

TRUSTEES ANNUAL REPORT YEAR ENDED 30 SEPTEMBER 2023

Swansea Mencap Society is affiliated to the Royal Mencap Society but is a Charity in its own right, the Governing Document being the Memorandum and Articles incorporated 28 January 2020 as amended by special resolution registered at Companies House on 21 May 2020 as amended by special resolution registered at Companies House on 22 June 2020.

The charitable objects of the Society are –

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

We do this by providing education, training, sport and recreation, and advocacy for people with learning difficulties, in a friendly and comfortable environment at Friendship House.

The Trustees of the Charity are –

Mr Eifion Wynne	Chairman
Mrs Christine Draper	Secretary
Mr Brian Turner	Treasurer
Ms Janette Jones	
Mr Stephen Partridge	
Ms Helen Fencott	
Ms Margaret Dix	
Mr Dylan Boorman	
Ms Theresa Thomas	



The Society's Bankers are NatWest Bank Swansea City Centre Branch.

The Trustees Annual Report incorporates the Chairman's Report to the Society's Annual General Meeting, as follows.

Swansea MENCAP – Chairman's Report – 2024

Thank you for taking the time to attend this AGM this evening – your presence is greatly appreciated!

I would like to welcome our President, Mrs. Jane Clayton, who very kindly agreed to take on this role; we are very grateful! It is also good that we have as our President someone who has had a close affiliation with Friendship House over the years, being a frequent visitor in her capacity as Deputy Lord Lieutenant. It is important that we have as President someone who knows Friendship House and its Members and shares our values.

To celebrate our late President, John Gregory's long involvement with Friendship House, we plan to commemorate this association with a memorial plaque and photograph which will be located in the counter area. This unveiling will take place in the presence of John's wife, Carol, and his children and grandchildren. It has been suggested that this coincide with a gathering of our members and refreshments being served to make this a more memorable and fitting occasion. A day around Easter has been suggested and it would be a good idea if we can 'firm' up a date this evening.

Attendance is continuing to improve after a dip in our membership after the Covid lockdown. In fact, on a couple of occasions in the last few weeks the rooms were bustling with members and numbers were comparable to those we enjoyed before the enforced shutdown caused by the Pandemic. One difficulty which we do have is the activity of two other groups which meet on a Wednesday, although not on a weekly basis. On these occasions, numbers are diminished somewhat but it is good that the people who attend Friendship House do have alternative clubs and activities which they can enjoy.

Activities are chosen at the beginning of each term by the Members themselves and reflect what they want to do. We still are in the position of needing more volunteers, a perennial and ongoing situation. With the construction close by of two blocks of flats housing students it would seem to be a good idea if we can seek permission to place some posters explaining what Friendship House is and what we aim to do to see if some of the students might be tempted to come along and, hopefully, remain as volunteers.

On that note, the land once occupied by Canoldre has once again been put up for sale and has been bought by, as I understand it, a firm located in Newcastle. To the best of my knowledge, nothing is known about what is planned for the site but it is well within the realm of possibility that student accommodation will be built there. It is important that we keep abreast of any developments concerning the area. Please keep alert to signs being posted on lampposts which would indicate what is being envisioned or any public pronouncements in the local press. We need to concern ourselves to ensure that the proposed building does not unduly interfere with the working of Friendship House and does not affect the safety and welfare of those who attend.

The use of the car park at the end of John Street belonging to UWTSD has been very beneficial to us this year. We are very grateful to Cllr. Mike Day who initially approached Prof. Ian Walsh to ask about the possibility of our volunteers using the car park on Wednesday and Friday evenings. I am also grateful to Ryan, the Premises Manager, who is very accommodating and helpful when I contact him to inform him of change of cars, asking to use the space at other times, e.g. on the Saturday of our New Year Party.

Repairs have been carried out on the fabric of the building: windows have been replaced and new fascia boards have been fitted. This was necessitated by the fact that woodwork was found to be rotten and had to be replaced. Remedial work has also been carried out on the roof. All this was carried out whilst the scaffolding, necessary for replacing the windows, was in place. CCTV cameras have been purchased and will be fitted shortly. We have not experienced vandalism for some time, but the large window facing Bethesda Chapel was broken within the last four weeks. It is to be hoped that this does not lead to a spate of attacks and, hopefully, the installation of CCTV will act as a deterrent. However, the window will need to be protected with a 'grid' to ensure complete protection. This essential work does, however, have the effect of diminishing our financial resources. Ways of fund-raising now need to be actively considered; please put your 'thinking caps' on and see if we can come up with any ideas to boost our funds.

The Local Authority continues to use the building for their adult classes, albeit in a reduced format. The income is very useful and the fact that the building is occupied should continue to act as a deterrent to any would be vandals.

I hope I haven't forgotten anything in reporting on what has been an unusual year but I'm sure, if I have, my omissions will be supplied by Committee Members.

I would like to publicly thank you all for your help and support, without which, the work which we do, could not continue. I believe we can look forward to an increasingly busy and fruitful year ahead.

Eifion Wynne
(Chairman)
March, 2024

Independent Examiners Report to the Members for the Year ended 30 September 2023

I have examined the Statement of Financial Activities for both the Unrestricted and Restricted Funds and the Balance Sheet together with the Books, Bank statements, receipts, vouchers and information made available to me. Together with the Notes 1) to 16) inclusive in my opinion they give a true and accurate view of the Society's affairs for the Year ended 30th September 2023.

Of particular note this Year. Donations included £82665 from the "Friends of Mencap Housing" and an excellent, appropriate decision was made by the Officers to spend much of this amount on remedial work to Friendship House. Major roof repairs were made while scaffolding was in place to update the Facia Boards and the old Windows were replaced with new Double Glazing. Crucially the old Passenger Lift was removed and a new Lift compliant with current regulations installed.

I wish to put on record again the special commitment, effort and work of all the Officers, Committee, and helpers in making the Society function and my thanks are due to your Treasurer, Brian Turner, for his professional record keeping. Now for the formal part.

As the charity's Trustees you are responsible for the preparation of the Accounts; you consider that the audit requirement of Section 144 (2) of the Charities Act 2011 (the Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under section 145 and 145 (5) (b) of the Act, whether particular matters have come to my attention.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

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

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act, and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- 2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date 22 February 2024

Name

Edward Phillip Rogers

Professional Qualification

Associate of the Chartered Institute of Bankers

Address

8 Millands Close, Newton, Swansea SA3 4SE

SWANSEA MENCAP SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES - year ended 30 SEPTEMBER 2023
GENERAL FUND (UNRESTRICTED)

	Note	2023	2022
INCOMING RESOURCES			
Subscriptions & Donations	1	99,485	17,038
Social Events	2		
Investment Income/Bank Interest	3	383	17
Government Grants			
Total Incoming Resources		99,868	17,055
RESOURCES EXPENDED			
Gifts and Donations			
Social Events	4	400	1,689
Affiliation Fees	5	644	221
Gateway Activities	6	4,291	5,319
Friendship House Costs	7	16,090	13,417
FH Major Repairs	8	19,740	
Depreciation	9	5,431	1,651
		46,596	22,297
Administration Costs	10	3,041	3,831
Total Resources Expended		49,637	26,128
NET INCOMING RESOURCES FOR YEAR		50,231	(9,073)

BALANCE SHEET as at 30 SEPTEMBER 2023

	Note	2023	2022
ASSETS			
Fixed Assets	11	290,771	257,085
Investments	12	71,730	79,715
Current Assets	13	8,078	16,917
Total Assets		370,579	353,717
FUNDS			
UNRESTRICTED			
General Fund	14	244,113	193,882
RESTRICTED			
Special Maintenance Fund	15	62,764	60,333
Total Funds		306,877	254,215
Revaluation Reserve	16	63,702	99,502
		370,579	353,717

E W WYNNE

B R TURNER

.....Chairman

.....Treasurer

SWANSEA MENCAP SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - year ended 30 SEPTEMBER 2023

	2023	2022
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INCOMING RESOURCES		
1. SUBSCRIPTIONS & DONATIONS		
Membership Subscriptions		
Club Entrance Fees	6,212	3,274
Donations	88,703	13,257
Bequests	4,524	
Flag Day and Collections		
Collecting Boxes	46	507
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	99,485	17,038
	-----	-----
2. SOCIAL EVENTS		
Raffles, Tombola, Lotto		
Hot Dog Sales		
Sponsored Walk		
Other Events		
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	-----	-----
3. INVESTMENT INCOME/BANK INTEREST		
National Westminster Bank	380	17
MENCAP Investment		
National Savings Bank	3	
Investment Income		
	-----	-----
	383	17
	-----	-----
RESOURCES EXPENDED		
4. SOCIAL EVENTS		
Coach Hire & Outings	55	590
Jubilee Celebrations		1,099
Coronation BBQ	172	
New Year Social	173	
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	400	1,689
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5. AFFILIATION FEES		
Royal MENCAP + Insurance	644	221
Swansea CVS		
Play Right		
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	644	221
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SWANSEA MENCAP SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - year ended 30 SEPTEMBER 2023

		2023	2022
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6.	GATEWAY ACTIVITIES		
	Christmas Parties & Decorations	822	
	Summer BBQ		172
	Art & Craft Materials	154	
	You Tube Subscription	93	
	Music and CDs		609
	PPS/PRS Licence	541	498
	Sport and Recreation	2,432	3,490
	Bingo Machine/Prizes	22	170
	Disney Plus	80	80
	Computer Supplies	77	300
	Wi-fi System	70	
		-----	-----
		4,291	5,319
		-----	-----
7.	FRIENDSHIP HOUSE COSTS		
	Cleaning	2,374	1,216
	Caretaking	1,959	1,924
	Electricity	2,117	903
	Gas	2,350	2,502
	TV Aerial		
	Defibrillator		
	Refuse Removal	946	874
	Water Charges	990	485
	Insurance	3,247	3,077
	Repairs and Renewals	527	339
	Maintenance Contracts	1,816	2,008
	TV Licence	159	159
	Snack Bar Takings (2,589)		
	Less Cost of Goods 2,194		
		-----	-----
		(395)	(70)
		-----	-----
		16,090	13,417
		-----	-----
8.	FH MAJOR REPAIRS		
	Roof	7,890	
	Faschias	11,850	
		-----	-----
		19,740	
		-----	-----
9.	DEPRECIATION/AMORTISATION		
	Depreciation - F & E	5,431	1,651
	Depreciation - Central Heating		
	Amortisation of Lease		
		-----	-----
		5,431	1,651
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SWANSEA MENCAP SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - year ended 30 SEPTEMBER 2023

	2023	2022
10. ADMINISTRATION COSTS		
Telephone and Internet	750	690
Postage and Stationery	160	116
Travel Costs		33
Incorporation Costs	2,013	2,893
ID Cards and Lanyards	118	99
	3,041	3,831

BALANCE SHEET

11. FIXED ASSETS	Nett Cost Depreciation			
Freehold Premises	250,000		250,000	250,000
Fittings & Equipment	78,610	37,840	40,770	7,084
Central Heating	7,169	7,168	1	1
	335,779	45,008	290,771	257,085

The Nett Costs shown above are after deducting grants received towards the expenditure on the above assets.

We completed the purchase of the freehold of Friendship House during the year ended 30 September 2016. As previously indicated we have now obtained a valuation of the freehold property as shown above. The revaluation gain of £102,557 was treated as a contingency reserve. (see Note 16)
Depreciation has been applied to Fittings and Equipment as in previous years. It is felt that current realisable values would not be significantly different from the written-down values shown.

12. INVESTMENTS		
J Sainsbury Shares - market value	1,264	877
Burberry plc - market value	10,534	9,979
Experian Stock - market value	41,825	41,135
National Savings Bank	2,966	2,963
NatWest Business Reserve Account	15,141	24,761
Nat West Treasury Reserve		
Barclays Investment		
MENCAP Investment Scheme		
	71,730	79,715

SWANSEA MENCAP SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - year ended 30 SEPTEMBER 2023

	2023	2022
13. CURRENT ASSETS		
Stock - Flag Day Boxes	254	254
Debtors	444	397
Bank Current Account	10,703	16,375
	11,401	17,026
Less : Creditors	3,323	109
	8,078	16,917
UNRESTRICTED FUND		
14. GENERAL FUND		
Opening Balance	193,882	202,955
Net Incoming Resources for year	50,231	(9,073)
Closing Balance	244,113	193,882
RESTRICTED FUNDS		
15. SPECIAL MAINTENANCE FUND		
CAPITAL		
Opening Balance	51,991	60,105
Change in Market Value	1,632	(8,114)
Closing Balance	53,623	51,991
INCOME		
Opening Balance	8,342	8,668
Investment Income	799	905
	9,141	9,573
Less Expenditure		1,231
	9,141	8,342
Total Closing Value of Fund	62,764	60,333
In accordance with the wishes of the donor, this is a Restricted (Endowment) Fund. As such the capital, which consisted of 1,812 units of GUS plc Ordinary Stock, cannot be sold. Following the demerger and subsequent sales, this fund now consists of 1,558 Experian shares, 552 Burberry shares and 500 shares in J Sainsbury. The income arising from this investment can be used "for the maintenance and benefit of the Society's Social Centre at John Street Swansea".		
16. REVALUATION RESERVE		
Opening Balance	99,502	102,557
Improvements 2022		3,055
Improvements 2023		
Replacement of Windows	35,800	
Closing Balance	63,702	99,502