit for the year	(30,837)	(3,582)
	Adjustments for:		
	Investment income recognised in statement of financial activities	(5,035)	(1,658)
	Movements in working capital:		
	(Increase) in debtors	(14,239)	(15,731)
	(Decrease) in creditors	(5,168)	(5,253)
	Cash absorbed by operations	<u>(55,279)</u>	<u>(26,224)</u>

21 Analysis of changes in net funds

The charity had no debt during the year (2023: none).

MERTON MENCAP

England & Wales - Charity number 1113444

Accounts



Registered Charity No.1113444
Company Limited by Guarantee No.5692213



Trustees' Annual Report & Financial Statements, year ended 31 March 2023

Pictured:
Café learner, Victoria,
serving lunch at our
Community Café

**Accessible
Santa Grotto
December 2022**

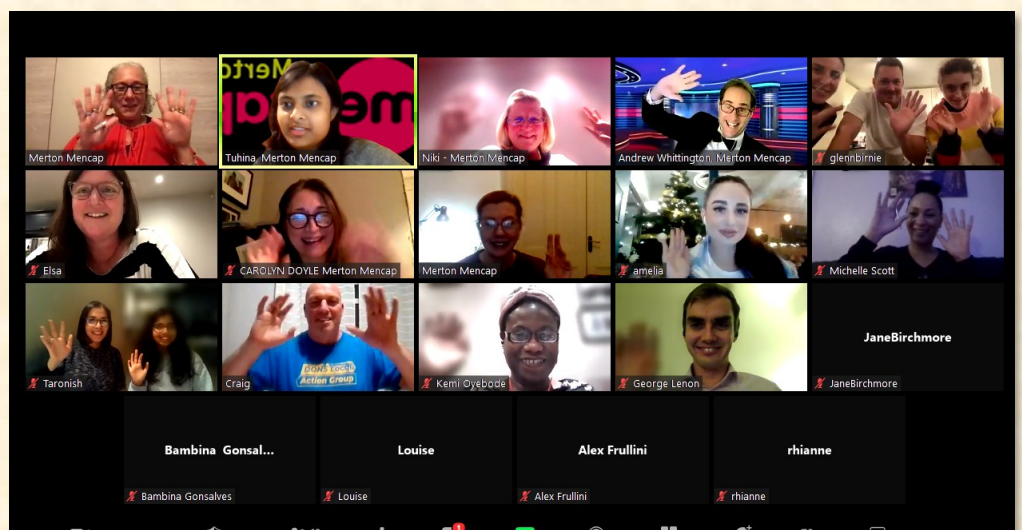


**Autism
Acceptance Week**

March 2022

**Online Charity
Auction Night**

November 2022



**Welcome to Merton Mencap -
at the heart of our wonderful community**




**Dance in the Park
for Learning Disability Week
June 2022**



**Cook Smart
cooking tutorials
December 2022
March & April 2023**





**Our 3 proudest
achievements
during 2022-23**

**Supporting our brilliant learners
to achieve their accreditations at our Community Café**

**Launching health-conscious cooking tutorials,
CookSmart, for carers and the person they care for**

**Running our first Dance in the Park event
celebrating Learning Disability Week 2022
which brought the community together**

Beneficiary feedback during 2022-23

Thank you for going the extra mile which is amazing and greatly appreciated

Absolutely brilliant service

I just want to say thank you so much for the way you have helped me and my son

I don't know what we would have done without you

I really appreciate your advice which has made me feel better & confident about the future

Thank you so much for your help and kindness. I really appreciate it

You are an outstanding service

Having a child with special educational needs can be isolating but you've helped me feel part of a community

If it wasn't for your service, I would not have an idea where to go to access certain services and information

Thank you for the fabulous work you do — you are priceless to the young people and parents

Merton Mencap

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Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap Overview

Our Mission

To listen and understand the needs of people with learning disabilities and/or autism and their families, empowering them to make their voices heard, actively representing and fighting for their interests, and creating and delivering the services they need.

We do this by

increasing the opportunities and choices made available to people with a learning disability and/or autism

promoting inclusion and participation in the community

supporting families of people with a learning disability and/or autism and help them to enjoy a life beyond their caring role

raising awareness and understanding of learning disability and/or autism.

Our charitable aims are stated in our Memorandum & Articles of Association

The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependants and carers.

Also, 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 and/or autism with the object of improving their conditions of life.

About Merton Mencap

Merton Mencap is a local charity operating in the London Borough of Merton, supporting local families for over 60 years.

We are a registered charity affiliated to the national charity Royal Mencap Society; we are independent of them and responsible for our own governance, management and fundraising.

Unique!

We are the only charity in Merton providing services for the whole family affected by learning disability and/or autism, i.e. children, young people and adults, and parents & carers.

Stakeholder Driven!

We are scrupulous about being needs-driven; we regularly consult our members, service users and potential users, and other local stakeholders.

Demonstrable & Effective!

We are rigorous about measuring outcomes and showing the demonstrable impact of our work.

Big Picture!

We collaborate with local organisations to pool resources and offer joined-up services.

But our work is only possible with continued funding.



Chair of Trustees, Richard Drummond



Our charity has felt more familiar during this last year after the disruption of the Covid-19 pandemic.

I am pleased to report a more stable year following the interruption of Covid-19. That's not to say we didn't respond well to the challenges — I feel enormously proud of way the whole team innovated when it became clear that we would be unable to continue our services and activities in the normal way on account of the dreadful pandemic. We have shown how we can adapt quickly to overcome obstacles and we're all very grateful to our funders and supporters who helped us to do that.

So this last year has seen us push ahead with our Strategic Business Plan, with a particular focus on supporting carers of adults.

Our research on the impact of the pandemic on carers showed the extent of the additional caring demands that many have experienced during these last few years; many carers have seen their caring time increase significantly since 2020. Although the Covid-19 situation has improved, the legacy is that many carers have seen their networks of support diminish and have become isolated, while others have felt their physical and mental health deteriorate significantly.

To respond, we were pleased to create the new post of Carers Caseworker - a dedicated person at Merton Mencap assigned to supporting carers of adults. Carolyn Doyle, who we appointed to the role, had a successful first year and the service has now become a key strategic addition to our offer. Our Carers Caseworker service joined our Carers Advisor service, our Carer Forum and our Carers Group to offer a range of support to local carers of adults

I would also like to acknowledge the important contribution of Ellie McCarthy who stood down as trustee this year. Ellie has been a very popular member of the board and I'm pleased she will continue to help the charity as a volunteer, supporting our community engagement work. I also want to give grateful thanks to all my fellow trustees for sharing freely their knowledge, insights and wisdom in guiding the work of our charity. And if trusteeship at a leading local charity could be of interest to you, please get in touch!

Chief Executive, Andrew Whittington

Thanks to our fantastic and dedicated staff and volunteers, we feel in good shape to look ahead to new ventures.

Last year, it was clear that the pandemic was far from over for many people in the community. This year, we know that some groups remain vulnerable to the virus so we continue to manage our services and activities carefully to minimise the risk of an outbreak.

But we are also eager to look forward and turn our attention to providing new ways to support people affected by learning disability and autism. Our ambitious strategic plan plots a course for our providing greater support for families, for example by reaching people with more complex needs, helping people on their journey into employment, and supporting people to discover new hobbies and interests.

We feel it's a good moment to consider how our whole charity operates to feel confident that we're an inclusive organisation. For example, we're underway with our review of our diversity policy so that we can ensure we are an attractive organisation to people from across the whole community who may wish to work or volunteer for us.

Keeping the community updated with our work and developments has been a key feature of our work during this last year. This year, we launched our monthly ebulletin, Mencap Pulse, which provides a regular snapshot of topical developments and opportunities at the charity; we know our followers on social media appreciate our frequent updates there too. And we still produce our hard-copy newsletters and other communications in paper form for people who prefer it.



Supporting children, young people and adults with a learning disability and/or autism and parents & carers



Finance Manager
Elizabeth Cushman

Treasurer
Russell Benzies

Our priority remains to provide services in a safe and responsible manner and we remain grateful that we continue to have the opportunity to contribute to community partnership work to support local families.

Maintaining good financial management and control now we have moved out of the immediate challenges of Covid-19 is as important as ever. The current environment continues to present challenges either in the way we deliver our services or recruiting the best staff to deliver our services. We are proud that the staff that have joined us embrace fully the work ethos and aspirations of Merton Mencap.

Whilst many of our services have returned to pre Covid-19 normality, for others our working practices and patterns have changed for the long term. We are determined that we will continue to deliver our services to ensure that funds are directed to support local families in need.

During the year, our staff have improved upon their ways of working and the charity was able to operate in a sound, cost-efficient manner. Controlling the finances of the charity such that we will be able to deliver our services over the long term continues to be our main focus.

Our Finance Committee has continued its governance role reviewing all aspects of our financial management and control. The disruption over recent years focused us more on detailed forecasting and budgeting to better ensure we maintain our finances as expected.

The charity's normal practice is to have our Trustees' Annual Report and Accounts formally audited every four years. In accordance with that policy this year we are having an Independent Examination which has been performed by the same firm of Chartered Accountants that audited us last year.

During the year to 31 March 2023, income and expenditure increased on previous year. Our free reserves position at year-end was £249,639 (2022: £176,139) which maintains our desire to hold free reserves equivalent to between 3-6 months operating expenditure (see the Financial Review). Our combined reserves reduced from £451,579 to £447,997 as we delivered on projects whose funding was received in the previous year.

An element of our reserves comprises income received for which the service is yet to be delivered therefore little or no expense has as yet been incurred. The accounting rules for charities mean we do not either defer this income or accrue the costs we expect to incur when the services are delivered. Consequently, in the year to 31 March 2024 we will have expenses incurred for which income has already been received.

We continue to secure funding from a variety of sources and the process of funding diversification remains a key goal for the Charity.

Staff costs continue to be the charity's greatest investment and expenditure. As we look ahead, our aim remains to secure continuation funding in instances where funding for successful work is due to expire and, second, to attract further funding to develop current services to reach more families. We continue to be thankful to people who support us by raising much-needed funds to help our charity's general expenditures.

It is a credit to our staff that despite the challenges of operating in an uncertain environment we continue to be able to predict with a high level of confidence our income and expenses for the forthcoming year where we will strive to facilitate improvements to lives for people affected by learning disability and/or autism.



**Supporting children,
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Community Engagement



Maria Solari, Community Engagement Officer



My role as community engagement officer has been so rewarding to say the least again this last year — it's a pleasure meeting such brilliant people across our community!

The many events I've run which raised the profile of the charity and awareness of the people we support have been hugely enjoyable. Highlights include a joint event with local health at Morden Hall Park for Carers Week 2022 which brought many carers together.

Our wonderful Dance in the Park event, pictured, celebrated Learning Disability Week 2022 and was an amazing spectacle last year — it was great to see so many people dancing and enjoying themselves. Our Great Merton Mencap Art Competition also drew so many fantastic artwork entries from local people. And I was pleased our Charity Auction Night was another success this year, raising over £2,00 for our charity. Look out for more events in the year ahead!

Community Facilitator



Dymphna Graham, Community Facilitator



Supporting people to move forward with their lives in some way is a huge privilege. It's been great pleasure over this last year to support adults with learning disabilities and autism in various ways — for some, I am simply a listening ear as they take the next step in their lives, whereas for others I carry out research and give practical help to facilitate their journey.

My Community Facilitator service is a key feature of our new 'My Life, My Community 2.0' project which we are so pleased has attracted funding for a further 3 years! I very much look forward to meeting more people and helping them to achieve their life-goals this year.

Partnership working is an important aspect of my role and our good relationship with many other local charities and community groups means I can coordinate different types of support for a people I help. Particular thanks to the Wimbledon Guild, Merton Uplift and Merton's social prescribers for working with us for the benefit of our service users — I look forward to our continued working!



Supporting children, young people and adults with a learning disability and/or autism and parents & carers

Activities for children, young people & adults

What a year!

For adults with learning disabilities and/or autism, highlights include our 2 **adventure holidays** (pictured right) which we have been so pleased to run after all the disruption of the pandemic. Our holidays are packed with challenges and fun activities which everyone can get involved in and, for many, the holidays are the first time people have been away from home; they are also the first time many family carers have had an extended break from caring.

Our weekend activity club for adults, **Saturday Hub**, now has a new home at the wonderful Leyton Road community centre which gives us capacity to expand plus greater activity areas including outdoor areas for all the wonderful things we have planned for the year ahead! We are developing our **Better Gym** club to include swimming which is a popular addition to our other schedule which includes our gym workouts, indoor tennis and boccia.

For young adults, we are thrilled to have re-launched our **Giving Back Club** which provides opportunities for community engagement including volunteering and doing good deeds. And this year, we had a memorable evening in which we celebrated our learner's achievements at our **Community Café** — well done everyone!



this would be possible without our tremendously dedicated staff and volunteers who make our activities happen. Our frontline teams do some of the charity's most important work and we are so proud of them.



**Niki Lowe,
Jane Birchmore**



For children and young people, highlights include our ever popular **holiday playschemes** and **Saturday club** for children aged 5-14 which we base at the local Perseid and Cricket Green schools, which enjoyed another year of fun activities. For young adults, our **Buddies Going Out** (pictured left) supports our members to make new friends. Our **Aces** club for young people with high-functioning autism has developed so it allows greater time for outings -which are always popular!

As ever, none of



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Supporting parents and carers



Maria Solari, Merton Autism Parent Service (MAPS)

Yvonne Dawes, Carers Advisor

Carolyn Doyle, Carers Caseworker

Our weekly peer counselling support for parents of young people with autism, Maps, developed this year; we were pleased to reach more fathers with our service, plus our socials for parents who used the service were popular and encouraged peer support. For the year ahead, we're planning to extend the service by providing specialist autism workshops for parents which will provide monthly information and advice in-person.

The effectiveness of our support for carers of adults this year has been due to two aspects of our service working together particularly well, namely our Carers Advisor and Carers Caseworker services. The former carries out carers assessments and reviews which is a crucial aspect of support for carers of adults, and the latter carries our casework to help improve carers' lives in some way, either by helping to solve a problem or by providing practical support.

Our case studies demonstrate that our offer for carers is effective at supporting carers during difficult times and it is therefore a key feature of our strategic plan.

Forums for parents & carers



Tracy Blackwell, Parent & Carer Forum Manager

Tuhina Shaikh, Projects, HR & Systems Administrator

Our forums for parents and carers, Kids First and Adults First, provided a full year of

workshops and events this year, none of which would have been possible without the work of our brilliant steering groups. Many forget that our steering groups comprise people who are parents and carers themselves, volunteering time to plan and take forward the business of our forums. Our grateful thanks to our fantastic steering group volunteers who make our forums possible — we simply couldn't do it without you!

Many of our forum events returned in-person this year although we still run some remotely as we know some people remain hesitant about resuming community contact on account of the Covid-19 pandemic. Our new online facility, Merton Mencap TV, provides a new way for parents and carers unable to attend our events live to watch them later at a time of their choosing.

For the year ahead, we are already underway with our planning of forum events covering topics including legal matters, benefit advice and opportunities to meet local senior council officers in relation to service planning. Our forums are free to join for any parent and carer of a person with a learning disability and/or autism so please get in touch.



Supporting children, young people and adults with a learning disability and/or autism and parents & carers

Independent Travel Trainers



Jenny Lockett, Radek Switalski, Jane Birchmore, Michelle Scott

Our team of travel trainers support people with learning disabilities and autism to attain skills for safe independent travel. Our trainers provide training in the community, supporting students to learn to use buses, trams, trains and to negotiate roads safely. The aim is to help the person learn the skills and gain confidence so they can travel on their own.

We were thrilled to develop our travel training offer this year by extending it to provide it for adults aged 25 and over. This is an important strategic development for us as we know many older people with learning disabilities and/or autism have the potential to become independent travellers but may have not had the opportunity to learn.

We were also pleased to develop by providing a classroom based course to introduce travel training to people who may be considering becoming independent travellers. The 6 week course was provided by our travel trainers and helps people take that important first step to becoming safe, independent travellers which can open possibilities for leisure, volunteering and employment.

This year, we were proud that our team passed their accredited training in providing travel training programmes. We feel this is important to underline the quality of our service and help families have confidence in us.



Referring interest for travel training is quick and easy via our referral form (found on our web site). Our travel trainers will then make contact to arrange a meeting with the person and their family and to arrange for training to take place. Once our students become independent travellers, they don't look back! (pictured)



Supporting children, young people and adults with a learning disability and/or autism and parents & carers

Community Café



Abby Herring, Café Manager

I'm pleased to report that our Community Café has been open for business as normal this year which was a welcome return after the interruption of the pandemic.

And it's been brilliant to see our customers coming back to us!

One of the highlights of this last year has to be our wonderful event for our learners in which we celebrated their achievements (pictured, below). We were thrilled that local MP Siobhain McDonagh could join us to make the presentations and we were also joined by our friends from the local Orchard Hill College who provided tuition at our sessions during the last 2 years.

It was a wonderful evening of celebration — we are so proud of all our learners, well done everyone!

We're at an interesting moment at our Community Café. We will soon be re-branding which will include deciding a new name and new café uniforms for the staff and learners! At the time of writing, we've asked our customers to suggest a new name for our café and we already have some brilliant suggestions. Our learners will vote for their favourite so watch this space!

In the year ahead, we will be holding special events at our café which include providing lunch 'on us' for carers during Carers Week 2023 and a festive lunch for them in December. It's a great honour catering for carers and the team does a wonderful job.

So if you're in Wimbledon on a Monday or Wednesday and want the best lunch in town, you'll find us on The Broadway next to the Polka theatre. We'd love to see you!

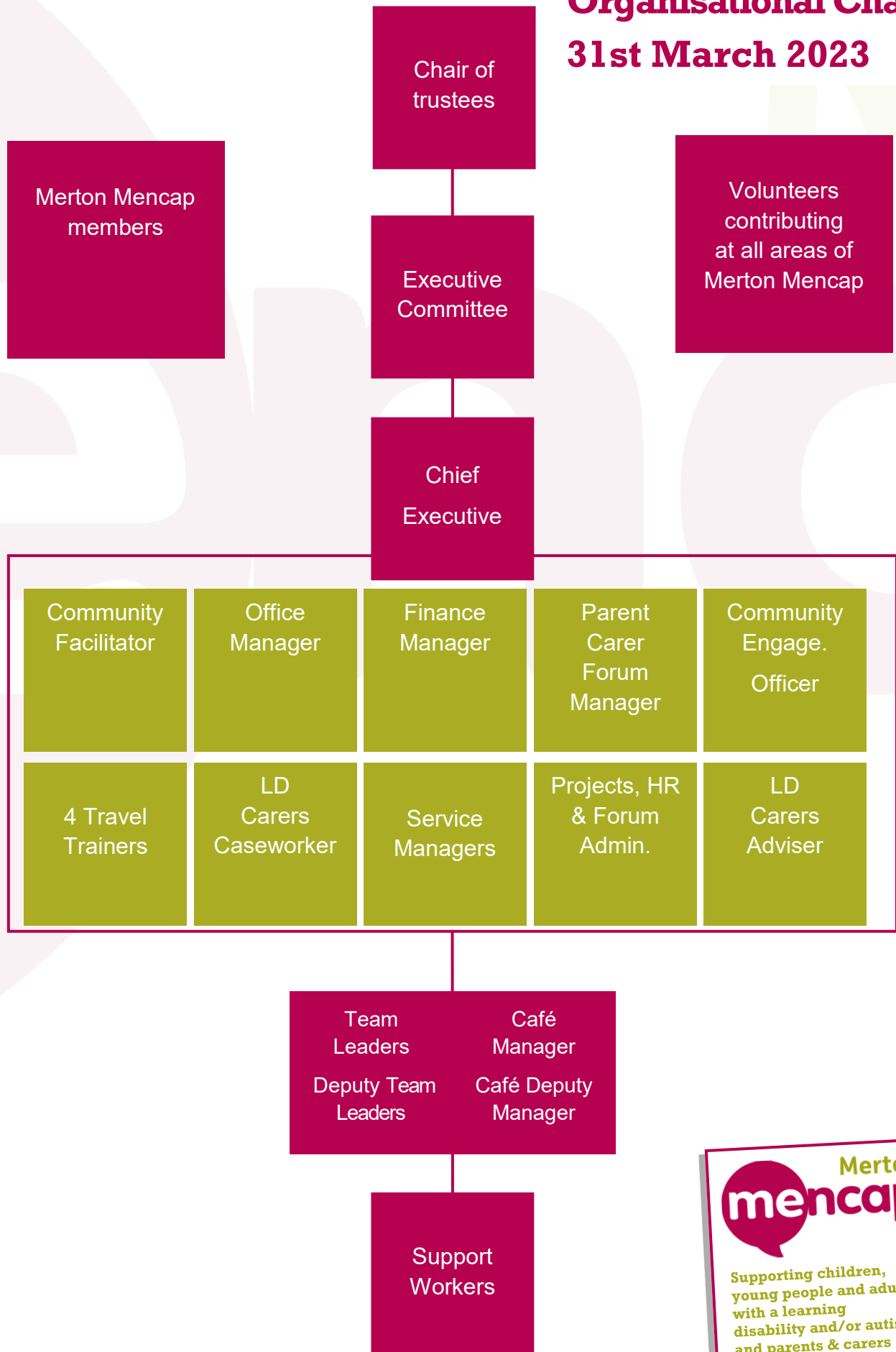


Supporting children,
young people and adults
with a learning
disability and/or autism
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Merton Mencap

Organisational Chart

31st March 2023



Merton Mencap

Statement, Aims & Statistics

Image: Presenting Certificates of Achievement to our Café learners, 2022



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap

Statement & Aims

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the financial statements and comply with the charitable company's Memorandum and 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).

Public Benefit Statement

Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission in exercising our powers and duties.

We provide services to people affected by learning disability and/or autism and their parents and carers living in and around Merton. A large proportion of our users live in the most disadvantaged areas of our Borough.

Meeting our Charitable Aims

Our normal business model comprises face-to-face services and activities and during 2022-23 our operation recovered from the restrictions of the Covid-19 pandemic. In response to government advice and advice from local agencies such as Merton's Public Health, we resumed most of our pre-pandemic activities while also providing opportunities for people to be involved remotely if they preferred, eg via our carer forum events.

The apparent reduction in social care workers continued during this last year. Our recruitment and retention strategy supported us to ensure our services and activities were properly resourced, avoiding as far as practicable the need to postpone sessions on account of staffing shortfalls.

Our beneficiaries ask for a range of community-based services for children, young people and adults with a learning disability and/or autism and their parents and carers in the London Borough of Merton. Our Strategic Plan sets out our intention to provide support to help people to live full and rewarding lives, for example, taking part in sport and activities which encourage wellbeing, discovering new hobbies and interests and developing friendships.

Learning disabilities and autism range from profound disabilities to more moderate conditions. All learning disabilities/autism are life-long and affect a person's ability to learn, communicate, and interact socially. Many people with a learning disability/autism have additional needs such as medical needs, physical disabilities, sensory impairments and/or autistic spectrum disorders. Some people require 24 hour specialist care and support whilst others can succeed in mainstream society.

But at the heart of our work is ensuring our support is tailored to the individual. We are committed to person-centred planning and to providing services which respond to the needs and wishes of each person. We believe that this is key to achieving our charitable aims and our evaluations confirm to us whether we are doing what we set out to do.



Trustee recruitment

The charity attracts trustees to its Executive Committee by advertising locally and online, through word-of-mouth and, occasionally, with free assistance from a recruitment agency. Prospective trustees are required to complete our application form setting out their interest in Merton Mencap, and their skills, experience and knowledge which they consider will be a help to the charity; the Chair of Trustees and Chief Executive meet prospective trustees, appointments subject to Executive Committee approval, satisfactory references and an enhanced DBS disclosure (updated every 2 years).

On appointment, trustees are required to learn about the charity's work by meeting the Chief Executive and senior team and undergoing the charity's mandatory training in Safeguarding, Health & Safety, Equal Opportunities & Diversity, and GDPR (updated every 2 years); Trustees' are required to agree to follow the charity's policies & procedures and Code of Conduct and must declare any conflicts of interest to the Chair of Trustees. Trustees may claim expenses in respect of trustee activities, approved by the Chair of Trustees.

The Executive Committee meet 6 times a year in relation to the management of the organisation; trustees are required to visit the charity's projects and activities, take part in team meetings and represent the organisation at public events.

Statement of compliance with Charity Commission guidance

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charitable company should undertake.



Merton Mencap

Attendance

Tables show number of people accessing each project during 2022-23

Children & young people	Individuals
Saturday Club (Perseid)	25
Buddies Holidays	25
Buddies Going Out	16
Holiday Playscheme (Perseid)	56
Holiday Playscheme & Buddies (Cricket Green)	35
Independent Travel Training (LBM)	20
Aces	21

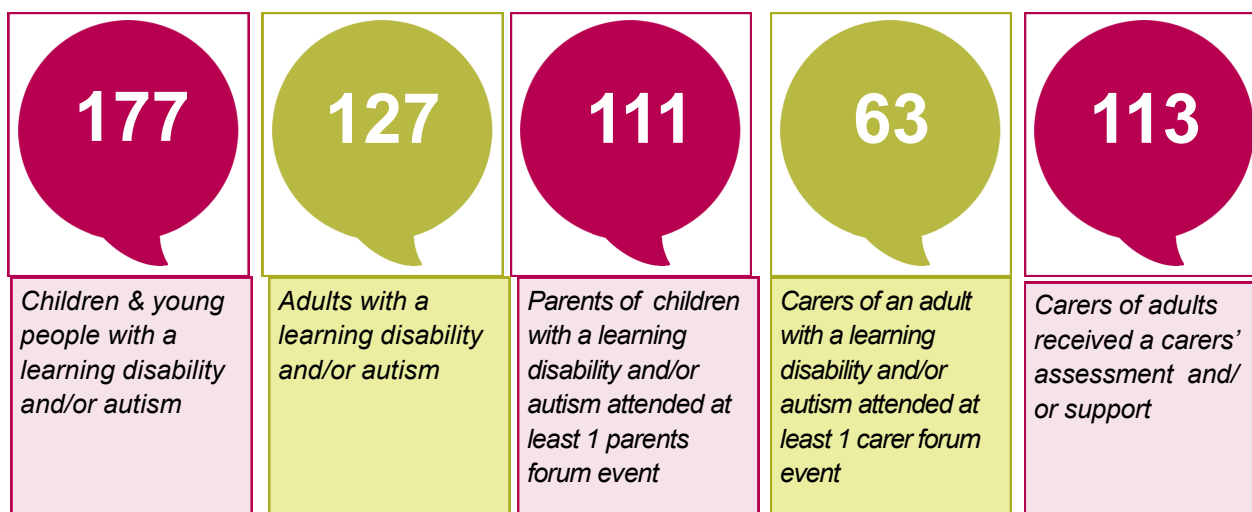
Parents & carers	Individuals
Kids First (registered parents)	654
Adults First (registered parents)	250
Merton Autism Parent Support (MAPS)	50
LD Carers Adviser	63
LD Carers Caseworker	50

Adults	Individuals
Merton Mencap Café	18
Better Gym	17
Saturday Club	23
Personal Assistant	1
Community Facilitator	64
Community Sports	10
Community Challenge	10
Community Holidays	22
Independent Travel Training	5



Statistics

During 2022-23, our beneficiaries included:



Our services are open to anyone irrespective of income, ethnicity, gender or religion.

Merton Mencap

Ethnicity

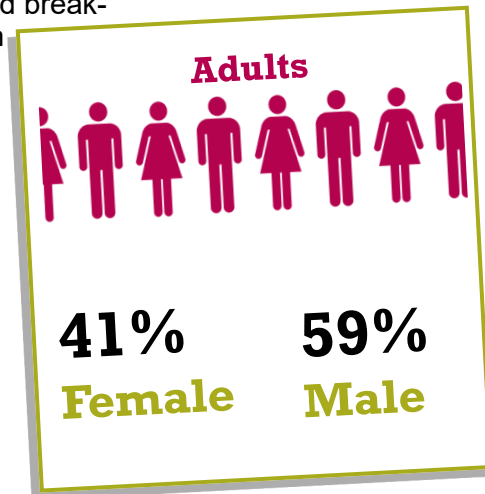
Arab	1%
Asian/Asian British: Bangladeshi	1%
Asian/Asian British: Indian	5%
Asian/Asian British: Other	5%
Asian/Asian British: Pakistani	4%
Black/Black British: African	7%
Black/Black British: Caribbean	4%
Black/Black British Other	1%
Chinese	1%
Mixed: Other	3%
Mixed: White & Asian	2%
Mixed: White & Black African	1%
Mixed: White & Black Caribbean	2%
Other ethnic group:	2%
Prefer not to say:	12%
White: British	41%
White: Irish	1%
White: Other	7%

We monitor with reference to the projected local authority populations, published by the Greater London Authority



Merton Mencap: Gender & Location

The breakdown of our male and female service users reflects the nationwide incidence of learning disability between genders. Our ward by ward breakdown shows the prevalence of service users based in



Location by Ward %	
Abbey	4
Cannon Hill	6
Colliers Wood	2
Cricket Green	11
Dundonald	4
Figges Marsh	9
Furzedown	1
Graveney	1
Hillside	1
Lavender Fields	8
Longthornton	6
Lower Morden	3
Merton Park	3
Unknown	5
Pollards Hill	11
Ravensbury	6
Raynes Park	3
Southfields	1
St Helier	6
Sutton South	1
Trinity	2
Village	2
West Barnes	2
Wimbledon Park	2

Location by Ward %	
Abbey	5
Cannon Hill	7
Cricket Green	11
Dundonald	3
Figges Marsh	9
Furzedown	2
Graveney	5
Hillside	2
Lavender Fields	9
Longthornton	10
Lower Morden	3
Merton Park	2
Unknown	3
Ravensbury	5
Raynes Park	5
St Helier	5
Sutton North	1
Trinity	2
Village	1
West Barnes	5
Wimbledon Park	5

The east of the borough includes wards which are some of the top 15% most income-deprived in the country (ref Merton's Authority Monitoring Report)

Merton Mencap

Summary of Projects: 2022-23

Image: CookSmart cooking tutorials, 2023



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap

Summary of projects for children & young people

Saturday Club (Perseid)

When: Weekly during term time, Saturdays for up to 6 hours
Where: Based at Perseid School, Morden
Places: 12-15 young people with complex learning and physical disabilities.
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Provided for those who need it

Providing a range of activities for children aged 5-13 from a base, supporting them to develop experiences and enjoy life.

Buddies Holidays (Groups 1 & 2)

When: Various during the school/college holidays
Where: Various activities in the local community
Places: 8-10 young people (aged 12-18) with moderate & complex learning disabilities
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Not provided

Buddies Going Out

When: Weekly during term time, usually Wednesdays
Where: Various activities in the local community
Places: 8-10 young people (aged 18-24) with mild and moderate learning disabilities
Access: Referral from the Short Breaks Team, via Merton Council or self referral
Transport: Not provided - training in using public transport is provided.

Holiday Playschemes (Perseid)

When: Various days during the school holidays (all day provision – 7 hours)
Where: Various activities from a base and in the local community
Places: 12 young people (aged 5-13) with complex learning & physical disabilities
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Provided to those who need it

Holiday Playschemes & Buddies (Cricket Green)

When: Various days during the school holidays (7hrs)
Where: Various activities from a base and in the community
Places: Up to 12 young people (8-13) with moderate needs
Access: Referral from Cricket Green School
Transport: Provided to those who need it



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap

Summary of projects for children & young people

Aces

When: Every other Thursdays, 6.45pm-8.45pm
Where: Phipps Bridge Youth Centre, CR4 3TY
Cost: £2.50 subs per week
Places: 20 young people with high-functioning autism
Access: Self-referral, no social services referral needed
Transport: Travel training may be offered
A youth club for young people with high-functioning autism; the club takes a mainstream approach offering activities which any young people would enjoy

Independent Travel Training (Merton funded)

Access: Mainly referrals from Merton schools and colleges, but also from schools and colleges out of borough attended by Merton residents

Through practical training in the community, our Travel Trainers monitors students' progress until they are able to travel safely on their own.

Independent Travel Training (Independently funded)

Access: Open referral

Through practical training in the community, our Travel Trainers monitors students' progress until they are able to travel safely on their own.



Merton Mencap

Summary of projects for adults

Merton Mencap Community Café

When: Weekly on Mondays & Wednesdays, 9.30am to 2.30pm
Where: Holy Trinity Church, 234 The Broadway, Wimbledon, SW19 1RY
Places: Up to 10 adults (aged 18+) with moderate learning disabilities
Access: Self-referral. Available to personal budget holders and self-funders
Transport: Not provided

The Merton Mencap Café is run by adults with a learning disability, supported by our staff and volunteers, and serves a healthy menu to the public. The project provides vocational training in the areas of food preparation, customer service, good hygiene practice, and team working. Service users develop skills which lessens the demand on family carers. The Merton Mencap café also provides catering at local community events.

Better Gym

When: Weekly on Wednesdays, 7pm to 9pm
Where: Canons Leisure Centre, Mitcham
Places: 12 places for adults (aged 18-24) with a moderate learning disability
Access: Self-referral, no social services referral needed
Transport: Not provided at present

A gym and sports club which includes sessions in the gymnasium, various sports and leisure activities. The club takes place in a mainstream setting alongside the general public.

Saturday Hub

When: Saturdays 10am-1pm
Where: Wimbledon Guild, Wimbledon; North Cheam Community Centre
Places: Up to 30 places for adults with a learning disability
Access: People who do not qualify for social care support, self-referral
Transport: Not provided

Our Hubs provide people with a learning disability and/autism with activities which encourage health, wellbeing, inclusion and independence.

Community Facilitator

When: By appointment
Where: Home and at our offices
Places: N/A
Access: Self-referral, no social services referral needed
Transport: N/A



Merton Mencap

Summary of projects for adults

Personal Assistants

When: As required
Where: Activities in the community
Places: N/A— service agreed individually
Access: Self – referral
Transport: As instructed

Community Challenge

When: Weekly on Thursdays afternoons
Where: Activities in the community
Places: Up to 15 places for adults with moderate learning disabilities
Access: Self-referral, no social services referral needed
Transport: Not provided at present

Community Sports

When: Weekly on Thursdays mornings
Where: Sports in the community
Places: Up to 15 places for adults with moderate learning disabilities and/or autism
Access: Self-referral, no social services referral needed
Transport: Not provided at present

Adults Holidays

When: Various dates—2 holidays per year
Where: High Ashurst activity centre,
Places: 10 places for adults with learning disabilities, autism
Access: Self-referral, no social services referral needed
Transport: Provided

Independent Travel Training (Independently funded)

Access: Open referral

Through practical training in the community, our travel trainers monitor students' progress until they are able to travel safely on their own.



Merton Mencap

Summary of projects for parents & carers

Parent & Carer Forums

Our parent & carer forums supported our members to have a voice about local service provision affecting them and the person they care for.

We run free educational workshops and opportunities for mutual support and information sharing during the year. Parents and carers also have representative roles at key local forums and committees.

Our parent forums are:

Kids First Forum

for parents of children & young people (aged 0-25)

Adults First Forum

for Carers of adults (aged 18+)

LD Carers Adviser & LD Carers Caseworker

Our LD Carers Support service supports carers of adults with a learning disability and/or autism through the completion of carers assessments & reviews. Our LD Carers Caseworker is available to help with problems and provides information, a listening ear and emotional support. Both services continue to be offered remotely in line with our Covid-19 risk assessments.

Merton Autism Parents Service (MAPS)

MAPS is a listening, support, information and advice service for parents of 0 – 25 year olds with a diagnosis of autism or who are likely to receive a diagnosis (e.g. referred for an assessment), running on Wednesdays 10am-1pm. During this last year, we provided this service via telephone and online consultations.

MAPS offers confidential, informal sessions provided by a Parent Advisor (who also has a child or young person with autism) and a member of MAPS staff. Our team has been trained to offer a range of evidence-based strategies – this means that the tools and information we provide parents have been tried and tested and are approved by professionals in the field.

We offer support on communication, challenging behaviours, self-harming, sleep issues, anxiety and many other challenges that arise.

Carers Group

Our monthly Carers Group provides monthly outings for carers of adults with learning disabilities and/or autism. We organise enjoyable outings at convenient times, which also provide opportunities for carers to meet up, develop friendships and support each other. Membership and activities are free.



Merton Mencap Finance & Governance

Image: Dance in the Park for Learning Disability Week, 2022



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap Financial Review

The charity is in a strong financial position going forward into 2023-24.

The charity continues to attract financial support - our overall income increased by 3% (ie £18,575) in reporting period. We are pleased that donors, grant-making trusts and foundations recognise the value of our work and support us to continue. Income generated from our services and other fundraising activities increased as our services and activities returned to pre pandemic levels. Other income included a one –off backdated employment allowance credit.

As anticipated the charity incurred a small deficit of £3,582 for the reporting period, 2022-23.

Expenditure increased in the reporting period by £138,661 from the prior year. Increase in staff costs was the main factor, where approximately 50% of the staff cost increase relates to additional headcount as we increased the travel training service for young people and adults, as well as introducing a caseworker service and 50% was due to pay increases and increased staff ratios where needed. Expenditure exceeded income in the period due to funding being received in the 2021-22 prior reporting period where the projects funding period ran in 2022-23.

Debtors increased by £15,731 on the previous year. March 2023 debtors comprise grant income of £21,050, service user fees of £11,334 and prepayments of £6,203 compared to the debtors at March 2022 debtors comprise grant income of £5,285, service user fees of £15,798 and prepayments of £1,773. Our efforts to recover our debt have increased to ensure the charity receives funds owed to it.

Review of the charity's reserves

The total funds held by the charity at the end of the reporting period were £447,997. Restricted funds at the end of the reporting period were £198,358 and the unrestricted funds increased by £73,500 to £249,639 which represent 4.27 months of operating expenditure cover for the charity, assuming no other income, which is an increase from 3.76 months in the prior year.

Our intention is to maintain unrestricted reserves of 3-6 months cover of operating expenditure. No amounts have been designated or otherwise committed at the end of the reporting period.



Merton Mencap Risk Management

Risk Management

This year, trustees commissioned an independent examination of our accounts in accordance with our policy of undertaking a full audit every 4 years (our previous full audit was in 2020-21).

Trustees have also reviewed the charity's risk register this year and assessed the major risks and procedures to mitigate those risks.

Trustees regard the following among the principal risks:

1. Safeguarding

We regard safeguarding and sound risk management must be at the heart of our charity.

We achieve this by

- (i) becoming a **'Merton Safeguarding Champion'** in 2022-23. We now contribute to Merton's Safeguarding Champions forum with local partners which supports our best practice at our charity
- (ii) appointing a new training provider during 2022-23 and making **Safeguarding Training Level 1 & 2** mandatory for all staff and volunteers

2. Funding

Our work is only possible through continued funding and we recognise that to attract funding we must understand the needs and wishes of local people affected by learning disability and autism

We achieve this by

- (i) frequently consulting users and potential users about the support they need
- (ii) evaluating the impact of our services
- (ii) diversifying our income streams

3. Reputational risk

Our good standing in the community is important to us and key to our strategic planning – for example, we want to be regarded as an inclusive organisation with strong governance, effective at improving the lives of its beneficiaries through high quality services.

We achieve this by

- (i) obtaining advice and support to inform our policies and practice
- (ii) providing a competitive employment package which supports our staff to achieve
- (iii) working with local partners
- (iv) requiring staff and volunteers to sign up to our vision and values which are underpinned by our policies, breaches of which are investigated and reported to trustees



Merton Mencap Supporters

Funders

We are very grateful to our funders and supporters who continued to permit us the flexibility to adapt our services to respond to the needs of local people, particularly as many of our beneficiaries continue to be affected by Covid-19 pandemic. This flexibility has been a great help to us as we were able to alter many of our normal activities to provide support in different ways, eg online .

We are most grateful to our grant funders (see Financial Statements) for their trust in our work and for all those who support us including by providing in-kind support, including:

- **Baily Thomas**
- **BBC Children in Need**
- **National Lottery**
- **Carers Support Merton**
- **City of London's Corporation Charity, City Bridge Trust**
- **Cricket Green School**
- **Department for Education**
- **Edward Gosling**
- **Garfield Weston**
- **Holiday Activities & Food (HAF, Merton)**
- **L&Q Foundation**
- **London Borough of Merton (Adult Care Services)**
- **London Borough of Merton (Children, Schools & Families)**
- **Lloyds Bank Foundation**
- **NHS Clinical Commissioning Group (South-West London)**
- **Perseid School**
- **Royal Mencap Society (Let's Get Digital)**
- **Scope**
- **Taylor Family Foundation**
- **Wimbledon District Nursing & Midwifery Benevolent Society**
- **Wimbledon Guild**

We also wish to thank all our members and others who have kindly donated or raised money for us during this last year.

Volunteers

During 2022-23, we were fortunate that 30 people volunteered their time and skills to support our charity. Our fantastic volunteers help across the whole charity including supporting people with learning disabilities/autism at our activities, representing the voice of parents and carers, and as trustees.

We estimate that our volunteers gave the charity a total of 1,455 hours during 2022-23 for which we are extremely grateful.

The year ahead & future plans

We were pleased to publish our Strategic Plan which sets out ambitious aspirations for supporting local people. Our plan is informed by feedback obtained during our various engagements plus published reports from other agencies, eg our affiliated partner, Royal Mencap Society.

Our plan sets out our intention to facilitate positive improvements to the lives of people affected by learning disability and autism. Principally, our focus is on supporting people to be safer, healthier and better connected to mainstream community life.

During the year ahead, we intend to achieve external validation which reflects the quality of our support for local people. We feel an appropriate accreditation will further demonstrate to our stakeholders our commitment to high standards, giving confidence to the people who use our services and those who support us.



Merton Mencap Administrative Details

Company no: 5692213

Charity no: 1113444

Registered office: Chaucer Centre
Canterbury Road
Morden
Surrey, SM4 6PX

Independent Examiners: WSM Advisors Limited
Connect House
133-137 Alexandra Road
London, SW19 7JY

Solicitors: Russell-Cooke
2 Putney Hill
London, SW15 6AB

Principal Bankers: National Westminster Bank Plc
16 Wimbledon Hill Road
London SW19 7ZD

Trustees:

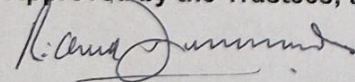
The following are the charity's trustees and served as directors of the Company throughout the period:

Richard Drummond, Chair of Trustees
Russell Benzies, Treasurer
William Ian Newman
Julian Walton

Chief Executive Officer:

Andrew Whittington

Approved by the Trustees, the following being authorised to sign on their behalf:



Dated: 27th June 2023



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap

Statement of trustees' responsibilities

STATEMENT OF TRUSTEES' RESPONSIBILITIES

For the year ended 31 March 2023

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

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

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

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

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



Independent Examiner's Report

MERTON MENCAP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MERTON MENCAP

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

Responsibilities and basis of report

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

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

An independent examination does not involve the gathering of all the evidence that would be required in an audit and consequently does not cover all the matters than an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a "true and fair" view and my report is limited to those specific matters set out in an independent examiners statement.

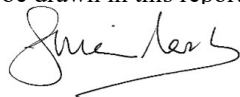
Independent examiner's statement

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

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

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

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



Simon Marsh (Independent Examiner)
for and on behalf of WSM Advisors Limited

Connect House
133-137 Alexandra Road
Wimbledon
London
SW19 7JY

Dated: 29 June 2023

MERTON MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

For the year ended 31 March 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
<u>Income and endowments from:</u>					
Grants and donations	3	112,041	480,409	592,450	604,071
Charitable activities	4	-	81,705	81,705	64,633
Other trading activities	5	2,855	3,375	6,230	2,606
Investments	6	1,658	-	1,658	39
Other income	7	13,672	1,776	15,448	7,565
Total income		130,226	567,265	697,491	678,914
<u>Expenditure on:</u>					
Expenditure on other trading activities	8	-	14,679	14,679	11,582
Charitable activities	9	85,874	600,520	686,394	550,830
Total resources expended		85,874	615,199	701,073	562,412
Net incoming/(outgoing) resources before transfers		44,352	(47,934)	(3,582)	116,502
Gross transfers between funds	18	29,148	(29,148)	-	-
Net income/(expenditure) for the year/ Net movement in funds		73,500	(77,082)	(3,582)	116,502
Fund balances at 1 April 2022		176,139	275,440	451,579	335,077
Fund balances at 31 March 2023		249,639	198,358	447,997	451,579

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.

MERTON MENCAP

BALANCE SHEET

As at 31 March 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Debtors	15	38,587		22,856	
Cash at bank and in hand		463,291		487,857	
		<u>501,878</u>		<u>510,713</u>	
Creditors: amounts falling due within one year					
	16	(53,881)		(59,134)	
Net current assets			<u>447,997</u>		<u>451,579</u>
Income funds					
Restricted funds	18		198,358		275,440
Unrestricted funds			249,639		176,139
			<u>447,997</u>		<u>451,579</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 March 2023.

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.

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 financial statements were approved by the Trustees on 27.6.23

 (RICHARD DRUMMOND)

Trustee

Company Registration No. 05692213

MERTON MENCAP

STATEMENT OF CASH FLOWS

For the year ended 31 March 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	20		(26,224)		198,475
Investing activities					
Investment income received		1,658		39	
Net cash generated from investing activities			1,658		39
Net (decrease)/increase in cash and cash equivalents					
			(24,566)		198,514
Cash and cash equivalents at beginning of year			487,857		289,343
Cash and cash equivalents at end of year			463,291		487,857

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

1 Accounting policies

Charity information

Merton Mencap is a private company limited by guarantee incorporated in England and Wales, Company number 5692213. The registered office is Chaucer Centre, Canterbury Road, Morden, Surrey, SM4 6PX.

1.1 Accounting convention

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

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

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

1.2 Going concern

At the time of approving the financial statements, the trustees have undertaken an assessment of the adequacy of the resources available to the charitable company. The trustees have a reasonable expectation the charitable company has adequate resources to continue in operational existence for the foreseeable future and accordingly continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Restricted funds

Restricted funds must be used for specific purposes which are determined by the donor's wishes. Expenditure which meets these criteria is charged to the fund. The charity has a number of separate restricted funds, as set out in the notes to the financial statements. The Trustees' Report provides further information about the uses of these funds. On completion of a project the funder may permit the transfer of any surplus funds to our unrestricted funds.

Unrestricted funds

Donations and incoming resources received by the charity for general use are held as unrestricted funds. They are available for use at the discretion of the trustees in furtherance of their charitable objectives unless funds have been designated for other purposes.

Designated funds

These are unrestricted funds earmarked by the trustees for a particular purpose. Such accounts are identified separately in the financial statements.

1.4 Incoming resources

Income received under a contract for the performance of services 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 or has been received.

Membership subscriptions, donations, fundraising and grants are accounted for when received by the charity. Taxation receivable is accrued for in view of the material amounts involved.

Donated services and facilities, other than volunteers and transport, are valued on the basis of their estimated value to the charity of the services or facility received, based on the price the charity estimates it would pay in the open market for such a service or facility.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 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 on an accruals basis as liabilities are incurred. As the charity is not VAT registered and cannot recover any of its VAT, expenditure includes unrecoverable VAT.

All charitable expenditure in furtherance of the charity's objectives relates to the provision of services under the contracts and related administrative costs.

Costs of generating voluntary income comprise of costs directly attributable to raising voluntary income and gifts in kind.

Governance costs comprise internal and external audit or independent financial examination.

Other costs of generating funds relate to business development, communications and marketing and specific fundraising and investment projects.

Costs are allocated according to an estimate of the time and resources spent on delivering each project including staff time and use of general office resources. The remaining unallocated core costs represents the governance work that would be necessary irrespective of our level of front-line project activity.

The charity has a number of funding streams that do not include any allowance for core costs or where the allowance does not adequately reflect our true core costs. In these cases, we show a deficit against the project which is then covered by our unrestricted reserves. Our fund-raising strategy reflects the need to fill these deficits as well as to generate enough core income to balance any unallocated core expenditure. Trustees consider funding priorities at executive committee meetings weighing up the need to continue projects that our service users are reliant upon for their wellbeing and the need to remain a going concern.

Where we made transfers from restricted to unrestricted funds, this has been done with the approval of the funding organisations concerned.

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	20% straight line per annum
Computers	20% straight line per annum

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

1 Accounting policies

(Continued)

1.7 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.

1.8 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.

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.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

3 Grants and donations

	Unrestricted funds	Restricted funds	Total
	2023 £	2023 £	2023 £
Donations and gifts	3,159	3,400	6,559
Sponsorship	750	-	750
Grants	84,250	468,599	552,849
Membership subscriptions	158	-	158
Gift Aid	936	-	936
Donated services and facilities	22,650	8,410	31,060
Collections	138	-	138
	<u>112,041</u>	<u>480,409</u>	<u>592,450</u>

For the year ended 31 March 2022

	2022 £	2022 £	2022 £
Donations and gifts	4,260	492	4,752
Sponsorship	564	-	564
Grants	37,730	534,078	571,808
Membership subscriptions	388	-	388
Gift Aid	151	-	151
Donated services and facilities	26,390	-	26,390
Collections	18	-	18
	<u>69,501</u>	<u>534,570</u>	<u>604,071</u>

The charity is fortunate to have 28 volunteers who regularly give their time to help the charity. Like all charities, Merton Mencap is reliant on a team of volunteers for our smooth running.

Volunteers perform two roles:

- Trustees
- Project volunteers

In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the accounts. The value of the services provided by volunteers is not incorporated in these financial statements.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

3 Grants and donations

(Continued)

Grants receivable Activity		Unrestricted	Restricted	Total	Total
for core activities		£	£	£	2022
Garfield Weston	General	25,000	-	25,000	-
National Lottery Fund	General	1,500	-	1,500	1,500
BBC Children in need	General	500	-	500	-
LLoyds Foundation	General	27,250	-	27,250	25,000
The Henry Smith Charity	General	30,000	-	30,000	-
Wimbledon District Nursing and Midwifery	Carers Support Group				
Benevolent Society		-	1,000	1,000	1,000
Wimbledon District Nursing and Midwifery	Better Gym				
Benevolent Society		-	1,000	1,000	-
The L&Q Foundation	Better Gym	-	4,977	4,977	-
Scope	Better Gym	-	15,608	15,608	-
BBC Children in need	Travel Training (CIN)	-	10,000	10,000	10,000
National Lottery Fund	Café Employment Extension	-	7,991	7,991	7,991
National Lottery Fund	Community Challenge	-	12,666	12,666	12,666
National Lottery Fund	Community Challenge Holiday	-	6,364	6,364	6,364
National Lottery Fund	Community Engagement Manager	-	13,068	13,068	13,068
National Lottery Fund	Community Sports	-	7,837	7,837	7,837
Holiday Activities and Food (HAF) Programme:	CGS Playscheme & Buddies	-	1,805	1,805	-
Hospital Saturday Fund	Community Engagement Manager	-	2,000	2,000	-
Carers Support Merton	LD Carer's Adviser	-	20,000	20,000	20,000
City of London (City Bridge Trust)	Giving Back	-	1,829	1,829	18,375
Department of Education	Kids First	-	17,500	17,500	17,500
LBM (Adult Care Services)	Community Facilitator	-	17,292	17,292	17,447
LBM (Adult Care Services)	Saturday Hub	-	18,681	18,681	18,682
LBM (Adult Care Services)	Travel Training Adults	-	12,596	12,596	12,440

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

3	Grants and donations	(Continued)			
	LBM (Children, Buddies Schools and Families)	-	37,500	37,500	37,500
	LBM (Children, CGS Playscheme & Buddies Schools and Families)	-	30,500	30,500	30,500
	LBM (Children, Holiday Playschemes Perseid Schools and Families)	-	65,000	65,000	65,000
	LBM (Children, Kids First Schools and Families)	-	18,000	18,000	18,000
	LBM (Children, Saturday Club Perseid Schools and Families)	-	35,000	35,000	35,000
	LBM (Transport) Travel Training	-	80,135	80,135	50,000
	NHS South West ACES London CCG	-	12,050	12,050	17,917
	NHS South West Merton Autism Parent Service London CCG	-	17,000	17,000	17,000
	Morden PCT. Cooksmart	-	1,200	1,200	-
	Wimbledon District General Nursing and Midwifery	-	-	-	2,000
	Benevolent Society	-	-	-	4,230
	Baily Thomas General	-	-	-	5,000
	Edward Gosling General	-	-	-	-
	Cheshire Better Gym	-	-	-	4,350
	Community CCF Assura	-	-	-	3,000
	Shanley Better Gym	-	-	-	-
	Foundation London Borough of Café Merton	-	-	-	1,000
	London Borough of Website Accessibility Review Merton	-	-	-	1,600
	Royal Mencap Lets Get Digital Society	-	-	-	6,480
	Lloyds Bank Lamplight Foundation	-	-	-	3,484
	London Sport Tackling Inequalities	-	-	-	4,920
	Merton Connected Your Merton Engagement	-	-	-	1,000
	Merton Public Adults First Health	-	-	-	17,936
	Merton Public LD Carers Caseworker Health	-	-	-	39,521
	NHS South West Mind the Gap London CCG	-	-	-	11,500
	Taylor Family Travel Training Training Foundation	-	-	-	5,000
		84,250	468,599	552,849	571,808

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

4 Charitable activities

	Restricted funds	Restricted funds
	2023	2022
Income from:	£	£
Services and activities for children and young people	3,392	3,502
Services and activities for adults	78,313	61,131
	<u>81,705</u>	<u>64,633</u>
	<u><u>81,705</u></u>	<u><u>64,633</u></u>

5 Other trading activities

	Unrestricted funds	Restricted funds	Total	Total
	2023	2023	2023	2022
Income from:	£	£	£	£
Fundraising events	2,855	34	2,889	2,511
Trading activity income: other	-	3,341	3,341	95
	<u>2,855</u>	<u>3,375</u>	<u>6,230</u>	<u>2,606</u>
Other trading activities	2,855	3,375	6,230	2,606
	<u>2,855</u>	<u>3,375</u>	<u>6,230</u>	<u>2,606</u>
For the year ended 31 March 2022	<u><u>2,480</u></u>	<u><u>126</u></u>		<u><u>2,606</u></u>

6 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Bank interest	1,658	39
	<u>1,658</u>	<u>39</u>
	<u><u>1,658</u></u>	<u><u>39</u></u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

7 Other income

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Restricted funds 2022 £
Other income	13,672	1,776	15,448	7,565

Other income represents grant receivable from the Coronavirus Job Retention Scheme.

8 Expenditure on other trading activities

	Restricted funds 2023 £	Total 2022 £
Cost of generating voluntary income	10,591	10,340
Fundraising trading: cost of goods sold and other costs	4,088	1,242
	<u>14,679</u>	<u>11,582</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

9 Charitable activities

	Children and young people	Adults Parents and Carers	Other	Core Unrestricted	Total	Total	
	2023 £	2023 £	2023 £	2023 £	2023 £	2022 £	
Staff costs	197,594	149,004	51,681	19,140	-	417,419	307,547
Transport, travel and related costs	9,286	1,292	426	-	-	11,004	5,466
Refreshments and entrance fees	1,131	2,822	300	145	-	4,398	2,250
Rent and venue hire	11,740	19,994	1,981	326	-	34,041	27,220
Other costs	19,658	16,544	3,853	6,030	-	46,085	48,361
Donated services and facilities - accommodation	4,728	3,910	-	-	-	8,638	-
	<u>244,137</u>	<u>193,566</u>	<u>58,241</u>	<u>25,641</u>	<u>-</u>	<u>521,585</u>	<u>390,844</u>
Share of support costs (see note 10)	29,624	32,742	7,097	1,509	85,874	156,846	152,293
Share of governance costs (see note 10)	3,982	3,105	796	80	-	7,963	7,693
	<u>277,743</u>	<u>229,413</u>	<u>66,134</u>	<u>27,230</u>	<u>85,874</u>	<u>686,394</u>	<u>550,830</u>
Analysis by fund							
Unrestricted funds	-	-	-	-	85,874	85,874	86,552
Restricted funds	<u>277,743</u>	<u>229,413</u>	<u>66,134</u>	<u>27,230</u>	<u>-</u>	<u>600,520</u>	<u>464,278</u>
	<u>277,743</u>	<u>229,413</u>	<u>66,134</u>	<u>27,230</u>	<u>85,874</u>	<u>686,394</u>	<u>550,830</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

9 Charitable activities

(Continued)

For the year ended 31 March 2022

	Children and young people	Adults Parents and Carers	Other	Core Unrestricted	Total
	2022	2022	2022	2022	2022
	£	£	£	£	£
Staff costs	134,688	117,882	50,647	4,330	307,547
Transport, travel and related costs	5,058	408	-	-	5,466
Refreshments and entrance fees	679	1,490	48	33	2,250
Rent and venue hire	8,140	18,078	771	231	27,220
Other costs	13,067	12,509	3,357	19,428	48,361
	<u>161,632</u>	<u>150,367</u>	<u>54,823</u>	<u>24,022</u>	<u>390,844</u>
Share of support costs (see note 10)	26,691	31,980	7,070	-	152,293
Share of governance costs (see note 10)	3,462	3,192	1,039	-	7,693
	<u>191,785</u>	<u>185,539</u>	<u>62,932</u>	<u>24,022</u>	<u>550,830</u>
Analysis by fund					
Unrestricted funds	-	-	-	86,552	86,552
Restricted funds	<u>191,785</u>	<u>185,539</u>	<u>62,932</u>	<u>24,022</u>	<u>464,278</u>
	<u>191,785</u>	<u>185,539</u>	<u>62,932</u>	<u>24,022</u>	<u>550,830</u>

Other costs are related to additional special projects for the whole charity. Core costs are the overhead costs of an organisation, as opposed to those specific to a project. Whilst these costs do not directly produce outputs of charitable activity, they are necessary to deliver these activities.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

10 Support and governance costs

	Support costs	Governance costs	2023	2022
	£	£	£	£
Administration staff costs	95,294	-	95,294	93,648
Transport	201	-	201	131
Rent	13,406	-	13,406	12,175
Donated services - accommodation	22,650	-	22,650	26,390
Office supplies	3,208	-	3,208	923
Telephone	3,659	-	3,659	3,462
Subscriptions	1,064	-	1,064	572
Consultancy fees	2,765	-	2,765	3,865
Bank charges	944	-	944	666
Computer Expenses	8,450	-	8,450	6,443
Equipment and materials	285	-	285	127
Insurance	1,587	-	1,587	1,555
Other costs	3,331	-	3,331	2,338
Accountancy fees	-	7,963	7,963	7,693
	<u>156,844</u>	<u>7,963</u>	<u>164,807</u>	<u>159,988</u>
Analysed between				
Charitable activities	<u>156,844</u>	<u>7,963</u>	<u>164,807</u>	
	<u>156,844</u>	<u>7,963</u>	<u>164,807</u>	

For the year ended 31 March 2022

Analysed between	£	£	£
Charitable activities	<u>152,293</u>	<u>7,693</u>	<u>159,986</u>
	<u>152,293</u>	<u>7,693</u>	<u>159,986</u>

11 Trustees

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

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

12 Employees

Number of employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Full time	1	1
Part time	12	9
Sessional	28	30
	<u>41</u>	<u>40</u>

Employment costs

	2023 £	2022 £
Wages and salaries	434,404	353,225
Social security costs	27,421	23,657
Other pension costs	13,634	12,390
	<u>475,459</u>	<u>389,272</u>

The full time equivalent of the staff employed in the year, based on a 35 hour week, was 16 (2022:14). No employees earned in excess of £60,000 (2022: nil).

13 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

14 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
At 1 April 2022	4,527	8,079	12,606
At 31 March 2023	<u>4,527</u>	<u>8,079</u>	<u>12,606</u>
Depreciation and impairment			
At 1 April 2022	4,527	8,079	12,606
At 31 March 2023	<u>4,527</u>	<u>8,079</u>	<u>12,606</u>
Carrying amount			
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

15 Debtors

	2023	2022
	£	£
Amounts falling due within one year:		
Trade debtors	32,384	21,083
Prepayments and accrued income	6,203	1,773
	<u>38,587</u>	<u>22,856</u>

16 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	14,857	18,776
Other creditors	11,515	10,720
Accruals and deferred income	27,509	29,638
	<u>53,881</u>	<u>59,134</u>

17 Retirement benefit schemes

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

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

18 Restricted funds

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

	Movement in funds				
	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Holiday Playschemes Perseid	47,432	65,080	(60,475)	(19,597)	32,441
Saturday Club Perseid	-	35,354	(49,288)	13,934	-
Buddies Holiday	38,515	37,500	(20,169)	(11,821)	44,025
Buddies Going Out	-	1,732	(13,553)	11,821	-
Holiday Playscheme & Buddies CGS	-	36,805	(42,468)	5,663	-
Travel Trainer	-	80,135	(75,939)	(4,196)	-
Travel Training (CiN)	5,270	10,000	(9,338)	-	5,932
ACES 1	16,197	13,710	(11,809)	(7,000)	11,098
Giving Back	19,588	1,829	(4,157)	-	17,260
Community Sports	6,308	8,982	(18,702)	3,412	-
Community Challenge	16,081	13,346	(19,791)	(9,636)	-
Café Employment Extension	24,766	7,991	(1,332)	(31,425)	-
Community Challenge Holiday	-	7,964	(20,119)	12,155	-
Community Engagement Manager	5,338	15,068	(23,829)	25,493	22,070
Better Gym	1,084	25,257	(11,760)	-	14,581
Cafe	-	70,646	(71,693)	1,047	-
Saturday Hub	-	23,532	(27,889)	4,357	-
Travel Training Adults	19,009	12,596	(16,760)	(14,845)	-
Community Facilitator	-	17,292	(18,747)	1,455	-
PA1 (PT)	227	2,970	(2,852)	(345)	-
Kids First	-	35,500	(27,198)	(8,302)	-
Adults First	16,690	-	(11,118)	-	5,572
Carers Group	936	1,000	(946)	-	990
LD Carer's Adviser	-	20,000	(19,662)	-	338
MAPS	12,819	17,000	(8,270)	-	21,549
Mind the Gap - Phase 2	-	-	(210)	210	-
Travel Trainer Training	5,000	1,370	(6,107)	(263)	-
LD Carers Caseworker	32,435	3,406	(20,502)	-	15,338
Round the World Challenge	1,265	-	-	(1,265)	-
Lets Get Digital	6,480	-	-	-	6,480
Cooksmart	-	1,200	(516)	-	684
	<u>275,440</u>	<u>567,265</u>	<u>(615,199)</u>	<u>(29,148)</u>	<u>198,358</u>

The transfers from restricted funds above of £29,148 (2022: £22,643) relate to contributions to the costs of administration, co-ordination and management of projects activities and services, and to office overheads and expenses, provided for in funding arrangements.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2023

19 Related party transactions

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

20 Cash generated from operations	2023	2022
	£	£
(Deficit)/surplus for the year	(3,582)	116,502
Adjustments for:		
Investment income recognised in statement of financial activities	(1,658)	(39)
Movements in working capital:		
(Increase)/decrease in debtors	(15,731)	98,929
(Decrease) in creditors	(5,253)	(16,917)
Cash (absorbed by)/generated from operations	<u>(26,224)</u>	<u>198,475</u>

21 Analysis of changes in net funds

The charity had no debt during the year (2022: none).

MERTON MENCAP

England & Wales - Charity number 1113444

Accounts



Registered Charity No.1113444
Company Limited by Guarantee No.5692213



Trustees' Annual Report & Financial Statements, year ended 31 March 2022



Pictured: George working at our Community Café,
October 2021

Welcome to Merton Mencap



**Our 3 proudest
achievements
in 2021/22**

**Receiving an 'Outstanding Service Award'
for our Community Facilitator service**

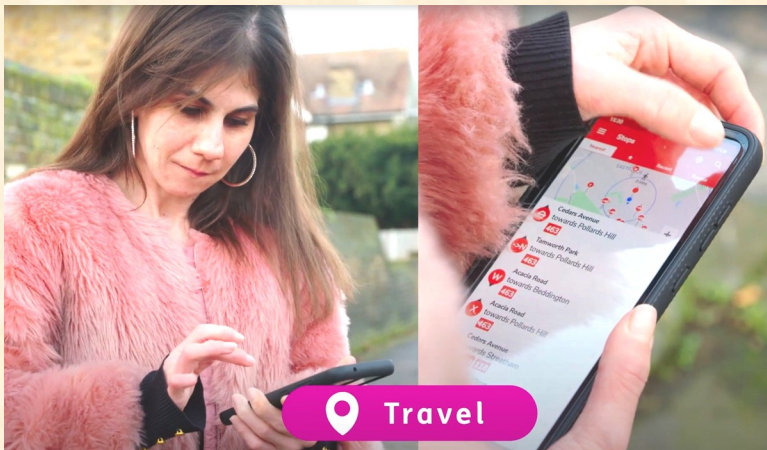
**Being a Finalist at the London Sport Awards
for our online fitness activities**

**Running 2 group activity holidays away
for adults with learning disabilities and/or autism**



In 2021/22, we launched our new online platform **Merton Mencap TV**...

...which provides activities such as free on-demand fitness instruction...



...information about using digital technology...

...and face-to-face meetings with key people like Merton councillors



Merton Mencap is at the HEART of our wonderful local community





Whether you're a business making a donation or an individual raising funds, a **BIG** thank you for all your fantastic support!

Merton Mencap

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Merton Mencap Overview

Our Mission

To listen and understand the needs of people with learning disabilities and/or autism and their families, empowering them to make their voices heard, actively representing and fighting for their interests, and creating and delivering the services they need.

We do this by

increasing the opportunities and choices made available to people with a learning disability and/or autism

promoting inclusion and participation in the community

supporting families of people with a learning disability and/or autism and help them to enjoy a life beyond their caring role

raising awareness and understanding of learning disability and/or autism.

Our charitable aims are stated in our Memorandum & Articles of Association

The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependants and carers.

Also, 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 and/or autism with the object of improving their conditions of life.

About Merton Mencap

Merton Mencap is a local charity operating in the London Borough of Merton, supporting local families for over 50 years.

We are a registered charity affiliated to the national charity Royal Mencap Society; we are independent of them and responsible for our own governance, management and fundraising.



Unique!

We are the only charity in Merton providing services for the whole family affected by learning disability and/or autism, i.e. children, young people and adults, and their families.

Stakeholder Driven!

We are scrupulous about being needs-driven; we regularly consult our members, service users and potential users, and other local stakeholders.

Demonstrable & Effective!

We are rigorous about measuring outcomes and showing the demonstrable impact of our work.

Big Picture!

We collaborate with local organisations to pool resources and offer joined-up services.

But our work is only possible with continued funding.



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Chair of Trustees, Richard Drummond



It is a pleasure to provide my first report as Chair of Trustees for Merton Mencap having adopted the role from Julian Walton last year.

First, I'd like to pay tribute to Julian's hard work as Chair over the last 7 years. Julian has provided tremendous leadership for the Executive Committee, steering us through the challenges that a small, grassroots charity like Merton Mencap often encounters. Those who know Julian will testify to his many strengths including his commitment to strong governance and a dedication to supporting carers. I know everyone at Merton Mencap will join me in congratulating Julian for his exceptional work as Chair and thanking him for the many ways he supports the charity — and I'm pleased Julian intends to continue his involvement with the charity as Trustee.

This last year has continued to be a very challenging time for people with learning disabilities and/or autism and their parents and carers. Through our consultations, we have seen further how people have been adversely affected by the Covid-19 pandemic. We responded by offering a range of online and telephone-based support while resuming our in-person activities as lockdown conditions eased.

None of the charity's work would be possible without the commitment of our staff and volunteers and, in particular, our frontline teams who worked so tirelessly to implement the additional risk control measures to keep our activities safe in the context of the pandemic. My grateful thanks go to all who have made possible all our services and activities during this last year — you've done a super job.

We know that for many people affected by learning disability and/or autism the Covid-19 pandemic is far from behind us. For that reason, we will continue to take our lead from agencies including Merton's excellent Public Health professionals with our focus on offering a choice of support both remotely and in-person.

Chief Executive, Andrew Whittington

Our grateful thanks to our supporters & partners during challenging times

This time last year, we hoped and anticipated that the Covid-19 pandemic would be soon behind us but, as we know, the situation has been far from straightforward.

With the help of our partners and supporters, we have been able to adapt and continue our support for local people with learning disabilities and/or autism and their parents and carers. For example, Cricket Green and Perseid schools continue to be a great help to us by providing premises and resources for our activities; our Saturday Hub for adults could not have returned in-person without the support of the Wimbledon Guild, and our work with Carers Support Merton to support carers continues to be a very effective partnership.



During such changeable times, we have been keen to listen to the experiences of our members which we've done through various engagements. We were pleased, for example, to support Merton's Big Conversation engagement about day opportunities, and we were delighted to be commissioned by Public Health and Merton to carry out an engagement to show the true impact of the pandemic. Feedback gained from engagements is important to us as we approach our strategic planning.

So, our engagement work over this last year to understand the full extent of the pandemic's impact is leading us to a new strategic path for the future. We will soon publish a new business plan which sets out how the charity will serve local people over the next 3 years.

Finally, I'd like to add my sincere thanks to our outgoing Chair of Trustees, Julian Walton, who has been a great support to me and the team. I look forward to working with the charity's new Chair, Richard as we consider the charity's next chapter. We look forward to sharing our plans with you.



Supporting children, young people and adults with a learning disability and/or autism and parents & carers



Finance Manager
Elizabeth Cushman

Treasurer
Russell Benzies

We are pleased to report that the charity responded well to the challenges presented by the Covid-19 pandemic.

We continued to provide our services in a safe and responsible manner and we remain grateful that we had the opportunity to contribute to community partnership work to support local families.

Maintaining good financial management and control in the face of the pandemic has, in itself, been a challenge when working patterns are interrupted and service delivery alters, however we maintained our priority of ensuring that funds are directed at the support local families need.

When the Covid-19 pandemic emerged, we had no idea how long it might last or how it would impact our charity. The pandemic led us to consider our operation from a delivery and cost perspective. We are pleased that our staff were able to adapt to new ways of working and that the charity was able to operate in a sound, cost-efficient manner. Controlling the finances of the charity such that we will be able to deliver our services over the long term continues to be our main focus.

Our Finance Committee has continued its governance role reviewing all aspects of our financial management and control. The disruption over the last year focused us more on detailed forecasting and budgeting to better ensure we maintain our finances as expected.

The charity's normal practice is to have the Report and Accounts formally audited every four years in accordance with that policy this year we are subject to a Financial Inspection, which has been performed by the same firm of Chartered Accountants that audited us last year.

During the year to 31 March 2022, income and expenditure increased on previous year. Our free reserves position at year-end was £176,139 (2021: £168,028) which maintains our desire to hold free reserves equivalent to between 3-6 months operating expenditure (see the Financial Review). Our combined reserves grew from £335,077 to £451,579.

An element of our reserve's growth is caused by Income being received but for which the service is yet to be delivered therefore little or no expense has as yet been incurred. The accounting rules for charities mean we do not either defer this income or accrue the costs we expect to incur when the services are delivered. Consequently, in the year to 31 March 2023 we will have expenses with no income.

We continue to secure funding from a variety of sources and the process of funding diversification remains a key goal for the Charity.

Staff costs continue to be the charity's greatest investment and expenditure. As we look ahead, our aim remains to secure continuation funding in instances where funding for successful work is due to expire and, second, to attract further funding to develop current services to reach more families. We continue to be thankful to people who support us by raising much-needed funds to help our charity's general expenditures.

It is a credit to Merton Mencap that despite the challenges presented by the pandemic, and both its direct and indirect impact, we continue to be able to predict with a high level of confidence our income and expenses for the forthcoming year, where we will strive to facilitate improvements to lives for people affected by learning disability and/or autism.



**Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers**

Community Facilitator



Dymphna Graham, Community Facilitator



We were so pleased to be presented with the 'Outstanding Service' award by Social Prescribing Merton in 2022, in recognition of our Community Facilitator service (left).

The award means so much to us, particularly in the context of the Covid-19 pandemic which threatened to interrupt our work. Despite the pandemic, we continued to run our Community Facilitator service, providing remote-based support when in-person contact was not possible.

We know that for many people with learning disabilities and/or autism the pandemic has had a big impact, resulting in a loss of confidence and an understandable reluctance to venture back out into the community. Our Community Facilitator service remains here for those who need help to plan their lives, set goals, and re-connect with others.

Community Engagement



Maria Solari, Community Engagement Officer

You would be forgiven to think that community engagement activity would be prevented by the Covid-19 pandemic but thanks to Merton's brilliant community we've received wonderful support!

During this last year, we held our first ever on-line auction which raised over £2,800, hosted for us by the excellent Wimbledon Foundation. We received super support for our sponsored walk, and our Great Merton Mencap Art Competition 2021 produced wonderful entries. Our Christmas programme was popular too which included an online Pantomime and Carols.

Our special thanks go to local Tesco, Asda, & Morrisons for supporting us with donations & gifts for our events, especially for our Christmas events with their generous gift donations for our Santa grotto & food donations for our parties.

Local Waitrose supported us with a gift voucher donation for our Christmas raffle, and cheques donated to the charity.

The support of local business means so much to us and makes a huge difference to our activities. Thank you for all the terrific support we've received - we couldn't do it without you!



Supporting children, young people and adults with a learning disability and/or autism and parents & carers

Community Café



Abby Herring, Café Manager
Tracy Blackwell, Deputy Café Manager
Jane Otehtubi, Café Support Worker

We are pleased that our vocational training project, Community Café, resumed in-person during 2021 as lockdown conditions eased.

The Covid-19 pandemic saw us temporarily close our café service to the public however we continued to support our Learners through online tutorials and other educational activity. We know that this last year or so has been a very difficult time for our Learners and their families so we are so pleased to have been able to get together again as a group. Our online 'Café Crew' sessions during lockdowns worked well but it's of course much more enjoyable to be working together in-person!

Our partnership with Orchard Hill college continued well during this last year. Tutors from the college contributed to our sessions, enhancing the learning experience. Our Learners took part in food hygiene training which supports their development, particularly for those who intend to move on to employment in the future.



But we are particularly pleased to have now reopened our café service to the public on Mondays and Wednesdays. Seeing our regular customers again has been a great joy after the restrictions of the pandemic.

So, after all the frustrating interruptions of the social lockdowns, we are looking to the future! The team are forming a new plan for the café which will see us taking an even greater part in the local community.



Meanwhile, if you are interested in tasting the best lunch and refreshments in Wimbledon, join us for a bite on Mondays and Wednesdays – you'll find us at the Hold Trinity Church, 234 the Broadway, Wimbledon.

We look forward to seeing you!



Activities for children, young people & adults



Jane Birchmore, Niki Lowe, Radek Switalski

We are so pleased that our services and activities for children, young people and adults with learning disabilities and/or autism returned in-person this last year, as Covid-19 restrictions eased.

For children and young people, we ran our **holiday playschemes**, **Saturday clubs** and **Buddies** in-person throughout the whole year under stringent risk control measures advised to us by agencies like the excellent Merton Public Health. Our **Aces** club for young adults with high-functioning autism also continued in-person, as has our **travel training** for young people which had been affected so much by the pandemic the previous year.

We have seen a downturn in the availability of social care workers which affected us this year. Our **Giving Back Club**, for example, couldn't run even when Covid-19 restrictions lifted, on account of a shortfall in staffing. We hope that club will soon re-start this year.



For adults, we were pleased to resume our ever-popular **Saturday Club** (pictured left) after many months operating remotely as Hub Connected - it was fantastic getting everyone together again. Our sports clubs, **Better Gym and Community Sports**, also resumed in-person after running as online fitness sessions on account of the pandemic. Our special interest club, **Community Challenge**, and our **Personal Assistant** service also resumed this year which we know has

helped people using both services to get back into the community, rekindle friendships and enjoy activities.

Perhaps our greatest challenge post-Covid restrictions was to resume **holidays away** for adults — but we managed it! We were pleased to run 2 activity holidays in 2022 which provided a fun activities for those attending, and a break from caring for their families.

We must pay tribute to our magnificent staff teams this year. The additional risk control measures we implemented to keep our activities safe placed a great deal more duty on our team leaders, deputy team leaders and support workers — their dedication and commitment to running activities safely so that our families felt confidence in us has been outstanding. Our frontline teams do some of the charity's most important work and we are so proud of them.

So, we look ahead to 2022-23 feeling confident that we can adapt to whatever comes our way! We know that the Covid-19 pandemic is not over for many people with learning disabilities and/or autism so we will continue to offer a range of in-person and online activities, plus we have ideas for brand new activities which we want to take forward this year! Watch this space!



Supporting children, young people and adults with a learning disability and/or autism and parents & carers

Support for carers of adults



Yvonne Dawes, Carers Support Carolyn Doyle, Carers Caseworker

Many carers have seen an increase in the time they care for a loved one since the start of the Covid-19 pandemic, often impacting their physical and mental health.

During the pandemic, demand for our support increased. Our Welfare Telephone Support Service, which we formed in response to the lockdowns, showed us that many carers had become isolated and rapidly more fearful for their health and that of the person they care for.

Engagement we carried out with local families in 2021 further demonstrated the extent to which carers of adults, in particular, need support. We were therefore very pleased to secure funding to develop our support for carers of adults, extending our carers assessment service with a carers caseworker so we can support carers in specific, targeted ways.

So, for the first time, we are pleased to offer a dedicated, joined-up suite of support for carers of adults: carers' assessments and casework, and for carers who would like ongoing contact and information from us we have our carer forum Adults First, (see below).

Forums for parents & carers



Tracy Blackwell, Parent & Carer Forum Manager Tuhina Shaikh, Projects, HR & Systems Administrator

During 2021-22, we continued forum events for parents and carers, Kids First & Adults First, remotely via video webinars and meetings. We launched our new online portal, Merton Mencap TV, to upload events so parents and carers could watch at a time to suit them.

Our forum events were driven by our steering groups comprising parents and carers and included presentations from Merton council's officers on various engagement activity, employment & volunteering and support to plan for the future. Our steering groups do a super job of ensuring topics for events are diverse, relevant and appeal to a wide range of parents carers, intended to help them feel more informed and empowered.

But perhaps the most critical work of the forums is the representative work in which our forum reps contribute to local committees and boards representing the voice of forum members. Our forum reps contributed to 15 boards this year including the Autism Strategy Partnership Group, Carers Strategy sub-group, CCG Patient Engagement Group and the Preparation for Adulthood Board. The strength of both Kids First and Adults First continues to be its inclusion in local strategic work and planning of services affecting local people. None of the representative work of the Forums would be possible without the dedication of our volunteer forum reps and steering group members, so our huge thanks to them for all their time, great skill and commitment.



Supporting children,
young people and adults
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Merton Autism Parent Service



Maria Solari, Coordinator, Merton Autism Parent Service (MAPS)

Many parents needed greater support this year on account of the pandemic's social restrictions and I'm so grateful to our team of parent advisors for adapting so we could continue to offer our MAPS service.

In my update last year, I reported the extent to which we modified MAPS to offer sessions by telephone and video-call. We continued this approach during 2021-22, providing consultations and resources to parents remotely.

Many people may not realise that our parent advisors are also parents of a child with autism, who provide peer counselling to other parents through our MAPS service. Quite simply, MAPS would not exist without our parent advisors so my grateful thanks to the team for their brilliant work again over this last year.

One of our strategic priorities for MAPS this year has been to reach more fathers (most service users for MAPS are mothers) and I'm pleased we have started to do this, also providing some consultation sessions to couples. Our social events for parents who accessed MAPS have also been popular this year, adding an new aspect to our service.

For the year ahead, our aim is to recruit more parents to our MAPS team and run greater number of sessions. If you are a parent of a child or young person with autism and you would like to join our MAPS team, we'd love to hear from you.

Special projects



Paula Jewes, Consultant, Special Projects

Last year, I reported my three engagement pieces which showed the aspirations of young people and their parents for the future, revealed the impact of the Covid-19 pandemic on local people, and outlined the problem of digital exclusion for carers and people with a learning disability and/or autism.

This year, I carried out three further special projects; first, an engagement piece for Merton Connected in which I gathered more feedback from local people with learning disabilities and/or autism about the effect of the pandemic on them; second, I undertook an accessibility review of a web site for a consortium of six London Boroughs led by Merton; and third, I produced a film promoting digital confidence. For the latter project, our hope now is that the film will be used by professionals across the UK as a tool to facilitate conversations with carers and people with learning disabilities and/or autism, supporting them towards digital inclusion.

I am pleased that my special projects over these last 2 years will help inform the charity's new Business Plan which will be published in 2022.

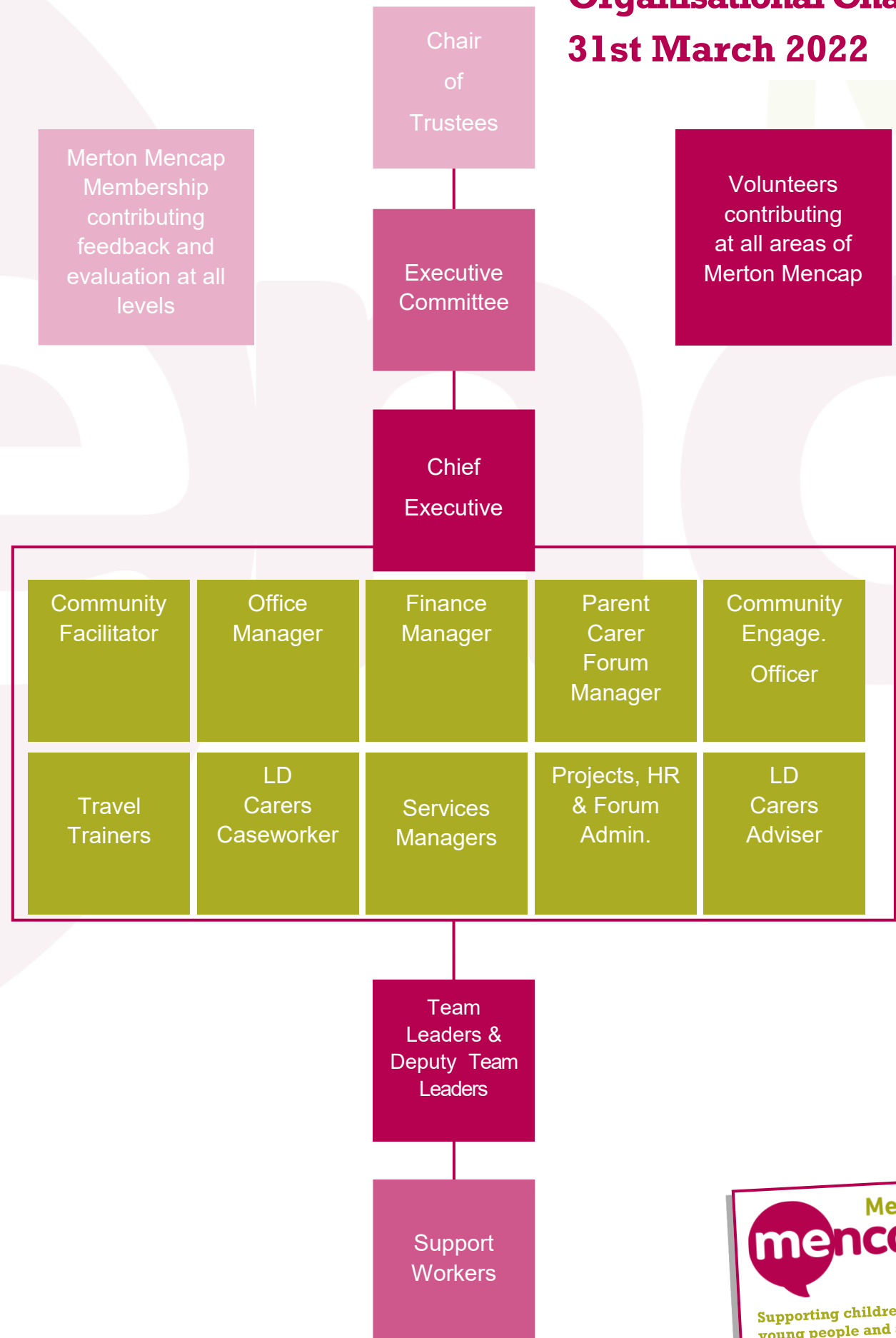


Supporting children,
young people and adults
with a learning
disability and/or autism
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Merton Mencap

Organisational Chart

31st March 2022



Merton Mencap

Statement, Aims & Statistics

Image: Activity Holiday, February 2022



Supporting children,
young people and adults
with a learning
disability and/or autism
and parents & carers

Merton Mencap

Statement & Aims

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the financial statements and comply with the charitable company's Trust Deed, 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).

Public Benefit Statement

Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission in exercising our powers and duties.

We provide services to people affected by learning disability and/or autism and their parents and carers living in and around Merton. A large proportion of our users live in the most disadvantaged areas of our Borough.

Meeting our Charitable Aims

Our normal business model comprises face-to-face services and activities. During 2021-22, our operation continued to be affected by the restrictions of the Covid-19 pandemic. In response to government advice and advice from local agencies such as Merton's Public Health, we implemented business continuity arrangements which saw our running activities differently, for example online or with fewer participants to preserve social distancing.

We have also seen a reduction in available social care workers during this last year, which we understand has been felt by many providers of social care services across the country. This impacted our operation further, for example leading us to postpone sessions until we appointed the staff we need to safely run them.

Our plan remains to run a variety of community-based, premise-based and online services for children, young people and adults with a learning disability and/or autism and their parents and carers in the London Borough of Merton. We know that the Covid-19 pandemic is far from over for many people who remain vulnerable to poorer outcomes from the virus, so we shall continue to respond through stringent risk management and by offering a range of ways people can engage with us.

Learning disabilities and autism range from profound disabilities to more moderate conditions. All learning disabilities/autism are life-long and affect a person's ability to learn, communicate, and interact socially. Many people with a learning disability/autism have additional needs such as medical needs, physical disabilities, sensory impairments and/or autistic spectrum disorders. Some people require 24 hour specialist care and support whilst others can succeed in mainstream society.

Our new Business Plan, which we intend to publish during 2022-23, will show our plans for supporting people with learning disabilities and/or autism to learn new skills, have new experiences and participate in mainstream community life; our plan will also include our support for parents and carers.



Trustee recruitment

The charity attracts trustees to its Executive Committee by advertising locally and online, through word-of-mouth and, occasionally, with free assistance from a recruitment agency. Prospective trustees are required to complete our application form setting out their interest in Merton Mencap, and their skills, experience and knowledge which they consider will be a help to the charity; the Chair of Trustees and Chief Executive meet prospective trustees, appointments subject to Executive Committee approval, satisfactory references and an enhanced DBS disclosure (updated every 2 years).

On appointment, trustees are required to learn about the charity's work by meeting the Chief Executive and senior team and undergoing the charity's mandatory training in Safeguarding, Health & Safety, Equal Opportunities & Diversity, and GDPR (updated every 2 years); Trustees' are required to agree to follow the charity's policies & procedures and Code of Conduct and must declare any conflicts of interest to the Chair of Trustees. Trustees may claim expenses in respect of trustee activities, approved by the Chair of Trustees.

The Executive Committee meet 6 times a year in relation to the management of the organisation; trustees are required to visit the charity's projects and activities, take part in team meetings and represent the organisation at public events.

Statement of compliance with Charity Commission guidance

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charitable company should undertake.



Tables show number of people accessing each project during 2021-22

Children & young people	Individuals
Saturday Club (Perseid)	21
Buddies Holidays	20
Buddies Going Out	14
Holiday Playscheme (Perseid)	48
Holiday Playscheme & Buddies (Cricket Green)	48
Independent Travel Training (LBM)	16
Aces	18

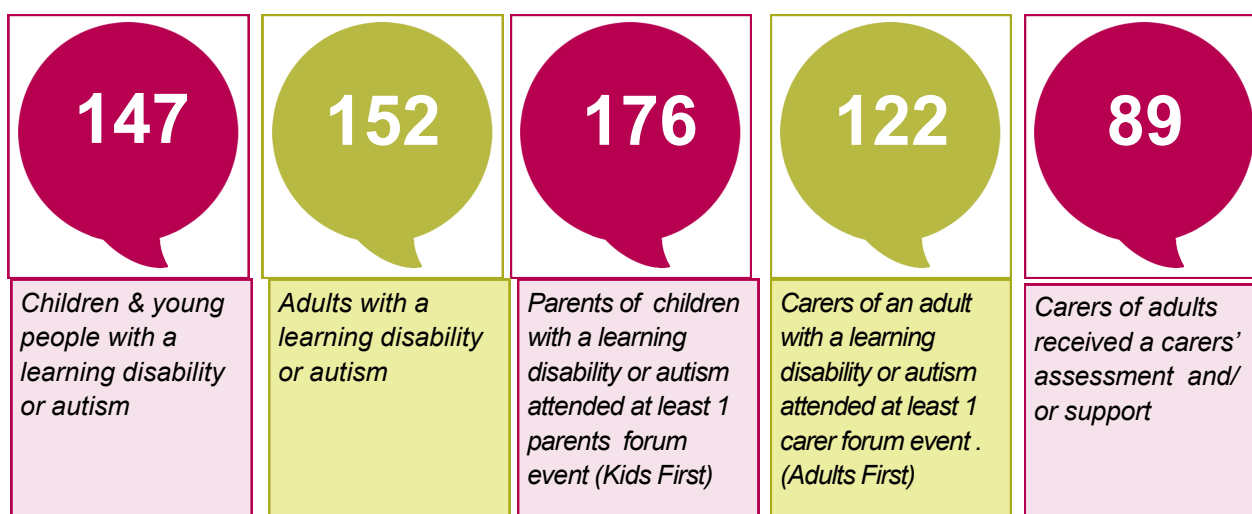
Parents & carers	Individuals
Kids First (registered parents)	589
Adults First (registered parents)	216
Merton Autism Parent Support (MAPS)	68
LD Carers Adviser	76
LD Carers Caseworker	13

Adults	Individuals
Merton Mencap Café	20
Fitness Now! (virtual Better Gym & Community Sports)	36
Dance Now (virtual Groovers & Movers)	46
Saturday Club + Hub Connected online	33
Personal Assistant	1
Community Facilitator	46
Community Sports	8
Community Challenge	6
Better Gym	12



Statistics

During 2021-22, our beneficiaries included:



Our services are open to anyone irrespective of income, ethnicity, gender or religion.

Merton Mencap

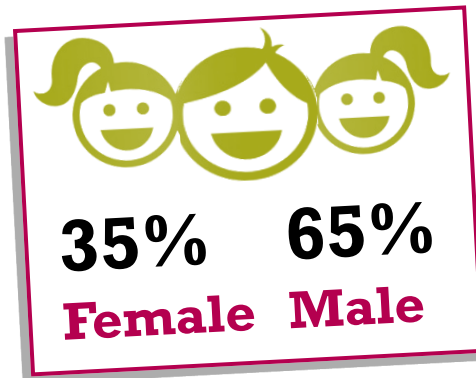
Ethnicity

Arab	1%
Asian/Asian British: Bangladeshi	1%
Asian/Asian British: Indian	4%
Asian/Asian British: Other	3%
Asian/Asian British: Pakistani	5%
Black/Black British: African	6%
Black/Black British: Caribbean	4%
Black/Black British Other	1%
Chinese	1%
Mixed: Other	4%
Mixed: White & Asian	3%
Mixed: White & Black African	1%
Mixed: White & Black Caribbean	3%
Other ethnic group:	2%
Prefer not to say:	14%
White: British	40%
White: Irish	1%
White: Other	6%



Merton Mencap: Gender & Location

The breakdown of our male and female service users reflects the nationwide incidence of learning disability between genders. Our ward by ward breakdown shows the prevalence of service users based in the east of the borough.

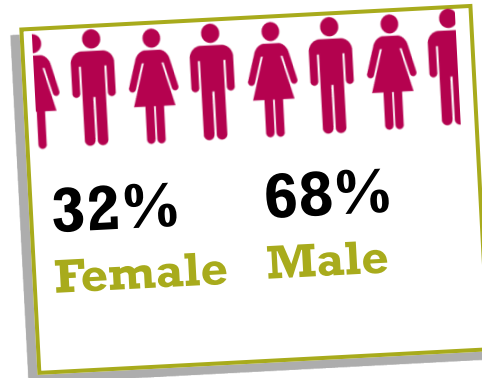


Services for children %

Female	35
Male	65

Location by Ward

Abbey	6
Cannon Hill	3
Colliers Wood	6
Cricket Green	13
Dundonald	6
Figges Marsh	18
Furzedown	1
Graveney	3
Hillside	3
Lavender Fields	9
Longthornton	9
Lower Morden	5
Merton Park	3
Unknown	14
Pollards Hill	20
Ravensbury	6
Raynes Park	6
St Helier	9
Sutton North	0
Trinity	1
Village	2
West Barnes	3
Wimbledon Park	1



Services for adults %

Female	32
Male	68

Location by Ward

Abbey	6
Cannon Hill	3
Colliers Wood	11
Cricket Green	6
Dundonald	4
Figges Marsh	2
Furzedown	7
Graveney	7
Hillside	3
Lavender Fields	3
Longthornton	6
Lower Morden	9
Merton Park	4
New Malden	1
Unknown	5
Pollards Hill	3
Ravensbury	6
Raynes Park	1
St Helier	1
Sutton North	1
Trinity	1
Village	1
West Barnes	1
Wimbledon Park	4

Merton Mencap Summary of Projects: 2021-22

Image: Neil at our Better Gym club, 2022



Supporting children,
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with a learning
disability and/or autism
and parents & carers

Merton Mencap

Summary of projects for children & young people

Saturday Club (Perseid)

When: Weekly during term time, Saturdays for up to 6 hours
Where: Based at Perseid School, Morden
Places: 12-15 young people with complex learning and physical disabilities.
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Provided for those who need it

Providing a range of activities for children aged 5-13 from a base, supporting them to develop experiences and enjoy life.

Buddies Holidays (Groups 1 & 2)

When: Various during the school/college holidays
Where: Various activities in the local community
Places: 8-10 young people (aged 12-18) with moderate & complex learning disabilities
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Not provided

Buddies Going Out

When: Weekly during term time, usually Wednesdays
Where: Various activities in the local community
Places: 8-10 young people (aged 18-24) with mild and moderate learning disabilities
Access: Referral from the Short Breaks Team, via Merton Council or self referral
Transport: Not provided - training in using public transport is provided.

Holiday Playschemes (Perseid)

When: Various days during the school holidays (all day provision – 7 hours)
Where: Various activities from a base and in the local community
Places: 12 young people (aged 5-13) with complex learning & physical disabilities
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Provided to those who need it

Holiday Playschemes & Buddies (Cricket Green)

When: Various days during the school holidays (7hrs)
Where: Various activities from a base and in the community
Places: Up to 12 young people (8-13) with moderate needs
Access: Referral from Cricket Green School
Transport: Provided to those who need it

Giving Back Club

When: Weekly on Saturdays, 10.30am — 3.30pm
Where: Meet at Cricket Green School, activities in the community
Cost: £3 subs per week
Places: 14 young people, 16-25 years
Access: Self-referral, no social services referral needed
Transport: Travel training may be offered

Supporting young people to 'give something' back to their communities through volunteering, supporting other charities and supporting local campaigns.

Covid-19 modified: Did not run during 2021-22.



Merton Mencap

Summary of projects for children & young people

Aces

When: Every other Thursdays, 6.45pm-8.45pm
Where: Phipps Bridge Youth Centre, CR4 3TY
Cost: £2.50 subs per week
Places: 20 young people with high-functioning autism
Access: Self-referral, no social services referral needed
Transport: Travel training may be offered
A youth club for young people with high-functioning autism; the club takes a mainstream approach offering activities which any young people would enjoy

Independent Travel Training (Merton Council funded)

Access: Mainly referrals from Merton schools and colleges, but also from schools and colleges out of borough attended by Merton residents

Through practical training in the community, our Travel Trainers monitors students' progress until they are able to travel safely on their own.

Independent Travel Training (Independently funded)

Access: Open referral

Through practical training in the community, our Travel Trainers monitors students' progress until they are able to travel safely on their own.



Merton Mencap

Summary of projects for adults

Merton Mencap Community Café

When: Weekly on Mondays & Wednesdays, 9.30am to 2.30pm
Where: Holy Trinity Church, 234 The Broadway, Wimbledon, SW19 1RY
Places: Up to 10 adults (aged 18+) with moderate learning disabilities
Access: Self-referral. Available to personal budget holders and self-funders
Transport: Not provided

The Merton Mencap Café is run by adults with a learning disability, supported by our staff and volunteers, and serves a healthy menu to the public. The project provides vocational training in the areas of food preparation, customer service, good hygiene practice, and team working. Service users develop skills which lessens the demand on family carers. The Merton Mencap café also provides catering at local community events.

Covid-19 modified: Online Café Crew sessions before returning in-person

Better Gym

When: Weekly on Wednesdays, 7pm to 9pm
Where: Canons Leisure Centre, Mitcham
Places: 12 places for adults (aged 18-24) with a moderate learning disability
Access: Self-referral, no social services referral needed
Transport: Not provided at present

A gym and sports club which includes sessions in the gymnasium, various sports and leisure activities. The club takes place in a mainstream setting alongside the general public.

Covid-19 modified: Lockdown restrictions led us to switch location to Cricket Green School but we have since returned to our usual venue at Canons Centre

Saturday Hub

When: Saturdays 10am-1pm;
Where: Wimbledon Guild, Wimbledon; North Cheam Community Centre
Places: Up to 30 places for adults with a learning disability
Access: People who do not qualify for social care support, self-referral
Transport: Not provided

Our Hubs provide people with a learning disability and/autism with activities which encourage health, wellbeing, inclusion and independence.

Covid-19 modified: Between April and June 2021 we ran online 'Hub Connected' sessions 3 times per week in lieu of the Saturday Club. We resumed the club in-person on 9 June 2021.

Groovers & Movers

When: Weekly on Thursdays, 7pm to 9pm
Where: Leyton Road Community Centre
Places: 30 places for adults with a moderate learning disability
Access: Self-referral, no social services referral needed
Transport: Provided for those who need it

Covid-19 modified: Lockdown restrictions caused us to adapt the Groovers & Movers by switching sessions to take place as weekly on-line activities, named Dance Now!



Merton Mencap

Summary of projects for adults

Community Facilitator

When: By appointment
Where: Home and at our offices
Places: N/A
Access: Self-referral, no social services referral needed
Transport: N/A

Covid-19 modified: Lockdown restrictions caused us to adapt our Community Facilitator service by providing sessions online and by telephone.

Personal Assistants

When: As required
Where: Activities in the community
Places: N/A— service agreed individually
Access: Self – referral
Transport: As instructed
Covid-19 modified: Resumed in-person on 21 July 2021

Community Challenge

When: Weekly on Thursdays afternoons
Where: Activities in the community
Places: Up to 15 places for adults with moderate learning disabilities
Access: Self-referral, no social services referral needed
Transport: Not provided at present
Covid-19 modified: Resumed in-person January 2022

Community Sports

When: Weekly on Thursdays mornings
Where: Sports in the community
Places: Up to 15 places for adults with moderate learning disabilities and/or autism
Access: Self-referral, no social services referral needed
Transport: Not provided at present
Covid modified: Operated online as Fitness Now between April and June 2021, resumed in-person from Sept 2021.

Dance Now!

When: Weekdays, varied
Where: Online
Places: Unlimited— for adults with moderate learning disabilities and/or autism
Access: Self-referral, no social services referral needed
Transport: Not applicable

Adults Holidays

When: Various dates—2 holidays per year
Where: High Ashurst activity centre,
Places: 10 places for adults with learning disabilities, autism
Access: Self-referral, no social services referral needed
Transport: Provided



Merton Mencap

Summary of projects for adults / whole family

Welfare Telephone Support Service

When: All week
Where: Calls to members to check welfare during pandemic restrictions
Places: Unlimited (230+ families reached)
Access: Self-referral

Covid-19 variant: A new service formed during lockdown, our teams proactively telephoned adults with a learning disability/autism and family carers to establish whether they required any support, practical assistance or a listening ear.



Merton Mencap

Summary of projects for parents & carers

Parent & Carer Forums

Our parent & carer forums supported our members to have a voice about local service provision affecting them and the person they care for.

We run free educational workshops and opportunities for mutual support and information sharing during the year. Parents and carers also have representative roles at key local forums and committees.

Our parent forums are:

Kids First Forum

for parents of children & young people (aged 0-25)

Adults First Forum

for Carers of adults (aged 18+)

LD Carers Adviser & LD Carers Caseworker

Our LD Carers Support service supports carers of adults with a learning disability and/or autism through the completion of carers assessments & reviews. In 2021-22 we extended the service by adding a LD Carers Caseworker who is available to help with problems provides information, a listening ear and emotional support. Both services have been offered remotely in line with our Covid-19 risk assessments.

Merton Autism Parents Service (MAPS)

MAPS is a listening, support, information and advice service for parents of 0 – 25 year olds with a diagnosis of autism or who are likely to receive a diagnosis (e.g. referred for an assessment), running on Wednesdays 10am-1pm. During this last year, we provided this service via telephone and online consultations.

MAPS offers confidential, informal sessions provided by a Parent Advisor (who also has a child or young person with autism) and a member of MAPS staff. Our team has been trained to offer a range of evidence-based strategies – this means that the tools and information we provide parents have been tried and tested and are approved by professionals in the field.

We offer support on communication, challenging behaviours, self-harming, sleep issues, anxiety and many other challenges that arise.

Carers Group— May 2022

Our monthly Carers Group provides monthly outings for carers of adults with learning disabilities and/or autism. We organise enjoyable outings at convenient times, which also provide opportunities for carers to meet up, develop friendships and support each other. Membership and activities are free. The group could not run in 21-22 on account of the Covid-19 pandemic but resumed in May 2022.



Merton Mencap Finance & Governance

Image: Our team at the London Sports Awards, December 2021



Supporting children,
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Merton Mencap Financial Review

Overall the charity's finances fared well in 2021-22, ending with a net income of £117k and we are in a strong financial position going forward into 2022-23.

Income increased from 2020-21 by £124k. During 2021-22, the charity was fortunate not to see a decrease in income from grants, receiving grant income of £572k which is up by £81k on the prior year. Income generated from our services and other trading activities that were most affected by the pandemic during 2020/21 increased year on year by a total of £47k, as in-person services resumed after the lockdown.

Other income from the government's Coronavirus Job Retention scheme was £12k lower than the previous year and the value of donated services increased by £7k. The remaining income increase of £1k is a combination of an increase of other trading activities and lower bank interest.

Expenditure was £562k, £73k higher than the prior year, as in person services resumed after periods of lockdown during the pandemic during 2020/21 financial year.

The Debtors at 31 March 2022 decreased by £99k on the previous year. March 2022 debtors comprise grant income £16k, service user fees £5k and prepayments of £2k compared to the debtors at March 2021 which comprised of grant income £92k, service user fees £18k and prepayments £11k.

Review of the charity's reserves

The total funds held by the charity at the end of the accounting period 31 March 2022 was £452k which is an increase of £117k from 2021. Our unrestricted funds were £176k, an £8k increase from 2021. Our unrestricted funds represent 3.8 months of operating expenditure cover for the charity, assuming no other income, which is the same cover as year end 31 March 2021. Our intention is to maintain reserves of 3-6 month cover of operating expenditure.

No amounts have been designated or otherwise committed at the end of the reporting period. Restricted funds at the end of the reporting period were £275k an increase of £108k reported in the prior year.

Risk Management

Last year, trustees commissioned our external auditors to carry out a full audit of our accounts which has been followed this year with a financial inspection. Trustees have also reviewed the charity's risk register this year and assessed the major risks and procedures to mitigate those risks.

Trustees regard the following among the principal risks at this time:

1. Finance & fundraising

The charity can only continue to operate with the funds it needs and through prudent financial management

We will ensure we have the income we need and manage our finances by

- (i) applying knowledge gained from the research & engagement we conducted last year to ensure the charity's activities meet identified need, therefore more likely attracting funding from statutory funding sources
- (ii) building on last year's community & online fundraising, diversifying income streams
- (iii) applying sufficient adequate resources to ongoing grant fundraising, maximising opportunities with independent trusts and foundations
- (iv) ensuing sound ongoing reviews and forecasting involving our Finance Committee and Executive Committee

2. Safeguarding

We believe safeguarding and sound risk management must continue to be at the heart of the charity.

We will achieve this by

- (i) continuing the work of our newly formed Safeguarding Committee
- (ii) increasing the quality of the charity's safeguarding induction and training
- (iii) carrying out more frequent internal audits

3. Investing in our staff

We recognise that looking after staff supports them in their care for our service users. We will support staff by

- (i) introducing health-care benefits and financial support
- (ii) equipping staff with more regular training, briefings, supervisions, and appraisals
- (iii) involving staff more in decision-making



Merton Mencap Supporters

Funders

We are very grateful to our funders and supporters who have permitted us the flexibility to adapt our services to respond to the needs of local people., particularly during this past year of the Covid-19 pandemic. This flexibility has been a great help to us as we were able to alter many of our normal activities to provide support in different ways, eg online .

We are most grateful to our grant funders (see Financial Statements) for their trust in our work and for all those who support us including by providing in-kind support, including:

- **Baily Thomas**
- **BBC Children in Need**
- **Big Lottery (National Lottery)**
- **Carers Support Merton**
- **City of London's Corporation Charity, City Bridge Trust**
- **Cricket Green School**
- **Department for Education**
- **London Borough of Merton (Adult Care Services)**
- **London Borough of Merton (Children, Schools & Families)**
- **London Sport**
- **NHS England**
- **NHS Clinical Commissioning Group (South-West London)**
- **Perseid School**
- **Royal Mencap Society (Round The World Challenge)**
- **Taylor Family Foundation**
- **Wimbledon District & Nursing Midwifery Benevolent**
- **Wimbledon Guild**

We also wish to thank all our members and others who have kindly donated or raised money for us during this last year.

Volunteers

At March 2022, we are fortunate to have **28 volunteers** registered with us. As a consequence of some of our activities being affected by the pandemic many volunteers were unable to contribute to our work as normal. However, during 2021-22, **28 volunteers** gave time to the charity (8 at our activities for children, young people and adults; 15 at our parent/carer forums and 5 Trustees).

We estimate that our 28 volunteers gave the charity a total of **1,355 hours** during 2021-22 for which we are extremely grateful, particularly as we know every person has been affected by Covid-19 pandemic again in this last year.

The year ahead & future plans

During 2021-22, we carried out further engagement work with local people to obtain their views. We regard this critical work as our business planning relies on our feeling confident that our work is led by the needs and wishes of people with learning disabilities and/or autism and parents and carers.

We are now preparing our new Business Plan which sets out the charity's intentions for 2022-25. Our plan is informed by feedback obtained during our various engagements plus published reports from other agencies, eg our affiliated partner, Royal Mencap Society.

We believe our work during the last 2 years, particularly, shows our charity to be adaptable, professional and forward-thinking as we managed the challenges of the Covid-19 pandemic. This, coupled with the many positive feedback from our service users, presents us strongly to potential funders keen on supporting people with a learning disability and/or autism and their families in Merton.



Merton Mencap Administrative Details

Company no:	5692213
Charity no:	1113444
Registered office:	Chaucer Centre Canterbury Road Morden Surrey, SM4 6PX
Auditors:	WSM Advisors Limited Connect House 133-137 Alexandra Road London, SW19 7JY
Solicitors:	Russell-Cooke 2 Putney Hill London, SW15 6AB
Principal Bankers:	National Westminster Bank Plc 16 Wimbledon Hill Road London SW19 7ZD

Trustees:

At the date of this report, the following are the charity's trustees and directors for the purposes of the Companies Act:-

Richard Drummond, Chair of Trustees
Russell Benzies, Treasurer
Eleanor Budd
William Ian Newman
Julian Walton

Chief Executive Officer:

Andrew Whittington

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

Approved by the Trustees, the following being authorised to sign on their behalf:

Dated:



Merton Mencap

Statement of trustees' responsibilities

STATEMENT OF TRUSTEES' RESPONSIBILITIES

For the year ended 31 March 2022

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

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

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

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

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



Auditor's Report

MERTON MENCAP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MERTON MENCAP

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

Responsibilities and basis of report

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

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

An independent examination does not involve the gathering of all the evidence that would be required in an audit and consequently does not cover all the matters than an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a "true and fair" view and my report is limited to those specific matters set out in an independent examiners statement.

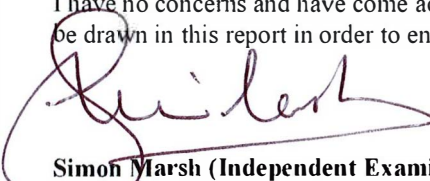
Independent examiner's statement

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

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

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

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



Simon Marsh (Independent Examiner)
for and on behalf of WSM Advisors Limited

Connect House
133-137 Alexandra Road
Wimbledon
London
SW19 7JY

Dated: 28 June 2022

MERTON MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

For the year ended 31 March 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
<u>Income and endowments from:</u>					
Grants and donations	3	69,501	534,570	604,071	515,625
Charitable activities	4	-	64,633	64,633	17,892
Other trading activities	5	2,480	126	2,606	904
Investments	6	39	-	39	216
Other income	7	-	7,565	7,565	19,936
Total income		72,020	606,894	678,914	554,573
<u>Expenditure on:</u>					
Expenditure on other trading activities	8	-	11,582	11,582	10,792
Charitable activities	9	86,552	464,278	550,830	478,506
Total resources expended		86,552	475,860	562,412	489,298
Net (outgoing)/incoming resources before transfers		(14,532)	131,034	116,502	65,275
Gross transfers between funds	17	22,643	(22,643)	-	-
Net income for the year/ Net movement in funds		8,111	108,391	116,502	65,275
Fund balances at 1 April 2021		168,028	167,049	335,077	269,802
Fund balances at 31 March 2022		176,139	275,440	451,579	335,077

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

All income and expenditure derive from continuing activities.

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

MERTON MENCAP

BALANCE SHEET

As at 31 March 2022

	Notes	2022 £	£	2021 £	£
Current assets					
Debtors	14	22,856		121,785	
Cash at bank and in hand		487,857		289,343	
		<u>510,713</u>		<u>411,128</u>	
Creditors: amounts falling due within one year	15	(59,134)		(76,051)	
Net current assets			451,579		335,077
Income funds					
Restricted funds	17		275,440		167,049
Unrestricted funds			176,139		168,028
			<u>451,579</u>		<u>335,077</u>

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

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.

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 financial statements were approved by the Trustees on 28/6/22



Trustee

Company Registration No. 05692213

MERTON MENCAP

STATEMENT OF CASH FLOWS

For the year ended 31 March 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from operations	19		198,475		33,531
Investing activities					
Investment income received		39		216	
Net cash generated from investing activities			39		216
Net increase in cash and cash equivalents			198,514		33,747
Cash and cash equivalents at beginning of year			289,343		255,596
Cash and cash equivalents at end of year			487,857		289,343

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

1 Accounting policies

Charity information

Merton Mencap is a private company limited by guarantee incorporated in England and Wales, Company number 5692213. The registered office is Chaucer Centre, Canterbury Road, Morden, Surrey, SM4 6PX.

1.1 Accounting convention

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

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

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

1.2 Going concern

At the time of approving the financial statements, the trustees have undertaken an assessment of the adequacy of the resources available to the charitable company and have taken in to account the impact of the coronavirus on the charity and disruption caused by coronavirus. The trustees have a reasonable expectation the charitable company has adequate resources to continue in operational existence for the foreseeable future and accordingly continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Restricted funds

Restricted funds must be used for specific purposes which are determined by the donor's wishes. Expenditure which meets these criteria is charged to the fund. The charity has a number of separate restricted funds, as set out in the notes to the financial statements. The Trustees' Report provides further information about the uses of these funds. On completion of a project the funder may permit the transfer of any surplus funds to our unrestricted funds.

Unrestricted funds

Donations and incoming resources received by the charity for general use are held as unrestricted funds. They are available for use at the discretion of the trustees in furtherance of their charitable objectives unless funds have been designated for other purposes.

Designated funds

These are unrestricted funds earmarked by the trustees for a particular purpose. Such accounts are identified separately in the financial statements.

1.4 Incoming resources

Income received under a contract for the performance of services 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 or has been received.

Membership subscriptions, donations, fundraising and grants are accounted for when received by the charity. Taxation receivable is accrued for in view of the material amounts involved.

Donated services and facilities, other than volunteers and transport, are valued on the basis of their estimated value to the charity of the services or facility received, based on the price the charity estimates it would pay in the open market for such a service or facility.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 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 on an accruals basis as liabilities are incurred. As the charity is not VAT registered and cannot recover any of its VAT, expenditure includes unrecoverable VAT.

All charitable expenditure in furtherance of the charity's objectives relates to the provision of services under the contracts and related administrative costs.

Costs of generating voluntary income comprise of costs directly attributable to raising voluntary income and gifts in kind.

Governance costs comprise internal and external audit or independent financial examination.

Other costs of generating funds relate to business development, communications and marketing and specific fundraising and investment projects.

Costs are allocated according to an estimate of the time and resources spent on delivering each project including staff time and use of general office resources. The remaining unallocated core costs represents the governance work that would be necessary irrespective of our level of front-line project activity.

The charity has a number of funding streams that do not include any allowance for core costs or where the allowance does not adequately reflect our true core costs. In these cases, we show a deficit against the project which is then covered by our unrestricted reserves. Our fund-raising strategy reflects the need to fill these deficits as well as to generate enough core income to balance any unallocated core expenditure. Trustees consider funding priorities at executive committee meetings weighing up the need to continue projects that our service users are reliant upon for their wellbeing and the need to remain a going concern.

Where we made transfers from restricted to unrestricted funds, this has been done with the approval of the funding organisations concerned.

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	20% straight line per annum
Computers	20% straight line per annum

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

1 Accounting policies

(Continued)

1.7 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.

1.8 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.

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.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

3 Grants and donations

	Unrestricted funds	Restricted funds	Total
	2022 £	2022 £	2022 £
Donations and gifts	4,260	492	4,752
Sponsorship	564	-	564
Grants	37,730	534,078	571,808
Membership subscriptions	388	-	388
Gift Aid	151	-	151
Donated services and facilities	26,390	-	26,390
Collections	18	-	18
	<u>69,501</u>	<u>534,570</u>	<u>604,071</u>

For the year ended 31 March 2021

	2021 £	2021 £	2021 £
Donations and gifts	6,858	270	7,128
Grants	3,750	486,673	490,423
Membership subscriptions	209	-	209
Gift Aid	165	-	165
Donated services and facilities	17,700	-	17,700
	<u>28,682</u>	<u>486,943</u>	<u>515,625</u>

The charity is fortunate to have 28 volunteers who regularly give their time to help the charity. Like all charities, Merton Mencap is reliant on a team of volunteers for our smooth running.

Volunteers perform two roles:

Trustees

Project volunteers

In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the accounts. The value of the services provided by volunteers is not incorporated in these financial statements.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

3 Grants and donations

(Continued)

Grants receivable for core activities	Activity	Unrestricted £	Restricted £	Total £	Total 2021
Baily Thomas	General	4,230	-	4,230	-
Big Lottery Fund	General	1,500	-	1,500	750
Edward Gosling	General	5,000	-	5,000	-
LLoyds Foundation	General	25,000	-	25,000	-
Wimbledon District Nursing and Midwifery Benevolent Society	General	2,000	-	2,000	3,000
Wimbledon District Nursing and Midwifery Benevolent Society	Carers Support Group	-	1,000	1,000	-
Cheshire Community CCF Assura	Better Gym	-	4,350	4,350	-
Shanley Foundation	Better Gym	-	3,000	3,000	-
BBC Children in need	Travel Training (CIN)	-	10,000	10,000	9,251
Big Lottery Fund	Café Employment Extension	-	7,991	7,991	7,397
Big Lottery Fund	Community Challenge	-	12,666	12,666	12,304
Big Lottery Fund	Community Challenge Holiday	-	6,364	6,364	6,178
Big Lottery Fund	Community Engagement Manager	-	13,068	13,068	12,688
Big Lottery Fund	Community Sports	-	7,837	7,837	7,627
Carers Support Merton	Adults First	-	-	-	3,127
Carers Support Merton	LD Carer's Adviser	-	20,000	20,000	20,000
City of London (City Bridge Trust)	Giving Back	-	18,375	18,375	12,125
Department of Education	Kids First	-	17,500	17,500	15,103
LBM (Adult Care Services)	Community Facilitator	-	17,447	17,447	17,447
LBM (Adult Care Services)	Saturday Hub	-	18,682	18,682	18,682
LBM (Adult Care Services)	Wednesday Hub	-	12,440	12,440	12,440
LBM (Children, Schools and Families)	Buddies	-	37,500	37,500	37,500
LBM (Children, Schools and Families)	CGS Playscheme & Buddies	-	30,500	30,500	30,500
LBM (Children, Schools and Families)	Holiday Playschemes Perseid	-	65,000	65,000	65,000
LBM (Children, Schools and Families)	Kids First	-	18,000	18,000	18,000
LBM (Children, Schools and Families)	Saturday Club Perseid	-	35,000	35,000	35,000
LBM (Children, Schools and Families)	Travel Training	-	50,000	50,000	50,000

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

3 Grants and donations	(Continued)				
LBM (Children, Schools and Families)	Engagement Project	-	-	-	4,287
London Borough of Merton	Café	-	1,000	1,000	25,996
London Borough of Merton	Personal Assistant	-	-	-	7,406
London Borough of Merton	Website Accessibility Review	-	1,600	1,600	-
Royal Mencap Society	Lets Get Digital	-	6,480	6,480	-
Lloyds Bank Foundation	Lamplight	-	3,484	3,484	-
London Community Grant	Adults First	-	-	-	5,650
London Sport	Tackling Inequalities	-	4,920	4,920	4,920
Merton Connected	Your Merton Engagement	-	1,000	1,000	-
London Borough of Merton	Adults First	-	17,936	17,936	-
Merton Public Health	Covid Engagment	-	-	-	12,500
London Borough of Merton	LD Carers Caseworker	-	39,521	39,521	-
NHS Clinical Commissioning Group (SW London)	ACES	-	17,917	17,917	11,734
NHS Clinical Commissioning Group (SW London)	Merton Autism Parent Service	-	17,000	17,000	15,000
Public Health England	Mind the Gap	-	11,500	11,500	7,546
Taylor Family	Travel Training Training	-	5,000	5,000	-
Round the World Challenge	Groovers & Movers	-	-	-	1,265
		<u>37,730</u>	<u>534,078</u>	<u>571,808</u>	<u>490,423</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

4 Charitable activities

	Restricted funds	Restricted funds
	2022	2021
Income from:	£	£
Services and activities for children and young people	3,502	861
Services and activities for adults	61,131	17,031
	<u>64,633</u>	<u>17,892</u>

5 Other trading activities

	Unrestricted funds	Restricted funds	Total	Total
	2022	2022	2022	2021
Income from:	£	£	£	£
Fundraising events	2,480	31	2,511	904
Trading activity income: other	-	95	95	-
	<u>2,480</u>	<u>126</u>	<u>2,606</u>	<u>904</u>
Other trading activities	2,480	126	2,606	904
	<u>2,480</u>	<u>126</u>	<u>2,606</u>	<u>904</u>
For the year ended 31 March 2021	<u>904</u>	<u>-</u>	<u>904</u>	<u>904</u>

6 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Bank interest	39	216
	<u>39</u>	<u>216</u>

7 Other income

	Restricted funds	Restricted funds
	2022	2021
	£	£
Other income	7,565	19,936
	<u>7,565</u>	<u>19,936</u>

Other income represents grant receivable from the Coronavirus Job Retention Scheme.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

7 Other income (Continued)

8 Expenditure on other trading activities

	Restricted funds 2022 £	Total 2021 £
Cost of generating voluntary income	10,340	10,792
Fundraising trading: cost of goods sold and other costs	1,242	-
	<u>11,582</u>	<u>10,792</u>
	<u><u>11,582</u></u>	<u><u>10,792</u></u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

9 Charitable activities

	Children and young people	Adults Parents and Carers	Core	Other	Total	Total
	2022	2022	2022	2022	2022	2021
	£	£	£	£	£	£
Staff costs	134,688	117,882	50,647	-	4,330	261,056
Transport, travel and related costs	5,058	408	-	-	-	2,763
Refreshments and entrance fees	679	1,490	48	-	33	225
Rent and venue hire	8,140	18,078	771	-	231	9,192
Other costs	13,067	12,509	3,357	-	19,428	46,572
	<u>161,632</u>	<u>150,367</u>	<u>54,823</u>	<u>-</u>	<u>24,022</u>	<u>319,808</u>
Share of support costs (see note 10)	26,691	31,980	7,070	86,552	-	145,803
Share of governance costs (see note 10)	3,462	3,192	1,039	-	-	12,895
	<u>191,785</u>	<u>185,539</u>	<u>62,932</u>	<u>86,552</u>	<u>24,022</u>	<u>478,506</u>
Analysis by fund						
Unrestricted funds	-	-	-	86,552	-	77,430
Restricted funds	191,785	185,539	62,932	-	24,022	401,076
	<u>191,785</u>	<u>185,539</u>	<u>62,932</u>	<u>86,552</u>	<u>24,022</u>	<u>478,506</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

9 Charitable activities

(Continued)

For the year ended 31 March 2021

	Children and young people	Adults	Parents and Carers	Core	Other	Total
	2021	2021	2021	2021	2021	2021
	£	£	£	£	£	£
Staff costs	114,200	94,208	51,956	-	692	261,056
Transport, travel and related costs	2,559	198	6	-	-	2,763
Refreshments and entrance fees	105	66	54	-	-	225
Rent and venue hire	9,167	-	25	-	-	9,192
Other costs	11,181	6,795	5,782	-	22,814	46,572
	<u>137,212</u>	<u>101,267</u>	<u>57,823</u>	<u>-</u>	<u>23,506</u>	<u>319,808</u>
Share of support costs (see note 10)	26,677	34,942	6,086	77,430	668	145,803
Share of governance costs (see note 10)	5,545	5,932	1,354	-	64	12,895
	<u>169,434</u>	<u>142,141</u>	<u>65,263</u>	<u>77,430</u>	<u>24,238</u>	<u>478,506</u>
Analysis by fund						
Unrestricted funds	-	-	-	77,430	-	77,430
Restricted funds	169,434	142,141	65,263	-	24,238	401,076
	<u>169,434</u>	<u>142,141</u>	<u>65,263</u>	<u>77,430</u>	<u>24,238</u>	<u>478,506</u>

Other costs are related to additional special projects for the whole charity. Core costs are the overhead costs of an organisation, as opposed to those specific to a project. Whilst these costs do not directly produce outputs of charitable activity, they are necessary to deliver these activities.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

10 Support and governance costs

	Support costs	Governance costs	2022	2021
	£	£	£	£
Administration staff costs	93,648	-	93,648	97,418
Transport	131	-	131	16
Rent	12,175	-	12,175	12,065
Donated services - accommodation	26,390	-	26,390	17,700
Office supplies	923	-	923	1,765
Telephone	3,462	-	3,462	3,863
Subscriptions	572	-	572	-
Consultancy fees	3,865	-	3,865	2,456
Bank charges	666	-	666	457
Computer Expenses	6,443	-	6,443	5,727
Equipment and materials	127	-	127	524
Insurance	1,555	-	1,555	1,424
Other costs	2,338	-	2,338	2,388
Accountancy fees	-	7,693	7,693	12,895
	<u>152,295</u>	<u>7,693</u>	<u>159,988</u>	<u>158,698</u>
Analysed between				
Charitable activities	<u>152,295</u>	<u>7,693</u>	<u>159,988</u>	
	<u>152,295</u>	<u>7,693</u>	<u>159,988</u>	

For the year ended 31 March 2021

Analysed between	£	£	£
Charitable activities	<u>145,803</u>	<u>12,895</u>	<u>158,698</u>
	<u>145,803</u>	<u>12,895</u>	<u>158,698</u>

11 Trustees

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

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

12 Employees

Number of employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Full time	1	1
Part time	9	8
Sessional	30	29
	<u>40</u>	<u>38</u>

Employment costs

	2022 £	2021 £
Wages and salaries	353,225	321,889
Social security costs	23,657	21,433
Other pension costs	12,390	12,399
	<u>389,272</u>	<u>355,721</u>

The full time equivalent of the staff employed in the year, based on a 35 hour week, was 14 (2021:11). No employees earned in excess of £60,000 (2021: nil).

13 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
Cost			
At 1 April 2021	4,527	8,079	12,606
At 31 March 2022	<u>4,527</u>	<u>8,079</u>	<u>12,606</u>
Depreciation and impairment			
At 1 April 2021	4,527	8,079	12,606
At 31 March 2022	<u>4,527</u>	<u>8,079</u>	<u>12,606</u>
Carrying amount			
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

14 Debtors

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	21,083	110,977
Prepayments and accrued income	1,773	10,808
	<u>22,856</u>	<u>121,785</u>

15 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	18,776	33,093
Other creditors	10,720	5,457
Accruals and deferred income	29,638	37,501
	<u>59,134</u>	<u>76,051</u>

16 Retirement benefit schemes

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

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

17 Restricted funds

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

	Movement in funds				Balance at 31 March 2022 £
	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	
Holiday Playschemes Perseid	25,140	65,000	(42,357)	(352)	47,432
Saturday Club Perseid	-	37,772	(40,307)	2,535	-
Buddies Holiday	22,012	37,500	(11,293)	(9,705)	38,515
Buddies Going Out	-	1,942	(10,625)	8,683	-
Buddies Incred-edibles	-	-	(1,022)	1,022	-
Holiday Playscheme & Buddies CGS	-	30,501	(28,318)	(2,183)	-
Travel Trainer	-	50,000	(45,380)	(4,620)	-
Travel Training (CIN)	3,539	10,582	(8,251)	(600)	5,270
ACES 1	5,557	19,477	(8,837)	-	16,197
Giving Back	5,711	19,355	(5,478)	-	19,588
Community Sports	13,481	8,365	(15,538)	-	6,308
Community Challenge	32,253	14,708	(13,137)	(17,742)	16,081
Café Employment Extension	17,979	7,991	(1,204)	-	24,766
Community Challenge Holiday	818	7,564	(16,964)	8,582	-
Community Engagement Manager	15,805	13,068	(23,535)	-	5,338
Better Gym	-	10,146	(9,062)	-	1,084
Cafe	-	56,582	(61,787)	5,205	-
Saturday Hub	5,846	19,444	(17,530)	(7,760)	-
Wednesday Hub	6,701	13,042	(4,725)	3,991	19,009
Community Facilitator	-	17,447	(21,217)	3,770	-
PA1 (PT)	-	207	20	-	227
PA2 (AP)	-	1,010	(976)	(33)	-
Kids First	-	35,500	(24,788)	(10,712)	-
Adults First	-	18,186	(10,656)	9,160	16,690
Carers Group	-	1,000	(63)	-	936
LD Carer's Adviser	772	20,000	(20,979)	207	-
MAPS	7,062	17,000	(7,829)	(3,414)	12,819
Lamplight	-	3,484	(844)	(2,640)	-
Tackling Inequalities	4,373	4,920	(6,992)	(2,301)	-
Mind the Gap - Phase 2	-	11,500	(9,500)	(2,000)	-
Your Merton engagement	-	1,000	(1,000)	-	-
Website Accessibility Review	-	1,600	(1,100)	(500)	-
Travel Trainer Training	-	5,000	-	-	5,000
LD Carers Caseworker	-	39,521	(4,586)	(2,500)	32,435
Round the World Challenge	-	-	-	1,265	1,265
Lets Get Digital	-	6,480	-	-	6,480
	<u>167,049</u>	<u>606,893</u>	<u>(475,860)</u>	<u>(22,643)</u>	<u>275,440</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2022

17 Restricted funds

(Continued)

The transfers from restricted funds above of £22,643 (2021: £44,363) relate to contributions to the costs of administration, co-ordination and management of projects activities and services, and to office overheads and expenses, provided for in funding arrangements.

18 Related party transactions

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

19 Cash generated from operations

	2022	2021
	£	£

Surplus for the year	116,502	65,275
Adjustments for:		
Investment income recognised in statement of financial activities	(39)	(216)
Movements in working capital:		
Decrease/(increase) in debtors	98,929	(54,892)
(Decrease)/increase in creditors	(16,917)	23,364
Cash generated from operations	<u>198,475</u>	<u>33,531</u>

20 Analysis of changes in net funds

The charity had no debt during the year (2021: none).

MERTON MENCAP

England & Wales - Charity number 1113444

Accounts



**Trustees' Annual Report
& Financial Statements
- year ended 31 March 2021**

Registered Charity No.1113444
Company Limited by Guarantee No.5692213



Screenshot of online group activity, 2021

Feedback from some of our beneficiaries this year...

"Your Community Facilitator is the best carer's support I have ever had. Always willing to help, I know I can turn to her when I have a problem at any time"

"My son loved every minute of your online fitness tutorials so a BIG THANK YOU from him and all of us"

"Thank you - loving the online classes!"

"Being the carer of an adult is very frightening when thinking about the future. It is really good to have somewhere to go that understands"

"I cannot wait to our next session. I enjoy it a lot!"

"It is such a great service and very much needed"

"Thank you for your brilliant lessons"

"Since finding your service, it has been a great support to me and helped me beyond words could explain"

"TO BE HONEST, I WAS FEELING QUITE LOW AND LONELY AT THE TIME SO [YOUR SERVICE] WAS A BIT OF A LIFELINE. YOU SEEM TO BE DOING LOTS TO HELP AND HAVE BEEN MORE SUPPORTIVE THAN ANYONE ELSE I'VE SEEN."

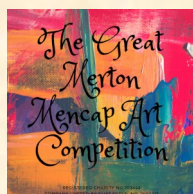
"I have made friendships by coming to these sessions and they have greatly reduced my isolation"

**OUR 3 PROUDEST
ACHIEVEMENTS
IN 2020-21**

**Becoming a local Covid-19 Community Champion
and reaching over 230 families during lockdowns with our
*Welfare Telephone Support Service***

**Adapting to lockdown by running online fitness,
dance & special interest activities
plus online webinars for family carers**

**The wonderful response to our accessible
Great Merton Mencap Art Competition
for people with a learning disability and/or autism
and parents & carers**



Merton Mencap

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Merton Mencap Overview

Our Mission

To listen and understand the needs of people with learning disabilities and/or autism and their families, empowering them to make their voices heard, actively representing and fighting for their interests, and creating and delivering the services they need.

We do this by

increasing the opportunities and choices made available to people with a learning disability or autism

promoting inclusion and participation in the community

supporting families of people with a learning disability and/or autism and help them to enjoy a life beyond their caring role

raising awareness and understanding of learning disability and/or autism.

Our charitable aims are stated in our Memorandum & Articles of Association

The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependants and carers.

Also, 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.

About Merton Mencap

Merton Mencap is a local charity operating in the London Borough of Merton, supporting local families for over 50 years.

We are a registered charity affiliated to the national charity Royal Mencap Society; we are independent of them and responsible for our own governance, management and fundraising.

Unique!

We are the only charity in Merton providing services for the whole family affected by learning disability and/or autism, i.e. children, young people and adults, and their families.

Stakeholder Driven!

We are scrupulous about being needs-driven; we regularly consult our members, service users and potential users, and other local stakeholders.

Demonstrable & Effective!

We are rigorous about measuring outcomes and showing the demonstrable impact of our work.

Big Picture!

We collaborate with local organisations to pool resources and offer joined-up services.

But our work can only continue with sustained funding.



Welcome

Chair of Trustees, Julian Walton



In my report last year, written at a time when Covid was already upon us, I thanked all our staff and volunteers for the energy and positivity which they had shown in providing our services in support of local families since the first lockdown. Little did any of us know then that over a year later we would still be struggling with Covid-related restrictions but what an extraordinary year it has been, a year that has had a devastating impact on the learning disability community.

We have seen from our work with families that people affected by learning disability have been disproportionately affected by Covid-19 over the last year. As the usual means of support has been less available to families during lockdown, many people with learning disabilities have experienced greater isolation. The impact on family carers has been substantial, with many facing even greater caring demands and some having had no access to a break for months.

Our response to the pandemic was first to assess the extent to which we could continue our normal activities safely. Where we felt we could not, we endeavoured to alter them in ways to make them more accessible and where appropriate we commenced new services to support local families. Our Welfare Telephone Support Service became central to our approach with our team reaching over 230 families to offer help in some way or simply to provide a supportive listening ear. I warmly congratulate our team for adapting so creatively in the most difficult circumstances and for all their efforts to continue to support the local community. We trustees are very proud of the brilliant job that you have all done.

My grateful thanks also go to my fellow trustees who were called upon to a greater extent during this last year to help contribute to our business continuity planning; a special mention to Patrick Burns, who resigned as trustee this year, for all his work for the charity — his great experience and knowledge having been a tremendous help to us. Navigating the charity, with Andrew Whittington, our Chief Executive's excellent and unstinting leadership, through these months has been a true team effort for all our staff and volunteers. I must also add a word of thanks to Merton Council, NHS South West London Clinical Commissioning Group and all the trusts, foundations and individual donors who have continued to support us financially notwithstanding the changes that have become necessary to our services.

As lockdown conditions ease, the charity feels more in familiar territory with a greater amount of our activities now being provided in-person. Our great hope is that this position will continue and be sustained through the year ahead so that we can continue to support all those who need us.

Chief Executive, Andrew Whittington

After a year like no other, we turn our attention to the future

During this year of great disruption, our grateful thanks go to our supporters and funders who granted us the flexibility to use resources to adapt and find new ways to support local people in the context of Covid-19 restrictions.

And those resources are, of course, vital for our work to continue. The surplus of £65,275 for the year is higher than anticipated due to several items of expenditure being delayed until 2021-22 when we anticipate running activities more normally. While this more than compensated for lost income as a result of the pandemic, this expenditure will be incurred next year, while that lost income this year is not recoverable.

Our priority is to run safe services in-person and the additional risk control practice needed to do so in these continuing pandemic conditions will incur additional costs; this, along with delayed costs, is expected to place a heavy cost burden on us in the year ahead. But we remain positive and confident in our continued ability to attract the support we need to continue our support of local families. Understanding the impact of the pandemic on the lives of local families affected by learning disability is key to our strategic planning.

Our engagement work over this last year to understand the full extent of this impact has been vital as we set a new strategic path for the future.



Supporting children & adults with a learning disability & their family carers in the London Borough of Merton

Finance



Finance Manager
Elizabeth Cushman

Treasurer
Russell Benzies

Our second full year at Merton Mencap has seen the charity rise to the challenge of continuing its support of local people in the most difficult circumstances; we are both pleased to have contributed to the team's work of supporting local families.

Despite the challenges arising from Covid-19, the charity has continued to manage carefully the funds provided to it, ensuring that as much money as possible is spent delivering frontline services. We are grateful to our funders for permitting us to apply funding to respond to lockdown conditions, such as for our online activities. Affording us this flexibility was a tremendous help and meant that funds were available to support us as we created new ways of supporting people when our usual services could not run as normal.

We continue to control the charity's finances in a manner that will enable it to deliver services over the long term which continues to be based on sound financial planning and monitoring. This year, we have been pleased to further integrate the Finance & Audit sub-Committee into the governance of the charity, regularly reviewing all aspects of our financial management and control.

As we look ahead, our aim, as always, is to secure continuation funding in instances where funding for successful work is due to expire and to attract further funding to develop current services to reach more families. We continue to be thankful to people who support us by raising much-needed funds to help our charity's general expenditures.

As we said last year it is a credit to Merton Mencap that despite the challenges faced by the Covid-19 crisis we continue to be in a position to predict with a high level of confidence our income and expenses for the forthcoming year where we will strive to facilitate improvements to lives for people affected by learning disability.

The charity's normal practice is to organise a full external financial audit every 4 years however the Executive Committee felt that after this most extraordinary year of the Covid-19 pandemic we would organise a full external audit of this report and accounts; doing so gives confidence to our current and potential funders of our sound financial practice.

Finally, our work can only continue with the funds so, as lockdown conditions ease, if you or someone you know would like to raise funds for us please get in touch—we'd love to hear from you!



**Supporting children &
adults with a learning
disability & their family
carers in the London
Borough of Merton**



Learning Disability Carers Advisor **Yvonne Dawes**

It's been a year like no other. To respond to Covid-19, I altered my service from meeting carers in-person to offering my service over the telephone and online. Doing so meant that I continued to support carers, many of whom had increased caring responsibilities and as their loved one was at home each day, with little respite.

My work has been in partnership with local charity Carers Support Merton. During lockdown, my focus shifted to ensuring carers and their families were able to access food and other essentials, ensuring contingency plans were in place in the event of an emergency, such as if the carer was unwell.

As a charity, we responded swiftly to our members' needs. I connected carers and the person they care for to our usual and emerging services; most notably was our 'Welfare Telephone Support Service' in which the team and I were proactive in our contact of local families during the crisis. We issued Carers Grants to help carers through this time which funded items such as gardening equipment and books, and we put carers in touch with local new services such as Dons Local Action group who delivered food parcels and befriending services extended to all ages facilitated by Age UK Merton.

Looking ahead, I look forward to returning to seeing carers face-to-face as lockdown eases but intend to continue to offer remote-based support for those who prefer. Any carer of an adult with a learning disability who would like to see me should please get in touch.

Parent & Carer Forums **Manager, Tracy Blackwell** **Administrator, Tiggy Astle**

With the uncertainty caused by Covid-19 coronavirus, the past year has been a challenging time for parents and carers and those they support



Our sincere thanks go to our fantastic parent/carer steering group volunteers who make the work of our forums possible. Despite the challenges of the past year, they have continued to represent our members remotely at local forums and committees. We couldn't run the forums without their work and support and we value the time they give on behalf of members.

Despite the pandemic, we continued to support our forum members by running events via online webinars and meetings. With permission from speakers, sessions were recorded and uploaded to our website so people unable to attend live could watch it later, extending our reach & accessibility.

We ran 20 wide-ranging sessions including wellbeing workshops covering topics such as managing stress, reducing anxiety and increasing resilience, and health sessions with Merton's Musculoskeletal team, Healthwatch Merton and our local CCG where our members had the opportunity to meet people running the Covid vaccination programme in Merton. Our legal sessions covered welfare benefits and SEND, plus our valuable sessions with senior officers from children's and adult services covering annual reviews, preparation for adulthood and transition planning, Shared Lives, the Carers Strategy and services for adults with learning disabilities and autism.

Kids First members also had a session with the Cabinet member for Children's Services and Education. We packed our 2 forum newsletters with valuable information including updates on local support in the context of Covid-19. Our sessions continue to contribute to our wider parent/carer representation work, giving parents and family carers good access to key decision makers in Merton, a stronger voice and the opportunity to consult on general strategy and major changes, to improve the lives of them and their families.



Supporting children & adults with a learning disability & their family carers in the London Borough of Merton



Project Management & Travel Training **Niki Lowe, Radek Switalski Jane Birchmore**

Throughout 2020-21, many of our projects took a new direction due to the pandemic. Several had to be run virtually, for example online via Zoom, while our in-person activities had to be re-worked so that they could run in line with our new Covid risk assessments.

Our services for young people included our Buddies Going Out club which continued throughout the pandemic; we delivered activity packs to our members ahead of online sessions which provided visual materials to help activities be more accessible and supporting people's greater participation. Our ACES club for young people offered quizzes, bingo and even a talent competition!

Our community travel training service was not possible under the lockdown restrictions so we continued to offer a remote learning service as a way to provide some degree of support. For adults, our new *Fitness Now!* and *Dance Now!* provided weekly activities to encourage people to remain active despite lockdown restrictions. Our usual Saturday & Wednesday Hubs were replaced with *Hub Connected!* which took place 3 times a week, providing special interest activities.

Our thanks to our brilliant staff teams who have adapted services and worked with us to follow new risk assessments under Covid. As we re-open our normal activities, we look forward to supporting families during the year ahead.

Community Café Manager, Abby Herring



We're cooking up some great plans for the year ahead!

Regular customers of our Community Café will have been as disappointed as we were to see our café temporarily close during last year's lockdown. But our café is more than a catering service to the local community – we provide vocational training to our learners. Our challenge at lockdown was to continue this aspect of our work in some way.

So, we adapted our Community Café by switching activities to take place as twice-weekly online Café Crew sessions, providing opportunities for our learners to keep in regular contact and participate in various educational (and fun!) activities. My thanks to the whole team and students for making Café Crew sessions so enjoyable during the backdrop of very difficult pandemic restrictions.

Our café project has been enhanced during this last year or so by our partnership with the local Orchard Hill College who provide a tutor at our sessions; the purpose of our partnership is to offer formal learning opportunities which compliments practical skills-development. For those learners who intend to move on from us to volunteering or employment, the formal accreditation attainment is intended to support their goals.

Meanwhile, we were pleased to resume our Community Café in-person earlier this year and while we are not yet open to the public we are at least all together and engaged in catering learning sessions. When we do re-open our café service to the public on Mondays and Wednesdays, look out for our new Specials which are sure to tempt!

As ever, our grateful thanks to everyone at the Holy Trinity Church, Wimbledon, where we base our Community Café, for being such a great support to us during this extraordinary last year.



Supporting children & adults with a learning disability & their family carers in the London Borough of Merton



Community Facilitator Magda Faltynowicz

Despite the interruption of the pandemic lockdowns, I continued to provide this service as normal, withstanding the test of Covid-19 and remaining an important means of support available in the borough

Two years ago, we set up our Community Facilitator service to support adults with autism and learning disabilities who may need help planning their lives and connecting with the community.

Before the pandemic, I supported people by visiting them at home or meeting them at our offices. As the pandemic emerged, I switched to providing our service remotely, over the telephone or by video call, which many found more comfortable than meeting in-person. I feel very privileged to be able to adapt the service to a new way of working which I will continue to offer as lockdown eases.

I have seen the tremendous impact of Covid-19 on people with learning disabilities and autism, and how lives have changed. Many have experienced feelings of lack of control, increased isolation, and anxiety about the future. People who had developed skills before the pandemic have been at risk of losing them on account of their not being able to practice them during lockdowns.

But as lockdown conditions ease, I am pleased to be helping people to get on with their lives as normal. Some people are keen to get involved with their communities, such as by joining higher education course and volunteering, and I look forward very much to helping them.

I was pleased to receive this feedback from a parent of a person I am supporting and hope I can have a similar impact with more families: *“the value of Magda’s service lies in one being able to build one’s confidence through being listened to, and Magda does exactly that.”*

Community Engagement Officer & Merton Autism Parent Service Coordinator Maria Solari

If you’d like to support us this year, I’d love to hear from you!

I must start with a HUGE thank you to all our Parent Advisors who continued to give their time to run our peer-to-peer counselling service, MAPS, during this last year. To respond to Covid-19 restrictions, we adapted MAPS by offering sessions remotely via telephone and video-call. The pandemic affected all of us so we are so grateful for the time our MAPS volunteers gave so that we could continue to help those parents who needed us. We simply couldn’t have run MAPS without you!

Our community activities during this last year were naturally affected by the pandemic so we had to create new ways of reaching people. We were pleased that our accessible art event, The Great Merton Mencap Art Competition, caught the imagination of so many young people and adults with a learning disability/autism and their parents and carers. Our thanks to everyone who took part – it was wonderful to see everybody’s artwork!

We’re hopeful that Covid-19 restrictions continue to ease so we can see each other in-person. In my community engagement work, my aim for the year ahead is to connect with people who may be interested in supporting our charity in some way, perhaps by volunteering their skills or by fundraising. If you or anyone you know are interested in raising funds for us, I’d love to add my support, please get in touch! We’re looking forward to launching our new web site which will show all the ways people can support Merton Mencap – I look forward to hearing from you!



Supporting children &
adults with a learning
disability & their family
carers in the London
Borough of Merton



Paula Jewes

Consultant, Special Projects

Open and detailed engagement is key to improving local services for Merton families in the future.

Obtaining the views and wishes of people affected by learning disability and/or autism remains key to strategic planning. During this last year, the charity has been commissioned by Merton Council, Merton Public Health and Public Health England to carry out research pieces and engagement with people with a learning disability and/or autism and their families to help statutory services understand the extent of the impact of Covid-19 and consider how local people can be best supported.

Carrying out engagement on behalf of the charity has had its challenges during pandemic. Lockdown restrictions meant that we were unable to meet many people in-person so we used other methods to reach people such as by telephone and online, and worked in partnership with statutory agencies, education providers and adult day services.

We were humbled by the number and quality of responses received and grateful that families and professionals trust us to reflect views and wishes fairly.

Some of the stories we heard from people during lockdown reflected the distressing circumstances of the pandemic and we tried to offer help wherever we could.

Our thanks go to everyone involved, particularly to parents and carers who have shown immense resilience and determination during this difficult period.

Our engagement projects included

Merton's Learning Disability Team in Adult Social Care

Preparing for Adulthood and Young Peoples' expectations about future adult services . Completed during June 2020, **80 contributions** including 24 from young people themselves

Merton Council's Public Health Team

Impact of Covid on carers and barriers to accessing critical services – completed in March 2021. **171 contributions** including 37 from adults with a learning disability and/or autism

NHS England via Southwest London Health and Care Partnership:

impact of digital exclusion on carers of adults with a learning disability and/or autism – completed March. **66 contributions**

We were pleased to pass on to commissioners the positive feedback from families for excellent work in Merton by supported living and day centre staff, local schools, and the NHS vaccine teams.

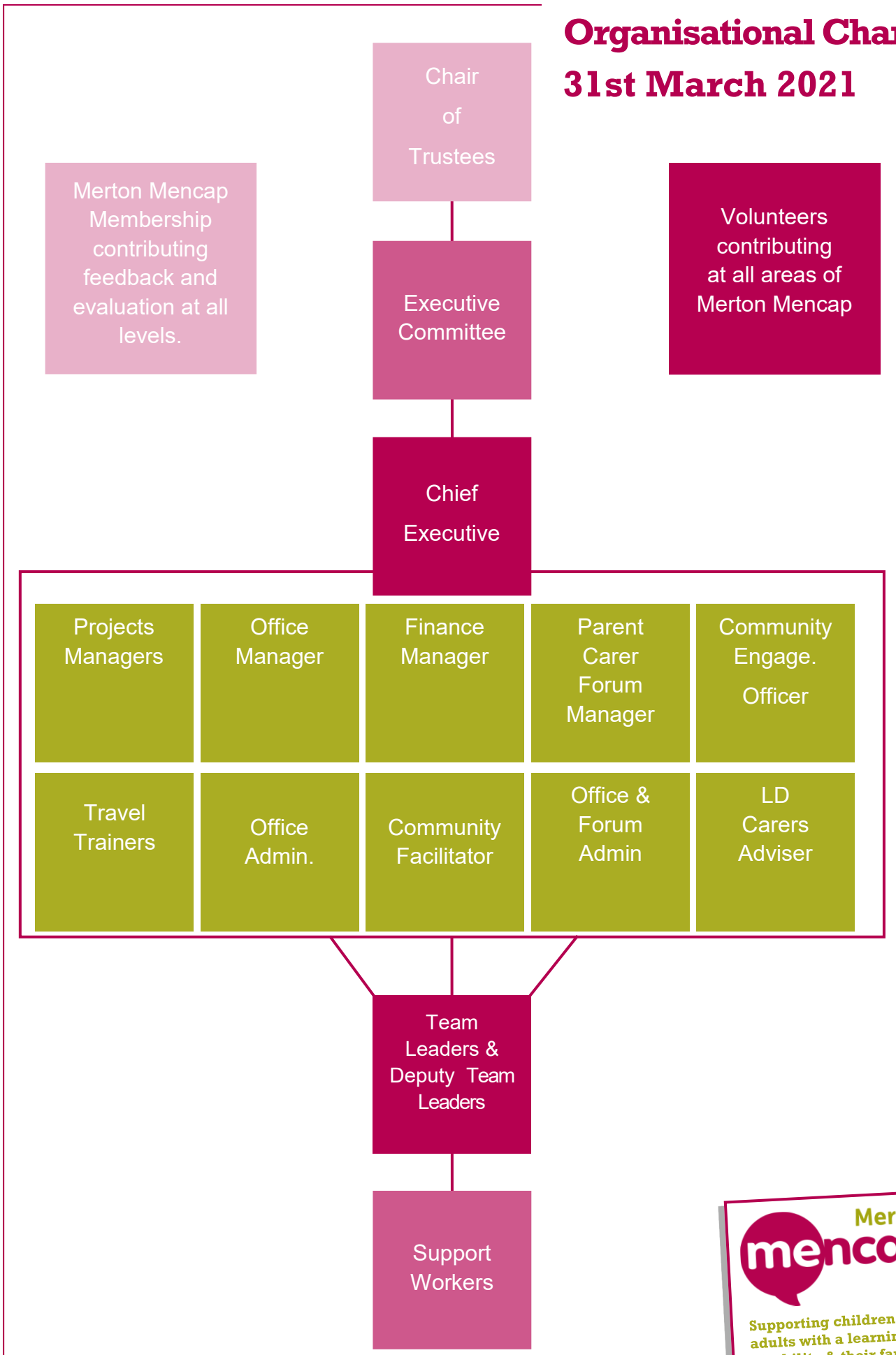


Supporting children &, adults with a learning disability & their family carers in the London Borough of Merton

Merton Mencap

Organisational Chart

31st March 2021



Merton Mencap Statement, Aims & Statistics

Pictured: Our accessible, Covid friendly Santa's Grotto 2020



Supporting children &
adults with a learning
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The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the financial statements and comply with the charitable company's Trust Deed, 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).

Public Benefit Statement

Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission in exercising our powers and duties.

We provide services to people affected by learning disability living in and around Merton. A large proportion of our users live in the most disadvantaged areas of our Borough.

Meeting our Charitable Aims

Our normal business model comprises face-to-face services and activities. During this last year of the Covid-19 pandemic, we analysed our activities in the context of the government's restrictions, conducting risk assessments and implementing business continuity arrangements which saw our switching many of our activities to take place remotely, eg by telephone, online and by delivering items of support to you users.

Our strategic plan remains to run a variety of community-based and premise-based services for children, young people and adults with a learning disability/autism and their family carers in the London Borough of Merton. As government restrictions for Covid-19 ease, we very much looking forward to extending our in-person services across the borough.

Learning disabilities and autism range from profound disabilities to more moderate conditions. All learning disabilities/autism are life-long and affect a person's ability to learn, communicate, and interact socially. Many people with a learning disability/autism have additional needs such as medical needs, physical disabilities, sensory impairments and/or autistic spectrum disorders. Some people require 24 hour specialist care and support whilst others can succeed in mainstream society.

Our principal aim is to support people with learning disabilities/autism to learn new skills, have new experiences, and the opportunities that the rest of us take for granted. We aim to build confidence, independence and sense of self-worth, while providing breaks from caring for their families.



Trustee recruitment

The charity attracts trustees to its Executive Committee by advertising locally and online, through word-of-mouth and, occasionally, with free assistance from a recruitment agency. Prospective trustees are required to complete our application form setting out their interest in Merton Mencap, and their skills, experience and knowledge which they consider will be a help to the charity; the Chair of Trustees and Chief Executive meet prospective trustees, appointments subject to Executive Committee approval, satisfactory references and an enhanced DBS disclosure (updated every 2 years).

On appointment, trustees are required to learn about the charity's work by meeting the Chief Executive and senior team and undergoing the charity's mandatory training in Safeguarding, Health & Safety and Equal Opportunities & Diversity (updated every 2 years); Trustees' are required to agree to follow the charity's policies & procedures and Code of Conduct and must declare any conflicts of interest to the Chair of Trustees. Trustees may claim expenses in respect of trustee activities, approved by the Chair of Trustees.

The Executive Committee meet at least 6 times a year in relation to the management of the organisation; trustees are required to visit the charity's projects and activities, take part in team meetings and represent the organisation at public events.

Statement of compliance with Charity Commission guidance

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charitable company should undertake.



Merton Mencap

Attendance

Tables show number of people accessing each project during 2020-21

Children & young people	Individuals
Saturday Club (Perseid)	18
Buddies Holidays	15
Buddies Going Out	17
Holiday Playscheme (Perseid)	38
Holiday Playscheme & Buddies (Cricket Green)	41
Independent Travel Training (LBM)	17
Giving Back Club	16
Aces	17

Parents & carers	Individuals
Kids First (registered parents)	575
Adults First (registered parents)	207
Talk Autism (registered parents)	316
Merton Autism Parent Support (MAPS)	60
LD Carers Adviser	37

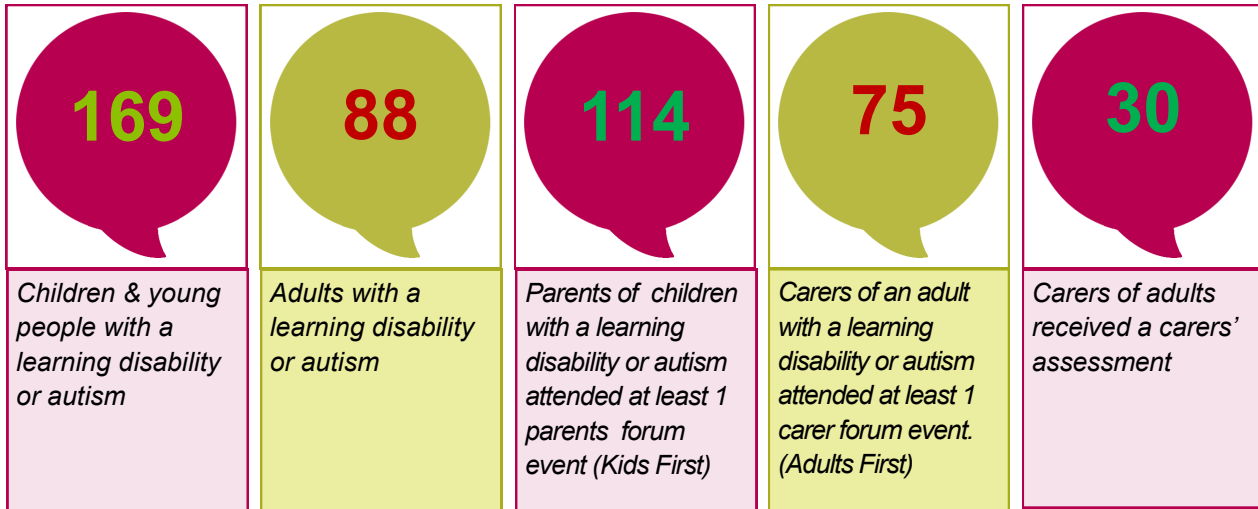
Adults parents & carers	Individuals
Welfare Telephone Support Service	226

Adults	Individuals
Merton Mencap Café	17
Fitness Now! (virtual Better Gym & Community Sports)	34
Dance Now (virtual Groovers & Movers)	47
Hub Connected (virtual Sat & Wed Hub)	24
Companion Service	5
Personal Assistant	2
Community Facilitator	21



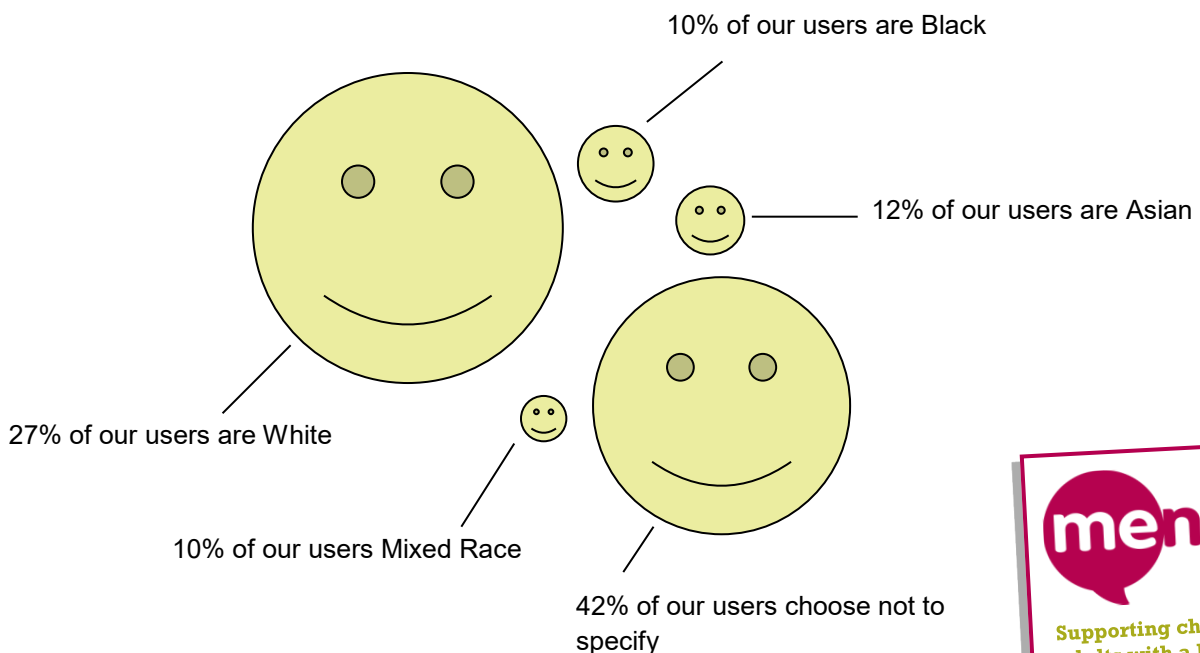
Merton Mencap Statistics

During 2020-21, our beneficiaries included:



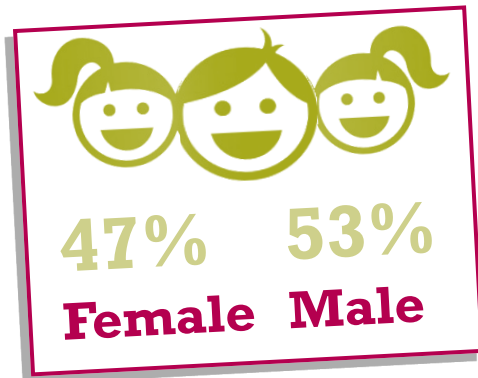
Merton Mencap Ethnicity

Our services are open to anyone irrespective of income, ethnicity, gender or religion.



Merton Mencap: Gender & Location

The breakdown of our male and female service users reflects the nationwide incidence of learning disability between genders. Our ward by ward breakdown shows the prevalence of service users based in the east of the borough.



Children Services (%)

Female	53
Male	47

Location by Ward

Abbey	5
Cannon Hill	4
Colliers Wood	2
Cricket Green	11
Dundonald	4
Figges Marsh	13
Furzedown	1
Graveney	5
Hillside	2
Lavender Fields	7
Longthornton	6
Lower Morden	4
Merton Park	3
Unknown	1
Pollards Hill	10
Ravensbury	6
Raynes Park	4
St Helier	6
Sutton North	1
Trinity	1
Village	1
West Barnes	2
Wimbledon Park	1

Adult Services (%)

Female	31
Male	63
Prefer not to say	6

Location by Ward

Abbey	9
Cannon Hill	7
Cricket Green	15
Dundonald	4
Figges Marsh	6
Graveney	3
Lavender Fields	8
Longthornton	8
Lower Morden	3
Merton Park	3
Unknown	4
Pollards Hill	4
Ravensbury	4
Raynes Park	4
St Helier	7
Stonecot	1
Sutton West	1
The Wtythe	1
Village	1
West Barnes	1
Wimbledon Park	6

Merton Mencap

Summary of Projects: 2020-21

Image: Customer service role-play training at our Community Café, 2021



Supporting children &
adults with a learning
disability & their family
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Merton Mencap

Summary of projects for children & young people

Saturday Club (Perseid)

When: Weekly during term time, Saturdays for up to 6 hours
Where: Based at Perseid School, Morden
Places: 12-15 young people with severe and profound learning and physical disabilities.
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Provided for those who need it

Providing a range of activities for children aged 5-13 from a base, supporting them to develop experiences and enjoy life.

Covid-19 modified: Lockdown restrictions caused us to temporarily suspend some sessions of our Saturday Club during the year (resuming frequency as normal from October 2020)

Buddies Holidays (Groups 1 & 2)

When: Various during the school/college holidays
Where: Various activities in the local community
Places: 8-10 young people (aged 12-18) with moderate & complex learning disabilities
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Not provided

Covid-19 modified: Lockdown restrictions caused us to temporarily suspend some sessions of our Buddies Holidays during the year (resuming frequency as normal from January 2021)

Buddies Going Out

When: Weekly during term time, usually Wednesdays or Fridays
Where: Various activities in the local community
Places: 8-10 young people (aged 18-24) with mild and moderate learning disabilities
Access: Referral from the Short Breaks Team, via Merton Council or self referral
Transport: Not provided - training in using public transport is provided.

Covid-19 modified: Lockdown restrictions caused us to temporarily suspend some sessions of our Buddies Going Out during the year (resuming as normal from October 2020). We also switched activities to be premise-based (at Cricket Green School) rather than community-based in accordance with our risk assessments

Holiday Playschemes (Perseid)

When: Various days during the school holidays (all day provision – 7 hours)
Where: Various activities from a base and in the local community
Places: Up to 12 young people (aged 5-13) with severe and profound needs
Access: Referral from the Short Breaks Team, via Merton Council
Transport: Provided to those who need it

Holiday Playschemes & Buddies (Cricket Green)

When: Various days during the school holidays (7hrs)
Where: Various activities from a base and in the community
Places: Up to 12 young people (8-13) with moderate needs
Access: Referral from Cricket Green School
Transport: Provided to those who need it

Covid-19 modified: Lockdown restrictions caused us to temporarily suspend some sessions of both Playscheme services (resuming frequency as normal from October 2021)



Supporting children &
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Merton Mencap

Summary of projects for children & young people

Independent Travel Training (Merton Council funded)

Access: Mainly referrals from Merton schools and colleges, but also from schools and colleges out of borough attended by Merton residents

Through practical training in the community, our Travel Trainers monitors students' progress until they are able to travel safely on their own.

Independent Travel Training (Independently funded)

Access: Open referral

Through practical training in the community, our Travel Trainers monitors students' progress until they are able to travel safely on their own.

Covid-19 modified: Lockdown restrictions caused us to switch our travel training service to take place remotely (resuming in-person in November 2020 but switching back to remote-based during the second lockdown)

Giving Back Club

When: Weekly on Saturdays, 10.30am — 3.30pm
Where: Meet at Cricket Green School, activities in the community
Cost: £3 subs per week
Places: 14 young people, 16-25 years
Access: Self-referral, no social services referral needed
Transport: Travel training may be offered

Supporting young people to 'give something' back to their communities through volunteering, supporting other charities and supporting local campaigns.

Covid-19 modified: Lockdown restrictions caused us to adapt the Giving Back Club by switching them to take place as weekly on-line activities.

Aces

When: Every other Thursdays, 6.45pm-8.45pm
Where: Phipps Bridge Youth Centre, CR4 3TY
Cost: £2.50 subs per week
Places: 20 young people with high-functioning autism
Access: Self-referral, no social services referral needed
Transport: Travel training may be offered

A youth club for young people with high-functioning autism; the club takes a mainstream approach offering activities which any young people would enjoy

Covid-19 modified: Lockdown restrictions caused us to adapt the Aces Club by switching them to take place as weekly on-line activities for some of the year, returning in-person in December 2020.



Merton Mencap

Summary of projects for adults

Merton Mencap Community Café

When: Weekly on Mondays & Wednesdays, 9.30am to 2.30pm
Where: Holy Trinity Church, 234 The Broadway, Wimbledon, SW19 1RY
Places: Up to 10 adults (aged 18+) with moderate learning disabilities
Access: Self-referral. Available to personal budget holders and self-funders
Transport: Not provided

The Merton Mencap Café is run by adults with a learning disability, supported by our staff and volunteers, and serves a healthy menu to the public. The project provides vocational training in the areas of food preparation, customer service, good hygiene practice, and team working. Service users develop skills which lessens the demand on family carers. The Merton Mencap café also provides catering at local community events.

Covid-19 modified: Lockdown restrictions caused us to adapt the Community Café by switching sessions to take place as weekly on-line activities, named Café Crew.

Better Gym

When: Weekly on Wednesdays, 7pm to 9pm
Where: Canons Leisure Centre, Mitcham
Places: 12 places for adults (aged 18-24) with a moderate learning disability
Access: Self-referral, no social services referral needed
Transport: Not provided at present

A gym and sports club which includes sessions in the gymnasium, various sports and leisure activities. The club takes place in a mainstream setting alongside the general public.

Covid-19 modified: Lockdown restrictions caused us to adapt the Better Gym by switching sessions to take place as twice weekly on-line activities, named Fitness Now!

Saturday & Wednesday Hubs

When: Saturdays 10am-1pm; Wednesdays 1pm-4pm
Where: Wimbledon Guild, Wimbledon; North Cheam Community Centre
Places: Up to 30 places for adults with a learning disability
Access: People who do not qualify for social care support, self-referral
Transport: Not provided

Our Hubs provide people with a learning disability with activities which encourage health, wellbeing, inclusion and independence.

Covid-19 modified: Lockdown restrictions caused us to adapt by switching sessions so they increased to 3 times a week as on-line activities, named Hub Connected!



Merton Mencap

Summary of projects for adults

Community Facilitator

When: By appointment
Where: Home and at our offices
Places: N/A
Access: Self-referral, no social services referral needed
Transport: N/A

Covid-19 modified: Lockdown restrictions caused us to adapt our Community Facilitator service by providing sessions online and by telephone.

Groovers & Movers

When: Weekly on Thursdays, 7pm to 9pm
Where: Leyton Road Community Centre
Places: 30 places for adults with a moderate learning disability
Access: Self-referral, no social services referral needed
Transport: Provided for those who need it

Covid-19 modified: Lockdown restrictions caused us to adapt the Groovers & Movers by switching sessions to take place as weekly on-line activities, named Dance Now!

Personal Assistants

When: As required
Where: Activities in the community
Places: N/A— service agreed individually
Access: Self – referral
Transport: As instructed

A gym and sports club which includes sessions in the gymnasium, various sports and leisure activities. The club takes place in a mainstream setting alongside the general public.

Companion Service

When: As required
Where: 1hr walking activity in the community
Places: N/A— service agreed individually
Access: Self – referral

(Accompanying an adult with a learning disability to take daily exercise as recommended during Covid-19 lockdown restrictions)

Community Challenge

When: Weekly on Thursdays afternoons
Where: Activities in the community
Places: Up to 15 places for adults with moderate learning disabilities
Access: Self-referral, no social services referral needed
Transport: Not provided at present

Covid-19 variant: Lockdown restrictions led to our temporary suspending our Community Challenge club until 2021.

Community Sports

When: Weekly on Thursdays mornings
Where: Sports in the community
Places: Up to 15 places for adults with moderate learning disabilities
Access: Self-referral, no social services referral needed
Transport: Not provided at present

Covid-19 variant: Lockdown restrictions led to our temporary suspending our Community Sports club until 2021, however we offered weekly online *Fitness Now!* sessions



Supporting children & adults with a learning disability & their family carers in the London Borough of Merton

Merton Mencap

Summary of projects for adults / whole family

Holidays Away

When: 2 Holidays away per year—UK based
Where: Destination alters depending on needs/wishes
Places: Up to 10 places for adults with moderate learning disabilities
Access: Self-referral, no social services referral needed
Transport: Provided

Covid-19 variant: Lockdown restrictions led to our temporary suspending our Holidays Away which we shall resume in April 2021.20122021.

Welfare Telephone Support Service

When: All week
Where: Calls to members to check welfare during pandemic restrictions
Places: Unlimited (230+ families reached)
Access: Self-referral

Covid-19 variant: A new service formed during lockdown, our teams proactively telephoned adults with a learning disability/autism and family carers to establish whether they required any support, practical assistance or a listening ear.



Merton Mencap

Summary of projects for parents & carers

Parent & Carer Forums

Our parent & carer forums supported our members to have a voice about local service provision affecting them and the person they care for.

We run free educational workshops and opportunities for mutual support and information sharing during the year. Parents and carers also have representative roles at key local forums and committees.

Our parent forums are:

Kids First Forum

for parents of children & young people (aged 0-25)

Adults First Forum

for Carers of adults (aged 18+)

LD Carers Support

Our LD Carers Support service supports the specific needs of carers of adults with a learning disability and/or autism through the completion of carers assessments & reviews, help with problems and enquires relating to your caring role, and offering a listening ear and emotional support. During this last year, we adapted and used a Covid-19 relevant assessment format.

Merton Autism Parents Service (MAPS)

MAPS is a listening, support, information and advice service for parents of 0 – 25 year olds with a diagnosis of autism or who are likely to receive a diagnosis (e.g. referred for an assessment), running on Wednesdays 10am-1pm. During this last year, we provided this service via telephone and online consultations.

MAPS offers confidential, informal sessions provided by a Parent Advisor (who also has a child or young person with autism) and a member of MAPS staff. Our team has been trained to offer a range of evidence-based strategies – this means that the tools and information we provide to parents have been tried and tested and are approved by professionals in the field.

We offer support on communication, challenging behaviours, self-harming, sleep issues, anxiety and many other challenges that arise.

Carers Group

Our monthly Carers Group provides monthly outings for carers of adults with learning disabilities and/or autism. We organise enjoyable outings at convenient times, which also provide opportunities for carers to meet up, develop friendships and support each other. Membership and activities are free.

During the Covid-19 lockdown, we have been unable to provide Carers Group outings in-person however we feel confident to resume these in the year ahead.



Supporting children &
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Merton Mencap Finance & Governance

Image: Sharing home cooking skills with Buddies Going Out members, 2020



Supporting children &
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carers in the London
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Merton Mencap Financial Review

Overall the charity's finances fared well in 2020-21, ending with a net income of £65,275 and we are in a strong financial position going forward into 2021-22.

Income decreased from 2019-20 by £63,937. During 2020-21, the charity was fortunate not to see a decrease in income from grants, receiving grant income of £490,423 up by £2,359 on the prior year. Income generated from our charitable and other trading activities were most affected by the pandemic and decreased year on year by a total of £62,696, primarily due to having to temporarily suspend some of our in-person services in line with government restrictions during the lockdowns.

Additional funds were received during the year via the government's Coronavirus Job Retention scheme providing some £19,936 of other income. The value of donated services reduced by £13,158. The remaining income decrease of £10,378 was a combination of lower individual donations and receiving no legacy income.

Expenditure was significantly lower than the prior year, as a result of Covid restrictions, resulting in a reduction in costs usually incurred during normal operation, eg venue hire, activities, outings and transport. The consequence was an underspend of restricted income due to a combination of a temporary suspension of in-person services, lower costs of delivering services on-line and a delay in recruiting for vacancies. This surplus will be applied towards the costs of supplying these services during the current year (2021/22) and beyond. These costs are forecast to exceed the surplus which will necessitate the charity raising additional grant funding if a material reduction in its reserves is to be avoided.

The Debtors at 31 March 2021 increased by £54,892 on the previous year due to the timing of the invoicing of grant funding (these amounts have since been received). March 2021 debtors comprise grant income of £92,413, service user fees £18,564 and prepayments of £10,808 compared to the debtors at March 2020 which comprised grant income £44,165, service user fees £21,295 and prepayments £1,433.

Review of the charity's reserves

The total funds held by the charity at the end of the accounting period 31 March 2021 was £335,077 which is an increase of £65,275 from 2020. Our unrestricted funds were £168,028 maintaining the same level as in 2020. Our unrestricted funds represent 4.12 months of operating expenditure cover for the charity, assuming no other income, and represents an increase of 0.75 months from the year end 31 March 2020. The charity aims to maintain a level of reserves in the region of 3 months anticipated expenses.



Risk Management

This year, Trustees commissioned a full audit of our accounts. Trustees also carried out an assessment of the risks to the charity, and systems and procedures are established to manage those risks.

Trustees regard the following among the principal risks at this time:

1. Strategic planning post-Covid

The Covid-19 pandemic is expected to have a significant impact on the finances of statutory agencies; working collaboratively with our statutory partners will be particularly important in the year ahead.

We intend to do this by

- (i) conducting a strategic review with stakeholders, which will include our statutory partners, to form a new business plan
- (ii) ensuring our strategic planning aligns with those of other local organisations supporting our care group

2. Fundraising

The charity's work can only continue with adequate funding. We intend to obtain the funds we need by

- (i) diversifying income streams, eg maximising community and online funding opportunities which have, hitherto, been largely unchartered
- (ii) increasing fundraising resources internally, making more efficient our operations to allow greater fundraising
- (iii) demonstrating the impact of our work through our new outcome evaluation tool, Lamplight, which supports our marketing to potential funders about our value

3. Safeguarding—infection control practice

As lockdown restrictions ease, we regard continuing infection control procedures critical to our safeguarding practice and will ensure high quality by

- (i) remaining in regular contact with Merton Public Health to keep informed on pandemic developments which could inform our risk assessments
- (ii) carrying out internal audits of our risk control practice to ensure their effectiveness
- (iii) regularly reviewing our risk assessments



Merton Mencap Supporters

Funders

During this last extraordinary year of the Covid-19 pandemic, we have been particularly grateful to our funders who have permitted us the flexibility to adapt our services to respond to the lockdown. This has been a great help to us as we altered many of our normal activities to provide different types of support, eg online activities, webinars, our Welfare Telephone Support Service.

We are most grateful to our grant funders (see Financial Statements) for their trust in our work and for all those who support us including by providing in-kind support, including:

- **BBC Children in Need**
- **Big Lottery**
- **Carers Support Merton**
- **City of London's Corporation Charity, City Bridge Trust**
- **Cricket Green School**
- **Department for Education**
- **London Borough of Merton (Adult Care Services)**
- **London Borough of Merton (Children, Schools & Families)**
- **London Catalyst**
- **London Sport**
- **Lynn Foundation**
- **Merton Public Health**
- **Mrs Smith & Mount Trust**
- **NHS Clinical Commissioning Group (South-West London)**
- **Perseid School**
- **Public Health England**
- **Royal Mencap Society (Round The World Challenge)**
- **Wimbledon District & Nursing Midwifery Benevolent**
- **Wimbledon Guild**

We also wish to thank all our members and others who have kindly donated or raised money for us during this last year.

Volunteers

At March 2021, we were fortunate to have **62 volunteers** registered with us. As a consequence of some of our activities being temporarily suspended during lockdown, many volunteers were unable to contribute to our work as normal. However, during 2020-21, **19 volunteers** continued to give their time to those activities which were able to continue (13 volunteers at our parent/carer forums and 6 Trustees).

We estimate that our 19 active volunteers gave the charity a total of **811 hours** during 2020-21 for which we are extremely grateful, particularly as we know every person has been affected by Covid-19 in this last year.

The year ahead & future plans

We included in last year's Trustees' Annual Report details of our intention to embark on a strategic review of our charity during 2020 which we hoped would inform a new business plan. This work was interrupted by the Covid-19 pandemic, alas. As the pandemic situation appears eases, we now intend to carry out this strategic review. During the year ahead, we intend to consult feedback from stakeholders to inform a plan to support people affected by learning disability/autism in Merton for the next 3 years.

We are pleased that our new IT system, Lamplight, has been embedded across our charity during this last year. Lamplight will help us demonstrate the impact of our work more clearly, underpinning our strong case for future funding.



Merton Mencap Administrative Details

Company no:	5692213
Charity no:	1113444
Registered office:	Chaucer Centre Canterbury Road Morden Surrey, SM4 6PX
Auditors:	WSM Advisors Limited Connect House 133-137 Alexandra Road London, SW19 7JY
Solicitors:	Russell-Cooke 2 Putney Hill London, SW15 6AB
Principal Bankers:	National Westminster Bank Plc 16 Wimbledon Hill Road London SW19 7ZD

Trustees:

At the date of this report, the following are the charity's trustees and directors for the purposes of the Companies Act:-

Julian Walton, Chair of Trustees
Russell Benzies, Treasurer
Eleanor Budd
Richard Drummond
William Ian Newman
Patrick Burns (resigned 27 February 2021)

Chief Executive Officer:

Andrew Whittington

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

Approved by the Trustees, the following being authorised to sign on their behalf:

Julian Walton
Trustee
Dated: 9 July 2021



Merton Mencap

Statement of trustees' responsibilities

STATEMENT OF TRUSTEES' RESPONSIBILITIES

For the year ended 31 March 2021

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

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

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

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

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



Auditor's Report

MERTON MENCAP

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF MERTON MENCAP

Opinion

We have audited the financial statements of Merton Mencap (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

MERTON MENCAP

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF MERTON MENCAP

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Our tests included agreeing the financial statement disclosures to underlying supporting documentation where relevant, review of Trustee meeting minutes, enquiries with management as to the risks of non-compliance and any instances thereof, challenging assumptions and judgments made by management, and identifying and testing journal entries, in particular any journal entries posted with unusual account combinations. Our audit procedures also focused on laws and regulations that could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006.

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

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

MERTON MENCAP

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF MERTON MENCAP

Use of our report

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

Andrew Bithray (Senior Statutory Auditor)
for and on behalf of WSM Advisors Limited

9 July 2021

Chartered Accountants
Statutory Auditor

Connect House
133-137 Alexandra Road
Wimbledon
London
SW19 7JY

MERTON MENCAP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

For the year ended 31 March 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
	Notes				
<u>Income and endowments from:</u>					
Grants and donations	3	28,682	486,943	515,625	536,105
Charitable activities	4	-	17,892	17,892	73,866
Other trading activities	5	904	-	904	7,626
Investments	6	216	-	216	913
Other income	7	-	19,936	19,936	-
Total income		<u>29,802</u>	<u>524,771</u>	<u>554,573</u>	<u>618,510</u>
<u>Expenditure on:</u>					
Expenditure on other trading activities	8	-	10,792	10,792	19,952
Charitable activities	9	77,430	401,076	478,506	589,144
Total resources expended		<u>77,430</u>	<u>411,868</u>	<u>489,298</u>	<u>609,096</u>
Net (outgoing)/incoming resources before transfers		(47,628)	112,903	65,275	9,414
Gross transfers between funds	17	44,363	(44,363)	-	-
Net (expenditure)/income for the year/ Net movement in funds		<u>(3,265)</u>	<u>68,540</u>	<u>65,275</u>	<u>9,414</u>
Fund balances at 1 April 2020		<u>171,293</u>	<u>98,509</u>	<u>269,802</u>	<u>260,388</u>
Fund balances at 31 March 2021		<u><u>168,028</u></u>	<u><u>167,049</u></u>	<u><u>335,077</u></u>	<u><u>269,802</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.

MERTON MENCAP

BALANCE SHEET

As at 31 March 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Debtors	14	121,785		66,893	
Cash at bank and in hand		289,343		255,596	
		<u>411,128</u>		<u>322,489</u>	
Creditors: amounts falling due within one year	15	(76,051)		(52,687)	
Net current assets			335,077		269,802
			<u><u>335,077</u></u>		<u><u>269,802</u></u>
Income funds					
Restricted funds	17		167,049		98,509
Unrestricted funds			168,028		171,293
			<u>335,077</u>		<u>269,802</u>
			<u><u>335,077</u></u>		<u><u>269,802</u></u>

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

The financial statements were approved by the Trustees on 9 July 2021

.....
Julian Walton
Trustee

Company Registration No. 05692213

MERTON MENCAP

STATEMENT OF CASH FLOWS

For the year ended 31 March 2021

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	19		33,531		(29,733)
Investing activities					
Investment income received		216		913	
Net cash generated from investing activities			216		913
Net increase/(decrease) in cash and cash equivalents			33,747		(28,820)
Cash and cash equivalents at beginning of year			255,596		284,416
Cash and cash equivalents at end of year			289,343		255,596

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

1 Accounting policies

Charity information

Merton Mencap is a private company limited by guarantee incorporated in England and Wales, Company number 5692213. The registered office is Chaucer Centre, Canterbury Road, Morden, Surrey, SM4 6PX.

1.1 Accounting convention

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

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

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

1.2 Going concern

At the time of approving the financial statements, the trustees have undertaken an assessment of the adequacy of the resources available to the charitable company and have taken in to account the impact of the coronavirus on the charity and disruption caused by coronavirus as disclosed on page 28 of the trustees' report. The trustees have a reasonable expectation the charitable company has adequate resources to continue in operational existence for the foreseeable future and accordingly continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Restricted funds

Restricted funds must be used for specific purposes which are determined by the donor's wishes. Expenditure which meets these criteria is charged to the fund. The charity has a number of separate restricted funds, as set out in the notes to the financial statements. The Trustees' Report provides further information about the uses of these funds. On completion of a project the funder may permit the transfer of any surplus funds to our unrestricted funds.

Unrestricted funds

Donations and incoming resources received by the charity for general use are held as unrestricted funds. They are available for use at the discretion of the trustees in furtherance of their charitable objectives unless funds have been designated for other purposes.

Designated funds

These are unrestricted funds earmarked by the trustees for a particular purpose. Such accounts are identified separately in the financial statements.

1.4 Incoming resources

Income received under a contract for the performance of services 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 or has been received.

Membership subscriptions, donations, fundraising and grants are accounted for when received by the charity. Taxation receivable is accrued for in view of the material amounts involved.

Donated services and facilities, other than volunteers and transport, are valued on the basis of their estimated value to the charity of the services or facility received, based on the price the charity estimates it would pay in the open market for such a service or facility.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure is recognised on an accruals basis as liabilities are incurred. As the charity is not VAT registered and cannot recover any of its VAT, expenditure includes unrecoverable VAT.

All charitable expenditure in furtherance of the charity's objectives relates to the provision of services under the contracts and related administrative costs.

Costs of generating voluntary income comprise of costs directly attributable to raising voluntary income and gifts in kind.

Governance costs comprise internal and external audit or independent financial examination.

Other costs of generating funds relate to business development, communications and marketing and specific fundraising and investment projects.

Costs are allocated according to an estimate of the time and resources spent on delivering each project including staff time and use of general office resources. The remaining unallocated core costs represents the governance work that would be necessary irrespective of our level of front-line project activity.

The charity has a number of funding streams that do not include any allowance for core costs or where the allowance does not adequately reflect our true core costs. In these cases, we show a deficit against the project which is then covered by our unrestricted reserves. Our fund-raising strategy reflects the need to fill these deficits as well as to generate enough core income to balance any unallocated core expenditure. Trustees consider funding priorities at executive committee meetings weighing up the need to continue projects that our service users are reliant upon for their wellbeing and the need to remain a going concern.

Where we made transfers from restricted to unrestricted funds, this has been done with the approval of the funding organisations concerned.

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	20% straight line per annum
Computers	20% straight line per annum

1.7 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.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

1 Accounting policies

(Continued)

1.8 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.

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.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

3 Grants and donations

	Unrestricted funds	Restricted funds	Total
	2021	2021	2021
	£	£	£
Donations and gifts	6,858	270	7,128
Legacies	-	-	-
Grants	3,750	486,673	490,423
Membership subscriptions	209	-	209
Gift aid 2020	165	-	165
Donated services and facilities	17,700	-	17,700
	<u>28,682</u>	<u>486,943</u>	<u>515,625</u>
	<u><u>28,682</u></u>	<u><u>486,943</u></u>	<u><u>515,625</u></u>
For the year ended 31 March 2020	2020	2020	2020
	£	£	£
Donations and gifts	11,278	329	11,607
Legacies	3,721	-	3,721
Grants	10,120	477,944	488,064
Membership subscriptions	1,564	-	1,564
Gift aid	291	-	291
Donated services and facilities	23,148	7,710	30,858
	<u>50,122</u>	<u>485,983</u>	<u>536,105</u>
	<u><u>50,122</u></u>	<u><u>485,983</u></u>	<u><u>536,105</u></u>

The charity is fortunate to have 57 volunteers who regularly give their time to help the charity. The value of the services provided by volunteers is not incorporated in these financial statements in line with the Statement of Recommended Practice.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

3 Grants and donations (Continued)

(i) Grants receivable for core activities	Activity	Unrestricted funds 2021	Restricted funds 2021	Total 2021	Total 2020
		£	£	£	£
Mrs Smith & Mount Trust	General	-	-	-	2,500
Lynn Foundation	General	-	-	-	500
Big Lottery Fund	General	750	-	750	5,620
Wimbledon District Nursing and Midwifery Benevolent Society	General	3,000	-	3,000	1,500
Big Lottery Fund	Community Challenge Holiday	-	6,178	6,178	7,553
Big Lottery Fund	Community Sports	-	7,627	7,627	15,686
Big Lottery Fund	Community Engagement Manager	-	12,688	12,688	21,101
Big Lottery Fund	Community Challenge	-	12,304	12,304	18,594
Big Lottery Fund	Cafe Employment Extension	-	7,397	7,397	17,984
LBM (Children, schools and Families)	Engagement Project	-	4,287	4,287	4,288
Wimbledon District Nursing and Midwifery Benevolent Society	Better Gym	-	-	-	2,500
LBM (Adult Care Services)	Gateway Thursdays	-	-	-	4,995
LBM (Adult Care Services)	Saturday Hub	-	18,682	18,682	18,682
LBM (Adult Care Services)	Wednesday Hub	-	12,440	12,440	7,600
LBM (Adult Care Services)	Community Facilitator	-	17,447	17,447	17,292
Carers Support Merton	LD Carer's Adviser	-	20,000	20,000	20,000
City of London (City Bridge)	Giving Back	-	12,125	12,125	23,975
Carers Support Merton	Adults First	-	3,127	3,127	9,956
LBM (Children, schools and Families)	Groovers & Movers	-	-	-	5,300
LBM (Children, schools and Families)	CGS Playscheme & Buddies	-	30,500	30,500	30,500
LBM (Children, schools and Families)	Holiday Playscheme Perseid	-	65,000	65,000	65,000
LBM (Children, schools and Families)	Saturday Club Perseid	-	35,000	35,000	35,000
Department of Education	Kids First	-	15,103	15,103	15,000
LBM (Children, schools and Families)	Kids First	-	18,000	18,000	18,000
LBM (Children, schools and Families)	Buddies	-	37,500	37,500	37,500
London Catalyst	Buddies	-	-	-	1,500
LBM (Children, schools and Families)	Travel Training	-	50,000	50,000	50,000

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

3 Grants and donations (Continued)

BBC Children in Need	Travel Training (CIN)	-	9,251	9,251	9,073
NHS Clinical Commissioning Group (SW London)	Merton Autism Parent Service	-	15,000	15,000	15,000
NHS Clinical Commissioning Group (SW London)	ACES	-	11,734	11,734	5,865
London Borough of Merton	Cafe	-	25,996	25,996	-
London Borough of Merton	Personal Assistant	-	7,406	7,406	-
London Community Grant	Adults First	-	5,650	5,650	-
London Sport	Tackling Inequalities	-	4,920	4,920	-
Merton Public Health	Covid Engagement	-	12,500	12,500	-
Public Health England	Mind the Gap	-	7,546	7,546	-
Round the Worth Challenge	Groovers & Movers	-	1,265	1,265	-
			3,750	486,673	490,423
			3,750	486,673	490,423

4 Charitable activities

	Restricted funds	Restricted funds
	2021	2020
Income from:	£	£
Services and activities for children and young people	861	3,475
Services and activities for adults	17,031	70,391
	17,892	73,866
	17,892	73,866

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

5 Other trading activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Income from:				
Fundraising events	904	-	904	7,312
Trading activity income: other	-	-	-	314
	<u>904</u>	<u>-</u>	<u>904</u>	<u>7,626</u>
Other trading activities	<u>904</u>	<u>-</u>	<u>904</u>	<u>7,626</u>
For the year ended 31 March 2020	<u>314</u>	<u>7,312</u>		<u>7,626</u>

6 Investments

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Bank interest	216	913
	<u>216</u>	<u>913</u>

7 Other income

	Restricted funds 2021 £	Restricted funds 2020 £
Other income	19,936	-
	<u>19,936</u>	<u>-</u>

Other income represents grant receivable from the Coronavirus Job Retention Scheme.

8 Expenditure on other trading activities

	Restricted funds 2021 £	Total 2020 £
Cost of generating voluntary income	10,792	16,524
Fundraising trading: cost of goods sold and other costs	-	3,428
	<u>10,792</u>	<u>19,952</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

9 Charitable activities

	Children and young people	Adults	Parents and Carers	Core	Other	Total	Total
	2021	2021	2021	2021	2021	2021	2020
	£	£	£	£	£	£	£
Staff costs	114,200	94,208	51,956	-	692	261,056	315,037
Transport, travel and related costs	2,559	198	6	-	-	2,763	19,775
Refreshments and entrance fees	105	66	54	-	-	225	13,328
Rent and venue hire	9,167	-	25	-	-	9,192	29,814
Other costs	11,181	6,795	5,782	-	22,814	46,572	31,029
Donated services and facilities - accommodation	-	-	-	-	-	-	7,710
	<u>137,212</u>	<u>101,267</u>	<u>57,823</u>	<u>-</u>	<u>23,506</u>	<u>319,808</u>	<u>416,693</u>
Share of support costs (see note 10)	26,677	34,942	6,086	77,430	668	145,803	164,621
Share of governance costs (see note 10)	5,545	5,932	1,354	-	64	12,895	7,830
	<u>169,434</u>	<u>142,141</u>	<u>65,263</u>	<u>77,430</u>	<u>24,238</u>	<u>478,506</u>	<u>589,144</u>
Analysis by fund							
Unrestricted funds	-	-	-	77,430	-	77,430	93,456
Restricted funds	169,434	142,141	65,263	-	24,238	401,076	495,688
	<u>169,434</u>	<u>142,141</u>	<u>65,263</u>	<u>77,430</u>	<u>24,238</u>	<u>478,506</u>	<u>589,144</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

9 Charitable activities

(Continued)

For the year ended 31 March 2020

	Children and young people	Adults	Parents and Carers	Core	Other	Total
	2020	2020	2020	2020	2020	2020
	£	£	£	£	£	£
Staff costs	134,599	132,438	48,000	-	-	315,037
Transport, travel and related costs	10,894	7,527	1,354	-	-	19,775
Refreshments and entrance fees	6,094	5,617	1,617	-	-	13,328
Rent and venue hire	6,968	19,632	3,214	-	-	29,814
Other costs	5,892	7,187	7,927	-	10,023	31,029
Donated services and facilities - accommodation	900	6,810	-	-	-	7,710
	<u>165,347</u>	<u>179,211</u>	<u>62,112</u>	<u>-</u>	<u>10,023</u>	<u>416,693</u>
Share of support costs (see note 10)	28,912	34,829	6,528	93,456	896	164,621
Share of governance costs (see note 10)	3,406	3,602	822	-	-	7,830
	<u>197,665</u>	<u>217,642</u>	<u>69,462</u>	<u>93,456</u>	<u>10,919</u>	<u>589,144</u>
Analysis by fund						
Unrestricted funds	-	-	-	93,456	-	93,456
Restricted funds	197,665	217,642	69,462	-	10,919	495,688
	<u>197,665</u>	<u>217,642</u>	<u>69,462</u>	<u>93,456</u>	<u>10,919</u>	<u>589,144</u>

Other costs are related to specific funded project for the whole charity. Core costs are the overhead costs of an organisation, as opposed to those specific to a project. Whilst these costs do not directly produce outputs of charitable activity, they are necessary to deliver these activities.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

10 Support and governance costs

	Support costs	Governance costs	2021	2020
	£	£	£	£
Administration salaries	97,418	-	97,418	102,281
Transport	16	-	16	1,040
Refreshments	-	-	-	481
Rent	12,065	-	12,065	12,964
Donated services - payroll	-	-	-	5,148
Donated services - accommodation	17,700	-	17,700	18,000
Office supplies	1,765	-	1,765	6,673
Telephone	3,863	-	3,863	4,374
Subscriptions	-	-	-	11
Consultancy fees	2,456	-	2,456	2,897
Bank charges	457	-	457	715
Computer Expenses	5,727	-	5,727	4,877
Equipment and materials	524	-	524	1,510
Insurance	1,424	-	1,424	1,400
Other costs	2,388	-	2,388	2,251
Accountancy fees	-	12,895	12,895	7,830
	<u>145,803</u>	<u>12,895</u>	<u>158,698</u>	<u>172,452</u>
Analysed between				
Charitable activities	<u>145,803</u>	<u>12,895</u>	<u>158,698</u>	
	<u>145,803</u>	<u>12,895</u>	<u>158,698</u>	

For the year ended 31 March 2020

Analysed between	£	£	£
Charitable activities	<u>164,620</u>	<u>7,830</u>	<u>172,450</u>
	<u>164,620</u>	<u>7,830</u>	<u>172,450</u>

11 Trustees

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

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

12 Employees

Number of employees

The average monthly number of employees during the year was:

		2021 Number	2020 Number
Full time	48	1	2
Part time		8	8
Sessional		29	39
		<u>38</u>	<u>49</u>

Employment costs

	2021 £	2020 £
Wages and salaries	321,889	369,077
Social security costs	21,433	23,262
Other pension costs	12,399	12,596
	<u>355,721</u>	<u>404,935</u>

The full time equivalent of the staff employed in the year, based on a 35 hour week, was 11 (2020:15). No employees earned in excess of £60,000 (2020: nil).

13 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
At 1 April 2020	4,527	8,079	12,606
Disposals	(4,527)	(8,079)	(12,606)
	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2021	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Depreciation and impairment			
At 1 April 2020	4,527	8,079	12,606
Eliminated in respect of disposals	(4,527)	(8,079)	(12,606)
	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2021	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Carrying amount			
At 31 March 2021	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2020	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

14 Debtors	2021	2020
Amounts falling due within one year:	£	£
Trade debtors	110,977	65,460
Prepayments and accrued income	10,808	1,433
	<u>121,785</u>	<u>66,893</u>

15 Creditors: amounts falling due within one year	2021	2020
	£	£
Trade creditors	33,093	23,540
Other creditors	5,457	9,615
Accruals and deferred income	37,501	19,532
	<u>76,051</u>	<u>52,687</u>

16 Retirement benefit schemes

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

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

17 Restricted funds

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

	Movement in funds				Balance at 31 March 2021 £
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	
Buddies Holiday	1,555	37,500	(9,165)	(7,878)	22,012
Travel Training (CIN)	1,667	10,419	(8,547)	-	3,539
ACES	4,655	12,292	(11,390)	-	5,557
Groovers & Movers	993	1,361	(2,463)	109	-
Giving back	8,004	15,500	(17,793)	-	5,711
Community Sport	14,187	7,750	(5,891)	(2,565)	13,481
Community Challenge	24,923	16,555	(9,225)	-	32,253
Cafe Employment Extension	14,660	7,397	(4,078)	-	17,979
Community Challenge Holiday	421	6,178	(4,366)	(1,415)	818
Community Engagement Manager	14,210	12,688	(11,093)	-	15,805
Better Gym	1,233	594	(4,392)	2,565	-
PA1 (PT)	229	3,939	(5,748)	1,580	-
PO1 (AP)	241	3,676	(5,796)	1,879	-
Carer's Group	720	-	(919)	199	-
LD Carers's Adviser	1,983	20,000	(21,211)	-	772
MAPS	1,770	15,000	(9,708)	-	7,062
Lamplight	7,058	-	(9,377)	2,319	-
Holiday Playschemes Perseid	-	65,000	(31,860)	(8,000)	25,140
Saturday Club Perseid	-	44,788	(36,215)	(8,573)	-
Buddies Going Out	-	462	(7,221)	6,759	-
Buddies Incred-edibles	-	24	(1,143)	1,119	-
Holiday Playscheme & Buddies CGS	-	30,500	(24,915)	(5,585)	-
Travel Trainer	-	50,000	(43,618)	(6,382)	-
Cafe	-	43,321	(40,112)	(3,209)	-
Saturday Hub	-	18,682	(12,836)	-	5,846
Wednesday Hub	-	12,564	(4,823)	(1,040)	6,701
Community Facilitator	-	17,447	(18,487)	1,040	-
Adults First	-	8,777	(10,192)	1,415	-
Kids First	-	33,103	(24,368)	(8,735)	-
PFA Engagement Project	-	4,287	(274)	(4,013)	-
Tackling Inequalities (London Sport)	-	4,920	(547)	-	4,373
Covid Engagement Phase 1 - Merton Public Health	-	12,500	(8,654)	(3,846)	-
Mind the Gap - Public Health for England	-	7,546	(5,440)	(2,106)	-
	98,509	524,770	(411,867)	(44,363)	167,049

The transfers from restricted funds above of £44,363 (2020: £50,933) relate to contributions to the costs of administration, co-ordination and management of projects activities and services, and to office overheads and expenses, provided for in funding arrangements.

MERTON MENCAP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 March 2021

17 Restricted funds

(Continued)

The charity has been provided permission by the London Borough of Merton to transfer funds between the budget headings of projects it funds subject to criteria requirements.

18 Related party transactions

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

19 Cash generated from operations

	2021	2020
	£	£

Surplus for the year	65,275	9,414
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Adjustments for:

Investment income recognised in statement of financial activities	(216)	(913)
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Movements in working capital:

(Increase) in debtors	(54,892)	(37,197)
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Increase/(decrease) in creditors	23,364	(1,037)
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Cash generated from/(absorbed by) operations	33,531	(29,733)
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20 Analysis of changes in net funds

The charity had no debt during the year (2020: none).