

DACORUM MENCAP

Accounts for the year ended 31st March 2024

DACORUM MENCAP

TRUSTEES REPORT 2023-2024

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 2023-2024 were as follows:

| | |
|---------------|----------------|
| Chairman | Mrs S Darker |
| Vice Chairman | Vacant |
| Treasurer | Mrs J Burden |
| Secretary | Mrs A Shadbolt |

Other Trustees:

Mrs S Hodgins

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, Chloe Bennett

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 2023-2024 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 (Out and About) 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 assets at 31 March 2024 of £110152 and liabilities of £4360, mainly constituted of deposits from members for a holiday in September 2024. This leaves a net figure of £106,031

We are still reliant on funding from Hertfordshire County Council to maintain the Friendship and ROAR schemes which was been renewed in March 2024 for a period of one year.

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 cease to be successful, at any time, in the HCC grant tendering process we would need to review activities.

Declaration

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

S Darker



Chair

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 2024 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

.....31st July 2024..... Date

DACORUM MENCAP
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31ST MARCH 2024

RECEIPTS & PAYMENTS ACCOUNT

| | General Funds | Designated Funds | Restricted Funds | Total Funds 2024 | Total Funds 2023 |
|---|------------------|---------------------|---------------------|---------------------|---------------------|
| | £ | £ | £ | £ | £ |
| INCOMING RESOURCES | | | | | |
| | | | | - | - |
| Subscriptions | 880 | | | 880 | 910 |
| Donations | 5,008 | | | 5,008 | 10,358 |
| Special Event | | 7,080 | | 7,080 | |
| | <u>5,888</u> | <u>7,080</u> | <u>-</u> | <u>12,968</u> | <u>11,268</u> |
| Incoming resources from operating activities in furtherance of the Charity's objectives | | | | | |
| Other income | 38,709 | | | 38,709 | 22,330 |
| Focus Group | | | | - | 1,577 |
| Grants | | | 53,060 | 53,060 | 54,141 |
| | <u>38,709</u> | <u>-</u> | <u>53,060</u> | <u>91,769</u> | <u>78,047</u> |
| Income from other activities for generating funds | | | | | |
| General Fundraising | 463 | | | 463 | 779 |
| | <u>463</u> | <u>-</u> | <u>-</u> | <u>463</u> | <u>779</u> |
| Investment Income | | | | | |
| CAF Gold Account | 1,148 | | | 1,148 | 249 |
| Fixed investment 1 year | 2,298 | | | 2,298 | 725 |
| CAF Current Account | 12 | | | 12 | 4 |
| | <u>3,458</u> | <u>-</u> | <u>-</u> | <u>3,458</u> | <u>978</u> |
| Net Incoming resources available for charitable purposes | <u>48,518</u> | <u>7,080</u> | <u>53,060</u> | <u>108,658</u> | <u>91,072</u> |


DACORUM MENCAP
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31ST MARCH 2024

RECEIPTS & PAYMENTS ACCOUNT

| | General Funds | Designated Funds | Restricted Funds | Total Funds 2024 | Total Funds 2023 |
|---|------------------|------------------|------------------|---------------------|---------------------|
| | £ | £ | £ | £ | £ |
| CHARITABLE EXPENDITURE | | | | | |
| Cost of activities in furtherance of the charity's objectives: | | | | | |
| Out & About scheme | | | 7102 | 7102 | |
| Office Expenditure | 22,373 | | | 22,373 | 28,725 |
| ROAR | | | 63728 | 63,728 | 47,506 |
| Focus Group | | | 32 | 32 | 53 |
| | <u>22,373</u> | <u>-</u> | <u>70,862</u> | <u>93,235</u> | <u>76,284</u> |
| Special Event | | 240 | | 240 | |
| Administration | | | | | |
| Affiliation fees and insurance | 1,283 | | | 1,283 | 1,161 |
| Accountancy | 372 | | | 372 | 354 |
| | <u>1,655</u> | <u>-</u> | <u>-</u> | <u>1,655</u> | <u>1,515</u> |
| Total resources expended | <u>24,028</u> | <u>240</u> | <u>70,862</u> | <u>95,130</u> | <u>77,799</u> |
| Net Movement In Funds | 24,490 | 6,840 | (17,802) | 13,528 | 13,273 |
| Total funds brought forward | 17,053 | | 75,448 | 92,503 | 79,230 |
| Total funds carried forward | <u>41,543</u> | <u>6,840</u> | <u>57,646</u> | <u>106,031</u> | <u>92,503</u> |

Signed on behalf of the trustees


 Ms S Darker - Chairperson


 Mrs J Burden - Treasurer

29.8.24
 Date

DACORUM MENCAP
NOTES TO THE ACCOUNTS
YEAR ENDED 31ST MARCH 2024

| | | |
|--------------------------------|----------|----------------|
| Out & About Scheme | £ | £ |
| Income | | 5,155 |
| Expenditure: | | |
| Trips & Events | 1,646 | |
| Salaries (inc NIC and pension) | 4,903 | |
| Travel & other costs | 553 | 7,102 |
| | | <u>(1,947)</u> |

| | | |
|------------------------|----------|----------------|
| ROAR Activities | £ | £ |
| Balance at 1.4.2023 | | 71,335 |
| Income: Grants | | 51,360 |
| Events | | 33,555 |
| Subscriptions | | 880 |
| | | <u>157,130</u> |

| | | |
|--------------------------------|--------|--------|
| Expenditure: | | |
| Salaries (inc NIC and pension) | 46,941 | |
| Trips and events | 11,765 | |
| Telephone & other costs | 3,522 | |
| Contribution to office costs | 1,500 | 63,728 |

| | | |
|-------------------------|--|---------------|
| Balance carried forward | | <u>93,402</u> |
|-------------------------|--|---------------|

| | | |
|---------------------|--|--------------|
| Focus Group | | |
| Balance at 1.4.2023 | | 1,524 |
| Income: Grant | | 1,700 |
| | | <u>3,224</u> |

| | | |
|--------------|--|--------------|
| Expenditure: | | |
| Room Hire | | 32 |
| | | <u>3,192</u> |

| | | |
|-----------------------------------|----------|--------------|
| Office | £ | £ |
| Income: | | |
| Donations | | 5,471 |
| Other Income: | | |
| ROAR contrubution to office costs | | 1,500 |
| | | <u>6,971</u> |

| | | |
|--------------------------------|--------|-----------------|
| Expenditure: | | |
| Salaries (inc NIC and pension) | 17,701 | |
| Rent | 3,000 | |
| Telephone & Broadband | 308 | |
| Stationery & Postage | 151 | |
| Sundries | 2,714 | 23,873 |
| | | <u>(18,402)</u> |
| Expenditure over Income | | |

DACORUM MENCAP
NOTES TO THE ACCOUNTS
YEAR ENDED 31ST MARCH 2024

| Assets & Liabilities | Unrestricted £ | Designated/ Restricted £ | Total 2024 £ | Total 2023 £ |
|--|---------------------------|---|-------------------------|-------------------------|
| Cash & Bank | | | | |
| Barclays Office Account | 411 | | 411 | 485 |
| CAF Cash Account | 5,933 | | 5,933 | 3,841 |
| CAF Gold Account | 41,631 | | 41,631 | 23,484 |
| | <u>47,976</u> | <u>-</u> | <u>47,975</u> | <u>27,810</u> |
| Other Assets | | | | |
| Hampshire Trust Bank 1 year Bond Fixed | 62,416 | | 62,416 | 60,119 |
| 2023 Additional Grant | | | 0 | 4800 |
| | <u>62,416</u> | <u>0</u> | <u>62,416</u> | <u>64,919</u> |
| Liabilities | | | | |
| Pension Fund | (240) | - | (240) | (226) |
| Holiday Deposits 2024/2025 | | (4,120) | (4,120) | |
| Total | <u>110,152</u> | <u>(4,120)</u> | <u>106,031</u> | <u>92,503</u> |