

**DACORUM MENCAP**

**Accounts for the year ended 31st March 2023**

**DACORUM MENCAP**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**DACORUM MENCAP**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023 which are set out in the following pages.

**Responsibilities and basis of report**

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

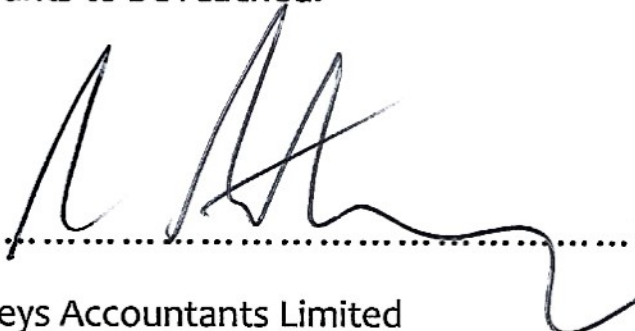
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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 charity as required by section 130 of the Act; or
2. The accounts do not accord with those records

I have no concerns and have come across no 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.

.......... Colin J Stacey BFP FCA  
Staceys Accountants Limited

Rivers Lodge,

West Common,

Harpenden, Herts AL5 2JD

.....5th September 23..... Date

# **DACORUM MENCAP**

## **TRUSTEES REPORT 2022-2023**

### **Structure, governance and management.**

Dacorum Mencap is a registered charity with the Charity Commission number 212549 .

The Trustees are listed below and are appointed or re-appointed at the Annual Meeting.

### **The Trustees elected for 2022-2023 were as follows:**

Chairman                      Mr D Josephs

Vice Chairman              Mrs S Darker

Treasurer                    Mrs J Burden

Secretary                    Mrs C Marsden

#### **Other Trustees:**

Mr L Collins

Mrs S Hodgins

Mrs A Shadbolt

Mrs S Bolton

Mrs L Dalton

Mrs K Driver

**Permanent Staff:** Carol Walls, Tracy Catt,

**Activity Leaders:** Alice Green, Jamie Barron, Tessa McLean, Carmel Mullinger,

Heather Canham

**Principal Address:** Dacorum Mencap, 48 High Street, Hemel Hempstead, HP1 3AF

**Bank:** CAF Bank Ltd, 25 Kings Hill Avenue, West Malling, Kent ME19 4JQ

Dacorum Mencap is affiliated to Royal Mencap Society and in accordance with their Affiliation Agreement adopts their Policies and Procedures. DBS checks and references are carried out prior to commencement of employment of staff, volunteers and Trustees. Trustees are also informed of new regulations and legislation during their bi-monthly Trustee meetings.

## **DACORUM MENCAP**

### **TRUSTEES REPORT 2022-2023 continued**

The object of the charity is to support and advise adults with a learning disability, unpaid carers, parents of people with a learning disability and other professionals who are involved in the learning disability community. Our services to the adult members of the community with a learning disability are a one to one befriending scheme (Friendship Scheme) and a social programme (ROAR)

The Trustees have given due regard to the Charity Commission general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities

In the planning of our events we also run short term educational or fitness courses and we will continue to pursue raising funds for our organisation.

Our staff continue to offer a varied and interesting monthly programme for ROAR members.

The Trustees would particularly like to thank the staff for all their dedication and hard work for Dacorum Mencap.

The Trustees continue to ensure that we are receiving the best interest rates for our savings. We have reserves as at 31 March 2023 of £92503 of which £4800 is held in restricted funds, leaving £87703 in our unrestricted fund account. We have no debts, loans or overdrafts.

We are still reliant on funding from Hertfordshire County Council to maintain the Friendship and ROAR schemes which has been renewed up until March 2024.

Dacorum Mencap staff and Trustees continue to attend meetings of the Hertfordshire County Council, Dacorum CAB, Dacorum Leisure Centre, local voluntary organisations and attend Governance training when necessary.

#### **Reserves Policy.**

The Trustees are in a sound position to meet the needs of our organisation, in the short term, if we are not successful in the HCC tendering process.

#### **Declaration**

The Trustees declare that they have approved the Trustees' Report above.

#### **D Josephs**

Chair

**DACORUM MENCAP****STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2023****RECEIPTS & PAYMENTS ACCOUNT**

	General Funds	Designated Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£	£
INCOMING RESOURCES					
				-	-
Subscriptions	910			910	790
Donations	10,358			10,358	5,258
	<u>11,268</u>	<u>-</u>	<u>-</u>	<u>11,268</u>	<u>6,048</u>
Incoming resources from operating activities in furtherance of the Charity's objectives					
Other income			22,330	22,330	16,587
Focus Group			1,577	1,577	20,285
Grants			54,141	54,141	21,763
	<u>-</u>	<u>-</u>	<u>78,047</u>	<u>78,047</u>	<u>58,634</u>
Income from other activities for generating funds					
General Fundraising	779			779	1,926
	<u>779</u>	<u>-</u>	<u>-</u>	<u>779</u>	<u>1,926</u>
Investment Income					
CAF Gold Account	249			249	4
Fixed investment 1 year	725			725	414
CAF Current Account	4			4	-
	<u>978</u>	<u>-</u>	<u>-</u>	<u>978</u>	<u>418</u>
Net Incoming resources available for charitable purposes					
	<u>13,024</u>	<u>-</u>	<u>78,047</u>	<u>91,071</u>	<u>67,026</u>

**DACORUM MENCAP****STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2023****RECEIPTS & PAYMENTS ACCOUNT**

	General Funds	Designated Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£	£
CHARITABLE EXPENDITURE					
Cost of activities in furtherance of the charity's objectives:					
Friendship scheme				-	22,082
Office Expenditure	28,725			28,725	23,774
ROAR			47,506	47,506	21,852
Focus Group			53	53	
	<u>28,725</u>	<u>-</u>	<u>47,559</u>	<u>76,284</u>	<u>67,708</u>
Administration					
Affiliation fees and insurance	1,161			1,161	492
Accountancy	354			354	338
	<u>1,515</u>	<u>-</u>	<u>-</u>	<u>1,515</u>	<u>830</u>
Total resources expended	<u>30,240</u>	<u>-</u>	<u>47,559</u>	<u>77,799</u>	<u>68,538</u>
Net Movement In Funds	(17,216)		30,489	13,272	(1,512)
Total funds brought forward	34,270		44,959	79,229	80,741
Total funds carried forward	<u>17,053</u>	<u>-</u>	<u>75,448</u>	<u>92,503</u>	<u>79,229</u>

Signed on behalf of the trustees

D Josephs

Mr D Josephs - Chairperson

J A Burden

Mrs J Burden - Treasurer

4th September 2023

Date

**DACORUM MENCAP****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023**

<b>Friendship Scheme</b>	<b>£</b>	<b>£</b>
Balance at 1.4.2022		(2,099)
Transfer to / ROAR		2,099
		<u>-</u>

<b>ROAR Activities</b>	<b>£</b>	<b>£</b>
Balance at 1.4.2022		47,059
Transfer Friendship scheme		(2,099)
Income: Grants		54,141
Events		22,330
Subscriptions		910
		<u>122,341</u>

Expenditure:		
Co-ordinator's salary (inc NIC)	36,223	
Trips and events	9,893	
Telephone & other costs	1,389	
Contribution to office costs	1,500	
Management charges	<u>2,000</u>	
		51,006

Balance carried forward		<u>71,335</u>
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<b>Focus Group</b>		
Monies taken over		1,577
Expenditure:		<u>53</u>
Transport		<u>1,524</u>

<b>Office</b>	<b>£</b>	<b>£</b>
Income:		
Donations		11,136

Other Income:		
ROAR	1,500	
Management Charge	<u>2,000</u>	
		<u>3,500</u>
		14,636

Expenditure:		
Salaries (inc NIC)	21,355	
Rent	3,000	
Telephone & Broadband	244	
Stationery & Postage	54	
Sundries	<u>4,072</u>	
		<u>28,725</u>
Expenditure over Income		<u>(14,088)</u>

**DACORUM MENCAP****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023**

<b>Assets &amp; Liabilities</b>	<b>Unrestricted £</b>	<b>Designated/ Restricted £</b>	<b>Total 2023 £</b>	<b>Total 2022 £</b>
<b>Cash &amp; Bank</b>				
Barclays Office Account	485		485	645
CAF Cash Account	3,841		3,841	3,866
CAF Gold Account	23,484		23,484	15,535
	<u>27,810</u>	<u>-</u>	<u>27,810</u>	<u>20,046</u>
<b>Other Assets</b>				
Hampshire Trust Bank 1 year Bond Fixed	60,119		60,119	59,394
2023 Additional Grant Grant		4,800	4,800	-
	<u>60,119</u>	<u>4,800</u>	<u>64,919</u>	<u>59,394</u>
<b>Liabilities</b>				
Pension fund	(225)	-	(226)	(211)
<b>Total</b>	<u>87,704</u>	<u>4,800</u>	<u>92,503</u>	<u>79,229</u>