



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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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.

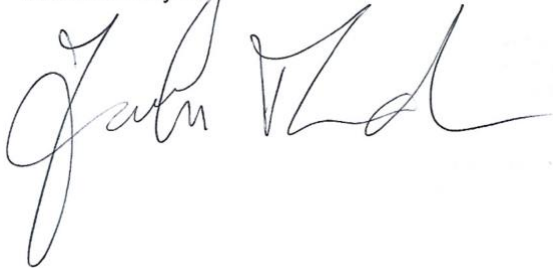
John Mack FCCA

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', followed by a large, stylized flourish or initial.

**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	1009	3,894	1995
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

5. Governance costs

	2023	2022
Accountancy fees	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

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>
Bank closing balance		