

KINGSTON SOCIETY FOR CHILDREN AND ADULTS WITH LEARNING DISABILITIES

England & Wales · Charity number 1170322

Details

Other names KINGSTON MENCAP

Status Registered

Legal form CIO

Registered 2016-11-23

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

Contact

Address Mencap
Searchlight Community Centre
Hammerton Way
New Malden
Surrey
KT3 3DU

Phone 0208 546 2837

Email Trustees@kingstonmencap.org.uk

Website <http://www.kingstonmencap.org.uk/>

Activities

Objects: A) THE RELIEF OF PEOPLE WITH A LEARNING DISABILITY IN PARTICULAR BY THE PROVISION OF HELP AND SUPPORT FOR THEM AND FOR THEIR FAMILIES, DEPENDANTS AND CARERS, AND TO PREVENT LEARNING DISABILITIES FOR THE PUBLIC BENEFIT; ANDB) 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: Social activities, health and wellbeing, information sessions for adults with learning disabilities and their carers.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability, Recreation
- **Who:** People With Disabilities

Geography

- Kingston Upon Thames

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£100,093	£95,403	-	-
2023-12-31	£79,073	£106,413	-	-
2022-12-31	£80,725	£107,303	-	-
2021-12-31	£106,934	£119,533	-	-
2020-12-31	£82,167	£82,777	-	-

Trustees

Name	Role	Appointed
Elizabeth Wills		2023-03-11
Georgina Orgill		2023-03-11
Martel Atterbury		2023-03-11
Priscilla Chandro		2025-08-10

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024
FOR
KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

Collards
Chartered Accountants
5-9 Eden Street
Kingston-upon-Thames
Surrey
KT1 1BQ

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 to 10
Detailed Statement of Financial Activities	11

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and activities

The objectives of the charity are:

- a) The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependants and carers; and
- b) To provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their conditions of life.

In order to achieve these aims, Kingston Mencap ('KM') organises the following main areas of work to undertake its public benefit duties:

- Facilitate a community space in the Borough of Kingston for the benefit of our members, families and carers
- Forging links with associated charities and services
- Providing leisure services and promoting health and well-being through clubs and activities

The Trustees consider that the activities undertaken, offered at no or minimal cost, provide benefit to the public and confirm that in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission and have complied with their duties under Section 17 of the Charities Act 2011.

ACHIEVEMENT AND PERFORMANCE

The Board of Trustees started 2024 with three Trustees were appointed, Elizabeth Wills, Goergina Orgill and Martel Atterbury. At the AGM on 11 July 2024 a new Chair person was appointed, Annabel Poate Joyner. Annabel brings with her a wealth of experience working to support vulnerable people as a highly qualified Chartered Clinical and Coaching Psychologist.

Following on from last year's ambitions to take the year to focus on the organisation's operations and make changes to current procedures the trustees are content this has been beneficial and all are pleased to have recovered from the previous years high losses to a break even position. From here our ambition is to continue to improve the services Mencap Kingston offer to our members whilst still working towards a longer term sustainability by working with Kingston council and partners to reduce costs and increase income where it is commercially viable to do so. The energy costs continue to be a challenge for the charity with very high bills over the winter period.

The Kingston Mencap clubs continue to support a similar number of people as in previous years with a steady growth of memberships in 2024. We are working on an update on all members but have around 190 registered members with a few more attending the clubs and activities that are in the process of membership.

Some highlights of 2024 for members included the Abba tribute night out at Wimbledon theatre where 80 members and volunteers enjoyed the show together. From a Nursing association grant our members were able to attend two festivals this year, the funding allowed us to keep costs affordable for the group by covering the transport costs of coach travel for which we are very grateful. The summer tea party, BBQ, Christmas fair and music nights have all been well attended and enjoyed by the members and supporters.

The Carers groups continue to meet on a regular basis with the amazing support of Kingston Mencap volunteer Gill who organises key topics to be covered as requested by the group and invites guest speakers along to share their knowledge.

We are so very grateful to all our wonderful volunteers who provide support at Kingston Mencap covering many different roles and make sure the clubs run every week. Their dedication makes everything possible for our members to meet, form friendships and enjoy a full and happy life.

FINANCIAL REVIEW

Financial position

Financial position Total incoming resources amounted to £100,093 (2023 - £90,172) and, total resources expended amounted to £99,503 (2023 £116,756). This has resulted in a surplus for the year of £590 (2023 - £26,584 deficit).

The total funds held by the charity at 31 December 2024 amounted to £95,403 (2023 - £94,813).

Reserves policy

The charity operates an unrestricted fund. The trustees have reviewed the financial needs of the charity and consider that they should aim to have sufficient unrestricted funds on hand or on call to ensure that should there be a short term loss of income that there would be sufficient funds available to meet operating costs.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2024**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Organisation Structure of MENCAP and Decision-Making Process

The Trustees meet on a quarterly basis, and at additional times if necessary. Finances are updated and discussed, together with the performance of Clubs and the planning of activities. The Board has delegated authority for oversight and decision making relating to specific operational and administrative matters to the following sub-committees:

- Finance & HR
- Events & Leisure

Risks and Internal Control

The Trustees have overall responsibility for ensuring that MENCAP has appropriate systems of control, both financial and operational. These systems are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. During the Period, the Trustees continued to review the major financial and operational risks facing MENCAP and continue to monitor on a regular basis the implementation of any changes necessary to ensure that, as far as is reasonable, controls are in place to protect MENCAP, its members, those working for it, the general public and other stakeholders.

Strategic Development

The Trustees meet quarterly, and at additional times when necessary, to monitor finances and the performance of our clubs and activities as well as to consider future developments and strategies.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1170322

Principal address

Searchlight Community Centre
Hammerton Way
New Malden
KT3 3DU

Trustees and Chair

A Poate Joyner
M Atterbury
G Orgill
E Wills

Independent Examiner

Collards
Chartered Accountants
5-9 Eden Street
Kingston-upon-Thames
Surrey
KT1 1BQ

Approved by order of the board of trustees on and signed on its behalf by:

.....
M Atterbury - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

Independent examiner's report to the trustees of Kingston Society For Children and adults With Learning Disabilities

I report to the charity trustees on my examination of the accounts of Kingston Society For Children and adults With Learning Disabilities (the Trust) for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Andrew Harker FCCA

Collards
Chartered Accountants
5-9 Eden Street
Kingston-upon-Thames
Surrey
KT1 1BQ

Date:

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2024**

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		9,092	-	9,092	8,749
Other trading activities	2	88,957	-	88,957	81,341
Investment income	3	<u>2,044</u>	<u>-</u>	<u>2,044</u>	<u>82</u>
Total		<u>100,093</u>	<u>-</u>	<u>100,093</u>	<u>90,172</u>
EXPENDITURE ON					
Raising funds		-	-	-	202
Charitable activities					
Charitable activities		<u>99,503</u>	<u>-</u>	<u>99,503</u>	<u>116,554</u>
Total		<u>99,503</u>	<u>-</u>	<u>99,503</u>	<u>116,756</u>
NET INCOME/(EXPENDITURE)		590	-	590	(26,584)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>93,057</u>	<u>1,756</u>	<u>94,813</u>	<u>121,397</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>93,647</u></u>	<u><u>1,756</u></u>	<u><u>95,403</u></u>	<u><u>94,813</u></u>

The notes form part of these financial statements

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**BALANCE SHEET
31 DECEMBER 2024**

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
CURRENT ASSETS					
Debtors	7	11,693	-	11,693	7,513
Cash at bank		<u>88,672</u>	<u>1,756</u>	<u>90,428</u>	<u>93,213</u>
		100,365	1,756	102,121	100,726
CREDITORS					
Amounts falling due within one year	8	<u>(6,718)</u>	-	<u>(6,718)</u>	<u>(5,913)</u>
NET CURRENT ASSETS		<u>93,647</u>	<u>1,756</u>	<u>95,403</u>	<u>94,813</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>93,647</u>	<u>1,756</u>	<u>95,403</u>	<u>94,813</u>
NET ASSETS		<u>93,647</u>	<u>1,756</u>	<u>95,403</u>	<u>94,813</u>
FUNDS	9				
Unrestricted funds				93,647	93,057
Restricted funds				<u>1,756</u>	<u>1,756</u>
TOTAL FUNDS				<u>95,403</u>	<u>94,813</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
M Atterbury - Trustee

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

Basis of preparing the financial statements

Income

Expenditure

Tangible fixed assets

Fixtures and fittings - 20% on cost

Taxation

Fund accounting

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

2. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Fundraising events	(63)	3,188
Membership fees	649	395
Club fees	21,788	17,471
Social events	-	302
Searchlight rent	<u>66,583</u>	<u>59,985</u>
	<u>88,957</u>	<u>81,341</u>

3. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	<u>2,044</u>	<u>82</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2024 nor for the year ended 31 December 2023.

5. 31 DECEMBER 2023 STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	4,690	4,059	8,749
Other trading activities	81,341	-	81,341
Investment income	<u>82</u>	<u>-</u>	<u>82</u>
Total	<u>86,113</u>	<u>4,059</u>	<u>90,172</u>
 EXPENDITURE ON			
Raising funds	202	-	202
Charitable activities			
Charitable activities	<u>112,495</u>	<u>4,059</u>	<u>116,554</u>
Total	<u>112,697</u>	<u>4,059</u>	<u>116,756</u>
 NET INCOME/(EXPENDITURE)	 (26,584)	 -	 (26,584)
 RECONCILIATION OF FUNDS			
Total funds brought forward	<u>119,641</u>	<u>1,756</u>	<u>121,397</u>
 TOTAL FUNDS CARRIED FORWARD	 <u>93,057</u>	 <u>1,756</u>	 <u>94,813</u>

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

6. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 January 2024 and 31 December 2024	<u>6,000</u>
DEPRECIATION	
At 1 January 2024 and 31 December 2024	<u>6,000</u>
NET BOOK VALUE	
At 31 December 2024	<u><u>-</u></u>
At 31 December 2023	<u><u>-</u></u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade debtors	4,693	4,817
Prepayments	<u>7,000</u>	<u>2,696</u>
	<u><u>11,693</u></u>	<u><u>7,513</u></u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Other creditors	<u>6,718</u>	<u>5,913</u>

9. MOVEMENT IN FUNDS

	At 1.1.24 £	Net movement in funds £	At 31.12.24 £
Unrestricted funds			
General fund	(1,228)	15,549	14,321
Property fund	<u>94,285</u>	<u>(14,959)</u>	<u>79,326</u>
	93,057	590	93,647
Restricted funds			
Restricted fund	1,756	-	1,756
	<u>94,813</u>	<u>590</u>	<u>95,403</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	33,096	(17,547)	15,549
Property fund	<u>66,997</u>	<u>(81,956)</u>	<u>(14,959)</u>
	<u>100,093</u>	<u>(99,503)</u>	<u>590</u>
TOTAL FUNDS	<u><u>100,093</u></u>	<u><u>(99,503)</u></u>	<u><u>590</u></u>

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

9. MOVEMENT IN FUNDS - continued

31 December 2023 Comparatives for movement in funds

	At 1.1.23 £	Net movement in funds £	Transfers between funds £	At 31.12.23 £
Unrestricted funds				
General fund	35,534	(40,134)	3,372	(1,228)
Property fund	<u>84,107</u>	<u>13,550</u>	<u>(3,372)</u>	<u>94,285</u>
	119,641	(26,584)	-	93,057
Restricted funds				
Restricted fund	<u>1,756</u>	<u>-</u>	<u>-</u>	<u>1,756</u>
TOTAL FUNDS	<u><u>121,397</u></u>	<u><u>(26,584)</u></u>	<u><u>-</u></u>	<u><u>94,813</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	27,568	(67,702)	(40,134)
Property fund	<u>58,545</u>	<u>(44,995)</u>	<u>13,550</u>
	86,113	(112,697)	(26,584)
Restricted funds			
Restricted fund	<u>4,059</u>	<u>(4,059)</u>	<u>-</u>
TOTAL FUNDS	<u><u>90,172</u></u>	<u><u>(116,756)</u></u>	<u><u>(26,584)</u></u>

Purposes of unrestricted funds

The General Fund is to further the objectives of the Charity and provide funding to cover the management and administration costs should income be insufficient, working capital and winding down costs were the organisation have to close.

The Property Fund relates to building costs and income relating to Searchlight. In addition, there is a need to hold funds to cover running costs of Searchlight if not covered by rental income and for any unexpected major repairs or maintenance.

Purposes of restricted funds

Restricted funds are to be spent or applied within a reasonable period from their receipt to further a specific purpose of the charity, which is to further one or more but not all of the charity's charitable purposes. Costs charged to a restricted fund relate to the activities undertaken to further the specific charitable purposes the fund was established to support. These costs include both direct and support costs associated with the activities undertaken by the restricted fund(s). In addition to a reasonable allocation of support costs, other costs associated with raising, investing and managing the restricted funds should normally be charged to the fund to which the cost relates.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2024.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2024**

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	3,342	2,700
Grants	<u>5,750</u>	<u>6,049</u>
	9,092	8,749
Other trading activities		
Fundraising events	(63)	3,188
Membership fees	649	395
Club fees	21,788	17,471
Social events	-	302
Searchlight rent	<u>66,583</u>	<u>59,985</u>
	88,957	81,341
Investment income		
Deposit account interest	<u>2,044</u>	<u>82</u>
Total incoming resources	100,093	90,172
EXPENDITURE		
Raising donations and legacies		
Fundraising	-	202
Charitable activities		
Club expenditure	13,624	6,744
Searchlight running cost	81,977	74,720
Other operating costs	<u>1,802</u>	<u>33,050</u>
	97,403	114,514
Support costs		
Governance costs		
Auditors' remuneration	<u>2,100</u>	<u>2,040</u>
Total resources expended	<u>99,503</u>	<u>116,756</u>
Net income/(expenditure)	<u>590</u>	<u>(26,584)</u>

This page does not form part of the statutory financial statements

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023
FOR
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Collards
Chartered Accountants
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**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

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FOR THE YEAR ENDED 31 DECEMBER 2023**

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 to 11
Detailed Statement of Financial Activities	12

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2023**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and activities

The objectives of the charity are:

- a) The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependants and carers, and to prevent learning disabilities for the public benefit; and
- b) To provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their conditions of life.

In order to achieve these aims, Kingston Mencap ('KM') organises the following main areas of work to undertake its public benefit duties:

- Facilitate a community space in the Borough of Kingston for the benefit of our members, families and carers
- Forging links with associated charities and services
- Providing leisure services and promoting health and well-being through clubs and activities

The Trustees consider that the activities undertaken, offered at no or minimal cost, provide benefit to the public and confirm that in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission and have complied with their duties under Section 17 of the Charities Act 2011.

Membership

Membership Paid membership in 2022 was 55 members (compared to 88 members in 2021) The Charity continues to focus on increasing membership as there are many people who are on the mailing list who are not paying the subs but still want to receive updates.

ACHIEVEMENT AND PERFORMANCE

The Board of Trustees started 2023 with three members Vikram Yadev (Treasurer) George Tong and Helen Penn all of whom had provided their intention to stand down in February 2023. New Trustees were appointed in March 2023 Ben Hodges, Elizabeth Wills, Goergina Orgill and Martel Atterbury. All new trustees have experience of working in the Learning Disability sector and have supported the Mencap clubs. Unfortunately Ben Hodges died unexpectedly in March shortly after joining as trustee.

Other changes in 2023 included the resignation of the office manager who left in September to take up a new role outside of Kingston Mencap.

The new Trustees have had a busy year getting to know the organisation's procedures and running the Searchlight Community Centre. One challenge was to complete the accounts for 2022 and 2023 so a full picture of the financial position can be seen and actions can be planned to mitigate the current losses and challenges in rising energy costs. Cost cutting has taken place with the reduction in staff costs and work on getting the invoicing for hirers up to date and collected has helped the financial position. Funds were also moved from a savings account which was inaccessible online to the current bank and placed into an account that receives interest at a higher rate.

The Kingston Mencap clubs continue to support a similar number of people as in previous years with some new memberships in 2023, we are working on an update on all members but believe there to be around 45 registered members with a few more attending the clubs and activities, we hope to have this data more accurate by 2024. Some highlights of 2023 included the Dragon Boat Race where members took part and rowed alongside volunteers, the festival trip to Apulstock festival in July and the Summer event at Searchlight where all hirers came together and enjoyed a day of music and food together. Memberships and subs have been reinvested to the clubs with acts coming in to entertain including an Elvis tribute, a magician, live band night and our voluntary groups sharing ukulele, choir and dance.

The Carers groups continue to meet on a regular basis with the amazing support of the volunteer organiser Gill who ensures connection to supporting services is accessible for the carers who attend.

We are grateful to all our wonderful volunteers who provide support at Kingston Mencap clubs every week. Their dedication makes everything possible for our members to meet, form friendships and enjoy a full and happy life.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2023**

FINANCIAL REVIEW

Financial position

Financial position Total incoming resources amounted to £90,172 (2022 - £80,725) and, total resources expended amounted to £116,756 (2022 £107,303). This has resulted in a deficit for the year of £26,584 (2022 - £26,578 deficit).

The total funds held by the charity at 31 December 2023 amounted to £94,813 (2022 - £121,397).

Reserves policy

The charity operates an unrestricted fund. The trustees have reviewed the financial needs of the charity and consider that they should aim to have sufficient unrestricted funds on hand or on call to ensure that should there be a short term loss of income that there would be sufficient funds available to meet operating costs.

STRUCTURE, GOVERNANCE AND MANAGEMENT

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- Finance & HR
- Centre Management
- Events & Leisure

Risks and Internal Control

The Trustees have overall responsibility for ensuring that MENCAP has appropriate systems of control, both financial and operational. These systems are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. During the Period, the Trustees continued to review the major financial and operational risks facing MENCAP and continue to monitor on a regular basis the implementation of any changes necessary to ensure that, as far as is reasonable, controls are in place to protect MENCAP, its members, those working for it, the general public and other stakeholders.

Strategic Development

The Trustees meet monthly, and at additional times when necessary, to monitor finances and the performance of our clubs and activities as well as to consider future developments and strategies.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1170322

Principal address

Searhlight Community Centre
Kingston Road
New Malden
KT3 3RX

Trustees

G Tong (resigned 11.3.23)
V Yadav (resigned 11.3.23)
H Penn (resigned 11.3.23)
M Atterbury (appointed 11.3.23)
G Orgill (appointed 11.3.23)
E Wills (appointed 11.3.23)

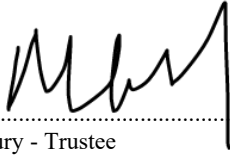
Independent Examiner

Collards
Chartered Accountants
5-9 Eden Street
Kingston-upon-Thames
Surrey
KT1 1BQ

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2023**

Approved by order of the board of trustees on Kingston.mencap..... and signed on its behalf by:

A handwritten signature in black ink, consisting of several loops and a long vertical stroke at the end, positioned above a dotted line.

M Atterbury - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

Independent examiner's report to the trustees of Kingston Society For Children and adults With Learning Disabilities

I report to the charity trustees on my examination of the accounts of Kingston Society For Children and adults With Learning Disabilities (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Andrew Harker FCCA

Collards
Chartered Accountants
5-9 Eden Street
Kingston-upon-Thames
Surrey
KT1 1BQ

Date: 1/3/2024.....

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Notes	Unrestricted funds £	Restricted fund £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		4,690	4,059	8,749	5,566
Other trading activities	2	81,341	-	81,341	74,860
Investment income	3	82	-	82	299
Total		<u>86,113</u>	<u>4,059</u>	<u>90,172</u>	<u>80,725</u>
EXPENDITURE ON					
Raising funds		202	-	202	890
Charitable activities					
Charitable activities		112,495	4,059	116,554	106,413
Total		<u>112,697</u>	<u>4,059</u>	<u>116,756</u>	<u>107,303</u>
NET INCOME/(EXPENDITURE)		(26,584)	-	(26,584)	(26,578)
RECONCILIATION OF FUNDS					
Total funds brought forward		119,641	1,756	121,397	147,975
TOTAL FUNDS CARRIED FORWARD		<u><u>93,057</u></u>	<u><u>1,756</u></u>	<u><u>94,813</u></u>	<u><u>121,397</u></u>

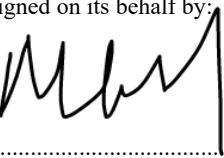
The notes form part of these financial statements

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**BALANCE SHEET
31 DECEMBER 2023**

	Notes	Unrestricted funds £	Restricted fund £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	6	-	-	-	1,200
CURRENT ASSETS					
Debtors	7	7,513	-	7,513	4,599
Cash at bank		91,457	1,756	93,213	118,525
		<u>98,970</u>	<u>1,756</u>	<u>100,726</u>	<u>123,124</u>
CREDITORS					
Amounts falling due within one year	8	(5,913)	-	(5,913)	(2,927)
NET CURRENT ASSETS		<u>93,057</u>	<u>1,756</u>	<u>94,813</u>	<u>120,197</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>93,057</u>	<u>1,756</u>	<u>94,813</u>	<u>121,397</u>
NET ASSETS		<u>93,057</u>	<u>1,756</u>	<u>94,813</u>	<u>121,397</u>
FUNDS	9				
Unrestricted funds				93,057	119,641
Restricted funds				1,756	1,756
TOTAL FUNDS				<u>94,813</u>	<u>121,397</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:


.....
M Atterbury - Trustee

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income, it is probable that the income will be received, and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Income received by way of grants, donations and gifts is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the Period in which they are receivable.

Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Equipment costs are considered to be minimal and therefore are charged to the Period in which they are purchased. All IPADs purchased in 2020 using grant funds were given out to members. Trustees have taken the decision to absorb these costs during the same year instead of amortizing over the useful life of these devices.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 20% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

2. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Fundraising events	3,188	1,652
Membership fees	395	1,220
Club fees	17,471	13,823
Social events	302	290
Searchlight rent	59,985	57,875
	<u>81,341</u>	<u>74,860</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	82	299
	<u>82</u>	<u>299</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2023 nor for the year ended 31 December 2022.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	5,566	-	5,566
Other trading activities	73,208	1,652	74,860
Investment income	299	-	299
Total	<u>79,073</u>	<u>1,652</u>	<u>80,725</u>
EXPENDITURE ON			
Raising funds	-	890	890
Charitable activities			
Charitable activities	106,413	-	106,413
Total	<u>106,413</u>	<u>890</u>	<u>107,303</u>
NET INCOME/(EXPENDITURE)	(27,340)	762	(26,578)
RECONCILIATION OF FUNDS			
Total funds brought forward	146,981	994	147,975
TOTAL FUNDS CARRIED FORWARD	<u>119,641</u>	<u>1,756</u>	<u>121,397</u>

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

6. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 January 2023 and 31 December 2023	6,000
DEPRECIATION	
At 1 January 2023	4,800
Charge for year	1,200
At 31 December 2023	6,000
NET BOOK VALUE	
At 31 December 2023	-
At 31 December 2022	1,200

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade debtors	4,817	4,599
Prepayments	2,696	-
	7,513	4,599

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Other creditors	5,913	2,927

9. MOVEMENT IN FUNDS

	At 1.1.23 £	Net movement in funds £	Transfers between funds £	At 31.12.23 £
Unrestricted funds				
General fund	35,534	(40,134)	3,372	(1,228)
Property fund	84,107	13,550	(3,372)	94,285
	119,641	(26,584)	-	93,057
Restricted funds				
Restricted fund	1,756	-	-	1,756
TOTAL FUNDS	121,397	(26,584)	-	94,813

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

9. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	27,568	(67,702)	(40,134)
Property fund	58,545	(44,995)	13,550
	<u>86,113</u>	<u>(112,697)</u>	<u>(26,584)</u>
Restricted funds			
Restricted fund	4,059	(4,059)	-
	<u>4,059</u>	<u>(4,059)</u>	<u>-</u>
TOTAL FUNDS	<u><u>90,172</u></u>	<u><u>(116,756)</u></u>	<u><u>(26,584)</u></u>

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	58,835	(23,301)	35,534
Property fund	88,146	(4,039)	84,107
	<u>146,981</u>	<u>(27,340)</u>	<u>119,641</u>
Restricted funds			
Restricted fund	994	762	1,756
	<u>994</u>	<u>762</u>	<u>1,756</u>
TOTAL FUNDS	<u><u>147,975</u></u>	<u><u>(26,578)</u></u>	<u><u>121,397</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	22,140	(45,441)	(23,301)
Property fund	56,933	(60,972)	(4,039)
	<u>79,073</u>	<u>(106,413)</u>	<u>(27,340)</u>
Restricted funds			
Restricted fund	1,652	(890)	762
	<u>1,652</u>	<u>(890)</u>	<u>762</u>
TOTAL FUNDS	<u><u>80,725</u></u>	<u><u>(107,303)</u></u>	<u><u>(26,578)</u></u>

Purposes of unrestricted funds

The General Fund is to further the objectives of the Charity and provide funding to cover the management and administration costs should income be insufficient, working capital and winding down costs were the organisation have to close.

The Property Fund relates to building costs and income relating to Searchlight. In addition, there is a need to hold funds to cover running costs of Searchlight if not covered by rental income and for any unexpected major repairs or maintenance.

Purposes of restricted funds

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

9. MOVEMENT IN FUNDS - continued

Restricted funds are to be spent or applied within a reasonable period from their receipt to further a specific purpose of the charity, which is to further one or more but not all of the charity's charitable purposes. Costs charged to a restricted fund relate to the activities undertaken to further the specific charitable purposes the fund was established to support. These costs include both direct and support costs associated with the activities undertaken by the restricted fund(s). In addition to a reasonable allocation of support costs, other costs associated with raising, investing and managing the restricted funds should normally be charged to the fund to which the cost relates.

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023**

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	2,700	1,555
Grants	6,049	4,011
	<u>8,749</u>	<u>5,566</u>
Other trading activities		
Fundraising events	3,188	1,652
Membership fees	395	1,220
Club fees	17,471	13,823
Social events	302	290
Searchlight rent	59,985	57,875
	<u>81,341</u>	<u>74,860</u>
Investment income		
Deposit account interest	82	299
	<u>90,172</u>	<u>80,725</u>
Total incoming resources		
	<u>90,172</u>	<u>80,725</u>
EXPENDITURE		
Raising donations and legacies		
Fundraising	202	890
Charitable activities		
Club expenditure	6,744	5,844
Searchlight running cost	74,720	62,459
Other operating costs	33,050	36,310
	<u>114,514</u>	<u>104,613</u>
Support costs		
Governance costs		
Auditors' remuneration	2,040	1,800
	<u>116,756</u>	<u>107,303</u>
Total resources expended		
	<u>116,756</u>	<u>107,303</u>
Net expenditure	<u>(26,584)</u>	<u>(26,578)</u>

This page does not form part of the statutory financial statements

Accounts

REGISTERED CHARITY NUMBER: 1170322

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

**FOR
KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

Collards
Chartered Accountants
5-9 Eden Street
Kingston-upon-Thames
Surrey
KT1 1BQ

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Page
Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 13
Detailed Statement of Financial Activities	14

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2022**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and activities

The objectives of the charity are:

- a) The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependants and carers, and to prevent learning disabilities for the public benefit; and
- b) To provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their conditions of life.

In order to achieve these aims, Kingston Mencap ('KM') organises the following main areas of work to undertake its public benefit duties:

- Facilitate a community space in the Borough of Kingston for the benefit of our members, families and carers
- Forging links with associated charities and services
- Providing leisure services and promoting health and well-being through clubs and activities

The Trustees consider that the activities undertaken, offered at no or minimal cost, provide benefit to the public and confirm that in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission and have complied with their duties under Section 17 of the Charities Act 2011.

Membership

Paid membership in 2022 was 55 members (compared to 88 members in 2021) The Charity continues to focus on increasing membership as there are many people who are on the mailing list who are not paying the subs but still want to receive updates.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2022**

ACHIEVEMENT AND PERFORMANCE

The Board of Trustees started 2022 with four members Vikram (Treasurer) Judith Broome George Tong and Helen Penn, this was a challenging position to start the year and attempts to recruit new Trustees both from within Kingston MENCAP and via advert in Volunteering website and specialist Trustee recruitment sites were not successful.

Special thanks to Helen and Judith who had both expressed their desire to resign from the board but, were persuaded to stay on to maintain its viability, Helen managing all her professional commitments while living in Chester deserves special thanks for her support and commitment throughout the year.

The challenges the board were dealing with the ongoing financial issues that come with running a full-time community Centre and support Vince with the management of the building the day-to-day support of KM and the needs of hires sadly lead the Trustees to decide that following the Judith's resignation the position for the three remaining members was untenable.

It is impossible to review the year without highlighting the challenges that Searchlight building management has presented, the costs to the organisation of the running and upkeep of the building, the boiler repair carried out by the excellent team from VOS who really deserve special thanks for supporting us to keep the lights on and going above and beyond was nonetheless expensive and time consuming. The liability of maintaining the Searchlight Building was again further highlighted with the water damage and flooding that occurred in Autumn 2022 which led to further expense and loss of income from cancelled hires.

Less should be said about the service KM has received from SSE who with almost no warning or explanation took a payment of over £12,000. For our electricity bill and continue to provide an extremely poor level of service and communications they continue to seek payment without explaining how the bill came about.

The Trustees have continued to work with RBK to come to a more amicable arrangement for the use of and maintenance of the Searchlight building and were able to negotiate a freeze in the rental costs. Other voluntary groups in similar situations have much more favourable arrangements with the council and further negotiations are recommended. The council and wider community gain huge benefit from the stewardship of Searchlight by KM in keeping it open as a thriving Community asset at no cost to the Council and at a benefit to the Council of the £28,000 a year rental income. The Trustees continue to seek support from Councillors and our MP Ed Davey to work with us to make our case stronger to the Council for a better and less financially onerous terms to our lease of the Searchlight Building.

As a member of the Board of Trustees before we took on Searchlight and the process of assessing the commitment and running the charity while tenants of RBK at Searchlight I feel that we have never achieved a point where we have a clear and viable business plan to maintain Searchlight without ongoing substantial cost to Kingston MENCAP that is not covered by the income we have been able to generate from the building. Equally we had not been able to find alternate sources of funding to make up the difference between the cost of Searchlight and the income.

In this respect Kingston MENCAP is not dissimilar to many other charities in needing to constantly seek new sources of income to secure its future operations. It is however a constant source of challenge to be able to do that and maintain the charitable objectives of Kingston MENCAP for its members.

Highlights of this year was the continued support of all MENCAP clubs for our members with all weekly clubs seeing good numbers attending and enjoying activities throughout the year.

FINANCIAL REVIEW

Financial position

Total incoming resources amounted to £80,725 (2021 - £106,934) and, total resources expended amounted to £107,303 (2021 £119,533). This has resulted in a deficit for the year of £26,578 (2021 - £12,599 deficit).

The total funds held by the charity at 31 December 2022 amounted to £121,397 (2021 - £147,975).

Reserves policy

The charity operates an unrestricted fund. The trustees have reviewed the financial needs of the charity and consider that they should aim to have sufficient unrestricted funds on hand or on call to ensure that should there be a short term loss of income that there would be sufficient funds available to meet operating costs.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2022**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

The following Trustees changes took place during the period:

Organisation Structure of MENCAP and Decision-Making Process

The Trustees meet monthly, and at additional times if necessary. Finances are updated and discussed, together with the performance of Clubs and the planning of activities. The Board has delegated authority for oversight and decision making relating to specific operational and administrative matters to the following three sub-committees:

- Finance & HR
- Centre Management
- Events & Leisure

Risks and Internal Control

The Trustees have overall responsibility for ensuring that MENCAP has appropriate systems of control, both financial and operational. These systems are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. During the Period, the Trustees continued to review the major financial and operational risks facing MENCAP and continue to monitor on a regular basis the implementation of any changes necessary to ensure that, as far as is reasonable, controls are in place to protect MENCAP, its members, those working for it, the general public and other stakeholders.

Strategic Development

The Trustees meet monthly, and at additional times when necessary, to monitor finances and the performance of our clubs and activities as well as to consider future developments and strategies.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number .

1170322

Principal address

Searlight Community Centre
Kingston Road
New Malden
KT3 3RX

Trustees

G Tong
V Yadav
H Penn
J Broome (resigned 30.11.22)
M Atterbury (appointed 11.3.23)
G Orgill (appointed 11.3.23)
E Wills (appointed 11.3.23)

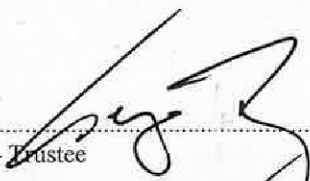
Independent Examiner

Collards
Chartered Accountants
5-9 Eden Street
Kingston-upon-Thames
Surrey
KT1 1BQ

KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2022

Approved by order of the board of trustees on 06/11/2023 and signed on its behalf by:


.....
G Tong - Trustee


VIKRAM YADAV - TREASURER.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

Independent examiner's report to the trustees of Kingston Society For Children and adults With Learning Disabilities

I report to the charity trustees on my examination of the accounts of Kingston Society For Children and adults With Learning Disabilities (the Trust) for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Andrew Harker FCCA

Collards
Chartered Accountants
5-9 Eden Street
Kingston-upon-Thames
Surrey
KT1 1BQ

Date:

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	Unrestricted funds £	Restricted fund £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		5,566	-	5,566	34,027
Other trading activities	7 2	73,208	1,652	74,860	72,731
Investment income	3	299	-	299	176
Total		79,073	1,652	80,725	106,934
EXPENDITURE ON					
Raising funds		-	890	890	427
Charitable activities					
Charitable activities		106,413	-	106,413	119,106
Total		106,413	890	107,303	119,533
NET INCOME/(EXPENDITURE)		(27,340)	762	(26,578)	(12,599)
RECONCILIATION OF FUNDS					
Total funds brought forward		146,981	994	147,975	160,574
TOTAL FUNDS CARRIED FORWARD		119,641	1,756	121,397	147,975

The notes form part of these financial statements

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**BALANCE SHEET
31 DECEMBER 2022**

	Notes	Unrestricted funds £	Restricted fund £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	6	1,200	-	1,200	2,400
CURRENT ASSETS					
Debtors	7	4,599	-	4,599	11,123
Cash at bank		116,769	1,756	118,525	152,771
		<u>121,368</u>	<u>1,756</u>	<u>123,124</u>	<u>163,894</u>
CREDITORS					
Amounts falling due within one year	8	(2,927)	-	(2,927)	(18,319)
NET CURRENT ASSETS		<u>118,441</u>	<u>1,756</u>	<u>120,197</u>	<u>145,575</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>119,641</u>	<u>1,756</u>	<u>121,397</u>	<u>147,975</u>
NET ASSETS		<u>119,641</u>	<u>1,756</u>	<u>121,397</u>	<u>147,975</u>
FUNDS	9				
Unrestricted funds				119,641	146,981
Restricted funds				1,756	994
TOTAL FUNDS				<u>121,397</u>	<u>147,975</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
G Tong - Trustee

.....
V Yadav - Trustee

The notes form part of these financial statements

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income, it is probable that the income will be received, and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Income received by way of grants, donations and gifts is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the Period in which they are receivable.

Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Equipment costs are considered to be minimal and therefore are charged to the Period in which they are purchased. All IPADs purchased in 2020 using grant funds were given out to members. Trustees have taken the decision to absorb these costs during the same year instead of amortizing over the useful life of these devices.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 20% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

2. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Fundraising events	1,652	1,552
Membership fees	1,220	495
Club fees	13,823	10,881
Social events	290	525
Coronavirus Job Retention Scheme	-	2,175
Kickstart scheme	-	5,544
Searchlight rent	57,875	51,559
	<u>74,860</u>	<u>72,731</u>

3. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	299	176
	<u>299</u>	<u>176</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2022 nor for the year ended 31 December 2021.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	27,816	6,211	34,027
Other trading activities	65,012	7,719	72,731
Investment income	176	-	176
Total	<u>93,004</u>	<u>13,930</u>	<u>106,934</u>
EXPENDITURE ON			
Raising funds	427	-	427
Charitable activities			
Charitable activities	84,385	34,721	119,106
Total	<u>84,812</u>	<u>34,721</u>	<u>119,533</u>
NET INCOME/(EXPENDITURE)	8,192	(20,791)	(12,599)
RECONCILIATION OF FUNDS			
Total funds brought forward	138,789	21,785	160,574

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted fund £	Total funds £
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD	<u>146,981</u>	<u>994</u>	<u>147,975</u>

6. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 January 2022 and 31 December 2022	<u>6,000</u>
DEPRECIATION	
At 1 January 2022	<u>3,600</u>
Charge for year	<u>1,200</u>
At 31 December 2022	<u>4,800</u>
NET BOOK VALUE	
At 31 December 2022	<u>1,200</u>
At 31 December 2021	<u>2,400</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade debtors	4,599	10,498
Prepayments	-	625
	<u>4,599</u>	<u>11,123</u>

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Other creditors	<u>2,927</u>	<u>18,319</u>

9. MOVEMENT IN FUNDS

	At 1.1.22	Net movement in funds	At 31.12.22
	£	£	£
Unrestricted funds			
General fund	58,835	(23,301)	35,534
Property fund	88,146	(4,039)	84,107
	<u>146,981</u>	<u>(27,340)</u>	<u>119,641</u>
Restricted funds			
Restricted fund	994	762	1,756
	<u>994</u>	<u>762</u>	<u>1,756</u>
TOTAL FUNDS	<u>147,975</u>	<u>(26,578)</u>	<u>121,397</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	22,140	(45,441)	(23,301)
Property fund	56,933	(60,972)	(4,039)
	<u>79,073</u>	<u>(106,413)</u>	<u>(27,340)</u>
Restricted funds			
Restricted fund	1,652	(890)	762
	<u>1,652</u>	<u>(890)</u>	<u>762</u>
TOTAL FUNDS	<u>80,725</u>	<u>(107,303)</u>	<u>(26,578)</u>

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	52,691	6,144	58,835
Property fund	86,098	2,048	88,146
	<u>138,789</u>	<u>8,192</u>	<u>146,981</u>
Restricted funds			
Restricted fund	21,785	(20,791)	994
	<u>21,785</u>	<u>(20,791)</u>	<u>994</u>
TOTAL FUNDS	<u>160,574</u>	<u>(12,599)</u>	<u>147,975</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	41,445	(35,301)	6,144
Property fund	51,559	(49,511)	2,048
	<u>93,004</u>	<u>(84,812)</u>	<u>8,192</u>
Restricted funds			
Restricted fund	13,930	(34,721)	(20,791)
	<u>13,930</u>	<u>(34,721)</u>	<u>(20,791)</u>
TOTAL FUNDS	<u>106,934</u>	<u>(119,533)</u>	<u>(12,599)</u>

Purposes of unrestricted funds

The General Fund is to further the objectives of the Charity and provide funding to cover the management and administration costs should income be insufficient, working capital and winding down costs were the organisation have to close.

The Property Fund relates to building costs and income relating to Searchlight. In addition, there is a need to hold funds to cover running costs of Searchlight if not covered by rental income and for any unexpected major repairs or maintenance.

Purposes of restricted funds

Restricted funds are to be spent or applied within a reasonable period from their receipt to further a specific purpose of the charity, which is to further one or more but not all of the charity's charitable purposes. Costs charged to a restricted fund relate to the activities undertaken to further the specific charitable purposes the fund was established to support. These costs include both direct and support costs associated with the activities undertaken by the restricted fund(s). In addition to a reasonable allocation of support costs, other costs associated with raising, investing and managing the restricted funds should normally be charged to the fund to which the cost relates.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2022.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022**

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	1,555	1,748
Grants	4,011	32,279
	<u>5,566</u>	<u>34,027</u>
Other trading activities		
Fundraising events	1,652	1,552
Membership fees	1,220	495
Club fees	13,823	10,881
Social events	290	525
Coronavirus Job Retention Scheme	-	2,175
Kickstart scheme	-	5,544
Searchlight rent	57,875	51,559
	<u>74,860</u>	<u>72,731</u>
Investment income		
Deposit account interest	299	176
	<u>299</u>	<u>176</u>
Total incoming resources	<u>80,725</u>	<u>106,934</u>
EXPENDITURE		
Raising donations and legacies		
Fundraising	890	427
Charitable activities		
Club expenditure	5,844	8,224
Social events	-	191
Family support	-	17,001
Searchlight running cost	62,459	53,371
Other operating costs	36,310	29,039
	<u>104,613</u>	<u>107,826</u>
Support costs		
Other		
Searchlight refurbishment	-	10,680
Governance costs		
Auditors' remuneration	1,800	600
	<u>1,800</u>	<u>600</u>
Total resources expended	<u>107,303</u>	<u>119,533</u>
Net expenditure	<u>(26,578)</u>	<u>(12,599)</u>

This page does not form part of the statutory financial statements

Accounts

**Annual Report and Financial Statements
for the year ended 31 December 2021**

Registered Charity number 1170322



**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

Contents

	Page
Trustees report	3 - 11
Independent Examiners' report to the Trustees	12
Statement of financial activities	13
Balance sheet	14
Notes to the financial statements	15 – 19

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

LEGAL AND ADMINISTRATIVE INFORMATION

Charity Registration Number:	1170322
Charity status:	Charitable Incorporated Organisation ('CIO')
Other names for the Charity:	Kingston Mencap ('KM')
Business Address and Registered Office:	Searchlight Community Centre Kingston Rd, New Malden Kingston upon Thames KT3 3RX
Trustees:	George Tong (Chair) Vikram Yadav (Treasurer) Helen Penn (Secretary) Judith Broome
Centre Administrator:	Vincenzo Cirillo
Independent Examiner:	Collards Chartered Accountants (Attn. Andrew Harker) 5-9 Eden Street, Kingston-upon-Thames Surrey KT1 1BQ
Bankers:	Lloyds Bank - Kingston upon Thames Virgin Money, Jubilee House Newcastle upon Tyne NE3 4PL

The Trustees would like to acknowledge the generous support of the following organisations:

Royal Borough of Kingston upon Thames
National Lottery
Sport England
London Community Foundation
One family foundation
Kingston Nursing Association
Rowan Bentall Trust

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

TRUSTEES REPORT

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

Objectives and activities

The objectives of the charity are:

- a) The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependants and carers, and to prevent learning disabilities for the public benefit; and
- b) To provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their conditions of life.

In order to achieve these aims, Kingston Mencap ('KM') organises the following main areas of work to undertake its public benefit duties:

- Facilitate a community space in the Borough of Kingston for the benefit of our members, families and carers
- Forging links with associated charities and services
- Providing leisure services and promoting health and well-being through clubs and activities

The Trustees consider that the activities undertaken, offered at no or minimal cost, provide benefit to the public and confirm that in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission and have complied with their duties under Section 17 of the Charities Act 2011.

Membership

Paid membership in 2021 was 95 members (compared to 88 members in 2020) which includes 49 family memberships (including 11 volunteers) 46 people with a learning disability. KM had focussed on increasing membership as there are many people who are on the mailing list who are not paying the subs but still want to receive updates.

ACHIEVEMENTS AND PERFORMANCE

During the initial few months in 2021, Kingston MENCAP activities remained heavily impacted by the coronavirus pandemic. During this time, we continued to support our members by offering weekly Zoom sessions, that we are continuing in a limited capacity for those who are still uncomfortable with meeting in person. Our Zoom sessions represent an innovative way of delivering a service to individuals who would otherwise go without. The work of Kingston MENCAP was acknowledged by the borough when both Gill Wood and Michelle Kitch were both awarded the Mayors Award in March 2021 for their exceptional efforts in supporting People with Learning Disabilities and their families during the pandemic.

We have since been able to start up our in-person clubs again in July 2021 and have since seen a slow return to normality.

The latter half of 2021 proved to be an especially challenging time for Kingston MENCAP, with major shakeups in staff and trusteeship. In September we saw the unexpected departure of Michelle after four years in post as centre manager at the Searchlight Centre, as well as fourteen years working with Kingston Mencap. Since then, we have had Vince, who joined Kingston MENCAP in June as a Kickstart Admin Assistant, take over from Michelle in November 2021 as the Centre Co Ordinator.

The following clubs have now resumed regular physical sessions in the Searchlight centre.:

Seekers Club January

Seekers Club runs every Monday from 7pm – 9pm. Nicola has continued to run the club from our re-opening in DATE, creating event's calendars to build anticipation for the month ahead. Seekers is our largest club in terms of weekly attendance, and we are fortunate to have our network of diligent volunteers who ensure the club is run smoothly.

Seekers Club is a social affair for our members, offering various activities for attendees. The aim for each session is to run something that everyone can participate in; a notable example of this is the external acts that often come in and perform for us, with the Ukulele group being a popular example.

We charge £5 to attend the club and collect around £150 a week. Heather Notermans kindly does the banking for us, and Pat Cox creates a register each week.

Art Club

Our club runs every Thursday morning from 10:30am – 12:00pm and is run by qualified art teacher Janie. Janie is great at bringing the best out of our members regardless of their technical ability.

Our art sessions often tie in with current festivities and allow our members to experience other cultures through art. The Art Club also features o

n-going group projects where attendees work together to produce a multi-faceted art piece. The Muybridge Project with Kingston Museum is an example of such a project.

We charge £5 to attend this session. Attendance and money collection is handled by Thursday volunteer Flora who does an exceptionally good job of keeping track of everything and the money is banked by Vince; the same is also true for Thursday Fun Club.

Thursday Fun Club

This is one of the clubs that we introduced during the COVID-19 pandemic. Nicola runs these lively sessions with an emphasis on group activities and games such as musical bingo, boccia and dancercise. This club follows on directly from the Art Club, meaning artists usually stay on after lunch. The session costs ~£5.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

Future Friends

Future Friends runs every second and fourth Thursday from 7:30pm - 9:30pm. This is a club that is more geared towards our younger members; many of the Future Friends attendees only attend this club. Future Friends is run by Ben and Gina, who have built a close rapport with the small group of attendees. Future Friends offers a broad range of activities, from pizza making to karaoke. Ben and Gina also organise frequent trips to bowling alleys, pubs and mini golf courses. The session costs ~£5

Saturday Club

This club runs every Saturday from 12pm - 2:30pm and is led by Nicola, Ben and Martel on an alternating pattern. This session acts as a "drop-in" allowing attendees to take part in various activities, or just sit back and relax.

This club also places an emphasis on physical activity and sport; these include boccia, dancercise, football, chair exercise and multi-sports.

This club costs ~£5.

Zoom Clubs

During the pandemic we received some funding to deliver online sessions to our members who we could no longer see in person. These sessions were carried out initially by Michelle and included:

Monday morning catch-up

Talent show

Dancercise

Choir

Bingo/quiz

As we began to open up again, the necessity to run these sessions diminished, though we continued to offer the choir and bingo/quiz to our members who still do not feel comfortable attending in person clubs. The sessions are now carried out by Vince.

Notable events

Spare Tyre Theatre Company

Spare Tyre ran an immersive theatre installation here at the Searchlight Centre called "We Will Be Happy Here" imagining a world that is completely inclusive. This installation was supplemented by workshops that ran during our Thursday Fun Club in the run up to the main event.

The installation was put up in our main hall and took up almost the entirety of the space. Though this transformation of our space did allow us to offer a completely unique experience to our members, it did mean we had to cancel many bookings for that week.

Our members who took part in the experience came away with a memorable experience and all gave glowing reviews. Each experience was tailor-made to the individual, incorporating elements that were developed during the workshop sessions in the weeks prior. This ended up being a bit of a double-edged sword however, as it meant that the installation could only be experienced by a select number of members. Only around 12 people were fortunate enough to have taken part in the installation.

Overall, Spare Tyre was a rich and unique experience hampered by capacity constraints. There was initial confusion about how the installation was going to be experienced by our members, with MENCAP staff believing at first that the installation could be experienced by all as a walk-in type activity. As this was not the case, we ended up without use of our hall for five days, while only providing 12 people with an hour's worth of activity each.

Though the experience was certainly memorable for those who got to take part, it may be hard to justify hosting this kind of event at Searchlight in the future.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

Winter Social

In the absence of the usual Christmas Fair, on 27th November we put on our first Kingston MENCAP Winter Social. This was a social event featuring hot food, drinks, a DJ set, tombola, and a raffle.

This was a ticketed event with an eye kept on attendance levels, to ensure all could be safely accommodated as there was anxiety surrounding the COVID situation at the time.

The format of the Winter Social is likely to be something that we will repeat for various events throughout the year, with a Summer Social already in the calendar.

The collaborative work with other organisations such as Orchard Hill College Trust, Your Healthcare, Superhighways, Healthwatch, Royal Mencap and Kingston Hospital, have continued, KM has been working with the All Age learning Disability Partnership Board on areas such as Communication with the aim of improving the lives of our members, their family carers and other people in our community.

The Searchlight Centre became a pop-up clinic for members who wanted the Flu vaccine in a safe space that was known to them.

A fuller account of MENCAP's activities can be found on its website at www.kingstonmencap.co.uk.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

FINANCIAL REVIEW

The financial results for the year are as shown in the Accounts section of this report, and run for the accounting period of 12 months from 1 January 2021 to 31 December 2021; this being the fourth period of Mencap as a Charitable Incorporated Organisation.

The Covid19 pandemic continued to have a severe impact on full-year income as most clubs and activities were reduced or stopped for a large part of the year; as well as a reduced usage of the centre by other groups and organisations, mainly reflected as a drop in rental income compared to previous year. One of the largest users of Searchlight (BALANCE), terminated their arrangement with Mencap in 2020, which impacted rental income for Kingston Mencap in 2021. The Trustees hope that new engagements negotiated will cover a portion of the rental drop.

A large portion of income in 2021 was on account of successful grant applications. A total of £32,279 was received under various Coronavirus hardship schemes, all of which was utilised during the year. Additional funding was received under the Furlough scheme [+£2,175] and the Kickstart program [+£5,544].

A large proportion of total expenditure (£119,533) related to costs associated with the running and refurbishment of Searchlight (£53,370) and Operating costs (£29,039). This was expected, given a full year of running costs as the Centre remained open for a significant part of the year even though clubs and activities were sparse. Two employees were furloughed under the Covid19 job retention scheme; whereas the Centre manager worked a full year of employment and a bookkeeper worked on a part-time monthly basis.

Towards Covid19 disruption support an appeal was made to the Kingston Council for rent reduction however, after lengthy negotiation the Council offered a rent freeze rather than reduction.

The Trustees aim to ensure that Kingston Mencap holds adequate reserves to allow it to continue its charitable objectives, to cover working capital and to support any period of running costs should income reduce unexpectedly. This should equate to 12 months expenditure equivalent to about £100,000 at the balance sheet date.

2021 was similar to the previous year in terms of operating income remaining low due to Covid19 disruption. This has led to a small depletion in the General funds reserves, which currently stands at £58,835, and may not be sufficient to cover potential increases in future expenditure. Grants received in 2021 may cover some of the anticipated expenditure allowable as restricted spend. The Trustees continue to deliberate options and avenues to rebuild these reserves.

The funds held in the property fund (£88,146) will be used to meet any large repair costs associated with maintenance of the Searchlight Centre. The lease with Kingston Council is a 'full repairing lease' which effectively requires us to maintain the Centre largely at our own expense.

In addition, the Trustees are aware that Kingston Council have offered a reduced rent until early 2022, after which the council may increase our rent. This has been raised with the Kingston Council for discussion. We have also reviewed our rental charges to keep in line with the rental increase as well as higher operating costs, and we anticipate this will continue to cover a significant portion of our running costs. Funds held in the property fund will help to cover any additional increase in expenditure.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

The following Trustees changes took place during the period:

Robert Eye-Brook – resigned as a Trustee December 2021

Lina Graham - resigned as a Trustee October 2021

Susanna Bellino - resigned as a Trustee February 2021

INDUCTION AND TRAINING OF TRUSTEES

New Trustees are given written guidance in the responsibilities of a Trustee, having been interviewed, references obtained, DBS checks carried out before being accepted to the posts and formalized at the AGM. Current Trustees are updated on changing legislation.

ORGANISATION STRUCTURE OF MENCAP AND DECISION-MAKING PROCESS

The Trustees meet monthly, and at additional times if necessary. Finances are updated and discussed, together with the performance of Clubs and the planning of activities. The Board has delegated authority for oversight and decision making relating to specific operational and administrative matters to the following three sub-committees:

- Finance & HR
- Centre Management
- Events & Leisure

RISKS AND INTERNAL CONTROL

The Trustees have overall responsibility for ensuring that MENCAP has appropriate systems of control, both financial and operational. These systems are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. During the Period, the Trustees continued to review the major financial and operational risks facing MENCAP and continue to monitor on a regular basis the implementation of any changes necessary to ensure that, as far as is reasonable, controls are in place to protect MENCAP, its members, those working for it, the general public and other stakeholders.

STRATEGIC DEVELOPMENT

The Trustees meet monthly, and at additional times when necessary, to monitor finances and the performance of our clubs and activities as well as to consider future developments and strategies.

COVID19 UPDATE

Since the Lockdown all hires and activities at Searchlight have had to stop this has resulted in the loss of nearly all our rental income. We have been successful in bidding for grant funds and we have appealed for and successfully received a rental holiday for the three months from April to June.

It is still unclear at this time when we can resume normal use of the building either for MENCAP's regular activities or for hire to other users. We are working with hirers and following government advice to carry out risk assessments to help us start to resume some activities abiding by the need to maintain social distance and good health and safety practices.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

Statement as to disclosure of information to Independent Examiner

In so far as the Trustees are aware:

- there is no relevant audit information of which the charity's Independent Examiner is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the Independent Examiner is aware of that information.

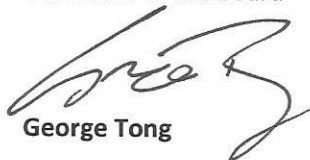
Statement of Trustees' responsibilities

The Trustees are responsible for preparing the report and accounts in accordance with applicable law and regulations. Charity law requires the Trustees to prepare accounts for each financial Period. Under that law the Trustees have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent, and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charity SORP 2015. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board


George Tong

Trustee


Vikram Yadav

Trustee

Dated

19/12/22

19th Dec 22

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

INDEPENDENT EXAMINER'S REPORT

Report to the Trustees of Mencap Kingston for the year ended 31 December 2021.

I report on the accounts of the charity for the year ended 31 December 2021, which are set out on the following pages.

Respective Responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this Period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



.....
Andrew Harker

Collards Chartered Accountants
5-9 Eden Street, Kingston-upon-Thames, Surrey KT1 1BQ

Date: 21 December 2022
.....

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND EXPENDITURE for the year ended 31 December 2021

	Notes	2021 Total £ Restricted	2021 Total £ Unrestricted	2021 Total £	2020 Total £
Income from:					
Legacies and Donations	2	0	3,300	3,300	4,038
Charitable activities	3	13,930	89,528	103,458	77,571
Bank interest		0	176	176	558
Total incoming resources		13,930	93,004	106,934	82,167
Expenditure on:					
Fundraising		0	427	427	0
Charitable activities	4	24,721	83,705	108,426	81,227
Searchlight refurbishment costs		10,000	680	10,680	1,550
Total resources expended		34,721	84,812	119,533	82,777
Gross incoming / (outgoing resources)		(20,791)	8,192	(12,599)	(610)
Total funds brought forward		21,785	138,789	160,574	161,184
Total funds carried forward		994	146,981	147,975	160,574

The notes on pages 15 to 19 form an integral part of these financial statements.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

BALANCE SHEET
As at 31 December 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	6	2,400	3,600
Current assets			
Debtors	7	11,123	1,993
Cash at bank and in hand	8	152,771	155,910
		<u>163,894</u>	<u>157,903</u>
Current Liabilities			
Creditors: amounts falling due within one Period	9	18,319	929
Net Current Assets		145,575	156,974
Total Assets		<u>147,975</u>	<u>160,574</u>
Funds			
Unrestricted funds			
General Fund	10	58,835	52,691
Property Fund	10	88,146	86,098
Restricted Funds/Grants	11	994	21,785
Total funds		<u>147,975</u>	<u>160,574</u>

The financial statements were approved by the Trustees on 16th December 2022 and signed on its behalf by



George Tong

Chair



Vikram Yadav

Treasurer

The notes from pages 15 to 19 form an integral part of these financial statements.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the Period and the preceding Period.

1.1. Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)).

Exemption has been taken from preparing a cash flow statement on the grounds that the charity qualifies as a small charity.

Kingston Mencap meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

1.2. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income, it is probable that the income will be received, and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Income received by way of grants, donations and gifts is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the Period in which they are receivable.

1.3. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Equipment costs are considered to be minimal and therefore are charged to the Period in which they are purchased.

1.4. Leasing

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term.

1.5 Going Concern

After making enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the annual report and financial statements.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

1.6 Fixed Assets

Fixed assets are included in the financial statements at cost less depreciation or valuation.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset.

The trustees have determined that all costs relating to the magic table (costing £6,000) will be depreciated over five years and all other assets will be considered on a case-by-case basis.

2. Donations

	2021 Total £ Restricted	2021 Total £ Unrestricted	2021 Total £	2020 Total £
Donations	0	1,748	1,748	3,344
Fundraising	0	1,552	1,552	694
	<u>0</u>	<u>3,300</u>	<u>3,300</u>	<u>4,038</u>

3. Income from Charitable Activities

	2021 Total £ Restricted	2021 Total £ Unrestricted	2021 Total £	2020 Total £
Grants*	6,211	26,068	32,279	41,513
Membership fees	0	495	495	440
Club fees**	0	10,881	10,881	4,440
Social Events	0	525	525	0
Coronavirus Job Retention Scheme	2,175	0	2,175	4,246
Kickstart scheme	5,544	0	5,544	
Searchlight rent	0	51,559	51,559	26,932
	<u>13,930</u>	<u>89,528</u>	<u>103,458</u>	<u>77,571</u>

* RBK Covid Grants	24,965 (Unrestricted)
Healthier Me Grant	3,500 (Restricted)
Royal Mencap Lets get Digital	2,563 (Restricted)
RBK Business restrictions hardship grant	1,101 (Unrestricted)
Misc Grants	150 (Restricted)
<u>Total Grants</u>	<u>32,279</u>

** Seekers Club	7,180
Future Friends	340
Drop-in Clubs	3,361
<u>Total Club fees</u>	<u>10,881</u>

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

4. Expenditure on Charitable Activities	2021 Total £	2021 Total £	2021 Total £	2020 Total £
	Restricted	Unrestricted		
Club expenditure*	0	8,224	8,224	1,711
Social events	0	191	191	0
Family Support**	17,001	0	17,001	8,728
Running Costs Searchlight	3,860	49,511	53,371	50,443
Operating Costs	3,860	25,179	29,039	19,746
Independent Examination Fees	0	600	600	600
	24,721	83,705	108,426	82,777

* Seekers Club	3,569
Future Friends	952
<u>Drop-in Clubs</u>	<u>3,703</u>
Total Club Expenditure	8,224

** Sport England	6,593
Mcap Lets-get-digital	2,562
Sensory grant	2,419
Healthier-me grant	3,568
London Community grant	1,526
Rowan Bentall	250
<u>Other</u>	<u>83</u>
Total Family Support	17,001

5. Staffing

The following staffing costs are included in note 4

	2021	2020
Salaries	27,396	23,708
Employer social security costs*	0	0
Employer pension costs	935	800
TOTAL	28,331	24,508

* No NI payments were made as the total liability was less than the Employment Allowance.

The average number of permanent employees during the period was 1 (2020 - 1)

No employee was paid in excess of £60,000 during the year (2020 - NIL).

Amount reimbursed as expenses to Trustees during the period was NIL (2020 - NIL)

6. Tangible Fixed Asset

	2021 Total £
At 1 st January 2021	3,600
Additions, revaluations/ (Disposals)	0
Depreciation	1,200
At 31 st December 2021	<u>2,400</u>

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

7. Debtors

	2021	2020
	Total	Total
	£	£
Income Receivable	10,498	1,368
Payments in advance	625	625
	<u>11,123</u>	<u>1,993</u>

8. Cash at bank and in hand

	2021	2020
	Total	Total
	£	£
Lloyds Current account	29,912	33,227
Lloyds Deposit account	9,573	9,547
Virgin Deposit account	113,286	113,136
	<u>152,771</u>	<u>155,910</u>

9. Creditors

	2021	2020
	Total	Total
	£	£
Trade Creditors	18,319	929
	<u>18,319</u>	<u>929</u>

10. Unrestricted funds

	Opening balance 01.01.2021	Incoming resources	Outgoing resources	Closing balance 31.12.2021
General Fund	52,691	41,445	(35,301)	58,835
Property Fund	86,098	51,559	(49,511)	88,146
	<u>138,789</u>	<u>93,004</u>	<u>(84,812)</u>	<u>146,981</u>

Purposes of unrestricted funds

The General Fund is to further the objectives of the Charity and provide funding to cover the management and administration costs should income be insufficient, working capital and winding down costs were the organisation have to close.

The Property Fund relates to building costs and income relating to Searchlight. In addition, there is a need to hold funds to cover running costs of Searchlight if not covered by rental income and for any unexpected major repairs or maintenance.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2021

11. Restricted funds	Opening balance 01.01.2021	Incoming resources	Outgoing resources	Closing balance 31.12.2021
General Fund	21,785	13,930	(34,721)	994
	<u>21,785</u>	<u>13,930</u>	<u>(34,721)</u>	<u>994</u>

Purposes of restricted funds

Restricted funds are to be spent or applied within a reasonable period from their receipt to further a specific purpose of the charity, which is to further one or more but not all of the charity's charitable purposes. Costs charged to a restricted fund relate to the activities undertaken to further the specific charitable purposes the fund was established to support. These costs include both direct and support costs associated with the activities undertaken by the restricted fund(s). In addition to a reasonable allocation of support costs, other costs associated with raising, investing and managing the restricted funds should normally be charged to the fund to which the cost relates.

12. Trustee Expenses and Related Party Transactions

Trustees: No Trustees received any payments for services during the Period.

No Trustees were reimbursed expenses (2020: NIL).

Related Party Transactions: There were no related party transactions.

Accounts

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2020

**Annual Report and Financial Statements
for the year ended 31 December 2020**

Registered Charity number 1170322



**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2020

Contents

	Page
Trustees report	3 - 11
Independent Examiners' report to the Trustees	12
Statement of financial activities	13
Balance sheet	14
Notes to the financial statements	15 – 19

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**

Report of the Trustees for the financial year January-December 2020

LEGAL AND ADMINISTRATIVE INFORMATION

Charity Registration Number:	1170322
Charity status:	Charitable Incorporated Organisation ('CIO')
Other names for the Charity:	Kingston Mencap ('KM')
Business Address and Registered Office:	Searchlight Community Centre Kingston Rd, New Malden Kingston upon Thames KT3 3RX
Trustees:	Robert Eye-Brook (Chair) George Tong (Vice Chair) Vikram Yadav (Treasurer) Helen Penn (Secretary) Judith Broome Lina Graham Paul Roberts
Centre Manager:	Michelle Kitch
Independent Examiner:	Collards Chartered Accountants (Attn. Andrew Harker) 5-9 Eden Street, Kingston-upon-Thames Surrey KT1 1BQ
Bankers:	Lloyds Bank - Kingston upon Thames Virgin Money, Jubilee House Newcastle upon Tyne NE3 4PL

The Trustees would like to acknowledge the generous support of the following organisations:

Royal Borough of Kingston upon Thames
National Lottery
Sport England
London Community Foundation
One family foundation
Kingston Nursing Association
Rowan Bentall Trust

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2020

TRUSTEES REPORT

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

Objectives and activities

The objectives of the charity are:

- a) The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependants and carers, and to prevent learning disabilities for the public benefit; and
- b) To provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their conditions of life.

In order to achieve these aims, Kingston Mencap ('KM') organises the following main areas of work to undertake its public benefit duties:

- Facilitate a community space in the Borough of Kingston for the benefit of our members, families and carers
- Forging links with associated charities and services
- Providing leisure services and promoting health and well-being through clubs and activities

The Trustees consider that the activities undertaken, offered at no or minimal cost, provide benefit to the public and confirm that in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission and have complied with their duties under Section 17 of the Charities Act 2011.

Membership

Paid membership in 2020 was 88 members (compared to 100 members in 2019) which includes 57 family memberships (including volunteers) 22 people with a learning disability and 9 volunteers. KM had started to focus on increasing membership from the previous year as there are many people who are on the mailing list who are not paying the subs but still want to receive updates. Once the lockdown began on March 23rd, it was decided that it would be insensitive to be asking for money during a pandemic.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2020

ACHIEVEMENTS AND PERFORMANCE

The year 2020 started very positively with the Searchlight Centre continuing to be busy with many different hirers from local communities using the centre regularly.

The Centre was beginning to be a known safe place for members who would often drop-in for impromptu social visits.

Pre-Covid, the centre continued to be used as a hub to work with lots of other organisations to promote inclusion, equality and social cohesion through a range of activities, including:

Seekers Club January – March 9th 2020

Seekers Club started 2020 very successfully, continuing to attract 40 + members, their supporters and our fantastic volunteers.

Nicola, a creative club leader with many talents continued to provide excellent activities every Monday night, different singers and acts were invited to Seekers Club to ensure that this kept the club vibrant and the members entertained. There were also regular visitors who had a focus on health and keeping fit.

The Seeker's yearly trip to the Panto took place on the 18th January, Kingston Mencap 'KM' volunteers and 65 members and their supporters went to see the Ice Queen in New Malden delivered by the excellent St James' players who always make our members feel very welcome.

The last Seekers Club took place on the 9th March as KM decided that we should close to ensure the safety of our members, their supporters, staff and volunteers.

Future Friends – January – March 12th 2020

Ben, also an incredibly talented and creative club leader, continued to deliver a Thursday evening Club which delivered a different activity every other week, including a Race Night, Drama Club or a Mexican themed evening this small and intimate club is for some of our younger members. Thanks also to Gina who is co-hosts this club with Ben and always brings enthusiasm and fun after a long gruelling day at work. The club has 10 – 15 members who regularly attend.

Thursday Drop In - January – March 12th 2020

This relatively new club had grown in popularity with 20 – 25 people attending every week, some with support. Nicola and a small group of excellent KM volunteers would deliver different activities for the main session but the club always started with a dance/exercise, a game of Boccia and then an activity depending on who attended and what people liked to do. There was a focus on health and wellbeing and social skills.

Saturday Drop In - January – March 14th 2020

Michelle, Ben and Martel share the sessions and work one in three Saturdays, they bring a different activity to their session. Martel always excels in creating really accessible and different sporting sessions as this is her speciality as a qualified sports coach. Martel was also the Person who introduced the regular singing sessions and shows which everyone loves.

Ben and Michelle continue to deliver fun activities often themed around Art and Crafts but also adding exercise as well. AFC Wimbledon managed to secure funding to continue to coach our members in multi sports, with KM member and volunteer John Diamond assisting.

We are yet again lucky to have some brilliant volunteers who bring different skills to the club. A Boccia expert, a film maker, a choir master and the most important skill, chatting.

The Saturday Drop In is a club where you can be really active and join in with everything or it's a place to come for a short while to drop in and have a coffee and chat to friends.

Health and Wellbeing

Kingston Mencap with the support of Royal Mencap delivered two Sports Activator courses for our members with the aim of creating sports leaders within our groups.

KINGSTON SOCIETY FOR CHILDREN AND ADULTS WITH LEARNING DISABILITIES

Report of the Trustees for the financial year January-December 2020

The first was a multi sports training session in January and the second was an indoor golf training session in February.

Ealing Mencap members joined KM members and the results were very positive.

Digital

Orchard Hill College teachers continued with the Digital sessions once a month which included iPad programming to move Lego, computer games or learning how to use a computer.

Kingston Mencap had plans to continue to deliver workshops for Family Carers and was hoping to start with a session on Wills and Trusts delivered by Royal Mencap but this had to be postponed due to Covid.

During Covid19 [March 23rd – December 31st 2020]

Since the Lockdown all hires and activities at Searchlight had to stop and this has resulted in the loss of nearly all our rental income. It is still unclear at this time when we can resume normal use of the building either for MENCAP's regular activities or for hire to other users. We are working with hirers and following government advice to carry out risk assessments to help us start to resume some activities abiding by the need to maintain social distance and good health and safety practices. It does seem likely that it will be many more weeks before we are able to resume and as a result will continue to face a loss of income to contribute to covering the cost of the rent of the premises.

On a much more positive note, Michelle has worked really hard on keeping in touch with members and providing support and activities for people to do at home. We have started to run successful Zoom sessions, with the help of volunteers, so that we are able to continue in some form to be available to support our members through this time. Michelle was successful in applying for a grant to supply people, particularly those self-isolating and without technology, to have IT equipment and IT support to be able to participate as well. We have been working with Danni from Community Catalysts to provide opportunities for our members to lead on some of these Zoom projects until we can set these groups up face to face. Using Zoom we are running a 'Tech Talk' session, Gill is hosting the family carers group and there has been a Q & A session with RBK, we have a Karaoke/Choir and a quiz/dance/exercise session. Michelle, together with Your Healthcare has also started a sensory story session specifically for people with profound and multiple learning disabilities.

All of these activities will contribute to our developing an understanding of our members needs as we enter the recovery phase of the COVID19 pandemic and help us to support people to develop their confidence to start to safely return to their active lives.

Clubs

Following the closure of the Searchlight Centre and all Kingston Mencap Clubs we started to run sessions via Zoom beginning with a quiz on Thursday at 4pm.

It soon became clear that our members wanted to stay in contact with us and each other so we now have a broad timetable of Zoom sessions KM offers.

There were a few occasions when restrictions were lifted that we managed to hold a couple of face-to-face meetings.

Bubble Picnic

Richmond Park was the venue for a 'Bubble Picnic' organised by Kingston Mencap family carers. Typically, it rained but didn't dampen the enjoyment of seeing people again.

KINGSTON SOCIETY FOR CHILDREN AND ADULTS WITH LEARNING DISABILITIES

Report of the Trustees for the financial year January-December 2020

Art sessions

Janie Churchyard, a volunteer, a hugely talented artist and member of Kingston Mencap started delivering weekly Art sessions for small groups of up to 6 people just before the guidelines were changed re Covid. Once they came into effect the activity closed and will re-start in 2021.

Monday

A small group chat - 10.30am to improve confidence – this is with Michelle and Paul Barnard from Your Healthcare (3 members)

Talent Show – 11.15am with Michelle – for people to show off their talents. People wanted to take the stage and sing solo at the choir session so this developed and is a place for people to tell jokes, play music, sing or show anything. (12 – 15 members)

Dancersize – 3.00pm – Volunteer Nicola keeps everyone fit with her unique dance moves (15 – 20 members)

Tuesday

Let's Talk – 11.00 – this started as a tech chat for people to come along with any tech issues but is now a session where guest speakers join us to talk about anything from 'How Parliament Works', the Census, Test and Trace' or 'Preventing Diabetes'.

We had planned another trip to Apulstock Music Festival but had this on Zoom on a Friday evening in the summer. Involve from RBK support this session. (10 – 20 members depending on the subject)

Sensory Story – 12.00pm – Kingston Mencap was aware that Zoom is not always an inclusive activity for people with profound and multiple learning disabilities therefore Michelle and Paul from Your Healthcare host a sensory sing a long or a Bear Hunt. (9 members)

Wednesday

Karaoke Choir – 3pm – A sing-along to everyone's favourite songs. Anything from Abba to Bruno Mars (15 – 35 members and volunteers)

Thursday

The Big Quiz – 4pm – This has different topics every week. Every other week we play Bingo as well. (15 – 45 members and volunteers)

Friday and Saturday mornings – Zooming to a Healthier You – this is run by Helen Gardener, a local nutritionist. Her sessions have been really successful, and the aim is to get people to be a bit healthier, to think about what they eat and do a bit more exercise. (12 – 20 members at each session)

Zoom evenings

Kingston Mencap has held a 'Zoom Evening' every few months to keep the social activities running and to have a chance to dress up and have a night that's a little different. Seeker's musicians have kindly joined us to play some live music on these nights and Katie always brings some fun with her jokes. We have had:

- **A Zoom Music Festival** – different local musical acts
- **A Zoom Christmas Fair** which included a visit from Father Christmas
- **A Valentine's Night of Love** – Bingo with Ben, a 'Love' quiz and some Love songs

Family Carers Meetings on Zoom

These meetings started as a support group for family carers but highlighted the need to meet RBK with the questions they had for the learning disability team headed up by Jonathan Brown. KM invited Jonathan and his team and they attended regular Q & A sessions throughout the year. Miriam Smith, head of social care at RBK also joined.

KINGSTON SOCIETY FOR CHILDREN AND ADULTS WITH LEARNING DISABILITIES

Report of the Trustees for the financial year January-December 2020

Other activities

Kingston Mencap recruited a new volunteer, Jana Cerny, who has been creating resources every week during 2020 for KM to send out to members.

Weekly information updates are sent every Friday to members via email.

David Still from KCN has continued to hold regular 1:1 meetings, via phone calls with KM family carers throughout 2020.

Kingston Mencap successfully applied for funding to support members who are socially isolated and are digitally excluded. KM has delivered 24 tablets, some with WiFi packages and has offered remote support to join activities such as Zoom.

Gill Wood kindly produced two newsletters for Kingston Mencap to help keep members up to date and connected.

The collaborative work with other organisations such as Orchard Hill College Trust, Your Healthcare, Superhighways, Healthwatch, Royal Mencap and Kingston Hospital, have continued, KM has been working with the All Age learning Disability Partnership Board on areas such as Communication with the aim of improving the lives of our members, their family carers and other people in our community. The Searchlight Centre became a pop-up clinic for members who wanted the Flu vaccine in a safe space that was known to them.

A fuller account of MENCAP's activities can be found on its website at www.kingstonmencap.co.uk.

KINGSTON SOCIETY FOR CHILDREN AND ADULTS WITH LEARNING DISABILITIES

Report of the Trustees for the financial year January-December 2020

FINANCIAL REVIEW

The financial results for the year are as shown in the Accounts section of this report, and run for the accounting period of 12 months from 1 January 2020 to 31 December 2020; this being the third period of Mencap as a Charitable Incorporated Organisation.

The Covid19 pandemic has had a severe impact on full-year income as most clubs and activities were reduced or stopped since April 2020; as well as a reduced usage of the centre by other groups and organisations, mainly reflected as a drop in rental income compared to previous year. One of the largest users of Searchlight (BALANCE), have terminated their arrangement with Mencap in September, which will represent lower rental income for Kingston Mencap going ahead. The Trustees hope that new engagements negotiated in 2020 will cover a portion of the rental drop.

A large portion of income in 2020 was on account of successful grant applications. A total of £41,513 was received under various Coronavirus hardship schemes, of which, £8,728 was utilised during the year and the remaining is planned to be almost fully utilised in 2021.

A large proportion of total expenditure (£82,777) related to costs associated with the running and refurbishment of Searchlight (£50,442). This was expected, given a full year of running costs as the centre remained open for a significant part of the year even though clubs and activities were sparse. Two employees were furloughed under the Covid19 job retention scheme; whereas the Centre manager worked a full year of employment and a bookkeeper worked on a part-time monthly basis. Towards Covid19 disruption support an appeal was made to the Kingston Council who agreed to a 3-month rent holiday and a further 3-month deferral on rent payment in 2020.

The Trustees aim to ensure that Kingston Mencap holds adequate reserves to allow it to continue its charitable objectives, to cover working capital and to support any period of running costs should income reduce unexpectedly. This should equate to 12 months expenditure equivalent to about £100,000 at the balance sheet date.

2020 has been an extraordinary year during which operating income has reduced unexpectedly due to Covid19 disruption. This has led to a small depletion in the General funds reserves, which currently stands at £52,691, and may not be sufficient to cover potential increases in future expenditure. Grants received in 2020 may cover some of the anticipated expenditure allowable as restricted spend. The Trustees are deliberating options and avenues to rebuild these reserves.

The funds held in the property fund (£86,098) will be used to meet any large repair costs associated with maintenance of the Searchlight Centre. The lease with Kingston Council is a 'full repairing lease' which effectively requires us to maintain the centre largely at our own expense.

In addition, the Trustees are aware that Kingston Council have offered a reduced rent until early 2022, after which the council will increase our rent. We are in the process of reviewing our rental charges to keep in line with the rental increase as well as higher operating costs, and we anticipate this will continue to cover a significant portion of our running costs. Funds held in the property fund will help to cover any additional increase in expenditure.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

The following Trustees changes took place during the period:

Robert Eye-Brook – *joined as a Trustee since September 2020*

Vikram Yadav – *joined as a Trustee since July 2020*

Helen Penn – *joined as a Trustee since July 2020*

Lina Graham – *joined as a Trustee since July 2020*

Susanna Bellino - *joined as a Trustee in July 2020; stepped down in December 2020*

INDUCTION AND TRAINING OF TRUSTEES

New Trustees are given written guidance in the responsibilities of a Trustee, having been interviewed, references obtained, DBS checks carried out before being accepted to the posts and formalized at the AGM. Current Trustees are updated on changing legislation.

Robert Markless (our Independent Examiner in 2020) provided an online introduction session for all the Trustees on the role and responsibilities of being a Trustee, highlighting the advantages and challenges of being a small Charity.

ORGANISATION STRUCTURE OF MENCAP AND DECISION-MAKING PROCESS

The Trustees meet monthly, and at additional times if necessary. Finances are updated and discussed, together with the performance of Clubs and the planning of activities. The Board has delegated authority for oversight and decision making relating to specific operational and administrative matters to the following three sub-committees:

- Finance & HR
- Centre Management
- Events & Leisure

RISKS AND INTERNAL CONTROL

The Trustees have overall responsibility for ensuring that MENCAP has appropriate systems of control, both financial and operational. These systems are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. During the Period, the Trustees continued to review the major financial and operational risks facing MENCAP and continue to monitor on a regular basis the implementation of any changes necessary to ensure that, as far as is reasonable, controls are in place to protect MENCAP, its members, those working for it, the general public and other stakeholders.

STRATEGIC DEVELOPMENT

The Trustees meet monthly, and at additional times when necessary, to monitor finances and the performance of our clubs and activities as well as to consider future developments and strategies.

COVID19 UPDATE

Since the Lockdown all hires and activities at Searchlight have had to stop this has resulted in the loss of nearly all our rental income. We have been successful in bidding for grant funds and we have appealed for and successfully received a rental holiday for the three months from April to June.

It is still unclear at this time when we can resume normal use of the building either for MENCAP's regular activities or for hire to other users. We are working with hirers and following government advice to carry out risk assessments to help us start to resume some activities abiding by the need to maintain social distance and good health and safety practices.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2020

Statement as to disclosure of information to Independent Examiner

In so far as the Trustees are aware:

- there is no relevant audit information of which the charity's Independent Examiner is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the Independent Examiner is aware of that information.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the report and accounts in accordance with applicable law and regulations. Charity law requires the Trustees to prepare accounts for each financial Period. Under that law the Trustees have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent, and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charity SORP 2015. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board

Robert Eye-Brook

Vikram Yadav

Trustee

DocuSigned by:
Rob Eye Brook
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Trustee

DocuSigned by:
Vikram Yadav
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Dated

4/16/2021

4/15/2021

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2020

INDEPENDENT EXAMINER'S REPORT

Report to the Trustees of Mencap Kingston for the year ended 31 December 2020.

I report on the accounts of the charity for the year ended 31 December 2020, which are set out on the following pages.

Respective Responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this Period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent Examiner's Report

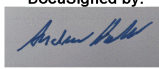
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

DocuSigned by:

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Andrew Harker

Collards Chartered Accountants
5-9 Eden Street, Kingston-upon-Thames, Surrey KT1 1BQ

4/20/2021

Date:.....

KINGSTON SOCIETY FOR CHILDREN AND ADULTS WITH LEARNING DISABILITIES

Report of the Trustees for the financial year January-December 2020

STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND EXPENDITURE for the year ended 31 December 2020

	Notes	2020 Total £ Restricted	2020 Total £ Unrestricted	2020 Total £	2019 Total £
Income from:					
Legacies and Donations	2	0	4,038	4,038	10,678
Charitable activities	3	30,513	47,058	77,571	75,088
Bank interest		0	558	558	845
Total incoming resources		30,513	51,654	82,167	86,811
Expenditure on:					
Fundraising		0	0	0	540
Charitable activities	4	8,728	72,500	81,227	95,413
Searchlight refurbishment costs		0	1,550	1,550	0
Total resources expended		8,728	74,050	82,777	95,953
Gross incoming / (outgoing resources)		21,785	(22,395)	(610)	(9,342)
Total funds brought forward		0	161,184	161,184	170,526
Total funds carried forward		21,785	138,789	160,574	161,184

Note: All income and expenditure movements in 2019 were unrestricted.

The notes on pages 15 to 19 form an integral part of these financial statements.

KINGSTON SOCIETY FOR CHILDREN AND ADULTS WITH LEARNING DISABILITIES

Report of the Trustees for the financial year January-December 2020

BALANCE SHEET

As at 31 December 2020

	Notes	2020 £	2019 £
Fixed assets			
Tangible assets	6	3,600	4,800
Current assets			
Debtors	7	1,993	10,502
Cash at bank and in hand	8	<u>155,910</u>	<u>147,674</u>
		157,903	158,176
Current Liabilities			
Creditors: amounts falling due within one Period	9	929	1,792
Net Current Assets		156,974	156,384
Total Assets		<u>160,574</u>	<u>161,184</u>
Funds			
Unrestricted funds			
General Fund	10	52,691	56,242
Property Fund	10	86,098	104,942
Restricted Funds/Grants	11	21,785	0
Total funds		<u>160,574</u>	<u>161,184</u>

The financial statements were approved by the Trustees on 14th April 2021 and signed on its behalf by

Robert Eye-Brook

Vikram Yadav

Chair

Treasurer

The notes from pages 15 to 19 form an integral part of these financial statements.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2020

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2020

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the Period and the preceding Period.

1.1. Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)).

Exemption has been taken from preparing a cash flow statement on the grounds that the charity qualifies as a small charity.

Kingston Mencap meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

1.2. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income, it is probable that the income will be received, and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Income received by way of grants, donations and gifts is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the Period in which they are receivable.

1.3. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Equipment costs are considered to be minimal and therefore are charged to the Period in which they are purchased. All IPADs purchased in 2020 using grant funds were given out to members. Trustees have taken the decision to absorb these costs during the same year instead of amortizing over the useful life of these devices.

1.4. Leasing

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term.

KINGSTON SOCIETY FOR CHILDREN AND ADULTS WITH LEARNING DISABILITIES

Report of the Trustees for the financial year January-December 2020

1.5 Going Concern

After making enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the annual report and financial statements.

1.6 Fixed Assets

Fixed assets are included in the financial statements at cost less depreciation or valuation.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset.

The trustees have determined that all costs relating to the magic table (costing £6,000) will be depreciated over five years and all other assets will be considered on a case-by-case basis. As the magic table wasn't in use until 2019 the trustees had decided not to depreciate it in 2018.

2. Donations

	2020 Total £ Restricted	2020 Total £ Unrestricted	2020 Total £	2019 Total £
Donations	0	3,344	3,344	7,386
Fundraising	0	694	694	3,292
	<u>0</u>	<u>4,038</u>	<u>4,038</u>	<u>10,678</u>

3. Income from Charitable Activities

	2020 Total £ Restricted	2020 Total £ Unrestricted	2020 Total £	2019 Total £
Grants*	30,513	11,000	41,513	4,750
Membership fees	0	440	440	500
Club fees**	0	4,440	4,440	13,949
Social Events	0	0	0	518
Coronavirus Job Retention Scheme	0	4,246	4,246	0
Searchlight	0	26,932	26,932	55,371
	<u>30,513</u>	<u>47,058</u>	<u>77,571</u>	<u>75,088</u>

* RBK Business restrictions hardship grant	10,000 (Unrestricted)
National Lottery Outside Space	10,000 (Restricted)
Mencap Fin Bacs Grants Sport England	7,670 (Restricted)
The London community Grant	6,690 (Restricted)
One family foundation Grant	2,500 (Restricted)
RBK – Sensory Grant	2,409 (Restricted)
RBK - Grant track and trace	1,000 (Unrestricted)
Kingston Nursing Association	994 (Restricted)
Rowan Bentall Trust	250 (Restricted)
Total Grants	41,513

** Seekers Club	3,335
Future Friends	183
Drop-in Clubs	922
Total Club fees	4,440

KINGSTON SOCIETY FOR CHILDREN AND ADULTS WITH LEARNING DISABILITIES

Report of the Trustees for the financial year January-December 2020

4. Expenditure on Charitable Activities	2020 Total £ Restricted	2020 Total £ Unrestricted	2020 Total £	2019 Total £
Club expenditure*	0	1,711	1,711	15,209
Social events	0	0	0	361
Family Support**	8,728	0	8,728	2,403
Running Costs Searchlight	0	50,443	50,443	57,403
Operating Costs	0	19,746	19,746	19,737
Independent Examination Fees	0	600	600	300
	<u>8,728</u>	<u>72,500</u>	<u>82,777</u>	<u>95,413</u>

*	Seekers Club	1,330
	Future Friends	30
	Drop-in Clubs	351
	Total Club Expenditure	1,711

**	IPADs/Tech support	7,664
	Sport England	1,064
	Total Family Support	8,728

5. Staffing

The following staffing costs are included in note 4

	2020	2019
Salaries	23,708	26,043
Employer social security costs*	0	0
Employer pension costs	800	757
TOTAL	24,508	26,800

* No NI payments were made as the total liability was less than the Employment Allowance.

The average number of permanent employees during the period was 1 (2019 - 1)

No employee was paid in excess of £60,000 during the year (2019 – NIL).

Amount reimbursed as expenses to Trustees during the period was NIL (2019 - NIL)

6. Tangible Fixed Asset

	2020 Total £
At 1 st January 2020	4,800
Additions, revaluations/ (Disposals)	0
Depreciation	1,200
At 31 st December 2020	<u>3,600</u>

KINGSTON SOCIETY FOR CHILDREN AND ADULTS WITH LEARNING DISABILITIES

Report of the Trustees for the financial year January-December 2020

7. Debtors

	2020	2019
	Total	Total
	£	£
Income Receivable	1,368	3,502
Payments in advance	625	7,000
	<u>1,993</u>	<u>10,502</u>

8. Cash at bank and in hand

	2020	2019
	Total	Total
	£	£
Lloyds Current account	33,227	25,549
Lloyds Deposit account	9,547	9,543
Virgin Deposit account	113,136	112,582
	<u>155,910</u>	<u>147,674</u>

9. Creditors

	2020	2019
	Total	Total
	£	£
Trade Creditors	929	1,792
	<u>929</u>	<u>1,792</u>

10. Unrestricted funds

	Opening balance 01.01.2020	Incoming resources	Outgoing resources	Closing balance 31.12.2020
General Fund	56,242	22,788	(26,339)	52,691
Property Fund	104,942	26,932	(45,776)	86,098
	<u>161,184</u>	<u>49,720</u>	<u>(72,115)</u>	<u>138,789</u>

Purposes of unrestricted funds

The General Fund is to further the objectives of the Charity and provide funding to cover the management and administration costs should income be insufficient, working capital and winding down costs were the organisation have to close.

The Property Fund relates to building costs and income relating to Searchlight. In addition, there is a need to hold funds to cover running costs of Searchlight if not covered by rental income and for any unexpected major repairs or maintenance.

**KINGSTON SOCIETY FOR CHILDREN AND ADULTS
WITH LEARNING DISABILITIES**
Report of the Trustees for the financial year January-December 2020

11. Restricted funds	Opening balance 01.01.2020	Incoming resources	Outgoing resources	Closing balance 31.12.2020
General Fund	0	30,513	(8,728)	21,785
	<u>0</u>	<u>30,513</u>	<u>(8,728)</u>	<u>21,785</u>

Purposes of restricted funds

Restricted funds are to be spent or applied within a reasonable period from their receipt to further a specific purpose of the charity, which is to further one or more but not all of the charity's charitable purposes. Costs charged to a restricted fund relate to the activities undertaken to further the specific charitable purposes the fund was established to support. These costs include both direct and support costs associated with the activities undertaken by the restricted fund(s). In addition to a reasonable allocation of support costs, other costs associated with raising, investing and managing the restricted funds should normally be charged to the fund to which the cost relates.

12. Trustee Expenses and Related Party Transactions

Trustees: No Trustees received any payments for services during the Period.

No Trustees were reimbursed expenses (2019: NIL).

Related Party Transactions: There were no related party transactions.