

SLOUGH SOCIETY FOR MENTALLY HANDICAPPED CHILDREN AND ADULTS

England & Wales · Charity number 1128732

Details

Status Registered

Legal form Charitable company

Company number [05938855](#)

Registered 2009-03-23

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

Contact

Address Slough Mencap
Horsemoor Green Community Centre
Common Road
Slough
SL3 8JU

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Website www.sloughmencap.co.uk

Activities

Objects: (I) THE RELIEF OF PEOPLE WITH A LEARNING DISABILITY IN PARTICULAR BY THE PROVISION OF HELP AND SUPPORT FOR THEM AND FOR THEIR FAMILIES, DEPENDANTS AND CARERS, AND TO PREVENT LEARNING DISABILITIES FOR THE PUBLIC BENEFIT (II) 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.

Activities: Slough Mencap runs an evening social club for our members with Learning Disabilities. We also run daytime activities 2 days a week. The evening club is responsible for enhancing the confidence and social skills of our members as well as reducing isolation. In addition we run various parties and outings for our members. We offer free advice to our members on all sorts of issues.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Disability
- **Who:** People With Disabilities

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Slough

Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£155,062	£233,982	-	-
2024-09-30	£144,277	£172,896	-	-
2023-09-30	£165,805	£89,619	-	-
2022-09-30	£97,663	£71,364	-	-
2021-09-30	£22,571	£59,296	-	-
2020-09-30	£271,470	£77,664	-	-

Trustees

Name	Role	Appointed
Jane Cable	Chair	2020-06-01
Carmel O'Brien		
James Robb		2020-06-01
Leonard William Jones		2023-06-10
MARY BERNARDETTE BATES		
Sajidhah Chaudhary		2019-09-15
Surinder Singh Suri		2023-06-10

SLOUGH SOCIETY FOR MENTALLY HANDICAPPED CHILDREN AND ADULTS

England & Wales - Charity number 1128732

Accounts

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Slough Society for Mentally Handicapped Children and Adults

ANNUAL REPORT AND ACCOUNTS

01 October 2024 to 30 September 2025

**Horsemoor Green Community Centre, Spitfire Close,
Common Road, Langley, Slough SL3 8JU**

Tel: 01753 594666 Email: sloughmencap52@gmail.com

Charity Number: 1128732

Company Number: 05938855

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Slough Society for Mentally Handicapped Children and Adults

A WORD FROM OUR CHAIRMAN

Dear Friends and Supporters

Slough Mencap continues to offer social opportunities to our members. Our Activity Days are run on Tuesdays, Thursdays and Fridays, by our creative team of 3 staff, aided by volunteers. This year we have added cooking to our regular activities like crafts, games and dancing.

Wednesday Club also continues, but numbers are still declining. Our volunteers in the evening include a group of boys from Eton College, along with girls and boys from local schools. The involvement of these young people brings a lively atmosphere to the club. We opened our doors to non-members for a disco at Halloween. Sue and Pauline continue to run our popular tuck shop.

In the summer, we held our Party in the Park at Slough Rugby Club. The party this year had a "Back to the 1940's" theme. The Rugby Club lease has since expired, but we hope we can continue! As part of our Christmas celebrations, we staged a Rapunzel pantomime by Troubadour productions and Chris, one of our members, joined the cast. We made table decorations for our Christmas Party, which was held on our own premises. Members, volunteers and staff were invited. So was Father Christmas, who had a gift for everyone.

Our board has continued to improve our systems and procedures. In January, we employed two part-time administrators, Aarqsha and Nusrat, who have settled in well.

Eleanor Cryer left Slough Mencap in August after almost 50 years of service. In this time Eleanor made a huge contribution to improving the lives of Learning-Disabled people, their families and carers.

Once again, we extend heartfelt thanks to all our dedicated volunteers, without whom we could not provide our services.

Jane Cable
Chair of Board of Trustees

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LEGAL AND ADMINISTRATIVE DETAILS FOR THE FINANCIAL YEAR 2024/5

Charity Registration number	1128732
Holding Trustees	P Murray and J Pearce
Chief Executive	Eleanor Cryer MBE (ceased 31.08.2025)
Treasurer	Carmel O'Brien
Executive Committee	Elected members (the Trustees of Slough Mencap) Bernadette Bates Jane Cable (Chairman) Sajidah Chaudhary (Vice Chairman) Steve Clottey Len Jones Paul Nicoll (resigned 10/05/2025) Carmel O'Brien (Treasurer) James Robb Jean Sharman-Golder (removed 10/05/2025) Shin Suri
Registered address	Horsemoor Green Community Centre, Spitfire Close, Common Road, Langley, Slough SL3 8JU.
Bankers	Lloyds, High Street Slough Branch
Independent Examiner	Philip Mount Independent Examiner
Insurers	Royal & Sun Alliance Plc and Zurich

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REPORT OF THE DIRECTORS FOR THE YEAR ENDED 30 SEPTEMBER 2025

The Directors present their report and the independently examined financial statements for the year ended 30 September 2025.

Structure, governance and management

Slough Mencap is affiliated to the Royal Society for Mentally Handicapped Children and Adults and is governed by a self-creating Memorandum and Articles of Association. Slough Mencap is a company limited by guarantee and was incorporated on 18th September 2006. It is controlled and managed by the elected Board of Directors who are also its trustees. The Board of Directors is elected for a three-year period. Nomination forms are sent out to all members. Potential trustees undergo induction with the Chief Executive Officer (CEO) and Chair. The induction comprises the structure and function of Slough Mencap, organisational roles and responsibilities and legal roles and responsibilities of trustees. Potential trustees interested are then nominated, proposed for the membership prior to the Annual General Meeting where they are duly elected for a three-year period. New trustees are encouraged to spend time getting to know staff and members. Should any Director choose he/she may seek re-election for a further period of three years. Our current Chairman is Mrs. Jane Cable.

Prior notice of the AGM and Trustees' election is displayed in Slough Mencap's premises when appropriate.

The day-to-day management of the company is undertaken by the Chief Executive who reports to the Chairman and Board of Directors.

For insurance purposes Slough Mencap is affiliated to The Royal Society and a fee is paid. The building is separately insured by Zurich Insurance Company.

A review of the risks to which the charity is exposed has been carried out and systems are in place to mitigate those risks. External risks to the sources of funding have led to the diversification of funding. Internal risks are minimised by the implementation of financial controls and procedures. These are reviewed on an annual basis.

Objectives and activities

Slough Mencap is set up to

- (a) Work for the enhancement of the quality of life for people with learning disabilities
- (b) Foster mutual help and co-operation between people with learning disabilities, and all those entrusted with their care
- (c) To raise adequate funds for the achievement of the foregoing objects, and to invite and receive contributions from any person or persons whomsoever, by way of subscription, donation and otherwise.

From a brief look at our Accounts the reader will note that our figures show the money we receive is to be spent on our members with learning disabilities.

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Horsemoor Green Community Centre and School House

The School House has remained tenanted throughout the year and was a regular source of Letting Income. The caretaker who is the tenant of the building is responsible for the maintenance and upkeep of the site. We have developed a process whereby this happens:

- Staff member will log issues in a maintenance book and notify the caretaker
- The caretaker will mark the task as done when completed.
- Staff/committee member will verify the work has been completed.

In the year various issues have arisen including a broken camera in the car park; a leak in the school hall; dripping gutters, car park lights and signage. Some work has yet to be completed but progress is being made. The new lines in the car park are a big improvement.

This year the car park has been a focus of attention as Slough Mencap has new neighbours who would like to use our car park. Permission has not been granted as the car park is small and is used exclusively by those who use our building. Much discussion has ensued over the possible need for replacement gates but as, yet no decision has been reached.

However, a major piece of work undertaken this year is an extensive review of our Fire and Emergency Evacuation Procedures and equipment and a thorough examination of all fire related matters. A company was chosen to undertake this large and expensive piece of work overseen by James Robb a Slough Mencap committee member. We are grateful to James for all his endeavours. What remains to be done is replacing the Fire Door in the Main Hall and the annual safety checks for the Community Centre and the house at 26 Common Road.

Lettings

In the light of the extensive review of Fire Safety Procedures, Equipment and Training it was decided to update our Hall Hire processes. All hiring contracts need amendment to include more details on health and safety and fire regulations and need to be reviewed by the Board.

After many years the Malayalam Church has outgrown us and moved on to larger premises. We wish them well.

On the other hand, many of our regular users have signed new agreements.

From a purely financial point of view we need to increase the number of lettings and do this by marketing our space more widely than we have done in the past.

Achievements and performance

Activity Days

The Activity Days go from strength to strength. The Manager of the Day Services likes to ensure that our members undertake some exercise rather than remain sedentary for the day. The members walk to local shops and around the boundary of our local park as well as participating in the occasional obstacle race. Members really enjoy cooking/baking including making their own lunch. Drama, bingo and board games and puzzles are all popular activities.

The members love the occasional trips and spending time working on specific activities. The VE day themed activities were very popular for example.

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Both the staff and volunteers undertake training as necessary with this year an emphasis being put on Fire Evacuation Procedures and Health and Safety as our building is upgraded in this respect.

A final point worth noting in respect of the Activity Days is that the service was closed from 17th to 24th June due to Covid-19 infections together with various other ailments among staff, volunteers and members.

Wednesday Club

The evening social club which has been running since the 1960s continues to decline in numbers. Efforts have been made to vary the activities with arts and crafts run by either the Day Services Manager and/or a regular Wednesday evening volunteer are very popular as is the karaoke and dancing.

We also hold a regular Halloween Party which the members are very pleased about.

To those who use the service Wednesday evenings are very important and work on addressing the decline in numbers is being undertaken.

Health & Safety

As mentioned on Page 6 much work has been done in this respect during the year. Specifically in respect of fire. A survey of the building and equipment was undertaken and recommendations to make us legally compliant were produced. Surrey Fire & Safety provided a scheme of work and a cost estimate of £5,000 for a fully managed service. All our procedures needed a complete overall e.g. in respect of wheelchairs in fire evacuation, Personal Emergency Evacuation Plans (PEEPs) for relevant members, fire drills, emergency exit lighting. The revised cost estimate was £10,000. There was a lot of testing, checking and replacement of outdated equipment. Annual checks need to be documented and where necessary certified.

Regular PAT testing was undertaken, and Paul Nicoll began working on the PEEPS. When the PEEPs are complete, they are sent to families and carers for their scrutiny.

We may need a central alarm system for insurance purposes.

As previously mentioned, the Fire Door in the Main Hall is a work in progress and the CCTV needs improvement by extending the storage facility and having an app so as to access from other devices.

Record Keeping and Training

18 DBS applications were processed with the good offices of Slough Refugee Support.

GDPR – progress has been made on developing a policy and procedures in this respect.

Two Staff Training days were organised for 02 and 03 January. Paul Nicoll conducted PEEPs training with the staff. These are to be generated for clients in order of priority. Staff were also tasked to identify any fire hazards around the building as a Health and Safety exercise.

Fire drills to be organised. Training on using and testing the new fire alarm system was carried out.

A copy of the Action Plan 2024/25 was circulated.

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Staffing

Following on from last year Slough Mencap advertised for an Administrative Assistant to support our CEO. The work involved in the recruitment and selection was undertaken by our Chairman and Vice-Chairman. It was decided to appoint two part-time members of staff from an initial response of 50 applicants. The process involved the completion of an application, an interview and an IT test. Nusrat Islam is employed for 7 hours a week covering Tuesday daytime and Wednesday evening. Aarqsha Junaid is employed for 10 hours a week covering Thursday and Friday daytime.

Due to the increase in staff numbers it was decided that the organisation needed expert assistance in respect of HR and Legal issues. It was decided to appoint Peninsula HR to assist our HR function. Slough Mencap has 7 employees to manage and we have been having issues around records and confidentiality. Peninsula's Bright HR portal provides for all our HR needs. In addition, we have access to legal advice and training which is available for volunteers as well as staff.

At our committee meeting on 05 July 2025 the CEO's performance was discussed in detail in a Part 2 meeting. For some time now she has not been performing her job adequately and has evaded all attempts at assistance. The CEO delegates complex tasks and does very little effective work. In addition, the organisation is losing the respect of the voluntary sector community. It was decided to take legal advice in managing our CEO out. As a result of due process our CEO's contract was terminated on 31 August 2025.

Our Vice-Chairman is to introduce a management plan to provide structure and clarity on task delegation and responsibilities.

Events

The 2024 Christmas Party was in house again this year. Slough Mencap engaged a catering company for the event. As usual there were a Christmas Dinner, games, music and Father Christmas came bearing a gift for each member. Prior to the event our members made the Christmas decorations which decorated the Main Hall. The members really enjoyed themselves.

A mobile pantomime, Rapunzel, was booked for the first time and the members really seemed to enjoy it.

On 18 January 2025 a Volunteer Workshop and Lunch took place. It was very enjoyable and successful generating many ideas and suggestions from our volunteers.

For the first time in many years Slough Mencap booked a stall at the Langley Carnival. Slough Mencap sold products that our members had made e.g. key rings and coasters. The day was very warm, but all present had a really good time and as an initial attempt to reintegrate into the community it was a success.

On 16 August 2025 Slough Mencap held our usual Party in The Park for our members at Slough Rugby Club. Cardo very kindly continues to support us with games and prizes. The theme was loosely described as 'retro' and we all enjoyed the pineapple and cheese on cocktail sticks! Slough Mencap are grateful to Debbie for donating her amazing catering services and to all staff and volunteers who assisted in making it a great day for the members.

Partnership Working

This year Slough Mencap was represented by our chairman at two events meeting organisations from the Learning Disability community. She also attended a conference on employment law. In addition our chairman attended the Carers Steering Group – part of the Learning Disabilities

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Partnership Board. Our chairman and CEO attended a meeting with the Autism Group. Slough Mencap are to give a talk to this group later in the year. Finally Slough Mencap's CEO, some staff and volunteers attended Slough Borough Council's Carer's Week events.

Computers & IT

Upgrades are necessary so that all PCs are connected to the network. New equipment will need to be purchased. In the interim Slough Mencap's needs to consider exactly what we require in respect of IT e.g. separate accounts and emails?

Work is continuing on the website.

A new router has been installed but it is not without its problems. It may be that a business router is required.

Financial Review

Investments

The Board of Directors has considered the most appropriate policy for investing funds in the current financial climate. In ordinary circumstances and since the greatest proportion of the funds are required to meet long-term commitments the funds have been invested on the equities market and remain so. At present Slough Mencap has the original deposit account which has easy access but gives a very poor return on our funds. We also have £25,000 invested in a Ninety (90) days' Notice Deposit Account. The yearlong investment in the Long-Term Deposit Account has expired and the funds restored to the original deposit account.

Fundraising

Slough Mencap continues fundraising in the shape of the 49 Club but as reported last year numbers are continuing to decline. Please look at the financial statement for more details. Bernadette Bates continues to run the 49 Club.

Donations

Whilst overall donations were down, we did receive another donation in excess of £3,000 from Eton College as a result of a non-uniform day. For this, as always, we are very grateful. We also received £235 from the friends and family of Robert Auckland, a former member who died.

Premises

The site on which we stand is substantial and this year in particular required a lot of investment to maintain it and keep us up to standard with our legal requirements. We have spent in excess of £11,000 upgrading all aspects of our Fire Evacuation procedures including new equipment, lighting etc. Money has also been spent on the heating and various other issues.

The revaluation of the building (a Company House requirement) was due and cost us £900.

Reserves Policy

The Board of Directors has established a policy whereby the unrestricted funds, not committed or invested in tangible fixed assets ('the free reserves') held by the charity, should be sufficient that they would be able to continue the core activities of the charity in the event of a significant drop in funding for enough time to identify replacement funds. At present the free reserves which amount to £873,720 are more than sufficient to meet this policy.

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Salaries

Staff salaries were revised in line with inflation. Accordingly, all our staff received a 4.5% pay rise as from April 2024.

Budget

Having spent a good deal of money on maintaining our building Slough Mencap is having to create a budget to manage future capital expenditure some of which will occur sooner rather than later. Slough Mencap will need a Financial Planning meeting going forward.

Petty Cash

Slough Mencap did not use Petty Cash during the year.

Daytime Activities

Slough Mencap increased very slightly the amount it charges for the daytime service. Slough Borough Council, who fund the majority of our members would only agree to pay the increase if we demonstrated that our fees were fair in relation to our expenses. They took some time to reach a decision. However, the increase was approved and backdated to 01 April 2024. It was decided that in future charges will be increased annually.

As ever our treasurer presents the requisite quarterly accounts throughout the year, and the Chairman produces her overview of transactions through the bank at every meeting.

This year Slough Mencap's deficit was larger than normal due to a number of factors some of which have already been mentioned. In addition, we now have two extra part-time staff, continued increases in utility bills and a reduction in interest rates. We now have to pay bank charges. On the plus side in addition to the increase in Daytime Activity charges our chairman together with help from one of the new administrative assistants has been successful in getting non-payers using our Wednesday Club to pay up. Slough Mencap also received the residue of an Estate previously held over in the event of a tax liability together with an increase in charges to our events which still remain heavily subsidised.

As in previous years the Balance Sheet shows a very healthy bottom line due to our capital funds.

Plans for future periods

- Continue to run Wednesday Club and encourage greater participation from a larger proportion of our members when permitted.
- Continue to run the 49 Club and increase its membership.
- Continue to run our Daytime Activities
- Source new directors for the company.
- Increase the number of LD members
- Organise a Volunteer Lunch
- Provide a Christmas Lunch for our members.
- Ongoing review policies and procedures so that the organisation is both legal and fit for purpose.
- Organise staff and volunteers training
- Produce a budget and improve financial planning in relation to larger items of expenditure as well as reduce expenditure and manage costs effectively.
- Formal Welfare protocol to be agreed and established.
- Be compliant with all Health & Safety and Fire regulations
- Assess the building's ventilation system.
- Increase in Partnership Working
- Complete PEEPs

Slough Society for Mentally Handicapped Children and Adults

Statement of Financial Activities for the Twelve Months ended 30 September 2025

See Notes

		Unrestricted Funds	Restricted Funds	Designated Funds	Total Twelve Months	Total Twelve Months 2024
INCOMING RESOURCES						
Donations & similar incoming resources	3	5,323			5,323	11,688
Daytime Activities		109,038			109,038	108,453
Income from activities in furtherance of charitable objects	3	8,623			8,623	5,860
Income from activities for generating funds	3	30,833			30,833	16,937
Interest received	3	1,246			1,246	1,339
TOTAL INCOMING RESOURCES		155,062	0	0	155,062	144,277
RESOURCES EXPENDED						
Cost of generating funds	4	19,482			19,482	15,159
Daytime Activities		88,480			88,480	80,989
Costs of activities from charitable objectives	4	98,936			98,936	69,229
Support costs		27,084			27,084	7,519
Capital Expenditure		0			0	0
TOTAL RESOURCES EXPENDED		233,982	0		233,982	172,896
NET INCOMING RESOURCES		-78,920	0		-78,920	-28,619
P/Y VALUES		496,259	0		496,259	451,069
GAIN/LOSS ON INVESTMENTS		79,151			79,151	73,809
TOTAL FUNDS CARRIED FORWARD		496,490	0		496,490	496,259

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Balance Sheet as at 30 September 2025

		2025	2024	
Fixed assets				
Tangible assets (Revaluation 09 April 2025)	9	725000	735000	
Capital Improvements		<u>0</u>	<u>0</u>	
		725000	735000	
Current assets				
Debtors		0	0	
Cash at bank		<u>124,497</u>	<u>177,927</u>	
Total Current Assets		849,497	912,927	
Creditors: amounts due within one year		<u>0</u>	<u>0</u>	
Net current assets		849,497	912,927	
Total assets less liabilities		<u><u>849,497</u></u>	<u><u>912,927</u></u>	
Capital Funds				
Charifund units		837,049	736,832	
COIF Investment Fund		<u>36,671</u>	<u>57,736</u>	
Total Designated Funds		<u><u>873,720</u></u>	<u><u>794,568</u></u>	
Capital Assets		725,000	735,000	
Unrestricted Funds		124,497	177,927	
Restricted Funds	8	<u>0</u>	<u>0</u>	
		849,497	912,927	
Investment Funds	7	873,720	794,569	
Total funds		<u><u>1,723,218</u></u>	<u><u>1,707,496</u></u>	

For the year ended 30 September 2025, the company was entitled to exemption under section 249a(1) of the Companies Act 1985. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 249b(2). The directors acknowledge their responsibility for: i) Ensuring the company keeps accounting records which comply with section 221; and ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year in accordance with section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts so far as applicable to the company.

Approved by the Board of Directors and signed on their behalf by:

Mrs C M O'Brien - Director

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Notes to the Financial Statements for the year ended 30 September 2025

1 ACCOUNTING POLICIES

Basis of Accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005), the Companies Act 1985, the Charities Act 1993 and applicable accounting standards

2 ACCOUNTING POLICIES

Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:
the charity becomes entitled to the resources
the trustees are virtually certain they will receive the resources &
the monetary value can be measured with sufficient reliability

Grants and Donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when receivable.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs

Include costs of the preparation and examination of statutory accounts, the cost of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by the time spent and other costs by their usage

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Notes to the Financial Statements for the year ended 30 September 2025

3 ANALYSIS OF INCOMING RESOURCES

Analysis	This Year £	Last year £
Voluntary Income		
Miscellaneous donations	1,505	1,288
Local Giving	304	205
Eton College	3,278	5,594
Co-op	0	262
In memory of Ted Dutton	0	263
Robert Auckland	235	0
Private Donor	0	4,076
	5,323	11,688
Activities for generating funds		
Rent from Halls	6,780	8,923
Rent from School House	12,000	6,922
Forty-Nine Club	975	1,092
	19,755	16,937
Interest Received		
Bank interest	1,246	1,339
	1,246	1,339
Incoming resources from charitable activities		
Wednesday Club	8,623	5,860
Daytime Activities	109,038	108,453
Summer Activity	0	220
Christmas Party	0	20
	117,660	114,553

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Notes to the Financial Statements for the year ended 30 September 2025

4 ANALYSIS OF RESOURCES EXPENDED

Analysis	This Year	Last year
Costs of generating voluntary income	£	£
49 Club	250	375
School House Expenses	927	0
Halls Expenses	18,125	14,604
Local Giving	180	180
	19,482	15,159
 Charitable Activities		
Salaries	88,088 **	58,878 **
Volunteer expenses	89	192
Club Running Expenses	8,359	7,635
Welfare	0	0
Social Expenses	2,400	2,524
<u>Daytime Activities</u>		
Employment Costs	67,133	57754
Transport	20,860	20860
Resources & Activities	487	2375
	88,480	80,989
 ** (Excludes Daytime Activity Staff)		
	187,416	150,218
 Governance Costs		
Insurance/Affiliation	2,053	1,966
HR & Legal Expenses (Peninsula)	4,048	0
AGM Expenses/Companies House	73	43
	6,174	2,009

5 DETAILS OF CERTAIN ITEMS OF EXPENDITURE

Trustee expenses	This Year	Last Year
Number of trustees who were paid expenses	None	None
Total amount paid	None	None
 Fees for examination of the accounts		
	This Year	Last Year
	£	£
Independent examiner's or auditor's fees for reporting on the accounts	350	300
Other fees	None	None

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Notes to the Financial Statements for the year ended 30 September 2025

6 PAID EMPLOYEES

Staff costs	This Year £	Last Year £
Gross wages, salaries and benefits in kind & Tax/NIC (Excludes Daytime Activity Staff)	88,088	58,878
Pension costs	0	0
Total staff costs	88,088	58,878

Average number of full-time equivalent employees in the year

		This Year	Last Year
The parts of the charity in which the employees work	Fundraising	0	0
	Charitable	1.5	1.0
	Governance	0.0	0.0
	Maintainance	0.2	0.2
	Other	1.8	1.8
Daytime Activities			
	Total	4	3

7 INVESTMENT ASSETS

Fixed assets investments	0	0
Carrying (market) value at beginning of year	779,005	705,195
Add: additions to investments at cost	0	0
Less: disposals at carrying value	0	0
Add: net/loss gain on revaluation	-10,000	73,810
Carrying (market) value at end of year	769,005	779,005
Charifund units	837,049	736,832
COIF Investment Fund	36,671	57,737
	873,720	794,569

Independent Examiner's Report to the Trustees of Slough Mencap

I report on the accounts of the company for the year ended 30 September 2025.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- 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:

- which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

have not been met.; or

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



Philip Mount TD AFA MIPA ACIE
54 Dedworth Road
Windsor

SL4 5AY

Date: 5th January 2026

SLOUGH SOCIETY FOR MENTALLY HANDICAPPED CHILDREN AND ADULTS

England & Wales - Charity number 1128732

Accounts

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

ANNUAL REPORT AND ACCOUNTS

01 October 2023 to 30 September 2024

**Horsemoor Green Community Centre, Spitfire Close,
Common Road, Langley, Slough SL3 8JU**

Tel: 01753 594666 Email: sloughmencap52@gmail.com

Charity Number: 1128732

Company Number: 05938855

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

A WORD FROM OUR CHAIRMAN

Dear Friends and Supporters,

Slough Mencap continues to offer social opportunities to our members. Our Activity Days are run on Tuesdays, Thursdays and Fridays, by our creative team of 3 staff, aided by volunteers. Activities include crafts, games and going to the park. The members specifically enjoyed cooking their own lunches and making decorations for their Christmas Party.

Trips this year included going tenpin bowling and visiting the local Toby Inn, who gave us a great welcome.

Wednesday Club also continues, but numbers are still declining. Our volunteers in the evening include a group of boys from Eton College, along with girls and boys from Langley Grammar School. The involvement of these young people brings a lively atmosphere to the club.

This year, we had our Christmas Party, in our own premises, which was very successful. We were visited by Father Christmas, who had a gift for everyone. Again, we held our Party in the Park at Slough Rugby Club in the summer. The party this year had an Olympic theme, with a buffet meal with an international flavour.

Our board have been working on improving up our systems and procedures. We have co-opted two new Board members, Paul and Steve, who both come with skills and enthusiasm. We were sorry to lose Ted Dutton who died in February. Ted was a board member and Activity Day volunteer, who will be greatly missed.

Once again, we extend heartfelt thanks to all our dedicated volunteers, without whom we could not provide our services.

Jane Cable
Chair of Board of Trustees

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

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SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

LEGAL AND ADMINISTRATIVE DETAILS FOR THE FINANCIAL YEAR 2023/4

Charity Registration number	1128732
Holding Trustees	P Murray and J Pearce
Chief Executive	Eleanor Cryer MBE
Treasurer	Carmel O'Brien
Executive Committee	Elected members (the Trustees of Slough Mencap) Bernadette Bates Jane Cable (Chairman) Sajidah Chaudhary Steve Clotley (co-opted 19/10/2024) Ted Dutton (died 20/02/2024) Len Jones Paul Nicoll (co-opted 19/10/2024) Carmel O'Brien (Treasurer) James Robb Jean Sharman-Golder Shin Suri
Registered address	Horsemoor Green Community Centre, Spitfire Close, Common Road, Langley, Slough SL3 8JU.
Bankers	Lloyds, High Street Slough Branch
Independent Examiner	Philip Mount Independent Examiner
Insurers	Royal & Sun Alliance Plc and Zurich

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 30 SEPTEMBER 2024

The Directors present their report and the independently examined financial statements for the year ended 30 September 2024.

Structure, governance and management

Slough Mencap is affiliated to the Royal Society for Mentally Handicapped Children and Adults and is governed by a self-creating Memorandum and Articles of Association. Slough Mencap is a company limited by guarantee and was incorporated on 18th September 2006. It is controlled and managed by the elected Board of Directors who are also its trustees. The Board of Directors is elected for a three-year period. Nomination forms are sent out to all members. Potential trustees undergo induction with the Chief Executive Officer (CEO) and Chair. The induction comprises the structure and function of Slough Mencap, organisational roles and responsibilities and legal roles and responsibilities of trustees. Potential trustees interested are then nominated, proposed for the membership prior to the Annual General Meeting where they are duly elected for a three-year period. New trustees are encouraged to spend time getting to know staff and members. Should any Director so choose he/she may seek re-election for a further period of three years. Our current Chairman is Mrs. Jane Cable.

Prior notice of the AGM and Trustees election is displayed in Slough Mencap's premises when appropriate.

The day-to-day management of the company is undertaken by the Chief Executive who reports to the Chairman and Board of Directors.

For insurance purposes Slough Mencap is affiliated to The Royal Society and a fee is paid. The building is separately insured by Zurich Insurance Company.

A review of the risks to which the charity is exposed has been carried out and systems are in place to mitigate those risks. External risks to the sources of funding have led to the diversification of funding. Internal risks are minimised by the implementation of financial controls and procedures. These are reviewed on an annual basis.

Objectives and activities

Slough Mencap is set up to

- (a) Work for the enhancement of the quality of life for people with learning disabilities
- (b) Foster mutual help and co-operation between people with learning disabilities, and all those entrusted with their care
- (c) To raise adequate funds for the achievement of the foregoing objects, and to invite and receive contributions from any person or persons whomsoever, by way of subscription, donation and otherwise.

From a brief look at our Accounts the reader will note that our figures show the money we receive is to be spent on our members with learning disabilities.

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Before I begin a detailed account of our year's progress, I thought it would be appropriate to begin by paying tribute to the late Ted Dutton a Board Member and friend who died on 20 February 2024. Ted is greatly missed by all who knew him and his contribution to the voluntary sector in Slough is ever present in Friendly Bombs, his legacy to the town. Thank you, Ted, for all you did for Slough Mencap and the town.

Horsemoor Green Community Centre and School House

The School House has remained tenanted throughout the year and was a regular source of Letting Income. The caretaker who is the tenant of the building has renewed the central heating and decorated the house. In the interest of transparency, it was decided the Schoolhouse Rent be paid in full in future and expenses incurred in the upkeep of the Schoolhouse to be reimbursed the caretaker.

Our thanks to Heathrow Community Fund for painting doors, corridor and back fence. It was decided it was necessary for us to have a maintenance schedule for the building which we will be working on shortly.

The Car Park camera is faulty, and the caretaker has ordered lamps for the outdoor lighting. If the lamps do not work, we may have to order a new system as it is many years since they have been installed. The gates also need attention as they are not closing securely at present.

Another task is to review the rates charged for the various rooms we let out for hire as our current rates are inconsistent.

Achievements and performance

Activity Days

The Activity Days continue to go well with the members enjoying a large variety of indoor and outdoor activities. Members are regularly asked what activities they would like to undertake. Ten Pin Bowling and a visit to the Harvester were requested. We did take the members bowling during the day the building was used for the General Election. The Harvester visit is yet to come!

Both the staff and volunteers need a variety of training and a programme for such is being created by the Day Services Manager.

It was decided Slough Mencap needed a formal procedure for assessing client's fitness to resume Daytime Activities after absence. The Day Services Manager was consulted and instituted such a procedure without delay.

As can be seen from the above our Day Services Manager is very busy. Indeed, it was necessary to offer her another 10 hours a week which thankfully she accepted. For those extra hours she was tasked with:

- Ensuring client records are complete and up to date
- To book and facilitate training for staff and volunteers
- Arrange DBS updates for staff and volunteers

It was also decided to purchase a new laptop for the Day Services Manager.

The Day Services Manager produces regular reports of all activities for the committee meetings.

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

All Daytime Activities staff were given increased time for writing the client daily records. For this purpose, the upstairs office is now being used by the Day Services staff as well as the Invoice Clerk for the Daytime Activities.

It was decided to review the charges for our activities from April 2025 and to make this an annual review to be undertaken at the same time as we review staff wages.

A minor point but it should be noted that the members were delighted with their new ID badges and lanyards.

Health & Safety

There is much to be done with regards to Health and Safety and we have begun to get to grips with matters. James Robb undertook overall responsibility. James' report to the Committee highlighted key issues including our Fire Evacuation Procedures, Central Alarm System not having been used or tested, fire doors needed to be opened, and signage updated as well as fire drills needing to be carried out. James met with North Tec and engaged them to review our safety precautions. North Tec carried out a Fire Alarm Audit on 16 April 2024 and produced a report. In turn James reported back their recommendations to the committee and what work needs to be undertaken. Among other things burglar alarm and the CCTV system need regular checks. We also need to check the Break Glass points, the emergency lights and signage as well as providing new batteries for the orange box. The Alarm Box itself may need to be replaced. Some of these checks are annual but some should be undertaken weekly and dates recorded in a Fire Safety Logbook.

Policies

Slough Mencap policies are reviewed a few at a time on a rolling basis and this year we have reviewed and updated our Volunteer Policy and Procedures, Volunteer Training Guide, the Safeguarding Policy and the Professional Boundaries Policy.

Record Keeping and Training

In order to update and maintain all the member/client records so that the information, medical and otherwise, is accurate and timely our chairman has devised a new form for completion by all those responsible for our members. Our Chief Executive has been in touch with Slough Refugee Support regard having our DBSs updated. Yet no staff or volunteers have received any instructions.

The Daytime Staff and Volunteers attended First Aid Training, run by SCVS, on 10 July 2024. All staff and volunteers attended training on Safeguarding and Health and Safety on 21 August 2024. This training was run by Unique Training Solutions. This was very successful. Our chairman attended SCVS training on Mapping Your Impact (engaging funders and stakeholders).

Staffing

In last year's Annual Report, it was recorded we would employ a Wednesday Club Leader. At present Lorna McDonald our Daytime Activities Manager runs the Club on alternate months plus when we are very short staffed. On the alternate evenings Sue Gaynor undertakes craftwork with the Wednesday Club members.

We have also decided to employ an Administrator for ten hours a week as part of our succession planning for the future of Slough Mencap. Sajidah Chaudhary working with our Chairman Jane Cable has produced a Job Description and a Person Specification. The post is now advertised.

Our Chief Executive continues to provide Advocacy services to families with a member who has Learning Disabilities.

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Events

It was decided to bring the Christmas Party in house this year end Slough Mencap engaged a catering company for the event which took place on 16 December 2023. It turned out to be a great success with the members enjoying a Christmas Meal and a visit from Father Christmas who came with a gift for each member. There were also party games and songs which were much enjoyed. It was decided to repeat the process for Christmas 2024.

In April 2024 we had our Annual General Meeting. This year we made an event of it with invited guests and lunch. It was considered very successful.

On 17 August 2024 Slough Mencap held our usual Party In The Park for our members at Slough Rugby Club. Cardo very kindly supported us with games and prizes. This year we had an Olympic theme to our decorations and an international buffet provided by a friend of our Daytime Activities Manager. The members, and their families and carers really enjoyed the occasion.

Working together

Slough Mencap aims to work with likeminded bodies in Slough for the benefit of our members and all in the town who have Learning Disabilities. For many years we have been a participator in the Learning Disabilities Partnership Board and have worked with Arbour Vale School. We would, very much, like to widen access to our services and increase our links to other communities. We have approached the Pakistan Welfare Association and look forward to working with them in future.

Financial Review

Investments

The Board of Directors has considered the most appropriate policy for investing funds in the current financial climate. In ordinary circumstances and since the greatest proportion of the funds are required to meet long-term commitments the funds have been invested on the equities market and remain so. However, funds have accumulated in the Deposit Account which gives a very poor return on our funds. Accordingly, it was decided to transfer funds from the main Deposit Account to two new Deposit Accounts which give us a greater return as follows:

£100,000 – Long Term Deposit Account - 1 year giving a return of £5000.00 approximately
£ 25,000 - Ninety (90) days' Notice Deposit Account

Fundraising

Slough Mencap continues fundraising in the shape of the 49 Club. Please look at the financial statement for more details. Bernadette Bates undertakes the running of the 49 Club. The 49 Club raises funds which are spent exclusively on our members. As mentioned in previous years numbers are declining and should any reader of this report wish to support us and maybe receive the occasional small win, please let us know.

Donations

We have received another much-appreciated generous donation from Eton College. This time for £2500.00. We also had one other generous donor as well as receiving many smaller donations.

Premises

Expenditure of £14,604 was incurred during the year with the money coming from various deposit accounts for the ongoing maintenance of the site.

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Slough Society for Mentally Handicapped Children and Adults

Reserves Policy

The Board of Directors has established a policy whereby the unrestricted funds, not committed or invested in tangible fixed assets ('the free reserves') held by the charity, should be sufficient that they would be able to continue the core activities of the charity in the event of a significant drop in funding for enough time to identify replacement funds. At present the free reserves which amount to £794,568 are more than sufficient to meet this policy.

Salaries

Staff salaries were revised in line with inflation. Accordingly, all our staff received a 8.5% pay rise as from April 2024. Directly because of the increases in staff salary the Daytime Activities staff became eligible for membership of the Slough Mencap staff pension scheme.

Budget

Our treasurer has still to produce a budget for the 2024/25 financial year!

Petty Cash

We began the year with Petty Cash exceeding £1000.00 which was considered far too high and £500.00 was to be the limit with the excess funds being banked. Despite this we have had various issues throughout the year with Petty Cash not balancing and funds going awry. Accordingly, it was decided to abandon the use of Petty Cash as from 01 October 2024.

As ever our treasurer presents the requisite quarterly accounts throughout the year and the Chairman produces her overview of transactions through the bank at every meeting.

Despite our best endeavours our day-to-day expenditure is currently exceeding our day-to-day income. We continue to maintain our building (most of which is Victorian) and increases in utility bills have not helped us. This year we have also purchased some much-needed computer hardware. It should also be noted numbers are slightly down in attendees at our Daytime Activities and at our Wednesday Club where membership has been declining for several years.

All is not lost as we have substantial funds invested in equities and our Balance Sheet on Page 12 shows a very health bottom line and we endeavour to attract new members..

Plans for future periods

- Continue to run Wednesday Club and encourage greater participation from a larger proportion of our members when permitted.
- Continue to run the 49 Club and increase its membership.
- Continue to run our Daytime Activities
- Source new directors for the company.
- Increase the number of LD members
- Organise a Volunteer Lunch
- Provide a Christmas Lunch for our members.
- Ongoing review policies and procedures so that the organisation is both legal and fit for purpose.
- Organise staff and volunteers training
- Produce a budget
- Review our hire rates for the building
- Formal Welfare protocol to be agreed and established.
- Be complaint with all Health & Safety and Fire regulations
- Carry out further Fire Drills.

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

- Hold a stall at Langley Carnival in July 2024.
- Create and implement a maintenance schedule for the building.
- Consider engaging an energy consultant to reduce the cost of necessary utilities for running the building.
- Deal with the Car Park lighting.

Approved by the Board of Directors on and signed on its behalf by

Jane Cable

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Statement of Financial Activities for the Twelve Months ended 30 September 2024

	See Notes					
		Unrestricted Funds	Restricted Funds	Designated Funds	Total Twelve Months	Total Twelve Months 2023
INCOMING RESOURCES						
Donations & similar incoming resources	3	11,688			11,688	13,544
Daytime Activities		108,453			108,453	120,344
Income from activities in furtherance of charitable objects	3	5,860			5,860	8,227
Income from activities for generating funds	3	16,937			16,937	23,002
Interest received	3	1,339			1,339	689
TOTAL INCOMING RESOURCES		144,277	0	0	144,277	165,806
RESOURCES EXPENDED						
Cost of generating funds	4	15,159			15,159	14,980
Daytime Activities		80,989			80,989	55,372
Costs of activities from charitable objectives	4	69,229			69,229	64,323
Support costs		7,519			7,519	10,316
Capital Expenditure		0			0	0
TOTAL RESOURCES EXPENDED		172,896	0		172,896	144,991
NET INCOMING RESOURCES		-28,619	0		-28,619	76,186
P/Y VALUES		451,069	0		451,069	310,444
GAIN/LOSS ON INVESTMENTS		73,809			73,809	64,439
TOTAL FUNDS CARRIED FORWARD		496,259	0		496,259	451,069

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Balance Sheet as at 30 September 2024

		2024	2023
Fixed assets			
Tangible assets (Revaluation 06 April 2022)	9	735000	735000
Capital Improvements		<u>0</u>	<u>0</u>
		735000	735000
Current assets			
Debtors		0	0
Cash at bank		<u>177,927</u>	<u>206,450</u>
Total Current Assets		912,927	941,450
Creditors: amounts due within one year		<u>0</u>	<u>0</u>
Net current assets		912,927	941,450
Total assets less liabilities		<u><u>912,927</u></u>	<u><u>941,450</u></u>
Capital Funds			
Charifund units		736,832	653,964
COIF Investment Fund		<u>57,736</u>	<u>51,230</u>
Total Designated Funds		<u><u>794,568</u></u>	<u><u>705,194</u></u>
Capital Assets		735,000	735,000
Unrestricted Funds		177,927	206,450
Restricted Funds	8	<u>0</u>	<u>0</u>
		912,927	941,450
Investment Funds	7	794,569	705,195
Total funds		<u><u>1,707,496</u></u>	<u><u>1,646,645</u></u>

For the year ended 30 September 2024, the company was entitled to exemption under section 249a(1) of the Companies Act 1985. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 249b(2). The directors acknowledge their responsibility for: i) Ensuring the company keeps accounting records which comply with section 221; and ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year in accordance with section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts so far as applicable to the company.

Approved by the Board of Directors and signed on their behalf by:

Mrs C M O'Brien - Director

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2024

1 ACCOUNTING POLICIES

Basis of Accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005), the Companies Act 1985, the Charities Act 1993 and applicable accounting standards

2 ACCOUNTING POLICIES

Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:
the charity becomes entitled to the resources
the trustees are virtually certain they will receive the resources &
the monetary value can be measured with sufficient reliability

Grants and Donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when receivable.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs

Include costs of the preparation and examination of statutory accounts, the cost of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by the time spent and other costs by their usage

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2024

3 ANALYSIS OF INCOMING RESOURCES

Analysis	This Year	Last year
Voluntary Income	£	£
Miscellaneous donations	1,288	5,591
Local Giving	205	280
Eton College	5,594	7,673
Collecting Tins	0	0
Co-op	262	0
In memory of Ted Dutton	263	
Private Donor	4,076	0
	11,688	13,544
Activities for generating funds		
Rent from Halls	8,923	10,677
Rent from School House	6,922	10,000
Rent from Office	0	960
Forty-Nine Club	1,092	1,040
	16,937	22,677
Interest Received		
Bank interest	1,339	689
	1,339	689
Incoming resources from charitable activities		
Wednesday Club	5,860	7,915
Daytime Activities	108,453	120,344
Summer Activity	220	215
Christmas Party	20	97
	114,553	128,571

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2024

4 ANALYSIS OF RESOURCES EXPENDED

Analysis	This Year	Last year
Costs of generating voluntary income	£	£
49 Club	375	350
School House Expenses	0	186
Halls Expenses	14,604	14,264
Local Giving	180	180
	15,159	14,980
Charitable Activities		
Salaries	58,878 **	54,233 **
Volunteer expenses	192	0
Club Running Expenses	7,635	7,475
Welfare	0	175
Social Expenses	2,524	2,440
<u>Daytime Activities</u>		
Employment Costs	57,754	38,508
Transport	20,860	14,630
Resources & Activities	2,375	2,234
	80,989	
** (Excludes Daytime Activity Staff)		
	150,218	119,695
Governance Costs		
Insurance/Affiliation	1,966	2,275
AGM Expenses/Companies House/Auditor	43	13
	2,009	2,288

5 DETAILS OF CERTAIN ITEMS OF EXPENDITURE

Trustee expenses	This Year	Last Year
Number of trustees who were paid expenses	None	None
Total amount paid	None	None
Fees for examination of the accounts	This Year	Last Year
	£	£
Independent examiner's or auditor's fees for reporting on the accounts	300	300
Other fees	None	None

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2024

6 PAID EMPLOYEES

Staff costs	This Year £	Last Year £
Gross wages, salaries and benefits in kind & Tax/NIC (Excludes Daytime Activity Staff)	58,878	54,233
Pension costs	0	0
Total staff costs	58,878	54,233

Average number of full-time equivalent employees in the year

		This Year	Last Year
The parts of the charity in which the employees work	Fundraising	0	0
	Charitable	1.0	1.0
	Governance	0.0	0.0
	Maintenance	0.2	0.2
Daytime Activities	Other	1.8	1.8
	Total	3	3

7 INVESTMENT ASSETS

Fixed assets investments	0	0
Carrying (market) value at beginning of year	705,195	640,756
Add: additions to investments at cost	0	0
Less: disposals at carrying value	0	0
Add: net/loss gain on revaluation	73,810	64,439
Carrying (market) value at end of year	779,005	705,195
Charifund units	736,832	653,964
COIF Investment Fund	57,737	51,230
	794,569	705,194

Independent Examiner's Report to the Trustees of Slough Mencap

I report on the accounts of the company for the year ended 30 September 2024, which are set out on pages 12 to 17.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- 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:

- which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

have not been met.; or

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



Philip Mount TD AFA MIPA ACIE
54 Dedworth Road
Windsor
SL4 5AY

Date: 11th January 2025

SLOUGH SOCIETY FOR MENTALLY HANDICAPPED CHILDREN AND ADULTS

England & Wales - Charity number 1128732

Accounts

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Slough Society for Mentally Handicapped Children and Adults

ANNUAL REPORT AND ACCOUNTS

1 October 2022 to 30 September 2023

**Horsemoor Green Community Centre, Spitfire Close, Common
Road, Langley, Slough SL3 8JU**

Tel: 01753 594666 Email: sloughmencap52@gmail.com

Charity Number: 1128732

Company Number: 05938855

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

A WORD FROM OUR CHAIRMAN

Dear Friends and Supporters,

Slough Mencap has had another busy year.

We started the year with a staff awayday at the Pines Hotel, to share ideas of how we should develop in the future.

Our Activity Days continue to be successful. From January 2023, they have run on Tuesdays, Thursdays and Fridays. As well as games, crafts and going to the park, we enjoyed a trip to an urban farm. Bi-monthly take away Fridays are especially popular.

Our Wednesday Club continues, though numbers are decreasing. We are grateful to the staff and boys from Eton College, who help every week of term time until Easter each year.

Again, we held our Party in the Park at Slough Rugby Club in the summer and went to the Copthorne Hotel for our Christmas Party, where we were visited by Father Christmas, who had a gift for everyone.

We have made improvements to our premises. We have a completely new kitchen. This was thanks to Osborne who supplied and fitted cupboards, worktops our new appliances. A team from Heathrow Airport also decorated the front entrance and corridor and tidied up the external premises.

We have invested in a lot of new equipment – new computers and printers, kitchen appliances, large fans to keep us cool in summer and updated security cameras. We extend heartfelt thanks to all our dedicated volunteers, without whom we could not provide our services.

Jane Cable

Chair of Board of Trustees

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Slough Society for Mentally Handicapped Children and Adults

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Slough Society for Mentally Handicapped Children and Adults

LEGAL AND ADMINISTRATIVE DETAILS FOR THE FINANCIAL YEAR 2022/2023

Charity Registration number	1128732
Holding Trustees	P Murray and J Pearce
Chief Executive	Eleanor Cryer MBE
Treasurer	Carmel O'Brien
Executive Committee	Elected members (the Trustees of Slough Mencap) Bernadette Bates Jane Cable (Chairman) Sajidah Chaudhary Ted Dutton Len Jones Carmel O'Brien (Treasurer) James Robb Shin Suri (co-opted 28.02.2022)
Registered address	Horsemoor Green Community Centre Spitfire Close, Common Road, Langley, Slough SL3 8JU.
Bankers	Lloyds TSB, High Street Slough Branch
Independent Examiner	Philip Mount Independent Examiner
Insurers	Royal & Sun Alliance Plc and Zurich

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 30 SEPTEMBER 2023

The Directors present their report and the independently examined financial statements for the year ended 30 September 2023.

Structure, governance and management

Slough Mencap is affiliated to the Royal Society for Mentally Handicapped Children and Adults and is governed by a self-creating Memorandum and Articles of Association. Slough Mencap is a company limited by guarantee and was incorporated on 18th September 2006. It is controlled and managed by the elected Board of Directors who are also its trustees. The Board of Directors is elected for a three-year period. Nomination forms are sent out to all members. Potential trustees undergo induction with the Chief Executive Officer (CEO) and Chair. The induction comprises structure and function of Slough Mencap, organisational roles and responsibilities and legal roles and responsibilities of trustees. Potential trustees interested are then nominated, proposed for the membership prior to the Annual General Meeting where they are duly elected for a three-year period. New trustees are encouraged to spend time getting to know staff and members and are encouraged to attend the internal programme of Governance training undertaken by all trustees. Should any Director so choose he/she may seek re-election for a further period of three years. Our previous Chairman Mrs Bernadette Bates stepped down at our Annual General Meeting on 09 April 2022 and was replaced by Mrs Jane Cable. Enormous thanks are due to Bernadette and we have retained her services as a very valued board member for many years to come!

Notice of the AGM and Trustees election is displayed in Slough Mencap's premises.

The day-to-day management of the company is undertaken by the Chief Executive who reports to the Chairman and Board of the Company.

For insurance purposes Slough Mencap is affiliated to National Mencap. The building is separately insured by Zurich Insurance Company.

A review of the risks to which the charity is exposed has been carried out and systems are in place to mitigate those risks. External risks to the sources of funding have led to the diversification of funding and to access additional sources of restricted funding which contributes to the operating costs of the Company. Internal risks are minimised by the implementation of financial controls and procedures. These are reviewed on an annual basis.

Objectives and activities

Slough Mencap is set up to

- (a) Work for the enhancement of the quality of life for people with learning disabilities
- (b) Foster mutual help and co-operation between people with learning disabilities, and all those entrusted with their care
- (c) To raise adequate funds for the achievement of the foregoing objects, and to invite and receive contributions from any person or persons whomsoever, by way of subscription, donation and otherwise.

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

From a brief look at our Accounts the reader will note that our figures show that the money we receive is to be spent on our members with learning disabilities.

Horsemoor Green Community Centre and School House

The School House has remained tenanted throughout the year and was a regular source of Letting Income.

It is a pleasure to write that both the kitchens in the community centre, which has long been let out to local community groups, churches, schools etc, have been refurbished free of charge by Osbornes

Wi-Fi was needed throughout the whole of the building and thanks to our board member Shin Suri we now have this essential facility.

Slough Mencap undertook a review of office security. Ten more CCTV cameras were installed throughout the building, the lock to the office was changed together with the code of the safe. The lock on the cleaner's cupboard was also changed. As well as up grading the office security the office itself was refurbished, reroofed and recarpeted.

Now that 50:50 no longer rent the upstairs office as from 31 March 2022, we have equipped it with a desktop computer. At present the room is used by the lady who does the invoicing for the Daytime Activities. This task was up to quite recently undertaken by our Chairman, Jane Cable.

We have also purchased several fans for the main hall.

Achievements and performance

The highlight of the year was undoubtedly the addition of a third day to our Daytime Activities service. As from 06 January 2023 we provided a service to our members on Friday as well as Tuesday and Thursday. The service offered is from 10.00am to 3.00pm and Slough Mencap has been delighted with its success. We employed the three staff working on the Daytime Activities for three days per week. The variety of activities undertaken by our members increases all the time and we are indebted to the Manager of the scheme, Lorna McDonald. One example of Lorna's initiative is that when the building was used for Local Government Activities a trip to a local zoo was undertaken by our members. In addition to our three staff members we have a number of very accomplished volunteers and a small bank of volunteers who can provide additional cover when it is needed.

Another very important event took place on 07 October 2022 when we had our Away Day at the Pines Hotel in Burnham facilitated by Jance Haynes, an independent facilitator. This day was much needed as along with the rest of the voluntary sector Covid-19 has caused us to review all our practices and procedures and look at how we wanted things done in the future. As result of the Away Day Slough Mencap decided to create and implement a three-year rolling Action Plan which involves sharpening up all aspects of the organisation. Included in the Action Plan we also had a need for Succession Planning to decide the future direction of the organisation. All aspects of staff and volunteers training will be given attention on such topics as Epilepsy and Medication Management for staff with Health and Safety training including fire safety training for all staff and volunteers. The Action Plan is constantly being updated by our chairman in respect of our clients/members, carers, Data Protection, staff and volunteer induction and all aspects of Health and Safety.

Fire Safety training has taken place because we know that by law we need proper fire and evacuation policies and procedures in place. We now have a Visitors Book and use a sign-in

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

sheets for daytime staff and volunteers. Our sensors and alarms need to be checked. We are checking our current Fire Alarm system as well as carrying our further Fire Drills.

Policies would be reviewed a few at a time on a rolling basis and this we have undertaken. We have reviewed the Finance Policy with a view to the sharing of knowledge and completed a review of the Lone Worker policy, Safeguarding and Whistleblowing.

We were also made aware of the need to update and maintain all the member/client records so that the information, medical and otherwise, is accurate and timely.

Sajidah Chaudhary has made progress with the Volunteer Induction Plan although the treasurer is a bit tardy with budget which should be done shortly!

Our Wednesday Club for members with Learning Disabilities has been running throughout the years for over 40 years in furtherance of our objectives. As always, the club is responsible for enhancing the confidence and social skills of our members as well as reducing isolation. It was decided that in an effort to reduce the declining membership we need to recruit new members and update some of our equipment. It was also decided to employ a Wednesday Club Leader for three hours on a Wednesday evening. To help us out temporarily Lorna McDonald the Daytime Activities Manager is working with us until Christmas. While one of our most experienced volunteers Sue Gaynor, who ran the tuck shop was on long term sick leave, Pauline Jones successfully stepped into the breach. Many thanks to Pauline.

Our Chief Executive continues to provide Advocacy services to families with a member who has Learning Disabilities.

On 12 August 2023 Slough Mencap held a Party In The Park for our members at Slough Rugby Club. Osbornes helped with games and prizes and we had music and fish and chips. The members and their families and carers really enjoyed the day.

On 18 December 2022 our Christmas Party took place at the Copthorne Hotel. The members enjoyed the day with a Christmas Meal and a visit from Father Christmas who came with a gift for each member. There were also party games and songs which were much enjoyed. However the committee was somewhat underwhelmed and decided to do things differently the following year.

Slough Mencap took a stall and the Volunteer Recruitment Fair at the Singh Sabha Sports Centre. Len Jones manned the stall for us and had a few enquiries.

As usual our Chief Executive continued to meet with relevant members of the community including other voluntary organisations and the local authority.

Throughout the year our Chairman Jane Cable, with some limited assistance, has been working on a Trustee Handbook/Operations Manual which is turning into a very important piece of work which will prove to be invaluable in succession planning as well as being a reference for all committee members.

The Slough Mencap office opens for all sorts of requests for help and our Chief Executive has continued to assist all our members and their families. Our CEO continues to maintain our profile by attending partnership board and other meetings once more face to face and making her presence felt. Our Chief Executive also continues to undertake several advocacy cases which have taken up a considerable amount of her time.

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Financial Review

The Board of Directors has considered the most appropriate policy for investing funds in the current financial climate. In ordinary circumstances and since the greatest proportion of the funds are required to meet long-term commitments the funds have been invested on the equities market and remain so.

Fundraising

Slough Mencap continues fundraising in the shape of the 49 Club. Please look at the financial statement for more details. Bernadette Bates undertakes the running of the 49 Club. The 49 Club raises funds which are spent exclusively on our members. As mentioned in previous years numbers are declining and should any reader of this report wish to support us and maybe receive the occasional small win, please let us know. In order to encourage more people to join the 49 Club Bernadette Bates has produced an information sheet for the committee in order to encourage more people to join the 49 Club.

Donations

Partly as a result of last year's 70th Anniversary celebrations donations were at an all time high. Please see the Annual Accounts for details. A major round of applause must go to Eton College who donated £7673 to us during the years. We also had one other generous donor as well as many smaller donations.

Premises

Expenditure of £14,264 was incurred during the year with the money coming from various deposit accounts for the ongoing maintenance of the site.

Reserves Policy

The Board of Directors has established a policy whereby the unrestricted funds, not committed or invested in tangible fixed assets ('the free reserves') held by the charity, should be sufficient that they would be able to continue the core activities of the charity in the event of a significant drop in funding for enough time to identify replacement funds. At present the free reserves which amount to £705,195 are more than sufficient to meet this criterion.

Salaries

Staff salaries were revised in line with inflation. Accordingly all our staff received a 10% pay rise as from April 2023. Directly as a result of the increases in staff salary the Daytime Activities staff became eligible for a Slough Mencap staff pension scheme which became active at the end of May 2023.

Budget

Our treasurer has still to produce a budget for 2023/24!

Our Chairman devised a more detailed Income and Expenditure reporting sheets which she produces on a rolling basis. This includes the invoiced amounts for the Daytime Activities.

Slough Mencap qualified for and received the Warm Space money available from the government as a result of the increase in energy prices.

Plans for future periods

- Continue to run Wednesday Club and encourage greater participation from a larger proportion of our members when permitted.

- Continue to run the 49 Club and increase its membership..
- Source new directors for the company.
- Increase the number of LD members
- Organise a Volunteer Lunch
- Provide a Christmas Lunch for our members.
- Ongoing review policies and procedures so that the organisation is both legal and fit for purpose.
- Organise staff and volunteers training
- Produce a budget
- Run a film club when new projector has been purchased.
- Be complaint with all Health & Safety and Fire regulations
- Carry our further Fire Drills.
- Move money to greater interest deposit accounts.

Approved by the Board of Directors on and signed on its behalf by

Jane Cable

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Statement of Financial Activities for the Twelve Months ended 30 September 2023

	See Notes				
		Unrestricted Funds	Restricted Funds	Designated Funds	Total Twelve Months
					Total Twelve Months 2022
INCOMING RESOURCES					
Donations & similar incoming resources	3	13,544			13,544 39
Daytime Activities		120,344			120,344 74,123
Income from activities in furtherance of charitable objects	3	8,227			8,227 6,340
Income from activities for generating funds	3	23,002			23,002 17,133
Interest received	3	689			689 28
TOTAL INCOMING RESOURCES		165,805	0	0	165,805 97,663
RESOURCES EXPENDED					
Cost of generating funds	4	14,980			14,980 10,330
Costs of activities from charitable objectives	4	64,323			64,323 55,474
Support costs		10,316			10,316 5,560
Capital Expenditure		0			0 0
TOTAL RESOURCES EXPENDED		89,619	0		89,619 71,364
NET INCOMING RESOURCES		76,186	0		76,186 26,299
P/Y VALUES		310,444	0		310,444 324,249
GAIN/LOSS ON INVESTMENTS		64,439			64,439 -40,104
TOTAL FUNDS CARRIED FORWARD		451,069	0		451,069 310,444

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Balance Sheet as at 30 September 2023

		2023		2022
Fixed assets				
Tangible assets (Revaluation 06 April 2022)	9	735000		735000
Capital Improvements		<u>0</u>		<u>0</u>
		735000		735000
Current assets				
Debtors		0		0
Cash at bank		<u>206,450</u>		<u>192,385</u>
Total Current Assets		941,450		927,385
Creditors: amounts due within one year		<u>0</u>		<u>0</u>
Net current assets			941,450	927,385
Total assets less liabilities		<u>941,450</u>		<u>927,385</u>
Capital Funds				
Charifund units		653,964		591,663
COIF Investment Fund		<u>51,230</u>		<u>49,093</u>
Total Designated Funds		<u>705,195</u>		<u>640,756</u>
Capital Assets		735,000		735,000
Unrestricted Funds		206,450		192,385
Restricted Funds	8	<u>0</u>		<u>0</u>
			941,450	927,385
Investment Funds	7	705,195		640,756
Total funds		<u>1,646,645</u>		<u>1,568,141</u>

For the year ended 30 September 2023, the company was entitled to exemption under section 249a(1) of the Companies Act 1985. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 249b(2). The directors acknowledge their responsibility for: i) Ensuring the company keeps accounting records which comply with section 221; and ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year in accordance with section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts so far as applicable to the company.

Approved by the Board of Directors and signed on their behalf by:

Mrs C M O'Brien - Director

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2023

1 ACCOUNTING POLICIES

Basis of Accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005), the Companies Act 1985, the Charities Act 1993 and applicable accounting standards

2 ACCOUNTING POLICIES

Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:
the charity becomes entitled to the resources
the trustees are virtually certain they will receive the resources &
the monetary value can be measured with sufficient reliability

Grants and Donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when receivable.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs

Include costs of the preparation and examination of statutory accounts, the cost of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by the time spent and other costs by their usage

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2023

3 ANALYSIS OF INCOMING RESOURCES

Analysis	This Year	Last year
	£	£
Voluntary Income		
Miscellaneous donations	5,591	1,358
Local Giving	280	788
Eton College	7,673	500
Collecting Tins	0	0
Tan Dhesi	0	1,250
	13,543	3,896
Activities for generating funds		
Rent from Halls	10,677	8,275
Rent from School House	10,000	5,400
Rent from Office	960	2,080
Forty-Nine Club	1,040	1,378
	22,677	17,133
Interest Received		
Bank interest	689	28
COIF	0	0
	689	28
Incoming resources from charitable activities		
Wednesday Club	7,915	6,430
Daytime Activities	120,344	74,123
70th Anniversary	0	205
Summer Activity	215	0
Christmas Party	97	90
	128,570	80,848

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2023

4 ANALYSIS OF RESOURCES EXPENDED

Analysis	This Year	Last year
Costs of generating voluntary income	£	£
49 Club	350	475
School House Expenses	186	151
Halls Expenses	14,264	9,607
Local Giving	180	96
	14,980	10,329
 Charitable Activities		
Salaries	54,233 **	46,782
Volunteer expenses	0	0
Club Running Expenses	7,475	7,953
Welfare	175	0
Social Expenses (70th Anniversary)*	2,440	739 *
<u>Daytime Activities</u>		
Employment Costs	38,508	24,945
Transport	14,630	6,552
Resources & Activities	2,234	1,961
	55,372	
 ** (Excludes Daytime Activity Staff)		
	119,695	88,932
 Governance Costs		
Insurance/Affiliation	2,275	2,394
AGM Expenses/Companies House	13	198
	2,288	2,592

5 DETAILS OF CERTAIN ITEMS OF EXPENDITURE

Trustee expenses

	This Year	Last Year
Number of trustees who were paid expenses	None	None
Total amount paid	None	None

Fees for examination of the accounts

	This Year	Last Year
	£	£
Independent examiner's or auditor's fees for reporting on the accounts	300	250
Other fees	None	None

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2023

6 PAID EMPLOYEES

Staff costs	This Year	Last Year
	£	£
Gross wages, salaries and benefits in kind & Tax/NIC (Excludes Daytime Activity Staff)	54,233	46,782
Pension costs	0	0
Total staff costs	54,233	46,782

Average number of full-time equivalent employees in the year

		This Year	Last Year
The parts of the charity in which the employees work	Fundraising	0	0
	Charitable	1.0	0.4
	Governance	0.0	0.4
	Maintenance	0.2	
Daytime Activities	Other	1.8	1.5
	Total	3	2

7 INVESTMENT ASSETS

Fixed assets investments	0	0
Carrying (market) value at beginning of year	640,756	680,859
Add: additions to investments at cost	0	0
Less: disposals at carrying value	0	0
Add: net/loss gain on revaluation	64,439	-40,104
Carrying (market) value at end of year	705,195	640,755
Charifund units	653,964	561,663
COIF Investment Fund	51,230	49,093
	705,195	610,756

Independent Examiner's Report to the Trustees of Slough Mencap

I report on the accounts of the company for the year ended 30 September 2023, which are set out on pages 11 to 16.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- 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:

- which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

have not been met.; or

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



Philip Mount TD AFA MIPA ACIE
54 Dedworth Road
Windsor
SL4 5AY
Date: 21st February 2024

SLOUGH SOCIETY FOR MENTALLY HANDICAPPED CHILDREN AND ADULTS

England & Wales - Charity number 1128732

Accounts

SLOUGH MENCAP

**Slough Society for Mentally Handicapped Children and
Adults**

ANNUAL REPORT AND ACCOUNTS

1 October 2021 to 30 September 2022

**Horsemoor Green Community Centre, Spitfire Close,
Common Road, Langley, Slough SL3 8JU**

**Tel: 01753 594666 Email:
sloughmencap52@gmail.com**

**Charity Number: 1128732
Number: 05938855**

Company

SLOUGH MENCAP
**Slough Society for Mentally Handicapped Children and
Adults**

A WORD FROM OUR CHAIRMAN

Dear Friends and Supporters,

My first year as chairman has been very eventful.

The year since we resumed activities in September after lockdown has been extremely busy.

We celebrated Slough Mencap's 70th Anniversary with an Afternoon Tea for all our supporters in June, and a Party in the Park for our members on an extremely hot day in August. We are extremely grateful for the help we received from Eton College and Osborne Ltd at these events.

Our new endeavour, opening our doors for Activities two days per week, has been very successful. We are almost at full capacity and plan to open for a third day in January 2023. We were helped by 50-50 SYNC CIC in the early months, but have employed our own staff, who are all experienced in the LD sector, from April 2022. We are also indebted to our volunteers who give the sessions a cheerful, friendly atmosphere.

We continue to run our evening Wednesday Club and though numbers were low when we opened in September, they are increasing. We welcome both members from our activity days and those who are new to the organisation.

Our fundraising 49 Club is now organised by Bernardette Bates, who would like to recruit new contributors. We continue to receive donations from our supporters.

Our halls are regularly hired to local organisations, and our site manager continues to rent the attached house.

On behalf of Slough Mencap, I would like to thank everyone who has supported and helped us this year and look forward to a successful 2022-23.

Jane Cable

Chairman

SLOUGH MENCAP
Slough Society for Mentally Handicapped Children and Adults

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SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

LEGAL AND ADMINISTRATIVE DETAILS FOR THE FINANCIAL YEAR 2021/2022

Charity Registration number **1128732**

Holding Trustees P Murray and J Pearce

Chief Executive Eleanor Cryer MBE

Treasurer Carmel O'Brien

Executive Committee Elected members (the Trustees of Slough Mencap)

Linda Ball (resigned 21.05.2022)
Bernadette Bates
Jane Cable (Chairman)
Sajidah Chaudhary
Ted Dutton
Len Jones (co-opted 28.02.2022)
Carmel O'Brien (Treasurer)
James Robb
Shin Suri (co-opted 28.02.2022)
Melainee Woodun (resigned 09.03.2022)

Registered address Horsemoor Green Community Centre Spitfire
Close,
Common Road, Langley, Slough SL3 8JU.

Bankers Lloyds TSB, High Street Slough Branch

Independent Examiner Philip Mount
Independent Examiner

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 30 SEPTEMBER 2022

The Directors present their report and the independently examined financial statements for the year ended 30 September 2022.

Structure, governance and management

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Notice of the AGM and Trustees election is displayed in Slough Mencap's premises.

The day-to-day management of the company is undertaken by the Chief Executive who reports to the Chairman and Board of the Company.

For insurance purposes Slough Mencap is affiliated to National Mencap. The building is separately insured by Zurich Insurance Company.

A review of the risks to which the charity is exposed has been carried out and systems are in place to mitigate those risks. External risks to the sources of funding have led to the diversification of funding and to access additional sources of restricted funding

which contributes to the operating costs of the Company. Internal risks are minimised by the implementation of financial controls and procedures. These are reviewed on an annual basis.

Objectives and activities

Slough Mencap is set up to

- (a) Work for the enhancement of the quality of life for people with learning disabilities
- (b) Foster mutual help and co-operation between people with learning disabilities, and all those entrusted with their care
- (c) To raise adequate funds for the achievement of the foregoing objects, and to invite and receive contributions from any person or persons whomsoever, by way of subscription, donation and otherwise.

From a brief look at our Accounts the reader will note that our figures show that all the money we receive is to be spent on our members with learning disabilities. This year ended 30 September 2022 is the first year since 2018/19 that we have been in a position to operate normally since the commencement of the COVID-19 pandemic which prevented much of our day-to-day work from being undertaken.

Slough Mencap was delighted to recommence regular face to face committee meetings and our AGM on 09 April 2022. Our first Committee Meeting took place on 16 October 2021. Our Wednesday Club for members with Learning Disabilities has been running throughout the years for over 40 years in furtherance of our objectives and we were delighted to reopen in September 2021. As always, the club is responsible for enhancing the confidence and social skills of our members as well as reducing isolation.

It was also a huge relief to be able to open the Slough Mencap office for all sorts of requests for help and our Chief Executive has continued to assist all our members and their families in ways far too numerous to mention. Our Chief Executive also provides free advice to members on all sorts of issues concerning their ability to manage everyday life. Our CEO continues to maintain our profile by attending partnership board and other meetings once more face to face and making her presence felt. Our Chief Executive continues to undertake several advocacy cases which have taken up a considerable amount of her time.

At the end of our previous year Slough Mencap after much discussion and research, led by our CEO, made the decision to run daytime activities for two days a week for people with learning disabilities. This was made in the light of Slough Borough Council's decision to cease providing Day Services to people with learning disabilities. Accordingly, and despite no financial assistance from Slough Borough Council or anyone else the provision of some Daytime Activities became our principal objective for the year.

Horsemoor Green Community Centre and School House

The School House remained tenanted throughout the year and was a regular source of Letting Income. It was a pleasure to be able to resume our lettings of our Community Centre with a local church, local schools and community groups.

Achievements and performance

It was with regret that we accepted the resignations of committee members Linda Ball and Melainee Wooden. Accordingly, we were delighted to co-opt both Len Jones and Shin Suri onto our board and both will be proposed and seconded at our next AGM.

With was with regret that Brenda Parker ceased to run our 49 Club which has been raising funds for our members steadily for over 18 years. Luckily our outgoing Chairman Mrs Bernadette Bates volunteered to take on the running of the 49 Club. The 49 Club raises funds which are spent exclusively on our members. As mentioned in previous years numbers are declining and should any reader of this report wish to support us and maybe receive the occasional small win, please let us know.

The ongoing saga of the intended demise of Garrick House and the resultant rehousing of the residents with learning disabilities has continued for yet another year together with its associated distress for all the families concerned.

The highlight of the year was undoubtedly the provision of our Daytime Activities service which started on the second week of September 2021. The service offered is from 10.00am to 3.00pm on Tuesdays and Thursdays and Slough Mencap has been delighted with its success. In order to open with appropriately qualified and trained staff 50/50 SYNC CIC were approached and provided interim staff cover until the end of March 2022. We are indebted to them for this.

We also owe an enormous debt of gratitude to our new Chairman Jane Cable for undertaking the responsibility of invoicing our clients. Hopefully Jane will be able to relinquish this operational task shortly.

Once 50/50 had completed their tenure with the Daytime Activities it was necessary to employ fresh permanent and bank staff. This extremely onerous and responsible task was undertaken by Jane Cable and Sajidah Chaudhary. Their sagacity and patience have found us our wonderful team of employees lead by the super talented Lorna McDonald. Staffing will continue to be a priority. As the numbers of clients increase so will the number of hours our employees are required to work.

With the recommencement of Wednesday Club, it was decided to offer a range of healthy eating products to our members and successfully trained our members to carry out our first Fire Drill for two years. Over the past few years Wednesday Club numbers have been falling partially due to COVID-19 and South Bucks County Council moving members to the north of the county. However due to the efforts of our Chiel Executive we now have a few new members and hope the decline has ceased.

Another highlight was the celebration of Slough Mencap's 70th Anniversary! Much discussion ensued at our committee meetings as to how to celebrate this major event in the life of Slough Mencap. It was decided that we wanted to arrange one large event for our supporters and volunteers over the years and of course another large event for our members with learning disabilities. There was also the possibility of producing a publication with lots of pictures and stories about Slough Mencap throughout the 70 years. It was decided to go ahead with an Afternoon Tea for our friends and supporters and to book Slough Rugby Club for an August event for our members.

On 25 June 2022 Slough Mencap hosted an Afternoon Tea for over 60 of the people who have been our volunteers and supporters over the years. Eton College made a massive contribution to the day. They provided the sandwiches and the cakes both of which were delicious and saved us a lot of money. Even more impressively both David and Mercedes read out a series of emails from Old Etonians who over a period dating from the 1960s have participated in the Friendly Club i.e. the Wednesday Club. It was

quite emotional listening to the emails which showed how the relationship between the College and Slough Mencap has persisted and developed over the years. The Mayor and the MP also attended, and both enjoyed the camaraderie generated by a room full of people many of whom have not seen each other for many years.

In August a Party in the Park was held at Slough Rugby Club and the invitees were our members with learning disabilities along with their families and carers. Although the weather was extremely hot with the help of Osbornes, a local and very supportive company, the day went well. There were games, pizzas, a bar and a disco. Unfortunately, the disco proved to be a waste of money due to the very hot weather and the members made it quite plain that they would have preferred fish & chips to pizzas! Regardless, all those invited had a wonderful time and the venue and staff were very popular. A big thanks to all who helped in any way with a special thanks to Lorna for services above and beyond.

Thanks were formally sent to Osbornes, Eton College and Slough Rugby Club.

It needs to be noted that although our Chief Executive put many hours into providing a publication to celebrate our past 70 years as yet no such publication has been produced.

James Robb undertook the updating of our Slough Mencap website and the committee were requested to provide him with relevant material to be included.

We also had a very successful visit to Windsor Castle for our cared for and carers.

Slough Refugee Support carried out DBS checks on our behalf.

As society returned to normal so our Lettings increased which is just as well considering the increase in the size of the utility bills. But on a more positive note our Chief Executive has sought out a company, Osbornes, who will refurbish our kitchens which currently look rather tired. More of this in next year's Annual Report.

Financial Review

The Board of Directors has considered the most appropriate policy for investing funds in the current financial climate. In ordinary circumstances and since the greatest proportion of the funds are required to meet long-term commitments the funds have been invested on the equities market.

Fundraising

Slough Mencap continues fundraising in the shape of the 49 Club. Please look at the financial statement for more details.

At our 70th Anniversary Tea Party a very generous donation was made by our local MP Tan Dhesi and a 'whip round' from everyone else produced £205.00. Many thanks to everyone.

Eton College

Some of the boys from year 12 at the College created a Just Giving page to raise money throughout the year. At the end of our financial year, 30 September 2022 the fundraising was on going.

It was decided that another signatory was needed for the banking and Jane Cable, our current Chairman was added.

The four yearly revaluation of the property took place. Please refer to the Balance Sheet for details.

Premises

Expenditure of £9,607 was incurred during the year with the money coming from various deposit accounts for the ongoing maintenance of the site.

Reserves Policy

The Board of Directors has established a policy whereby the unrestricted funds, not committed or invested in tangible fixed assets ('the free reserves') held by the charity, should be sufficient that they would be able to continue the core activities of the charity in the event of a significant drop in funding for enough time to identify replacement funds. At present the free reserves which amount to £640,755 are more than sufficient to meet this criterion.

Plans for future periods

- Continue to run Wednesday Club and encourage greater participation from a larger proportion of our members when permitted.
- Continue to run the 49 Club and increase its membership..
- Elect Len Jones and Shin Suri on to our Board of Directors as soon as possible.
- Source new directors for the company.
- Increase the number of LD members
- Organise a Volunteer Lunch
- Provide a Christmas Lunch for our members.
- The production by Sajidah Chaudhary and Jane Cable of a new operational handbook.
- Prospective 3rd day for our Daytime Activities as we have both demand and staff capacity.
- Organise an Away Day soonest for staff and committee members.
- Review policies and procedures specifically health and safety so that the organisation is both legal and fit for purpose.
- Organise staff and volunteers training
- Refurbish both kitchens.

Approved by the Board of Directors on and signed on its behalf by

Jane Cable

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Statement of Financial Activities for the Twelve Months ended 30 September 2022

See Notes

		Unrestricted Funds	Restricted Funds	Designated Funds	Total Twelve Months
INCOMING RESOURCES					
Donations & similar incoming resources	3	39			39
Daytime Activities		74,123			74,123
Income from activities in furtherance of charitable objects	3	6,340			6,340
Income from activities for generating funds	3	17,133			17,133
Interest received	3	28			28
TOTAL INCOMING RESOURCES		97,663	0	0	97,663
RESOURCES EXPENDED					
Cost of generating funds	4	10,330			10,330
Costs of activities from charitable objectives	4	55,474			55,474
Support costs		5,560			5,560
Capital Expenditure		0			0
TOTAL RESOURCES EXPENDED		71,364	0		71,364
NET INCOMING RESOURCES		26,299	0		26,299
P/Y VALUES		324,249	0		324,249
GAIN/LOSS ON INVESTMENTS		-40,104			-40,104
TOTAL FUNDS CARRIED FORWARD		310,444	0		310,444

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Balance Sheet as at 30 September 2022

		2022	2021	
Fixed assets				
Tangible assets (Revaluation 06 April 2022)	9	735000	785375	
Capital Improvements		<u>0</u>	<u>0</u>	
		735000	785375	
Current assets				
Debtors		0	0	
Cash at bank		<u>192,385</u>	<u>198,841</u>	
Total Current Assets		927,385	984,216	
Creditors: amounts due within one year		<u>0</u>	<u>0</u>	
Net current assets		927,385		984,216
Total assets less liabilities		<u><u>927,385</u></u>		<u><u>984,216</u></u>
Capital Funds				
Charifund units		591,663	630,093	
COIF Investment Fund		<u>49,093</u>	<u>50,766</u>	
Total Designated Funds		<u><u>640,756</u></u>		<u><u>680,859</u></u>
Capital Assets		735,000	785,375	
Unrestricted Funds		192,385	198,841	
Restricted Funds	8	<u>0</u>	<u>0</u>	
		927,385		984,216
Investment Funds	7	640,756		680,859
Total funds		<u><u>1,568,141</u></u>		<u><u>1,665,075</u></u>

For the year ended 30 September 2022, the company was entitled to exemption under section 249a(1) of the Companies Act 1985. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 249b(2). The directors acknowledge their responsibility for: i) Ensuring the company keeps accounting records which comply with section 221; and ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year in accordance with section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts so far as applicable to the company.

Approved by the Board of Directors and signed on their behalf by:

Mrs C M O'Brien - Director

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2022

1 ACCOUNTING POLICIES

Basis of Accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005), the Companies Act 1985, the Charities Act 1993 and applicable accounting standards

2 ACCOUNTING POLICIES

Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:
the charity becomes entitled to the resources
the trustees are virtually certain they will receive the resources &
the monetary value can be measured with sufficient reliability

Grants and Donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when receivable.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs

Include costs of the preparation and examination of statutory accounts, the cost of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by the time spent and other costs by their usage

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2022

3 ANALYSIS OF INCOMING RESOURCES

Analysis	This Year	Last year
Voluntary Income	£	£
Miscellaneous donations	1,358	1,040
Local Giving	788	618
Eton College	500	0
Collecting Tins	0	167
Tan Dhesi	1,250	0
	3,896	1,825
Activities for generating funds		
Rent from Halls	8,275	5,115
Rent from School House	5,400	9,585
Rent from Office	2,080	0
Forty-Nine Club	1,378	1,521
	17,133	16,221
Interest Received		
Bank interest	28	15
COIF	0	0
	28	15
Incoming resources from charitable activities		
Wednesday Club	6,430	1,400
Daytime Activities	74,123	3,110
70th Anniversary	205	0
Christmas Party	90	0
	80,848	4,510

SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2022

4 ANALYSIS OF RESOURCES EXPENDED

Analysis	This Year	Last year
Costs of generating voluntary income	£	£
49 Club	475	725
School House Expenses	151	0
Halls Expenses	9,607	7,895
Local Giving	96	192
	10,329	8,812
Charitable Activities		
Salaries	46,782	45,276
Volunteer expenses	0	0
Club Running Expenses	7,953	0
Welfare	0	350
Social Expenses (70th Anniversary)*	739*	350
<u>Daytime Activities</u>		
Employment Costs	24,945	0
Transport	6,552	0
Resources & Activities	1,961	0
	33,458	
	88,932	45,976
Governance Costs		
Insurance/Affiliation	2,394	2,012
AGM Expenses/Companies House	198	194
	2,592	2,206

5 DETAILS OF CERTAIN ITEMS OF EXPENDITURE

Trustee expenses

	This Year	Last Year
Number of trustees who were paid expenses	None	None
Total amount paid	None	None

Fees for examination of the accounts

This Year	Last Year
-----------	-----------

Independent examiner's or auditor's fees for reporting on the accounts	£	250	£	250
Other fees	None		None	

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SLOUGH MENCAP

Slough Society for Mentally Handicapped Children and Adults

Notes to the Financial Statements for the year ended 30 September 2022

6 PAID EMPLOYEES

Staff costs	This Year	Last Year
	£	£
Gross wages, salaries and benefits in kind & Tax/NIC	46,782	45,276
Pension costs	0	0
Total staff costs	46,782	45,276

Average number of full-time equivalent employees in the year

	This Year	Last Year
The parts of the charity in which the employees work		
Fundraising	0	0
Charitable	0.4	0.4
Governance	0.4	0.4
Daytime Activities	1.5	0.3
Total	2	1

7 INVESTMENT ASSETS

Fixed assets investments	0	0
Carrying (market) value at beginning of year	680,859	513,703
Add: additions to investments at cost	0	0
Less: disposals at carrying value	0	0
Add: net/loss gain on revaluation	-40,104	167,156
Carrying (market) value at end of year	640,755	680,859
Charifund units	561,663	630,093
COIF Investment Fund	49,093	50,766
	610,756	680,859

Total
Twelve
Months
2021

1,825

3,110

1,400

16,221

15

22,571

8,812

45,976

4,508

0

59,296

-36,725

193,818

167,156

324,249

Independent Examiner's Report to the Trustees of Slough Mencap

I report on the accounts of the company for the year ended 30 September 2022, which are set out on pages 11 to 16.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- 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:

- which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

have not been met.; or

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



Philip Mount TD AFA MIPA ACIE
54 Dedworth Road
Windsor
SL4 5AY

Date: 18th February 2023