

READING MENCAP

England & Wales · Charity number 1118287

Details

Other names READING MENCAP, THE ROYAL MENCAP SOCIETY

Status Registered

Legal form Charitable company

Company number [05976118](#)

Registered 2007-03-08

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

Contact

Address 21 Alexandra Road
Reading
RG1 5PE

Phone 01189662518

Email office@readingmencap.org.uk

Website www.readingmencap.org.uk

Activities

Objects: (A 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(B) 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 AND FOR THE PURPOSES OF THESE OBJECTS "LEARNING DISABILITY" SHALL MEAN ANY DEVELOPMENTAL DISABILITY OF THE MIND AND ANY ASSOCIATED CONDITION HOWSOEVER CAUSED AND WHETHER MILD, MODERATE OR SEVERE

Activities: Reading Mencap is a local charity, which aims to provide help and support for people with a learning disability, and their families, in the Reading area.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Disability
- **Who:** Children/young People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE. READING
- Reading

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£485,807	£552,982	-	-
2024-03-31	£565,376	£575,502	£274,846	25
2023-03-31	£538,736	£623,859	£284,971	26
2022-03-31	£571,388	£520,055	£370,094	29
2021-03-31	£555,747	£436,904	£318,761	30

Trustees

Name	Role	Appointed
Zoe Margaret Ridout	Chair	2016-09-15
Hugh Baxter		2023-03-15
James Eustace		2023-03-15
James Horlock		2024-04-29
Jim Allpass		2023-03-15
Satjinder Jabanda-Wilson		2025-09-24

READING MENCAP

England & Wales - Charity number 1118287

Accounts



The local voice of learning disability

Report of the Trustees and Unaudited Accounts For the year ended 31st March 2025

Charity Registration Number: 1118287
Company Registration Number: 05976118 (England & Wales)

Contents

	Pages
Legal and Administrative Information	3
Report of the Trustees	4 - 9
Independent Examiner's Report	10 - 11
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Financial Statements	14 - 20

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2025

Status:

The charitable company was established under memorandum and articles of association incorporated 24 October 2006 and registered as a charity 8 March 2007. Prior to incorporation the charity had provided services in Reading since 1962.

Charity Number: 1118287

**Company Number:
(England & Wales)** 05976118

**Registered Office &
Principal Office** 21 Alexandra Road,
Reading, RG1 5PE

Trustees & Directors Z Ridout, Chair
J Allpass, Interim Treasurer
H Baxter
J Eustace
P Dyer
J Horlock (appointed Jun 24)
J Gahan (appointed Mar 25)

The Trustees/directors of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. At the Balance Sheet date there were 7 trustees each guaranteeing to contribute £1.

Independent Examiner:

John Mack, FCCA
CF Limited
Certified Accountants and Taxation Consultants
20 Woods Road, Caversham,
Reading, RG4 6NA

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their report together with the financial statements of the charitable company for the year ended 31 March 2025, as required under the Charities Act 2011. This report is also the Directors' report required by section 386 of the Companies Act 2006.

Supporting people with a learning disability to thrive

At Reading Mencap, we are a small charity dedicated to improving the lives of individuals with learning disabilities and their families in the Reading area. We are affiliated to the leading learning disability charity, the Royal Mencap Society, but we are a separate charity raising all our own funds to support local people.

This year we took the time to step back and reflect on our purpose, mission, values, and what makes Reading Mencap unique. The Board and staff worked together to develop a new vision and mission as follows:

Purpose: To empower children and adults with learning disabilities, their families, and carers by providing resources, support, and advocacy that foster independence, confidence, and community.

Vision: People with learning disability in the Reading area thrive as valued members of society and live the lives they choose.

Mission: A learning disability is life-long and affects a person's ability to learn and manage everyday life. Our mission is to empower individuals with learning disabilities and their families in Reading to be happy and healthy, have aspirations, and choose how they live their lives. We provide tailored support and services and educate the wider community about learning disabilities to foster understanding, dispel myths and encourage empathy for a brighter, more equitable future.

To provide further context, a person with a learning disability is highly likely to have difficulty:

- understanding information
- learning skills
- communicating and socialising
- looking after themselves or living alone

A learning disability is different for everyone. Some people might need support in every area of their lives to reach their potential. We harness lived experience, passion and creativity to shape tailored support, resources, and services that enhance knowledge, skills and confidence. We are dedicated to creating opportunities that promote independence, good health and personal growth.

Through workshops, outreach initiatives, and partnerships, we aim to equip the local community with the knowledge and tools to support and value people with learning disabilities, and build a culture of inclusivity and respect, where we can all contribute to a brighter, more equitable future.

Delivering impactful services in the local community

We are proud to have supported 292 people in our community this year, across our 4 key areas:

- Family Support – an outreach information, advice and casework service specialising in social care
- 4ME Activities – our much-loved day service for adults with learning disabilities, running weekdays at our centre
- Clubs – the ever-popular clubs provide social and leisure connections for adults with learning disabilities, including discos and drama groups
- Carers Partnership – information and advice, carer’s assessments and social events for family carers.

Walk a Mile in Our Shoes – raising awareness, getting fit and having fun!

We are incredibly proud to have organised and delivered such a successful event during national Learning Disability Week in June—a 1-mile walk around Forbury Gardens in Reading town centre. Bringing together people with learning disabilities, their carers, and the broader community, our event shone a much-needed spotlight on the needs and aspirations of people with learning disabilities. With over 120 enthusiastic participants, including pupils from local special schools and many of our longstanding service users, and the invaluable support of 60 volunteers from Grant Thornton LLP, the event truly embodied community spirit. By holding this walk, we affirmed our commitment to raising awareness, increasing visibility, and championing inclusion—and we are delighted to make this an annual celebration.

We make local lives better

Over the past year, Reading Mencap has provided support to 292 individuals with learning disabilities and their family carers, promoting well-being, encouraging ambition, and enabling them to pursue independent and fulfilling lives.

We are excited to employ our first individual with a learning disability in a new role, looking after our building at weekends, who happens to also be one of our long standing service users.

We also started the first year of our third Lottery grant towards the costs of running our Family Support Service, with our Advisers supporting 165 people. We’re thrilled to share that the Family Support Service also formed a new year-long partnership with SGN to provide people with learning disabilities and their carers with energy advice. Through this,

our Advisers have now been specially trained to give advice and information about saving energy, home safety and signing up to the Priority Services Register.

Our client survey results gave us some overwhelmingly positive feedback again this year, which we hope demonstrates the value we bring to people with a learning disability and their families.

- 100% of adults with learning disabilities said their life is better as a result of our support, with 67% saying it is a lot better.
- 96% of adults with learning disabilities said we help them to stay healthy.
- 94% of adults with a learning disability and 93% of family carers felt more informed of their options and rights after using our Family Support Service. 100% of adults found the support 'very helpful'.
- 100% of adults said they feel happier as a result of our support, with 75% saying they are a lot happier.
- 100% of family carers rated the support from our Carers Partnership service as 'excellent' or 'good'.
- 88% of carers said Reading Mencap had helped them to feel better able to cope with their caring responsibilities.

This has been achieved through the amazing efforts of our team and the support provided by funders and donors, including our long-term partnership with Reading Borough Council (RBC). During periods of economic pressure and cost of living increases, RBC has continued collaborating to help deliver services to the local community.

We are incredibly proud that all our revenue was spent directly back into our local area; delivering local services, paying local suppliers and paying local staff - all of which contributes to a thriving Reading economy. We continue to strive to create the most value for money from our services, supporting the local authority to stretch their vital funding further.

Inspiring green fingers with a new horticultural service

We understand the importance of continual progress and are always seeking new ways to support people with learning disabilities. This year we have been actively exploring the possibility of opening a horticultural day service in Whitley Wood. This project aims to offer therapeutic benefits, skill-building, social interaction, physical activity, and vocational opportunities for our service users. We have already identified a suitable site and are collaborating closely with the Council and local companies to turn this vision into reality.

Our generous supporters

2024-25 marked the first year of new 4-year National Lottery Community Fund grant for our part of our Family Support Service and since year end we are pleased to have secured continued funding through Reading Borough Council for Family Support, our Carers Service and Clubs.

We'd also like to thank the following organisations for providing us with much needed support in the year: SNG, Arnold Clark Community Fund, AXA Insurance Reading & Southampton, B&Q Reading, Baily Thomas Charitable Fund, Cumber Family Charitable Trust, Duff Family, Grant Thornton LLP, Hunter Community Outreach, John Sykes Foundation, Kaye Charitable Trust, Lloyds Bank Foundation, MERL, Midcounties Co-op, Morrisons Foundation, Reading Christadelphians, Richard Angell, Sovereign Network Group, Sir John Madejski, St Laurence Relief in Need Trust, Stowe Family Law, Swinn Family, The Avenue School, The Shanly Foundation, Tom Purser, University of Reading and Yorkshire Building Society.

Thank you to all our supporters, funders and advocates, we could not do it without you!

Financial Review

The financial results for the year showed total income of £485,807 (2024: £565,376). At the Balance Sheet date total net assets amounted to £207,670 (2024: £274,846). The charity recorded a deficit for the year of £67,175 (2024: deficit £10,126) due to the planned expenditure of numerous restricted grants on their related projects and services. The trustees are optimistic that a small surplus will be generated in the next financial year. It should be noted that 92% of expenditure relates to the delivery of charitable services.

Our future looks strong

We now benefit from having a permanent Chair and are actively expanding our trustee board, bringing in new expertise to address the challenges ahead. Though the current funding environment poses difficulties for a small charity like Reading Mencap, we remain committed to seeking sustainable income sources such as our proposed horticultural day service. Our goal is to build a resilient, transparent organisation led by dedicated individuals, ensuring we continue to make a real and lasting difference in the lives of those we support.

Risk Review

All risk assessment processes we are using are in line with those recommended by Reading Borough Council and the Social Care Institute for Excellence and Royal Mencap Society.

Going Concern

Currently we have no concerns about the overall viability of the charity and are confident that we can continue to provide services for the foreseeable future.

Principal Funding Sources

Income from the 4ME Day Service totalled £217,446 for the year compared with £204,994 for the previous year. The National Lottery grant, to run our Family Support Service, was £52,566. Reading Borough Council provided £95,805 for the Family Support Service, Carers' Services, Health Family Adviser and clubs for adults. Rental income from the self-contained flats at 21a Alexandra Road was £43,758. This is supported living accommodation for four adults with learning disabilities.

Investment Policy

We continue to try to gain the most from our bank deposits while ensuring the cash flow needs of the charity are met. Currently there are deposits in interest bearing accounts of financial institutions with acceptable credit ratings.

Reserves Policy

The trustees believe that it is appropriate to set a target closely approximating 4 months of normal expenditure to safeguard against the significant loss of current sources of income and to be able to retain key staff and develop new business opportunities. Applying this policy, the required level of reserves at the Balance Sheet date is computed to be £184,327 compared with total reserves of £207,670. The Reserve Policy is reviewed on a 6 month basis.

Structure, Governance and Management

Governing Document

The Charity is organised under its Articles of Association approved in October 2006. By Special Resolution (Oct 2024) changes to the Memorandum of Association was approved to update our Objects to ensure we remain relevant and up to date with our local communities needs.

Management & the passing of our beloved CEO Mandi

A team of trustees appointed at the Charity's Annual General Meeting manages the Charity. All of the trustees provide their time free of charge. The Committee of trustees comprises the Chair, Treasurer, and general trustees, totalling 7. Meetings are held at least every 2 months and the Chief Executive Officer (CEO) is invited to attend these meetings. None of the trustees had a material interest in any contract of significance to which the Charity was party during the period of these accounts.

The CEO is employed by the Charity and manages the day-to-day running of the Charity on behalf of the trustees. Following the end of the financial year, Mandi Smith, our long-serving CEO, retired in June 2025 due to health reasons and then very sadly passed away in August. Under Mandi's exceptional guidance, Reading Mencap grew significantly, becoming the charity we know and cherish today. During her 15 years as CEO, she was an incredibly kind and caring leader, passionately dedicated to improving the lives of people with learning disabilities and their families. Due to Mandi's illness from February 2025, she was unable to continue her duties, and two valued colleagues, Sally Utting (Family Support Manager) and Amanda Limm (Office Manager), stepped in as joint interim CEOs. Their commitment and performance during this period have been exemplary, and we extend our sincere gratitude for their support. We are currently in the process of recruiting a permanent CEO and actively conducting interviews.

Policies

The Charity continues to review its policies and procedures and ensure it meets all health and safety requirements.

Trustees' Responsibilities in Relation to the Financial Statements

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 as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and: -

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue on that basis.

The trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on 23rd September 2025 and signed on their behalf by:



Zoe Ridout
Chair of Trustees

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF READING MENCAP ON THE UNAUDITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

I report on the financial statements of the Charity for the year ended 31 March 2025 set out on Pages 13 to 20.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's members as a body, for my work or for this report, or for the opinions I have formed.

Respective Responsibilities of Trustees and Examiner

The Trustees are responsible for the preparation of the Financial Statements. The Trustees consider that an Audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5) (b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

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

Independent Examiner's Statement

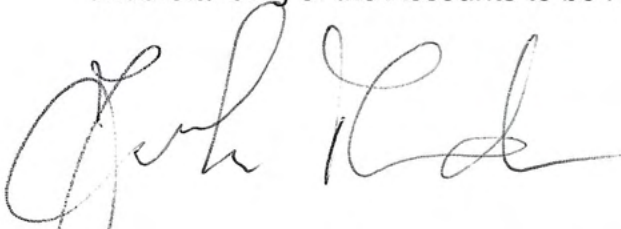
In connection with my examination, no matter has come to my attention:

(a) which gives me reasonable cause to believe that in any material respect the requirements:

(i) to keep accounting records in accordance with section 130 of the 2011 Act; and

(ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or

b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.



John Mack FCCA

CF Limited

Certified Accountants and Taxation Consultants

20 Woods Road, Caversham, Reading, RG4 6NA

Dated: 23rd September 2025

**READING MENCAP STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	Unrestricted funds	Restricted funds	Total funds 2025	Total funds 2024
Income					
Donations		6,608		6,608	10,366
<u>Charitable activities</u>					
From public authorities			101,061	101,061	102,062
Grants			107,946	107,946	200,679
Fundraising events	2	5,714		5,714	5,476
Rental income		43,758		43,758	38,265
4ME Day Service fees		217,447		217,447	204,994
<u>Other Income</u>					
Investment income	4	2,689		2,689	2,744
Membership subscriptions		584		584	790
Total income		276,800	209,007	485,807	565,376
Expenditure					
Raising funds		33,040		33,040	16,528
Charitable activities	6,7	244,369	264,616	508,985	551,348
Governance	5	10,958		10,958	7,626
Total expenditure		288,366	264,616	552,982	575,502
Net Income / (Expenditure)		(11,566)	(55,609)	(67,175)	(10,126)
Grants for Capital Expenditure		0	0	0	0
Net Movement in Funds		(11,566)	(55,609)	(67,175)	(10,126)
Reconciliation of Funds					
Total funds brought forward		164,439	110,406	274,845	284,971
Total Funds Carried Forward		152,873	54,797	207,670	274,845

**READING MENCAP
BALANCE SHEET AS AT 31 MARCH 2025**

	Notes	2025	2024
FIXED ASSETS			
Tangible Assets	8	81,578	84,641
 CURRENT ASSETS			
Debtors and Prepayments	9	39,538	26,421
Cash at Bank and in Hand	10	172,781	247,956
		212,319	274,377
 CREDITORS			
Amounts falling due within one year	11	36,228	34,172
Current assets less current liabilities		176,091	240,205
Total assets less current liabilities		257,669	324,846
 CREDITORS			
Amounts falling due after more than 1 year	12	50,000	50,000
		207,669	274,846
 REPRESENTED BY:			
Unrestricted funds		152,872	164,439
Restricted funds		54,797	110,407
		207,669	274,846

Approved by the Board of Trustees on the 23rd September 2025 and signed on their behalf by



Zoe Ridout (Chair)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1. Accounting Policies

1.1 Accounting convention

The Financial Statements are prepared under the historical cost convention and in accordance with The Charities Act 2011 and comply with the Companies Act 2006. The Financial Statements have been prepared in accordance with the "Accounting and Reporting by Charities: Statement of Recommended Practice."

1.2. Income

Income from donations and grants, including capital grants, is included in total income when these are receivable, except as follows:

- when donors specify that the donations and grants given to the charitable company must be used in future accounting periods, the income is deferred accordingly
- when donors impose conditions, which have to be fulfilled before the charitable company becomes entitled to such income, the income is deferred and is not included until the preconditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, this income is only included in incoming resources when the corresponding expenditure takes place.

1.3 Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of expenditure in the Statement of Financial Activities. The charitable company is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

- Raising funds represents the cost of community fundraising, bid writing, individual and legacy giving schemes, corporate partnerships and fundraising events.
- Charitable activities comprise activities undertaken to further the purposes of the charity.
- Governance costs represent the costs of the management of the charity and complying with constitutional and statutory requirements.

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

1.4 Depreciation

Equipment is capitalised when it has a useful life in excess of one year and costs over £1,000. Depreciation is calculated so as to write-off the cost of an asset, less its residual value over the useful economic life of the asset as follows: -

Freehold property	Over 50 years on straight-line method
Freehold property improvements	Over 8 years on straight-line method
Furniture	Over 6 years on straight-line method
Office Equipment	Over 3 years on straight-line method
Play Equipment	Over 5 years on straight-line method
Motor Vehicles	On a 25% reducing balance basis

1.5 Taxation

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

1.6 Fund Accounting

Funds held by the charitable company are either: -

Unrestricted funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charitable company.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

1.7 Pensions

Reading Mencap operates a workplace pension scheme for employees. This scheme has been set up with the National Employment Savings Trust (NEST). The minimum contribution for qualifying employees in the year was 8% (2023/24: 8%) in total of which the Charity contributed 3% (2023/24: 3%).

2. Income from fundraising events

	2025	2024
Net Income	5,714	5,476

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

3. Restricted Funds Analysis

	Balance at 1.4.24 £	Incoming resources £	Resources expended £	Balance at 31.3.25 £
Family Support Service				
Reading Borough Council Closing the Gap contract	-	12,837	12,837	-
National Lottery Community Fund Reaching Communities	-	52,556	38,347	14,209
Nationwide Community Grants	37,294	-	20,016	17,278
Reading Borough Council Reading Integration Board Projects	9,037	15,000	20,044	3,993
Garfield Weston Foundation	9,520	-	9,520	-
Berkshire Community Foundation	4,000	-	4,000	-
SGN Contract	-	9,842	1,304	8,538
Other grants (various funders)	-	5,250	5,185	65
Carers Partnership				
Reading Borough Council contract	-	38,895	37,895	1,000
Other grants (various funders)	104	196	290	10
4ME Day Service				
Morrisons Foundation	-	3,077	2,001	1,076
Other grants (various funders)	4,364	1,810	5,424	750
Social Inclusion & Leisure Clubs				
Reading Borough Council Closing the Gap contract	-	29,073	29,073	-
Other grants (various funders)	8,150	2,589	6,450	4,289
Business Development				
Lloyds Bank Foundation for England and Wales	23,692	-	23,692	-
Walk a Mile in Our Shoes				
University of Reading	-	3,000	-	3,000
Other Grants (Various Funders)	-	1,000	1,000	-
Core Costs				
Theodore Roussel Memorial Trust	10,000	-	10,000	-
Baily Thomas Charitable Fund	-	25,000	25,000	-
Mobbs Memorial Trust	3,784	-	3,206	578
Hardship grants applied for on behalf of individual service users				
Other Grants (Various Funders)	462	3,941	4,392	11
Total	110,407	204,066	259,676	54,797

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

4. Investment Income

	2025	2024
Bank interest	2,689	2,744
	2,689	2,744

5. Governance costs

	2025	2024
Accountancy fees	10,958	7,626
	10,958	7,626

6. Charitable Activities Costs

	2025	2025	2025	2024
	Direct costs	Support costs	Total	Total
4ME Day Service	175,902	70,375	246,277	274,439
Family Support Service	141,414	56,577	197,991	219,578
Social Inclusion	37,970	15,191	53,161	57,331
	355,286	142,143	497,429	551,348

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

7. Staff Costs

	Note	2025	2024
Total staff costs were as follows			
Wages and salaries		438,249	436,402
Social security costs		25,878	26,816
Pension contributions	1.7	10,673	8,436
Total		474,800	471,654

The average number of employees during the year was as follows

	2025	2024
Office management	5	5
Fundraising	2	1
Support workers	21	16
Total	28	22

There were no trustees' expenses paid or remuneration for the year or for 2024.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

8. Tangible Assets

	Property	Equipment & Furniture	Play Equipment	Motor Vehicle	Total
Cost					
At 1 April 2024	126,260	22,284	937	15,645	165,127
Additions	3,076	-	-	-	3,076
Disposals	-	-	-	-	-
As at 31 March 2025	129,336	22,284	937	15,645	168,203
Depreciation					
At 1 April 2024	41,619	22,284	937	15,645	80,485
Charge for the year	6,139	-	-	-	6,139
Disposals	-	-	-	-	-
As at 31 March 2025	81,578	-	-	-	81,578
Net Book Value					
At 31 March 2025	81,578	-	-	-	81,578
					-
At 31 March 2024	84,641	-	-	-	84,641

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

9. Debtors and Prepayments

	2025	2024
Debtors	31,839	20,288
Prepayments	7,699	6,132
	<u>39,538</u>	<u>26,420</u>

10. Cash at bank and in hand

	2025	2024
HSBC current account	19,002	56,568
HSBC deposit account	66,447	188,832
NSI Income Bond	2,000	2,000
Dudley Building Society	85,000	-
Petty cash	333	556
	<u>172,781</u>	<u>247,956</u>

11. Amounts falling due within one year

	2025	2024
Trade creditors and accruals	17,012	14,989
Deferred income	19,216	19,183
	<u>36,228</u>	<u>34,172</u>

12. Amounts falling due after more than one year

	2025	2024
Loan from Reading Borough Council	50,000	50,000
	<u>50,000</u>	<u>50,000</u>

This is an interest free loan repayable upon the sale of the freehold property.

13. Cashflow statement

	2025	2024
Bank opening balance	247,956	255,725
Income (deficit) for the year	(66,175)	(10,126)
Debtors (increase)/decrease	(13,118)	5,655
Creditors increase/(decrease)	2,056	(858)
Capital additions	(3,076)	(8,217)
Depreciation	6,139	5,777
	<u>172,782</u>	<u>247,956</u>

READING MENCAP

England & Wales - Charity number 1118287

Accounts



The local voice of learning disability

Report of the Trustees and Unaudited Accounts For the year ended 31st March 2024

Charity Registration Number: 1118287
Company Registration Number: 05976118 (England & Wales)

Contents

	Pages
Legal and Administrative Information	3
Report of the Trustees	4 - 8
Independent Examiner's Report	9 - 10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Financial Statements	13 - 18

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2024

Status:

The charitable company was established under memorandum and articles of association incorporated 24 October 2006 and registered as a charity 8 March 2007. Prior to incorporation the charity had provided services in Reading since 1962.

Charity Number: 1118287

**Company Number:
(England & Wales)** 05976118

**Registered Office &
Principal Office** 21 Alexandra Road,
Reading, RG1 5PE

Trustees & Directors Z Ridout, Interim Chair
J Allpass, Interim Treasurer
M Saban (resigned 4th October 2023)
H Baxter
J Eustace
P Dyer (appointed 29th November 2023)
L Macdonald (resigned 12th March 2024)
J N Walters (resigned 4th October 2023)
P Miller (resigned 15th November 2023)

The Trustees/directors of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. At the Balance Sheet date there were 6 trustees each guaranteeing to contribute £1.

Independent Examiner:

John Mack, FCCA
CF Limited
Certified Accountants and Taxation Consultants
20 Woods Road, Caversham,
Reading, RG4 6NA

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their report together with the financial statements of the charitable company for the year ended 31 March 2024, as required under the Charities Act 2011. This report is also the Directors' report required by section 386 of the Companies Act 2006.

Introduction

At Reading Mencap, we are a small charity dedicated to improving the lives of individuals with learning disabilities and their families in the Reading area. Our mission is to promote equality, inclusion, and empowerment for people with learning disabilities, ensuring they have access to the support and opportunities they need to lead fulfilling lives.

Reading Mencap aims to provide a range of services and activities that enhance the physical, emotional, and social well-being of individuals with learning disabilities, while also advocating for their rights and raising awareness about the challenges they face. Through our commitment to care and support, we strive to create a more inclusive society where individuals with learning disabilities are valued, respected, and given the opportunity to reach their full potential.

A strong year supporting 280 people in our community

We are proud to have supported 280 people in our community this year, across our 4 key areas:

- Family Support – an outreach information, advice and casework service specialising in social care
- 4ME Activities – our much-loved day service for adults with learning disabilities, running weekdays at our centre
- Clubs – the ever-popular clubs provide a social and leisure connections for adults with learning disabilities, including discos and drama groups
- Carers Partnership – information and advice, carer's assessments and social events for family carers.

We make local lives better

Our client survey results gave us some overwhelmingly positive feedback, which we hope demonstrates the value we bring to people with learning disabilities and their families:

- 94% of adults with a learning disability said we had helped to make their lives better.
- 94% of adults with a learning disability said they now feel more positive as a result of our support.
- 91% of adults with a learning disability said they feel less alone or isolated.
- 100% of family carers rated the quality of our Family Support Service as excellent or good, with 98% saying they now have a better understanding of their options and rights.
- 93% of carers said they now feel better able to cope with their caring responsibilities.

This has been possible through the passion and dedication of our team as well as the vital support we've been given by our generous funders and donors, including our long term partnership with Reading Borough Council (RBC) which has gone from strength to strength. In these uncertain times, with economic pressures and cost of living squeezes, we're incredibly grateful that RBC have continued to work with us to deliver our vital service to our local community.

Social value is at the heart of our service

Our local impact on the Reading economy continues to grow, with 20 local people now employed by Reading Mencap. We are incredibly proud that all our revenue, almost £600k in total last year, was spent directly back into our local area; delivering local services, paying local suppliers and paying local staff – all of which contributes to a thriving Reading economy. We continue to strive to create the most value for money from our services, supporting the local authority to stretch their vital funding further. We do this but doubling every £1 of local authority funding through fundraising, grants and donations.

Exploring new opportunities

We recognise the necessity to never stand still in today's world, and we continue seeking new opportunities to find inventive and exciting ways to support people with learning disabilities. In this pursuit, we have been working closely with Reading Borough Council on a Horticultural Project at an RBC-owned allotment site, with the intent to provide a horticultural day service for our service users, which would provide a wealth of benefits including therapeutic benefits, skills development, social interaction, physical activity and vocational opportunities. However, unfortunately we have had to make a difficult decision to step away from this specific project due to insurmountable difficulties at the site. We still strongly believe this would be a fantastic day services to add to our offering and so are actively exploring new opportunities along these lines.

Our generous supporters

2023-24 marked the final year of our 4-year National Lottery Community Fund grant for our Family Support Service, in partnership with Acre and as we close out the year we heard the very welcome news that our application to the Lottery for a further 4-year grant towards our Family Support Service was successful. This new grant will amount to around half of the funding required to run the service. Nationwide Community Grants, the Garfield Weston Foundation, Berkshire Community Foundation, Gerald Palmer Eling Trust and Reading Borough Council's Integration Board also provided funding for the Family Support Service during the year.

This was also the second year of our Lloyds Bank Foundation grant which has provided us with valued consultancy and funding support to help grow and develop our strategic approach. We'd also like to thank the following organisations for providing us with much needed support in the year: St Laurence Church, M&G, Forbes Charitable Foundation, Tom Purser, Berkshire Masonic Charity, Nick Hawkins, Procter & Gamble, Reading Rotary Awards, Heavy Pop, the Duff Family, Englefield Charitable Trust, Syder Foundation, Grant Thornton LLP, Mobbs Memorial Trust, Reading Christadelphians, Theodore Roussel Memorial Trust, Screwfix Foundation, Sport England, and SNG.

Thank you to all our supporters, funders and advocates, we could not do it without you!

Financial Review

The financial results for the year showed total income of £565,376 (2023: £538,736). At the Balance Sheet date total net assets amounted to £274,846 (2023: £284,971). The charity recorded a deficit for the year of £10,126 (2023: deficit £85,123). The trustees are optimistic that a small surplus will be generated in the next financial year although do not expect the surplus to be at the same levels as in 2021/22 (£51,000) and 2020/21 (£119,000). It should be noted that 96% of expenditure relates to the delivery of charitable services.

Our future looks strong

The future outlook for Reading Mencap is strong. We have a dynamic board of trustees at the helm and are actively seeking a permanent Chair to strengthen our leadership. We also welcome back Patricia Dyer, our lived experience trustee. We are actively exploring new avenues for growth, which includes expanding our services and reaching more individuals in need. Our passionate and dedicated team is committed to making a positive impact in the community and ensuring that our mission is fulfilled.

We are confident that with our collective efforts and vision, Reading Mencap will continue to thrive and make a meaningful difference in the lives of those we serve.

Risk Review

All risk assessment processes we are using are in line with those recommended by Reading Borough Council and the Social Care Institute for Excellence and Royal Mencap Society.

Going Concern

Currently we have no concerns about the overall viability of the charity and are confident that we can continue to provide services for the foreseeable future.

Principal Funding Sources

Income from the Day Services totalled £204,994 for the year compared with £194,027 for the previous year. The Big Lottery grant, to run our Family Support Service, was £71,583 (2023: £73,602). Reading Borough Council provided £102,060 for the Family Support Service, Carers' Services, Health Family adviser and clubs for adults. The Nationwide Building Society provided funding totalling £40,630 for the Family Support Service. Rental income from the self-contained flats at 21a Alexandra Road was £38,265. This is supported living accommodation for four adults with learning disabilities.

Investment Policy

We continue to try to gain the most from our bank deposits while ensuring the cash flow needs of the charity are met. Currently there are deposits in interest bearing accounts of financial institutions with acceptable credit ratings.

Reserves Policy

The trustees believe that it is appropriate to set a target closely approximating 6 months of normal expenditure to safeguard against the significant loss of current sources of income and to be able to retain key staff and develop new business opportunities.

The trustees believe that it is appropriate to set a target closely approximating 6 months of normal expenditure to safeguard against the significant loss of current sources of income and to be able to retain key staff and develop new business opportunities.

Applying this policy, the required level of reserves at the Balance Sheet date is computed to be £278,000 compared with total reserves of £274,846. The trustees consider this sufficiently close to the policy and continue to monitor it regularly.

Structure, Governance and Management

Governing Document

The Charity is organised under its Articles of Association approved in October 2006. By Special Resolution (July 2018) changes to the Articles have been approved and objects (b) and (c) have been deleted.

Management

A team of trustees appointed at the Charity's Annual General Meeting manages the Charity. All of the trustees provide their time free of charge. The Committee of trustees comprises the Chair, Treasurer, and general trustees. During the year three trustees resigned with one trustee being appointed to strengthen the Board which now comprises six trustees. Since the year end steps have been undertaken to appoint two further trustees to bring the total up to eight. Meetings are held at least every 2 months and the Chief Executive Officer (CEO) is invited to attend these meetings.

The CEO is employed by the Charity and manages the day-to-day running of the Charity on behalf of the trustees.

None of the trustees had a material interest in any contract of significance to which the Charity was party during the period of these accounts.

Policies

The Charity continues to review its policies and procedures and ensure it meets all health and safety requirements.

Trustees' Responsibilities in Relation to the Financial Statements

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 as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and: -

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue on that basis.

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

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

Approved by the Board of Trustees on 23rd September 2024 and signed on their behalf by:



Zoe Ridout
Chair of Trustees

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF READING MENCAP ON THE UNAUDITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

I report on the financial statements of the Charity for the year ended 31 March 2024 set out on Pages 13 to 20.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's members as a body, for my work or for this report, or for the opinions I have formed.

Respective Responsibilities of Trustees and Examiner

The Trustees are responsible for the preparation of the Financial Statements. The Trustees consider that an Audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5) (b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

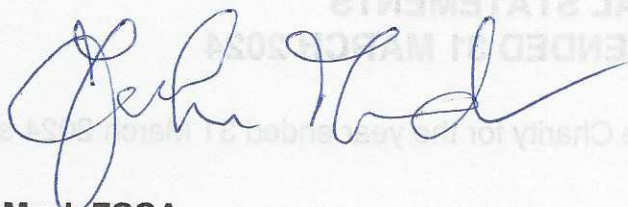
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or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

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or

b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.



John Mack FCCA
CF Limited
Certified Accountants and Taxation Consultants
20 Woods Road, Caversham, Reading, RG4 6NA

Dated: 23rd September 2024

**READING MENCAP STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted funds	Restricted funds	Total funds 2024	Total funds 2023
Income					
Donations		10,366		10,366	9,115
<u>Charitable activities</u>					
From public authorities			102,062	102,062	80,367
Grants			200,679	200,679	209,066
Fundraising events	2	5,476		5,476	6,503
Rental income		38,265		38,265	38,206
ME Day Service fees		204,994		204,994	194,027
<u>Other Income</u>					
Investment income	4	2,744		2,744	837
Membership subscriptions		790		790	615
Total income		262,635	302,741	565,376	538,736
Expenditure					
Raising funds		16,528		16,528	33,196
Charitable activities	6,7	267,867	283,481	551,348	582,878
Governance	5	7,626		7,626	7,785
Total expenditure		292,021	283,481	575,502	623,859
Net Income / (Expenditure)		(29,386)	19,260	(10,126)	(85,123)
Grants for Capital Expenditure		0	0	0	0
Net Movement in Funds		(29,386)	19,260	(10,126)	(85,123)
Reconciliation of Funds					
Total funds brought forward		193,825	91,146	284,971	370,094
Total Funds Carried Forward		164,439	110,406	274,845	284,971

**READING MENCAP
BALANCE SHEET AS AT 31 MARCH 2024**

	Notes	2024	2023
FIXED ASSETS			
Tangible Assets	8	84,641	82,201
CURRENT ASSETS			
Debtors and Prepayments	9	26,421	32,075
Cash at Bank and in Hand	10	247,956	255,725
		274,377	287,800
CREDITORS			
Amounts falling due within one year	11	34,172	35,030
Current assets less current liabilities		240,205	252,770
Total assets less current liabilities		324,846	334,971
CREDITORS			
Amounts falling due after more than 1 year	12	50,000	50,000
		274,846	284,971
REPRESENTED BY:			
Unrestricted funds		164,439	193,825
Restricted funds		110,407	91,146
		274,846	284,971

Approved by the Board of Trustees on the 23rd September 2024 and signed on their behalf by



Zoe Ridout (Interim Chair)

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

1. Accounting Policies

1.1 Accounting convention

The Financial Statements are prepared under the historical cost convention and in accordance with The Charities Act 2011 and comply with the Companies Act 2006. The Financial Statements have been prepared in accordance with the "Accounting and Reporting by Charities: Statement of Recommended Practice."

1.2. Income

Income from donations and grants, including capital grants, is included in total income when these are receivable, except as follows:

- when donors specify that the donations and grants given to the charitable company must be used in future accounting periods, the income is deferred accordingly
- when donors impose conditions, which have to be fulfilled before the charitable company becomes entitled to such income, the income is deferred and is not included until the preconditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, this income is only included in incoming resources when the corresponding expenditure takes place.

1.3 Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of expenditure in the Statement of Financial Activities. The charitable company is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

- Raising funds represents the cost of community fundraising, bid writing, individual and legacy giving schemes, corporate partnerships and fundraising events.
- Charitable activities comprise activities undertaken to further the purposes of the charity.
- Governance costs represent the costs of the management of the charity and complying with constitutional and statutory requirements.

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

1.4 Depreciation

Equipment is capitalised when it has a useful life in excess of one year and costs over £1,000. Depreciation is calculated so as to write-off the cost of an asset, less its residual value over the useful economic life of the asset as follows: -

Freehold property	Over 50 years on straight-line method
Freehold property improvements	Over 8 years on straight-line method
Furniture	Over 6 years on straight-line method
Office Equipment	Over 3 years on straight-line method
Play Equipment	Over 5 years on straight-line method
Motor Vehicles	On a 25% reducing balance basis

1.5 Taxation

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

1.6 Fund Accounting

Funds held by the charitable company are either: -

Unrestricted funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charitable company.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

1.7 Pensions

Reading Mencap operates a workplace pension scheme for employees. This scheme has been set up with the National Employment Savings Trust (NEST). The minimum contribution for qualifying employees in the year was 8% (2021/22: 8%) in total of which the Charity contributed 3% (2021/22: 3%).

2. Income from fundraising events

	2024	2023
Net Income	5,476	6,503

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

3. Restricted Funds Analysis

	Balance at 1.4.23 £	Incoming resources £	Resources expended £	Balance at 31.3.24 £
Family Support Service				
Reading Borough Council Closing the Gap contract	-	14,004	14,004	-
National Lottery Community Fund Reaching Communities	11,492	71,583	83,075	-
Nationwide Community Grants	-	40,630	3,336	37,294
Reading Borough Council Reading Integration Board Projects	9,874	15,000	15,837	9,037
Garfield Weston Foundation	-	15,000	5,480	9,520
Berkshire Community Foundation	-	4,000	-	4,000
Other grants (various funders)	4,945	3,230	8,175	-
Carers Partnership				
Reading Borough Council contract	-	41,340	41,340	-
Other grants (various funders)	1,550	48	1,494	104
4ME Day Service				
Henry Smith Charity	8,600	5,000	13,600	-
Sport England Together Fund	-	5,700	5,700	-
Other grants (various funders)	4,152	5,230	5,018	4,364
Social & Leisure Clubs				
Reading Borough Council Closing the Gap contract	-	31,716	31,716	-
Other grants (various funders)	9,122	5,650	6,622	8,150
Business Development				
Lloyds Bank Foundation for England and Wales	27,243	26,308	29,859	23,692
Building, Overheads & Administration				
Theodore Roussel Memorial Trust	-	10,000	-	10,000
Berkshire Community Foundation	5,000	2,000	7,000	-
Screwfix Foundation (driveway)	5,000	-	5,000	-
Other grants (various funders)	3,422	4,000	3,638	3,784
Hardship grants applied for on behalf of individual service users				
Pat's Lasting Memories/Berkshire Community Foundation	262	-	-	262
Other grants (various funders)	485	2,302	2,587	200
Total	91,147	302,741	283,481	110,407

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

4. Investment Income

	2024	2023
Bank interest	2,744	837
	2,744	837

5. Governance costs

	2024	2023
Accountancy fees	7,626	7,785
	7,785	8,340

6. Charitable Activities Costs

	2024	2024	2024	2023
	Direct costs	Support costs	Total	Total
ME Day Service	177,591	96,848	274,439	294,497
Family Support Service	142,090	77,488	219,578	231,546
Social Inclusion	37,099	20,232	57,331	56,835
	356,780	194,568	551,348	582,878

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

7. Staff Costs

	Note	2024	2023
Total staff costs were as follows			
Wages and salaries		436,402	463,506
Social security costs		26,816	28,825
Pension contributions	1.7	8,436	8,736
Total		<u>471,654</u>	<u>501,067</u>

The average number of employees during the year was as follows

	2024	2022
Office management	5	5
Fundraising	1	2
Support workers	16	19
Total	<u>22</u>	<u>26</u>

There were no trustees' expenses paid or remuneration for the year or for 2022.

8. Tangible Assets

	Property	Equipment & Furniture	Play Equipment	Motor Vehicle	Total
Cost					
At 1 April 2023	118,043	22,284	937	15,645	156,909
Additions	8,217	-	-	-	8,217
	-	-	-	-	-
Disposals					
As at 31 March 2024	126,260	22,284	937	15,645	165,126
Depreciation					
At 1 April 2023	35,842	22,284	937	15,645	74,708
Charge for the year	5,777	-	-	-	5,777
Disposals	-	-	-	-	-
As at 31 March 2023	41,619	22,284	937	15,645	80,485
Net Book Value					
At 31 March 2024	84,641	-	-	-	84,641
					-
At 31 March 2023	82,201	-	-	-	82,201

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

9. Debtors and Prepayments

	2024	2023
Debtors	20,288	27,040
Prepayments	6,132	5,035
	<u>26,420</u>	<u>32,075</u>

10. Cash at bank and in hand

	2024	2023
HSBC current account	56,568	41,857
HSBC deposit account	188,832	120,733
NSI Income Bond	2,000	2,000
Virgin Money savings account	-	90,422
Petty cash	556	713
	<u>247,956</u>	<u>255,725</u>

11. Amounts falling due within one year

	2024	2023
Trade creditors and accruals	14,989	21,383
Deferred income	19,183	13,647
	<u>34,172</u>	<u>35,030</u>

12. Amounts falling due after more than one year

	2024	2023
Loan from Reading Borough Council	50,000	50,000
	<u>50,000</u>	<u>50,000</u>

This is an interest free loan repayable upon the sale of the freehold property.

13. Cashflow statement

	2024	2023
Bank opening balance	255,725	327,920
Income (deficit) for the year	(10,126)	(85,123)
Debtors (increase)/decrease	5,655	(2,143)
Creditors increase/(decrease)	(858)	26,498
Capital additions	(8,217)	(13,647)
Depreciation	5,777	2,220
	<u>247,956</u>	<u>255,725</u>

READING MENCAP

England & Wales - Charity number 1118287

Accounts



The local voice of learning disability

Report of the Trustees and Unaudited Accounts For the year ended 31st March 2023

Charity Registration Number: 1118287
Company Registration Number: 05976118 (England & Wales)

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	Pages
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LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2023

Status:

The charitable company was established under memorandum and articles of association incorporated 24 October 2006 and registered as a charity 8 March 2007. Prior to incorporation the charity had provided services in Reading since 1962.

Charity Number: 1118287

**Company Number:
(England & Wales)** 05976118

**Registered Office &
Principal Office** 21 Alexandra Road,
Reading, RG1 5PE

Trustees & Directors L Macdonald, Chair
J N Walters, Treasurer
P Miller
Z Ridout
M Saban
H Baxter (Appointed 15th March 2023)
J Allpass (Appointed 15th March 2023)
J Eustace (Appointed 15th March 2023)

The Trustees/directors of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. At the Balance Sheet date there were 8 trustees each guaranteeing to contribute £1.

Independent Examiner:

John Mack, FCCA
CF Limited
Certified Accountants and Taxation Consultants
20 Woods Road, Caversham,
Reading, RG4 6NA

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their report together with the financial statements of the charitable company for the year ended 31 March 2023, as required under the Charities Act 2011. This report is also the Directors' report required by section 386 of the Companies Act 2006.

Mission Statement

Our mission is to transform the attitude of our local community to learning disability (LD) and improve the lives of people with learning disabilities and their families in five ways:

- Raising awareness and changing attitudes
- Making a difference to the lives of people with learning disability through good quality services
- Combating loneliness and isolation by supporting friendships and relationships
- Improving health for people with learning disability
- Supporting families to give their children with LD equal chances in life

Purposes and Aims

People with learning disabilities face many challenges in life, loneliness and isolation, anxiety; problems accessing services, support and appropriate housing; they face health inequalities, low income and financial difficulties. Our overall goal is that people with learning disabilities have fulfilling, healthy and safe lives, and more opportunities to participate in and engage with society.

The aims of Reading Mencap are:

- To ensure families are better informed about their options and rights and the services available to them.
- To improve access to services and sources of support for people with learning disabilities and their family carers.
- To identify isolated adults and their elderly parents and family carers and increase their involvement in the community.
- To improve the physical health and personal wellbeing of people with learning disabilities and their family carers.
- To increase confidence and independence for people with learning disabilities
- To improve overall quality of life for people with learning disabilities and their family carers.
- To grow and improve our day activity services and improve our offer to young adults who are not in employment or training
- To improve the resources and sustainability of Reading Mencap

Ensuring Our Work Delivers Our Aims

This year finally saw a full return to all our services following the end of the pandemic, including all of our clubs, and the sweeping away of the last infection control measures. However, we then saw the full extent of the damage done by the pandemic to our day activity services in the number of service users who we could not persuade to return to their services. We unfortunately received little help from the local authority in our endeavours to get people to return to us, and we turned to fund raising to support the shortfall of income in the service while we considered what steps to take to improve the situation.

As the year came to an end we made the decision to close the ME2 service. This was because the local authority was not referring anyone to our day services to replace the lost clients, and it was proving extremely difficult to replace the staff who were leaving. We decided that we could amalgamate the remaining users into one service at our premises at Alexandra Road to run a combined service. Rental costs for the external facilities had also become a huge burden on the ME2 service, amounting to £23,000 in the year, and they were set to rise again in the year 2023-24, so this was a final blow. We gave notice to the local authority and wound up the service on 31st March 2023, opening the new 4ME activity service at the start of April 2023. The new service is now full, except for one day for higher need users only, which means we have now have little capacity to serve young people leaving full time education looking for a service.

However, in July 2022 we won the tender to run the Council's Bulmershe allotments as a horticultural day service for young adults in transition to adulthood, and although the Council is still working at an incredibly slow speed, we are moving inexorably towards gaining the operating licence. This then, combined with other new services we are developing, will eventually give us the kind of client reach we have never had before.

Our longstanding Family Support Team Manager who wanted a change of role took over the development of the Bulmershe Allotments as our Projects Manager and has been effective in pushing along the development work. Additionally, she has written a new training programme for parents of young people who are making the transition from children's to adults services. The course covers everything parents need to know about the very complex world of social care, finances, benefits, housing etc., to ensure their young adult can lead a happy, healthy and well managed adult life. Reading's three special schools and Reading College are keen to have us run the courses for their parents, so this will also guarantee us a new client group and extended reach. This client group would also help to fill our new 18-30 years, horticultural day service at the Bulmershe Allotments, without having to rely completely on the local authority for referrals.

2022 also saw us winning, with 3 other local charities as partners, the contract to run the Carers Services for Reading and West Berkshire. This new service started in November 2022 and has continued to be a challenge to get the service running as it should, after 6 years of a very poor service from the previous provider. However, RBC Commissioning have worked helpfully together with us as we continue to improve the poor system we inherited. Our partners are Age UK Reading, Age UK Berkshire and CommuniCare, all of whom we have worked with before as partners in other contracts.

It was a busy year tendering for our long running Reading contracts for our clubs and also the small amount of funding we are given for our Family Support Service. The tenders were full EU type tenders but the Council were not receptive to voluntary sector requests to simplify them, even though they caused a great deal of worry and hard work. Much time was consumed in 2022 preparing and bidding for our funding but there are now signs that

the Council has taken voluntary sector concerns on board. They are trying hard to engage the local voluntary sector to join officers in trying to solve the long waiting lists for help at their social care front door. The coming year will see if this approach bears fruit.

Our fundraising Manager has guided a smooth path through the fundraising challenges of the year including three lots of RBC tendering rounds. However, in November 2022 the interim Director of Adult Social Care declined to refund the vital work of our Transitions Family Adviser, due to lack of available funding. This was disappointing as our Family Adviser's work had been very well received by everyone.

On the plus side, this year saw our recruitment of three very experienced new trustees who are already starting to help our work in the areas of marketing, finance and strategy. Good trustees are essential to ensure that a charity remains profitable and providing important services, and we are very fortunate to have very insightful trustees.

The Focus of Our Work and Delivering Public Benefit

We are proud to offer a holistic range of services to people with learning disabilities and their families. Our services are:

- Information, advice, support and outreach casework through the Family Support Service
- Regular social and leisure clubs, including physical activities & self-advocacy
- Provision of day activity services for adults and respite for carers
- Support services for carers, including carer's assessments, contingency planning, support groups and information & advice
- Supported accommodation in our own building

This year we benefitted from the services of an impact consultant, funded by our CAF Resilience grant. As well as setting out our aims, outcomes and Theory of Change, we worked on how we are capturing data and measuring the differences we make, in order to improve both our monitoring and service delivery. We started by examining the impact made by our important Family Support Service and have now produced our first Impact report. A pie chart is available upon request showing the high number of contacts made and received by the Family Support Team in 2022.

We measured our success by the percentage of clients who rate the quality of support they have received from their Family Adviser as 'excellent' or 'good' and the percentage of people who meet one or more of the service outcomes. In our latest client survey (Mar 2023) for Family Support, 97% of clients rated the service as excellent or good, and for transition to adulthood support, this was 100% (Dec 22); 100% of transition respondents (parent-carers) also said they now feel more confident supporting their young person through the transition process.

In our March 2023 Family Support survey, 94% of people said they are now better informed of their options and rights and interestingly, 84% of people felt that their Family Adviser provided them with emotional support in addition to help with a specific issue (such as social care or housing). A bar chart is available upon request detailing outcome from the support provided by the Family Support Team in 2022, as is also the full Impact report.

Parents who had used our Family Support Service said they felt empowered and supported to achieve the care and support their loved one needs, while adults with learning disabilities said they would be 'lost' without this 'fantastic' service. *"We need specialists and that's what you get when you have help from a Reading Mencap Family Adviser."* (Parent-carer.)

A group of parent-carers identified the key areas they'll require advice about over the coming years: potential cuts to care packages and the impact on their loved ones – and the need for us to challenge these cuts; the cost-of-living crisis, emphasising the financial challenges of caring for someone with a learning disability; and the dearth and quality of learning disability care services and activities. Our Hear Our Voice self-advocacy group of adults with learning disabilities emphasised they need Family Advisers to continue helping them to understand and implement the advice given.

Future plans

This year will see us starting our new horticultural day service at the Bulmershe Allotments and the many opportunities it will present, not only in increased earned income but also the many different services we can run and offer young people leaving full time education. We also look forward to our new working relationship with local special schools and Reading College through our training for parents of young people in transition thanks to our new Projects and Training Officer and our Transitions Family Adviser.

The 60th Anniversary of Reading Mencap

To mark the occasion of Reading Mencaps 60th Anniversary a special celebratory event was held at Reading Minster in June 2022. We were delighted that our Patron, Sir John Madejski, and the Deputy Mayor of Reading, Cllr, Deborah Edwards could attend the celebrations as well as many of our service users, their families and volunteers, who were able to enjoy the warm support of the local community. We have come a long way since 1962.

Finally, I would like to thank, on behalf of all the trustees, our hardworking CEO and wonderful staff who have again worked tirelessly throughout the year to bring the charity back to normal service following the pandemic. They are a united force in helping our service users, their family carers, and the charity.

Risk Review

All risk assessment processes we are using are in line with those recommended by Reading Borough Council and the Social Care Institute for Excellence and Royal Mencap Society.

Going Concern

Currently we have no concerns about the overall viability of the charity and are confident that we can continue to provide services for the foreseeable future.

Financial Review

The financial results for the year showed total income of £538,736 (2022: £571,388). At the Balance Sheet date total net assets amounted to £284,971 (2022: £370,094). The charity recorded a deficit for the year of £85,123 (2022: Surplus £51,333). The deficit should not be viewed in isolation but in the context of the last 3 years when there have been surpluses

of £51,000 in 2021/22 and £119,000 in 2020/21. What could be termed resilience funding secured upfront has been spent over the last 3 years after determining the appropriate services and projects to support. A large part of the funding has been spent in the last year once services returned to a more post Covid level hence the deficit this year. The balance of reserves as at March 2020 was £200,000 so we have come through the period of Covid in sound financial shape. It should be noted that 93% of expenditure relates to the delivery of charitable services.

Principal Funding Sources

Income from the Day Services totalled £194,027 for the year compared with £165,264 for the previous year. The Big Lottery grant, to run our Family Support Service, was £73,602 (2022: £73,965). Reading Borough Council provided £80,367 for the Family Support Service, Carers' Services and clubs for adults. The CAF Resilience Fund also provided an additional grant of £35,735 in the year. Rental income from the self-contained flats at 21a Alexandra Road was £38,206. This is supported living accommodation for four adults with LD.

A summary of this year's Restricted Grants is set out in Note 3 on page 17 of the Financial Statements. The trustees would also like to thank all the trusts, foundations, companies, community groups and individuals who have supported us over the last year. There are too many to detail in this report, but we would like to say a special thank you to the following:

B&Q Foundation/Neighbourly	John Sykes Foundation	Reading Christadelphians
Co-op Food	Lions Club of Reading	Reading Dispensary Trust
Duff Family	Lush Reading	Reading Festival
EES	M&S/Neighbourly	Reading Rotary Club
EY Reading	Movement for Good	St Barnabas Church, Emmer Green
Gerald Palmer Eling Trust	Perfetti Van Melle	St Laurence Relief in Need Trust
Grant Thornton LLP	Phil Lamplugh	Sir Jules Thorn Charitable Trust
Hedley Foundation	Prince of Wales's Charitable Fund	Thames Water
Heavy Pop/Black & White Music	Proctor & Gamble	Tom Purser
Henley Festival	R & S Smith	W O Street Foundation

Investment Policy

We continue to try to gain the most from our bank deposits while ensuring the cash flow needs of the charity are met. Currently there are deposits in interest bearing accounts of financial institutions with acceptable credit ratings.

Reserves Policy

Recent years have presented challenging economic conditions. We have experienced a COVID pandemic, a cost-of-living crisis and significant energy cost increases. The trustees believe that it is appropriate to set a target closely approximating 6 months of normal expenditure to safeguard against the significant loss of current sources of income and to be able to retain key staff and develop new business opportunities. Applying this policy, the required level of reserves at the Balance Sheet date is computed to be £250,000 compared with total reserves of £284,971.

Structure, Governance and Management

Governing Document

The Charity is organised under its Articles of Association approved in October 2006. By Special Resolution (July 2018) changes to the Articles have been approved and objects (b) and (c) have been deleted.

Management

A team of trustees appointed at the Charity's Annual General Meeting manages the Charity. All of the trustees provide their time free of charge. The Committee of trustees comprises the Chair, Treasurer, and general trustees. In 2022-23 one of the trustees was voted off the committee due to lack of engagement. However, three new trustees have been appointed to strengthen the Board which now comprises 8 trustees. Meetings are held at least every 2 months and the Chief Executive Officer (CEO) is invited to attend these meetings.

The CEO is employed by the Charity and manages the day-to-day running of the Charity on behalf of the trustees.

None of the trustees had a material interest in any contract of significance to which the Charity was party during the period of these accounts.

Policies

The Charity continues to review its policies and procedures and ensure it meets all health and safety requirements.

Trustees' Responsibilities in Relation to the Financial Statements

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 as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue on that basis.

The trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on 26th July 2023 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'L Macdonald', written in a cursive style.

Leslie Macdonald
Chair of Trustees

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF READING MENCAP ON THE UNAUDITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

I report on the financial statements of the Charity for the year ended 31 March 2023 set out on Pages 13 to 20.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's members as a body, for my work or for this report, or for the opinions I have formed.

Respective Responsibilities of Trustees and Examiner

The Trustees are responsible for the preparation of the Financial Statements. The Trustees consider that an Audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5) (b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

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

Independent Examiner's Statement

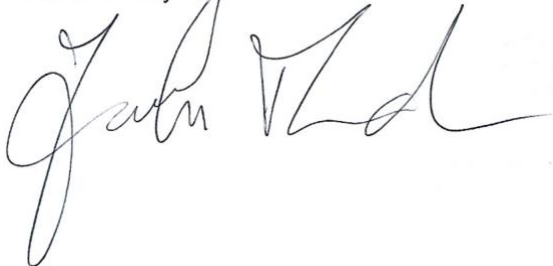
In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or

- b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.

John Mack FCCA
CF Limited
Certified Accountants and Taxation Consultants
20 Woods Road, Caversham, Reading, RG4 6NA

Dated: 26th July 2023

A handwritten signature in black ink, appearing to read 'John Mack', written over a faint, illegible stamp or watermark.

**READING MENCAP STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted funds	Restricted funds	Total funds 2023	Total funds 2022
Income					
Donations		9,115		9,115	10,680
<u>Charitable activities</u>					
From public authorities			80,367	80,367	66,852
Grants		7,835	201,231	209,066	279,994
Fundraising events	2	6,503		6,503	9,619
Rental income		38,206		38,206	38,186
ME Day Service fees		194,027		194,027	165,264
<u>Other Income</u>					
Investment income	4	837		837	148
Membership subscriptions		615		615	645
Total income		257,138	281,598	538,736	571,388
Expenditure					
Raising funds	2	33,196		33,196	25,592
Charitable activities	6,7	179,414	403,464	582,878	486,123
Governance	5	7,785		7,785	8,340
Total expenditure		220,395	403,464	623,859	520,055
Net Income / (Expenditure)		36,743	(121,866)	(85,123)	51,333
Grants for Capital Expenditure		0	0	0	0
Net Movement in Funds		36,743	(121,866)	(85,123)	51,333
Reconciliation of Funds					
Total funds brought forward		157,082	213,012	370,094	318,761
Total Funds Carried Forward		193,825	91,146	284,971	370,094

**READING MENCAP
BALANCE SHEET AS AT 31 MARCH 2023**

	Notes	2023	2022
FIXED ASSETS			
Tangible Assets	8	82,201	70,774
 CURRENT ASSETS			
Debtors and Prepayments	9	32,075	29,932
Cash at Bank and in Hand	10	255,725	327,920
		287,800	357,852
 CREDITORS			
Amounts falling due within one year	11	35,030	8,532
Current assets less current liabilities		252,770	349,320
 Total assets less current liabilities		334,971	420,094
 CREDITORS			
Amounts falling due after more than 1 year	12	50,000	50,000
		284,971	370,094
 REPRESENTED BY:			
Unrestricted funds		193,825	157,082
Restricted funds	3	91,146	213,012
		284,971	370,094

Approved by the Board of Trustees on the 26th July 2023 and signed on their behalf by



Leslie Macdonald (Chair)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1. Accounting Policies

1.1 Accounting convention

The Financial Statements are prepared under the historical cost convention and in accordance with The Charities Act 2011 and comply with the Companies Act 2006. The Financial Statements have been prepared in accordance with the "Accounting and Reporting by Charities: Statement of Recommended Practice."

1.2. Income

Income from donations and grants, including capital grants, is included in total income when these are receivable, except as follows:

- when donors specify that the donations and grants given to the charitable company must be used in future accounting periods, the income is deferred accordingly
- when donors impose conditions, which have to be fulfilled before the charitable company becomes entitled to such income, the income is deferred and is not included until the preconditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, this income is only included in incoming resources when the corresponding expenditure takes place.

1.3 Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of expenditure in the Statement of Financial Activities. The charitable company is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

- Raising funds represents the cost of community fundraising, bid writing, individual and legacy giving schemes, corporate partnerships and fundraising events.
- Charitable activities comprise activities undertaken to further the purposes of the charity.
- Governance costs represent the costs of the management of the charity and complying with constitutional and statutory requirements.

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

1.4 Depreciation

Equipment is capitalised when it has a useful life in excess of one year and costs over £1,000. Depreciation is calculated so as to write-off the cost of an asset, less its residual value over the useful economic life of the asset as follows: -

Freehold property	Over 50 years on straight-line method
Freehold property improvements	Over 8 years on straight-line method
Furniture	Over 6 years on straight-line method
Office Equipment	Over 3 years on straight-line method
Play Equipment	Over 5 years on straight-line method
Motor Vehicles	On a 25% reducing balance basis

1.5 Taxation

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

1.6 Fund Accounting

Funds held by the charitable company are either: -

Unrestricted funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charitable company.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

1.7 Pensions

Reading Mencap operates a workplace pension scheme for employees. This scheme has been set up with the National Employment Savings Trust (NEST). The minimum contribution for qualifying employees in the year was 8% (2021/22: 8%) in total of which the Charity contributed 3% (2021/22: 3%).

2. Income from fundraising events

	2023	2022
Net Income	6,503	9,619

The 2022 “Are You Listening” music festival, made a contribution to the Charity of £4,000.

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

3. Restricted Funds Analysis				
	Balance at	Incoming	Resources	Balance at
	1.4.22	Resources	Expended	31.3.2023
	£	£	£	£
Reading Borough Council (Clubs)	0	30,300	30,300	0
Reading Borough Council (Family Support)	0	16,650	16,650	0
Reading Borough Council (Transitions Family Adviser)	25,131	0	25,131	0
Reading Borough Council Small Grants Fund (Clubs)	5,000	0	5,000	0
Reading Borough Council Reading Integration Board Fund (Health Family Adviser)	0	15,000	5,126	9,874
Reading Borough Council (Carers)	0	17,225	17,225	0
National Lottery Community Fund Reaching Communities (Family Support)	11,371	73,723	73,602	11,492
Henry Smith Charity (Family Support)	8,198	0	8,198	0
Other grants for Family Support	7,135	6,000	7,837	5,298
Berkshire Community Foundation (Core costs)	0	5,000	0	5,000
Other grants for core costs	386	4,500	4,886	0
CAF Resilience Fund (various incl: Business Development, Health Family Adviser, Legal Officer)	112,054	25,502	137,556	0
Lloyds Bank Foundation for England and Wales (Business Development)	8,307	27,250	7,097	28,460
Covid support grants	1,319	0	1,319	0
Henry Smith Charity (ME Service)	0	35,000	26,400	8,600
Reading Borough Council Covid Support Fund (ME Care Support Worker)	7,153	0	7,153	0
Berkshire Community Foundation (ME service)	0	3,000	3,000	0
Postcode Community Trust (ME Service activities)	5,813	567	6,380	0
Other grants for ME Service	6,208	6,192	6,745	5,655
Grants for Coffee Club activities	754	0	653	101
Grants for Gateway Club activities	2,097	0	1,266	831
Arts Council England/Berkshire Community Foundation (Jubilee event)	0	3,765	3,765	0
Grants for Choir	1,400	0	670	730
Grants for Performing Arts	4,515	545	1,273	3,787
Grants for other social activities	4,880	1,009	3,894	1,995
Carers Partnership grants	0	1,371	0	1,371
Screwfix (Paved driveway)	0	5,000	0	5,000
Other Paved driveway grants	0	331	0	331
Other refurbishment grants	0	2,000	126	1,874
Berkshire Community Foundation: Pat's Lasting Memories (Grants for individual service users)	756	0	494	262
Other hardship grants for individual service users	535	1,668	1,718	485
Total	213,012	281,598	403,464	91,146

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

4. Investment Income

	2023	2022
Bank interest	837	148
	837	148
	837	148

5. Governance costs

	2023	2022
Accountancy fees	7,785	8,340
	7,785	8,340
	7,785	8,340

6. Charitable Activities Costs

	2023	2023	2023	2022
	Direct costs	Support costs	Total	Total
ME Day Service	196,913	97,584	294,497	244,586
Family Support Service	154,821	76,725	231,546	189,677
Social Inclusion	38,002	18,833	56,835	51,860
	389,736	193,142	582,878	486,123
	389,736	193,142	582,878	486,123

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

7. Staff Costs

	Note	£ 2023	£ 2022
Total staff costs were as follows			
Wages and salaries		463,506	389,624
Social security costs		28,825	24,468
Pension contributions	1.7	8,736	6,588
Total		501,067	420,680

The average number of employees during the year was as follows

	2023	2022
Office management	5	5
Fundraising	2	2
Support workers	19	22
Total	26	29

There were no trustees' expenses paid or remuneration for the year or for 2022.

8. Tangible Assets

	Property	Equipment & Furniture	Play Equipment	Motor Vehicle	Total
Cost					
At 1 April 2022	104,396	22,284	937	15,645	143,262
Additions	13,647	-	-	-	-
	-	-	-	-	-
Disposals					
As at 31 March 2023	118,043	22,284	937	15,645	156,909
Depreciation					
At 1 April 2022	33,622	22,284	937	15,645	72,488
Charge for the year	2,220	-	-	-	2,220
Disposals	-	-	-	-	-
As at 31 March 2023	35,842	22,284	937	15,645	74,708
Net Book Value					
At 31 March 2023	82,201	-	-	-	82,201
					-
At 31 March 2022	70,774	-	-	-	70,774

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

9. Debtors and Prepayments

	2023	2022
Debtors	27,040	25,939
Prepayments	5,035	3,993
	<u>32,075</u>	<u>29,932</u>

10. Cash at bank and in hand

	2023	2022
HSBC current account	41,857	34,958
HSBC deposit account	120,733	200,000
NSI Income Bond	2,000	2,000
Virgin Money savings account	90,422	90,104
Petty cash	713	858
	<u>255,725</u>	<u>327,920</u>

11. Amounts falling due within one year

	2023	2022
Trade creditors and accruals	21,383	8,532
Deferred income	13,647	-
	<u>35,030</u>	<u>8,532</u>

12. Amounts falling due after more than one year

	2023	2022
Loan from Reading Borough Council	50,000	50,000
	<u>50,000</u>	<u>50,000</u>

This is an interest free loan repayable upon the sale of the freehold property.

13. Cashflow statement

	2023	2022
Bank opening balance	327,920	288,171
Income (deficit) for the year	(85,123)	51,333
Debtors (increase)/decrease	(2,143)	(16,383)
Creditors increase/(decrease)	26,498	2,579
Capital additions	(13,647)	-
Depreciation	2,220	2,220
	<u>255,725</u>	<u>327,920</u>

READING MENCAP

England & Wales - Charity number 1118287

Accounts



The local voice of learning disability

**Report of the Trustees and Unaudited
Accounts
For the year ended 31st March 2022**

Charity Registration Number: 1118287
Company Registration Number: 05976118 (England & Wales)

Contents

	Pages
Legal and Administrative Information	3
Report of the Trustees	4 - 9
Independent Examiner's Report	10 - 11
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Financial Statements	14 - 19

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2022

Status:

The charitable company was established under memorandum and articles of association incorporated 24 October 2006 and registered as a charity 8 March 2007. Prior to incorporation the charity had provided services in Reading since 1962.

Charity Number: 1118287

**Company Number:
(England & Wales)** 05976118

**Registered Office &
Principal Office** 21 Alexandra Road,
Reading, RG1 5PE

Trustees & Directors **L Macdonald**, Chair
J N Walters, Treasurer
P Miller
Z Ridout
M Saban
K Otto (appointed 6th October 2021)

The Trustees/directors of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. At the Balance Sheet date there were 5 trustees each guaranteeing to contribute £1.

Independent Examiner:

John Mack, FCCA
CF Limited
Certified Accountants and Taxation Consultants
20 Woods Road, Caversham,
Reading, RG4 6NA

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their report together with the financial statements of the charitable company for the year ended 31 March 2022, as required under the Charities Act 2011. This report is also the Directors' report required by section 386 of the Companies Act 2006.

Mission Statement

Our mission is to transform the attitude of our local community to learning disability (LD) and improve the lives of people with learning disabilities and their families in five ways:

- Raising awareness and changing attitudes
- Making a difference to the lives of people with learning disability through good quality services
- Combating loneliness and isolation by supporting friendships and relationships
- Improving health for people with learning disability
- Supporting families to give their children with LD equal chances in life

Purposes and Aims

The aims of Reading Mencap are:

1. To support children and adults and their family carers and parents with information, advice and advocacy around health and social care, benefits, education, Transition, employment, housing and hate crime and any other issue arising from their learning disabilities.
2. To grow and improve our Day Opportunity Services and improve our offer to young adults who are not in employment or training.
2. To improve the quality of, and the access to, our clubs and events for children and adults with learning disabilities
4. To identify isolated adults and their elderly parents and family carers and increase their involvement in the community.
5. To improve the resources and sustainability of Reading Mencap

Ensuring Our Work Delivers Our Aims

This was the second year of the pandemic when we started to reopen our services again but with the constant need to think about infection control. Our day service had only opened briefly for 2 months in the previous year but was closed again because of the national lockdown over Christmas 2020-21. So, we finally reopened permanently in April 2021 and found a very challenging picture of how the pandemic had affected our service users. Because of the

constant need for vigilance on infection, we could only take 6 service users each day instead of our normal 15 to ensure social distance requirements. However, Our clubs, which were still closed released the Clubs manager, who was now in full production with designing, making up and delivering weekly activity packs to people's homes, which would ensure our other service users were kept in touch until we could resume a full normal service.

When we started to bring service users back to their day services, the picture we saw of so many with reduced mobility, caused by injuries from falls and long periods of being housebound, and many with mental health issues, was alarming. We therefore used our Family Advisers and an ex nurse working in our day service, to work directly with families to support them to get their cared for person back to health, so they could return to their vital services. This took almost the whole year to achieve, but sadly we lost over a dozen service users that could not return. This has had a dramatic effect on our charity income, which we are unlikely to see improve to pre-pandemic levels for some years to come. Our ME2 service for more severely disabled clients was hit particularly hard and, by the end of the year, was not covering its costs. This situation continues.

We also soon realised that there was a national workforce crisis when we found we could not recruit to the various care support worker vacancies that we were experiencing in our two day services. This situation was combined with ongoing staff absences due to COVID, or family members with COVID, that meant that, at various times, we had to close one or the other services for anywhere between a day or a week at a time, which further eroded our income stream.

The year also saw us draw up and run a comprehensive vaccinations programme, working with GPs, Readibus and CTPLD, where we ensured that service users not only got their vaccinations, but were also recorded on their GP LD registers, to ensure they would receive their invitations to their Annual Health Checks. We also finally secured 15 months of funding for a Health Family Adviser to pick up the work again to research into local reasons why there continues to be health inequalities for people with LD.

Our fundraising Manager continued to do an amazing job of bringing in significant sums throughout the pandemic, to ensure the charity could still continue to pursue its development plans, including the employment of a new Head of Business Development, who finally joined us in July 2021. We now have a fully refreshed Business Plan and Action plan and work is now underway to ensure that all managers understand our plans to continue to develop the charity and increase and diversify its income streams.

January 2022 saw our year-long plans to get a Transitions Family Adviser commissioned by RBC and in post, come to fruition, and we have high hopes that Reading will want the work we achieve this year to continue.

The Focus of Our Work and Delivering Public Benefit

In February 2022 we saw the start of our third year of four, of our second round of Lottery funding for our crucial Family Support Service. It is a constant worry how we fund the service, even though it is now funded by 4 different funders,

but the Lottery is by far the biggest. This will be our biggest challenge for 2022-23, and it is even more crucial that this service continues because of the cost of living and energy crisis. We know that our service users and carers will desperately need our help to maximise their incomes and support their management of debts throughout this time.

We ended the year still desperately trying to recruit staff for our proposed Saturday 18-25 Transitions social club, which is to meet a significant gap in services for young people who are preparing for adulthood. Finally, a little way into the new year we finally recruited and plan to start the new service in June 2022.

The long awaited RBC tender for local authority voluntary sector funding, including our vital clubs, was postponed before Christmas 2021, and finally released on April 5th, 2022. Our clubs were reopened in early 2022 and our choir rehearsals for our 60th anniversary celebrations, as well as the Queen's Platinum Jubilee, in June 2022, began.

Our campaign to secure the use of the Bulmershe allotments continued and drew in the leader of the Council to help push things through, but as at the end of the financial year, we were still waiting to hear any news.

I would like to thank, on behalf of all the trustees, our wonderful staff who have again worked tirelessly throughout the second pandemic year. They continue to show their dedication to both our service users, their family carers, and the charity.

Future plans

We continue to hope that we can secure the Bulmershe Allotments to start a new 18-30 horticultural day service, possibly as a Social Enterprise, to meet a gap in the local market. We heard shortly into the new financial year that the land had been put out to a voluntary sector tender. The coming year will be crucial for our Business Development plans, but as re-funding of local authorities continues to be a distant hope it is unlikely that the local authority will make it easy for us to run this new service.

Risk Review

All risk assessment processes we are using are in line with those recommended by Reading Borough Council and the Social Care Institute for Excellence and Royal Mencap Society.

Going Concern

Currently we have no concerns about the viability of the charity and are confident that we can continue to provide services into the new year.

Financial Review

The financial results for the year showed total income of £571,388 (2021: £555,747). At the Balance Sheet date total net assets amounted to £370,094

(2021: £318,761). The charity recorded a surplus for the year of £51,333 (2021: Surplus £118,843).

We continue to invest to develop our range and strength of activities.

Principal Funding Sources

Our primary funding source has become the earned income from our Day Services, this totalling £165,264, followed by the Big Lottery to run our Family Support Service £73,965. Reading Borough Council provided £54,699, for the Family Support Service and clubs for adults. We also continued to rent out the self-contained flat at 21a Alexandra Road for four adults with LD living in supported living which bought in £38,186.

The Charity received £3,360 from HMRC under the Furlough scheme (2021: £24,696).

A summary of this year's Restricted Grants is set out in Note 3 on page 16 of the Financial Statements.

The trustees would also like to thank all the trusts, foundations, companies, community groups and individuals who have supported us over the last year. There are too many to detail in this report, but we would like to say a special thank you to the following:

Alice McGonnell, Rosie Rodgers, Elaine Ryan and Michael Harrison

Arnold Clark Community Fund

Ascot Racecourse

Asda Tilehurst

AWE Aldermaston

B&Q Foundation/Neighbourly

Duff Family

Englefield Charitable Trust

Gaye Pottinger

Gerald Palmer Eling Trust

Grant Thornton LLP

Heather Gibb

Heavy Pop/Black & White Music

IKEA Reading

Invesco

Jaguar Land Rover Reading

J Mould

Lions Club of Reading

Mid-counties Co-op Community Fund

Mizuno

Pauline Osborn

Proctor & Gamble

R & S Smith

Reading Mencap, Annual Report & Accounts year end 31st March 2022

Tel: 0118 966 2518, Email: office@readingmencap.org.uk

Registered Charity: 1118287 Company number: 05976118

www.readingmencap.org.uk

Reading Christadelphians
Reading Dispensary Trust
Select Car Leasing
St Laurence Relief in Need Trust
Shanley Foundation
Thames Water
Tom Purser
Waitrose Tilehurst

Investment Policy

We continue to try to gain the most from our bank deposits while ensuring the cash flow needs of the charity are met. Currently there are deposits in interest bearing accounts of financial institutions with acceptable credit ratings.

Reserves Policy

The COVID pandemic and the challenging general economic situation means that a regular review of reserves is required. The trustees believe that it is appropriate to set a target closely approximating 6 months of normal expenditure to safeguard against the significant loss of current sources of income and to be in a position to retain key staff and develop new business opportunities. The Reserves Policy is reviewed on a 6-monthly basis. Applying this policy, the required level of reserves at the Balance Sheet date is computed to be £300,000 compared with total liquid reserves of £349,320.

Structure, Governance and Management

Governing Document

The Charity is organised under its Articles of Association approved in October 2006. By Special Resolution (July 2018) changes to the Articles have been approved and objects (b) and (c) have been deleted.

Management

A team of trustees appointed at the Charity's Annual General Meeting manages the Charity. All of the trustees provide their time free of charge. The Committee of trustees comprises the Chair, Treasurer, and general trustees. In 2020-21 one of the trustees resigned due to work commitments. A replacement was soon found so the composition of the Board continues to be 6 trustees. Meetings are held at least every 2 months and the Chief Executive Officer (CEO) is invited to attend Trustee meetings.

The CEO is employed by the Charity and manages the day-to-day running of the Charity on behalf of the trustees.

None of the trustees had a material interest in any contract of significance to which the Charity was party during the period of these accounts.

Policies

The Charity continues to review its policies and procedures and ensure it meets all health and safety requirements.

Trustees' Responsibilities in Relation to the Financial Statements

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 as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and: -

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue on that basis.

The trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on 20th July 2022 and signed on their behalf by:



Leslie Macdonald
Chair of Trustees

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF READING MENCAP ON THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

I report on the financial statements of the Charity for the year ended 31 March 2022 set out on Pages 12 to 19.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's members as a body, for my work or for this report, or for the opinions I have formed.

Respective Responsibilities of Trustees and Examiner

The Trustees are responsible for the preparation of the Financial Statements. The Trustees consider that an Audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5) (b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

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

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and

(ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or

b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.

A handwritten signature in black ink, appearing to read 'John Mack', with a long horizontal flourish extending to the right.

John Mack FCCA

CF Limited

Certified Accountants and Taxation Consultants
20 Woods Road, Caversham, Reading, RG4 6NA

Dated: 20th July 2022

**READING MENCAP STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2022**

	Note s	Unrestrict ed funds	Restrict ed funds	Total funds 2022	Total funds 2021
Income					
Donations		10,680		10,680	10,345
<u>Charitable activities</u>					
From public authorities			66,852	66,852	45,337
Grants		16,570	263,424	279,994	286,522
Fundraising events	2	9,619		9,619	1,027
Rental income		38,186		38,186	33,807
ME Day Service fees		165,264		165,264	177,754
<u>Other Income</u>					
Investment income	4	148		148	415
Membership subscriptions		645		645	540
Total income		241,112	330,276	571,388	555,747
Expenditure					
Raising funds	2	25,592		25,592	17,175
Charitable activities	6,7	227,566	258,557	486,123	411,269
Governance	5	8,340		8,340	8,460
Total expenditure		261,498	258,557	520,055	436,904
Net Income / (Expenditure)		(20,386)	71,719	51,333	118,843
Grants for Capital Expenditure		0	0	0	0
Net Movement in Funds		(20,386)	71,719	51,333	118,843
Reconciliation of Funds					
Total funds brought forward		177,468	141,293	318,761	199,918
Total Funds Carried Forward		157,082	213,012	370,0	318,7

**READING MENCAP
BALANCE SHEET AS AT 31 MARCH 2022**

	Note s	2022	2021
FIXED ASSETS			
Tangible Assets	8	70,77 4	72,99 4
CURRENT ASSETS			
Debtors and Prepayments	9	29,93 2	13,54 9
Cash at Bank and in Hand	10	327,9 20 357,8 52	288,1 71 301,7 20
CREDITORS			
Amounts falling due within one year	11	8,532	5,953
Current assets less current liabilities		349,3 20	295,7 67
Total assets less current liabilities		420,0 94	368,7 61
CREDITORS			
Amounts falling due after more than 1 year	12	50,00 0 370, 094	50,00 0 318,7 61
REPRESENTED BY:			
Unrestricted funds		157,0 82	177,4 68 141,2
Restricted funds	3	213,0 12 370, 094	93 318,7 61

Approved by the Board of Trustees on the 20th July 2022 and signed on their behalf by



Leslie Macdonald (Chair)

Date: 20th July 2022

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

1. Accounting Policies

1.1 Accounting convention

The Financial Statements are prepared under the historical cost convention and in accordance with The Charities Act 2011 and comply with the Companies Act 2006.

The Financial Statements have been prepared in accordance with the "Accounting and Reporting by Charities: Statement of Recommended Practice."

1.2. Income

Income from donations and grants, including capital grants, is included in total income when these are receivable, except as follows:

- when donors specify that the donations and grants given to the charitable company must be used in future accounting periods, the income is deferred accordingly
- when donors impose conditions, which have to be fulfilled before the charitable company becomes entitled to such income, the income is deferred and is not included until the preconditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, this income is only included in incoming resources when the corresponding expenditure takes place.
- Grants received from HMRC under the Job Retention Scheme (Covid-19) are included in income.

1.3 Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal

or constructive obligation to pay for expenditure. All costs have been directly attributed

to one of the functional categories of expenditure in the Statement of Financial Activities. The charitable company is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

- Raising funds represents the cost of community fundraising, bid writing, individual and legacy giving schemes, corporate partnerships and fundraising events.
- Charitable activities comprise activities undertaken to further the purposes of the charity.
- Governance costs represent the costs of the management of the charity and complying with constitutional and statutory requirements.

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

1.4 Depreciation

Equipment is capitalised when it has a useful life in excess of one year and costs over £500. Depreciation is calculated so as to write-off the cost of an asset, less its residual value over the useful economic life of the asset as follows: -

Freehold property	Over 50 years on straight-line method
Furniture	Over 10 years on straight-line method
Office Equipment	Over 4 years on straight-line method
Play Equipment	Over 5 years on straight-line method
Motor Vehicles	25% reducing balance basis

1.5 Taxation

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

1.6 Fund Accounting

Funds held by the charitable company are either: -

Unrestricted funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charitable company.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

1.7 Pensions

Reading Mencap operates a workplace pension scheme for employees. This scheme was introduced in February 2016 and has been set up with the National Employment Savings Trust (NEST). The minimum contribution for qualifying employees in the year was 8% (2020/21: 8%) in total of which the Charity contributed 3% (2020/21: 3%).

2. Income from fundraising events

	2022	2021
Net Income	9,619	1,027

The “Are You Listening” music festival, an important fund-raising event for the Charity, was able to resume in October 2021 after the lifting of Covid restrictions. This contributed income of £6,500.

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

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

4. Investment Income

	2022	2021
Bank interest	148	415
	148	415
	148	415

5. Governance costs

	2022	2021
Accountancy fees	8,340	8,460
	8,340	8,460
	0	0

6. Charitable Activities Costs

	2022	2022	2022	2021
	Direct costs	Support costs	Total	Total
ME Day Service	155,726	88,860	244,586	204,730
Family Support Service	120,767	68,910	189,677	158,119
Social Inclusion	33,019	18,841	51,860	48,420
			486,123	411,269
	309,512	176,611	23	9

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

7. Staff Costs

	Note	£ 2022	£ 2021
Total staff costs were as follows			
		389,62	
Wages and salaries		4	355,601
Social security costs		24,468	18,554
Pension contributions	1.7	6,588	5,209
		<u>420,6</u>	<u>379,36</u>
Total		80	4

The average number of employees during the year was as follows

	2022	2021
Office management	5	5
Fundraising	2	2
Support workers	22	23
Total	29	30

There were no trustees' expenses paid or remuneration for the year or for 2021.

8. Tangible Assets

	Land & Buildings	Equipment & Furniture	Play Equipme nt	Motor Vehicle	Total
Cost					
At 1 April 2021	104,39				143,26
Additions	6	22,284	937	15,645	2
Grants received	-	-	-	-	-
Disposals	-	-	-	-	-
As at 31 March 2022	104,39	22,284	937	15,645	143,26
Depreciation					
At 1 April 2021	31,402	22,284	937	15,645	70,268
Charge for the year	2,220	-	-	-	2,220
Disposals	-	-	-	-	-
As at 31 March 2022	33,622	22,284	937	15,645	72,488
Net Book Value					
At 31 March 2022	70,77				70,77
	4	-	-	-	4
At 31 March 2021	72,994	-	-	-	72,994

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

9. Debtors and Prepayments

	2022	2021
	25,93	
Debtors	9	12,089
Prepayments	3,993	1,460
	<u>29,93</u>	<u>13,54</u>
	<u>2</u>	<u>9</u>

10 Cash at bank and in hand

	2022	2021
	34,95	
HSBC current account	8	80,407
	200,0	
HSBC deposit account	00	30,000
NSI Income Bond	2,000	2,000
		174,97
Virgin Money savings account	90,104	4
Petty cash	858	790
	<u>327,9</u>	<u>288,1</u>
	<u>20</u>	<u>71</u>

11 Amounts falling due within one year

	2022	2021
Trade creditors and accruals	8,532	5,953
	<u>8,532</u>	<u>5,953</u>

12 Amounts falling due after more than one year

	2022	2021
Loan from Reading Borough Council	50,00	
	0	50,000
	<u>50,00</u>	<u>50,00</u>
	<u>0</u>	<u>0</u>

This is an interest free loan repayable upon the sale of the freehold property.

13 Cashflow statement

	2022	2021
Bank opening balance	288,1	153,62
	71	0

Net income for the year	51,333	118,843
Debtors (increase)/decrease	(16,383)	15,615
Creditors increase/(decrease)	2,579	(2,777)
Depreciation	2,220	2,870
	327,920	288,171
Bank closing balance		

READING MENCAP

England & Wales - Charity number 1118287

Accounts



The local voice of learning disability

Report of the Trustees and Unaudited Accounts For the year ended 31st March 2021

Charity Registration Number: 1118287
Company Registration Number: 05976118 (England & Wales)

Contents

	Pages
Legal and Administrative Information	3
Report of the Trustees	4 - 9
Independent Examiner's Report	10 - 11
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Financial Statements	14 - 19

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2021

Status:

The charitable company was established under memorandum and articles of association incorporated 24 October 2006 and registered as a charity 8 March 2007. Prior to incorporation the charity had provided services in Reading since 1962.

Charity Number: 1118287

**Company Number:
(England & Wales)** 05976118

**Registered Office &
Principal Office** 21 Alexandra Road,
Reading, RG1 5PE

Trustees & Directors **L Macdonald**, Chair
J N Walters, Treasurer
P Miller
Z Ridout
M Saban (appointed 19th October 2020)
K Otto (appointed 6th October 2021)

K Neudegg resigned on 28th January 2021

The Trustees/directors of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. At the Balance Sheet date there were 5 trustees each guaranteeing to contribute £1.

Independent Examiner:

John Mack, FCCA
CF Limited
Certified Accountants and Taxation Consultants
20 Woods Road, Caversham,
Reading, RG4 6NA

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report together with the financial statements of the charitable company for the year ended 31 March 2021, as required under the Charities Act 2011. This report is also the Directors' report required by section 386 of the Companies Act 2006.

Mission Statement

Our mission is to transform the attitude of our local community to learning disability (LD) and improve the lives of people with learning disabilities and their families in five ways:

- Raising awareness and changing attitudes
- Making a difference to the lives of people with learning disability through good quality services
- Combating loneliness and isolation by supporting friendships and relationships
- Improving health for people with learning disability
- Supporting families to give their children with LD equal chances in life

Purposes and Aims

The aims of Reading Mencap are:

1. To support children and adults and their family carers and parents with information, advice and advocacy around health and social care, benefits, education, Transition, employment, housing and hate crime and any other issue arising from their learning disabilities.
2. To grow and improve our Day Opportunity Services and improve our offer to young adults who are not in employment or training.
2. To improve the quality of, and the access to, our clubs and events for children and adults with learning disabilities
4. To identify isolated adults and their elderly parents and family carers and increase their involvement in the community.
5. To improve the resources and sustainability of Reading Mencap

Ensuring Our Work Delivers Our Aims

This was the year of COVID and changing all our services so they could keep running in one way or another. This was the big challenge. Our Family Support Service was first off the blocks, dashing out a huge COVID Excel spreadsheet of all our current service users with their vital details to make an instantaneous accessible and flexible database, which we have used throughout the pandemic. It kept track of our casework in Family Support, recording the hundreds of telephone calls they made; it recorded the delivery of hundreds of activity packs our Clubs Manager turned her hand to, and the many, many food deliveries we made; the doorstep deliveries and the social chats, and it even acted as a master sheet

of which service users had had their vaccinations and when. We all used it, because it was easy and accessible, but we still kept Charitylog updated.

Early on in the pandemic we tried to run a survey to see which of our service users had access to broadband and what devices they had. But before long we learned that very few families wanted their vulnerable family member to be online. They didn't feel it was safe and those in Supported Living, either didn't have a device, or would need support, which might not always be available, to take advantage of any online activities we might develop. We soon realised that doorstep delivery of our activity packs was the best way forward. And sure enough throughout the summer our care support workers, who did most of the deliveries, were welcomed with open arms, into gardens to stop, at a safe distance, and have a cup of tea and a chat. For many of our service users and their carers this was the only contact they had during the pandemic, where social care didn't contact them.

Between our Fundraising Manager Marie-Claire, who did an amazing job through the pandemic raising so much emergency funding, and the Chancellor of the Exchequer, with his wonderful Furlough scheme, we got through the year, paid our staff and recorded a surplus to help us get through 2021. Reading Borough Council (RBC) realised that they needed to support their day service providers or they wouldn't have any services post pandemic. They paid us enough to keep the service viable, so that we were able to reopen for a short period last summer and autumn in between lockdowns and then again at the start of the new financial year in 2021.

Following the departure of our Day Services Manager in July 2020 we reorganised the structure of the service so that our Senior Support Workers ran the service. They did this very efficiently, with some front-end help from our CEO to ensure all the government guidance was in place and our insurers were happy.

Our very organised vaccination programme and action plan drew compliments from the CCG and RBC, and again our Family Support team swung into action to record everyone's vaccinations and give individual support for those who were struggling to get their jabs. They make dozens of phone calls for some service users, to reassure them, to organise reasonable adjustments for some at their GPs, to ask for help from Community Nurses and liaising with Readibus. RBC came up trumps in January, arranging for all our staff to be vaccinated at Wokingham Hospital, and we managed to ferry some staff members with transport issues down there on our minibus.

With so many staff working from home, the demand for additional laptops and phones was considerable but again our Fundraising Manager ensured that these were in ready supply with all the grants she secured.

At the end of the financial year we found ourselves in a good position both financially and also with our staff. Thanks to a large grant Marie-Claire won for us from the Lloyds Bank Foundation, we ended the year recruiting for a Head of Business Development to deal with all the exciting new opportunities that were appearing on the horizon.

Black & White Music Limited (BWM) are planning to run the Are You Listening? Festival later in 2021 as it was unable to run at all during 2020-21. Much will depend on government advice and the venues' ability to re-open. There are also plans to run the Festival in 2022 when hopefully there will be very few restrictions.

The Focus of Our Work and Delivering Public Benefit

The financial year ended with the brilliant news that RBC had agreed to fund us a full-time Transitions Family Adviser for a one-year pilot, to add to our already 5-strong team of Family Advisers. This will be an important role to move forward work to improve prospects for young adults aged 18-25. We are combining this with a further request to RBC to support us to open a new Saturday social club for these young adults to replace our Saturday Youth Club, which we have now closed. Social opportunities for young adults are at a premium in Reading so this club is much needed.

Our long-serving Family Support Service will hopefully be able to return to face-to-face work shortly. During this year they have almost exclusively had to work remotely only by phone. However, this has still been of considerable benefit to our service users, some of whom have had to have several calls a day to help them to stay on an even keel. Carers have suffered extreme challenges to look after their dependent family members with learning disabilities, as many have lost all care support throughout the pandemic. This was either because care agencies could not provide the same level of care, carers were too scared to let outsiders into the house or their day services were closed. But as the vaccinations have rolled out, so efficiently, combined with our vaccinations support work, support is slowly returning for carers.

The local authority funding for our clubs will be in its last year next year, when we hope we will be able to bid for funding to continue our clubs, which haven't run at all this year. Instead, we have kept regularly in touch with service users and their carers by phone and included them in our activity pack deliveries. We hope to be able to reopen our clubs later in 2021.

I would like to thank, on behalf of all the trustees, our wonderful staff who have worked tirelessly throughout the pandemic, showing their resourcefulness at a very difficult time. They have all shown true dedication to both our service users with learning disabilities and their family carers.

Future Plans

Starting the new financial year with the successful recruitment of our Head of Business Development we are looking forward hopefully to Reading being agreeable to letting us have the small allotments site we need to build a new, and exciting, social enterprise business. There could still be many unknowns yet about the pandemic so we still need to be cautious, but we can also be optimistic.

Risk Review

All risk assessment processes we are using are in line with those recommended by Reading Borough Council and the Social Care Institute for Excellence, and Royal Mencap.

Going Concern

Currently we have no concerns about the viability of the charity and are confident that we can continue to provide services for the 12-month period from the date of this report.

Financial Review

The financial results for the year show total income of £555,747 (2020: £539,485). At the Balance Sheet date total net assets amounted to £318,761 (2020: £199,917). Overall, the charity recorded a surplus for the year of £118,843 (2020: Surplus £31,121). These reserves will be used to provide our key services and develop new business opportunities.

Principal Funding Sources

Day Service income for the year was £177,754 (2020: £249,141). The reduction in the level of income is due to the suspension of regular services due to the pandemic. Reading Borough Council provided support income to compensate, but this was only at the rate of 50%. Big Lottery income to run our Family Support Service totalled £78,243. Reading Borough Council provided £45,337, for the Family Support Service and clubs for adults. Every effort was made to secure additional support funding during the year and DCMS Coronavirus Community Support Fund provided a grant of £68,872 for core costs. This was a much welcome source of income. We also continued to rent out the self-contained flat at 21a Alexandra Road for four adults with learning disabilities living in Supported Living, which bought in £33,807. This is an increase compared to the previous year of £23,416, because of a negotiated rent increase with RBC, effective from September 2020.

A summary of this year's Restricted Grants is set out in Note 3 on page 16 of the Financial Statements.

The trustees would also like to thank all the trusts, foundations, companies, community groups and individuals who have supported us over the last year. There are too many to detail in this report, but we would like to say a special thank you to the following:

Alpkite Foundation, Asda Tilehurst, Berkshire Masonic Charitable Foundation, Edward Milward Charity, Gordon Palmer Memorial Trust, IKEA Reading, Lions Club of Reading, Macquarie Group, Neighbourly, NFU Mutual Reading Agency, R & S Smith, Reading Christadelphians, Reading Dispensary Trust, Reading Voluntary Action, Rotary Club Pangbourne, St Laurence Relief in Need Trust, Syder Foundation, Tesco Bags of Help, The Duffs, The Earley Charity, The FSI, The Maskells, Schroder Charity Trust, Shanly Foundation, Waitrose Caversham and Woodley.

Investment Policy

We continue to try to gain the most from our bank deposits while ensuring the cash flow needs of the charity are met. Currently there are deposits in interest bearing accounts of financial institutions with acceptable credit ratings.

Reserves Policy

The COVID pandemic has caused immense disruption to Reading Mencap and as a result it has been necessary to review the appropriateness of our Reserves Policy. The trustees have decided that it is appropriate to set a target closely approximating 6 months of normal expenditure to safeguard against the significant loss of current sources of income and to be in a position to retain key staff and develop new business opportunities. The Reserves Policy is reviewed on a 6-monthly basis. Applying this policy, the required level of reserves at the Balance Sheet date is computed to be £262,000 compared with total liquid reserves of £295,767.

Structure, Governance and Management

Governing Document

The Charity is organised under its Articles of Association approved in October 2006. By Special Resolution (July 2018) changes to the Articles have been approved and objects (b) and (c) have been deleted.

Management

A team of trustees appointed at the Charity's Annual General Meeting manages the Charity. All of the trustees provide their time free of charge. The Committee of trustees comprises the Chair, Treasurer and general trustees. In 2020-21 one of the trustees resigned due to work commitments. A replacement was soon found so the composition of the Board continues to be 6 trustees. Meetings are held at least every 2 months and the Chief Executive Officer (CEO) is invited to attend Trustee meetings.

The CEO is employed by the Charity and manages the day-to-day running of the Charity on behalf of the trustees.

None of the trustees had a material interest in any contract of significance to which the Charity was party during the period of these accounts.

Policies

The Charity continues to review its policies and procedures and ensure it meets all health and safety requirements.

Trustees' Responsibilities in Relation to the Financial Statements

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 as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and: -

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is

inappropriate to presume that the charitable company will continue on that basis.

The trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on 6th October 2021 and signed on their behalf by:

Leslie Macdonald
Chair of Trustees

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF READING MENCAP ON THE UNAUDITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

I report on the financial statements of the Charity for the year ended 31 March 2021 set out on Pages 12 to 19.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's members as a body, for my work or for this report, or for the opinions I have formed.

Respective Responsibilities of Trustees and Examiner

The Trustees are responsible for the preparation of the Financial Statements. The Trustees consider that an Audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5) (b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

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

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or

- b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.

A handwritten signature in black ink, appearing to read 'John Mack', with a long horizontal flourish extending to the right.

John Mack FCCA

CF Limited

Certified Accountants and Taxation Consultants

20 Woods Road, Caversham, Reading, RG4 6NA

Dated: 6th October 2021

**READING MENCAP STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
Income					
Donations		10,345		10,345	7,581
<u>Charitable activities</u>					
From public authorities			45,337	45,337	56,670
Grants		22,804	263,718	286,522	176,824
Fundraising events	2	1,027		1,027	18,610
Rental income		33,807		33,807	23,416
ME Day Service fees		177,754		177,754	249,141
Other fees for using facilities and services		-		-	5,804
<u>Other Income</u>					
Trading activities		-		-	343
Investment income	4	415		415	502
Membership subscriptions		540		540	595
Total income		246,692	309,055	555,747	539,486
Expenditure					
Raising funds	2	-		-	9,109
Charitable activities	6,7	179,364	249,080	428,444	492,955
Governance	5	8,460		8,460	6,300
Total expenditure		187,824	249,080	436,904	508,364
Net Income / Expenditure		58,868	59,975	118,843	31,122
Grants for Capital Expenditure		0	0	0	0
Net Movement in Funds		58,868	59,975	118,843	31,122
Reconciliation of Funds					
Total funds brought forward		118,600	81,318	199,918	168,796
Total Funds Carried Forward		177,468	141,293	318,761	199,918

**READING MENCAP
BALANCE SHEET AS AT 31 MARCH 2021**

	Notes	2021	2020
FIXED ASSETS			
Tangible Assets	8	72,994	75,864
 CURRENT ASSETS			
Debtors and Prepayments	9	13,549	29,164
Cash at Bank and in Hand	10	288,171	153,620
		301,720	182,784
 CREDITORS			
Amounts falling due within one year	11	5,953	8,730
Current assets less current liabilities		295,767	174,054
 Total assets less current liabilities		368,761	249,918
 CREDITORS			
Amounts falling due after more than 1 year	12	50,000	50,000
		318,761	199,918
 REPRESENTED BY:			
Unrestricted funds		177,468	118,600
Restricted funds	3	141,293	81,318
		318,761	199,918

Approved by the Board of Trustees on the 6th October 2021 and signed on their behalf by



Leslie Macdonald (Chair)

Date: 6th October 2021

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting Policies

1.1 Accounting convention

The Financial Statements are prepared under the historical cost convention and in accordance with The Charities Act 2011 and comply with the Companies Act 2006. The Financial Statements have been prepared in accordance with the "Accounting and Reporting by Charities: Statement of Recommended Practice."

1.2. Income

Income from donations and grants, including capital grants, is included in total income when these are receivable, except as follows:

- when donors specify that the donations and grants given to the charitable company must be used in future accounting periods, the income is deferred accordingly
- when donors impose conditions, which have to be fulfilled before the charitable company becomes entitled to such income, the income is deferred and is not included until the preconditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, this income is only included in incoming resources when the corresponding expenditure takes place.
- Grants received from HMRC under the Job Retention Scheme (Covid-19) are included in income.

1.3 Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of expenditure in the Statement of Financial Activities. The charitable company is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

- Raising funds represents the cost of local fundraising events
- Charitable activities comprise activities undertaken to further the purposes of the charity
- Governance costs represent the costs of the management of the charity and complying with constitutional and statutory requirements.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1.4 Depreciation

Equipment is capitalised when it has a useful life in excess of one year and costs over £500. Depreciation is calculated so as to write-off the cost of an asset, less its residual value over the useful economic life of the asset as follows: -

Freehold property	Over 50 years on straight-line method
Furniture	Over 10 years on straight-line method
Office Equipment	Over 4 years on straight-line method
Play Equipment	Over 5 years on straight-line method
Motor Vehicles	25% reducing balance basis

1.5 Taxation

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

1.6 Fund Accounting

Funds held by the charitable company are either: -

Unrestricted funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charitable company.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

1.7 Pensions

Reading Mencap operates a workplace pension scheme for employees. This scheme was introduced in February 2016 and has been set up with the National Employment Savings Trust (NEST). The minimum contribution for qualifying employees in the year was 8% (2019/20: 8%) in total of which the Charity contributed 3% (2019/20: 3%).

2. Income from fundraising events

	2021	2020
Gross Income	1,027	18,610
Less expenses in generating such income	-	(9,109)
Net Income	<u>1,027</u>	<u>9,501</u>

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

3. Restricted Fund Analysis

	Balance at 1.4.20	Incoming Resources	Resources Expended	Balance at 31.3.21
Reading Borough Council (Clubs)	5,000	30,000	30,000	5,000
Reading Borough Council (Family Support)	2,556	15,337	15,337	2,556
Nationwide Community Grants (Family Support)	28,294	-	3,425	24,869
Henry Smith Charity (Family Support)	8,058	20,800	20,745	8,113
National Lottery Community Fund Reaching Communities (Family Support)	5,879	78,243	71,909	12,213
Berkshire Community Foundation (Family Support)	1,500	-	1,500	-
Other grants for Family Support	200	4,500	4,700	-
Berkshire Community Foundation (Covid support)	-	9,000	5,000	4,000
Theodore Roussel Memorial Trust (Core costs)	433	8,645	953	8,125
Edward Gostling Foundation (Core costs)	-	5,000	5,000	-
Anonymous Charitable Trust (Core costs)	-	5,000	5,000	-
Sport England Community Emergency Fund (Core costs)	-	3,789	3,789	-
CAF Coronavirus Emergency Fund (Covid support)	-	6,716	680	6,036
Localgiving Covid-19 Emergency Appeal (Covid support)	-	2,988	2,988	-
Other Covid support grants	-	3,403	967	2,436
Localgiving Foundation Community Match Challenge (Covid activity packs)	-	1,334	1,282	52
Other grants for Covid activity packs	-	5,133	3,133	2,000
Postcode Community Trust (ME Service activities)	8,505	-	410	8,095
Swimathon grant (ME Service)	1,856	-	-	1,856
Other grants for ME Service activities	994	500	370	1,124
Grants for Choir	1,614	-	-	1,614
Co-operative Local Community Fund (Performing Arts)	5,914	-	1,475	4,439
Other grants for Performing Arts	1,829	-	-	1,829
Grants for Coffee Club activities	159	-	-	159
Grants for Youth Club activities	1,674	-	210	1,464
Grants for Gateway Club activities	1,770	1,000	-	2,770
Grants for Siblings Club activities	662	500	104	1,058
Grants for other social activities	101	530	301	330
Lloyds Bank Foundation (Business Development)	-	33,000	-	33,000
Other grants for Business Development	-	1,000	-	1,000
DCMS Coronavirus Community Support Fund (Core costs)	-	68,872	68,872	-
Berkshire Community Foundation: Pat's Lasting Memories (Grants for individual service users)	4,320	2,196	-	6,516
Other hardship grants for individual service users	-	1,569	930	639
Total	81,318	309,055	249,080	141,293

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

4. Investment Income

	2021	2020
Bank interest	415	502
	415	502

5. Governance costs

	2021	2020
Accountancy fees	8,460	6,300
Other professional fees	-	-
	8,460	6,300

6. Charitable Activities Costs

	2021	2021	2021	2020
	Direct costs	Support costs	Total	Total
ME Day Service	144,401	68,879	213,280	280,237
Family Support Service	111,525	53,197	164,722	135,364
Clubs	34,152	16,290	50,442	77,354
	290,078	138,366	428,444	492,955

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

7. Staff Costs

	Note	£ 2021	£ 2020
Total staff costs were as follows			
Wages and salaries		355,601	353,076
Social security costs		18,554	18,119
Pension contributions	1.7	5,209	4,832
Total		379,364	376,027

The average number of employees during the year was as follows

	2021	2020
Office management	5	5
Fundraising	2	2
Support workers	23	23
Total	30	30

There were no trustees' expenses paid or remuneration for the year or for 2020.

8. Tangible Assets

	Land & Buildings	Equipment & Furniture	Play Equipment	Motor Vehicle	Total
Cost					
At 1 April 2020	104,396	22,284	937	15,645	143,262
Additions	-	-	-	-	-
Grants received	-	-	-	-	-
Disposals	-	-	-	-	-
As at 31 March 2021	104,396	22,284	937	15,645	143,262
Depreciation					
At 1 April 2020	29,181	22,284	937	14,996	67,398
Charge for the year	2,221	-	-	649	2,870
Disposals	-	-	-	-	-
As at 31 March 2021	31,402	22,284	937	15,645	70,268
Net Book Value					
At 31 March 2021	72,994	-	-	-	72,994
At 31 March 2020	75,215	-	-	649	75,864

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

9. Debtors and Prepayments

	2021	2020
Debtors	12,089	27,536
Prepayments	1,460	1,628
	13,549	29,164

10. Cash at bank and in hand

	2021	2020
HSBC current account	80,407	56,235
HSBC deposit account	30,000	30,006
NSI Income Bond	2,000	2,000
Virgin Money savings account	174,974	64,589
Petty cash	790	790
	288,171	153,620

11. Amounts falling due within one year

	2021	2020
Trade creditors and accruals	5,953	8,730
	5,953	8,730

12. Amounts falling due after more than one year

	2021	2020
Loan from Reading Borough Council	50,000	50,000
	50,000	50,000

This is an interest free loan repayable upon the sale of the freehold property.