

Chair's Report for Bedford Mencap AGM 6 July 2021

2019 – 2020

Hello everyone and welcome to our second AGM online. The last year has been a challenge for us all. I would like to thank the committee for their continued support.

To all our volunteers and staff we would not manage without you. To all the parents who faced many problems to keep their children of all ages safe and supported the mental health of all around them. Thank you all.

All our clubs have been put on hold.

Playscheme did take place in Summer 2020 with a maximum of 12 children on site each day; activities were very limited, however the children that attended were well supported and had a great time. About 30 children in all attended.

Again my thanks to all and let's hope the next year will get better and we can meet in person again.

Vanessa Wilson

BEDFORD & DISTRICT SOCIETY FOR PEOPLE WITH LEARNING DISABILITIES

(Affiliated to The Royal Mencap Society.

Charity Commission No 218689)

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30th SEPTEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
<u>INCOME</u>					
Minibus	1	1,183	~	1,183	1,980
Donations	2	2,367	~	2,367	1,428
Subscriptions		443	~	443	505
Gift Aid - tax refunds		245	~	245	208
In memory of deceased members		50	~	50	1,676
Weekly Bonanza - income	1,295				
less: prizes paid out	<u>420</u>	875	~	875	1,070
Interest		22	10	32	27
Government Furlough grant		978	~	978	~
Sparkle Club Income	3	~	3,128	3,128	4,851
Summer Playscheme income	4	~	<u>28,159</u>	<u>28,159</u>	<u>49,936</u>
Total Income		<u>6,163</u>	<u>31,297</u>	<u>37,460</u>	<u>61,681</u>
 <u>EXPENDITURE</u>					
Grants for Holidays		~	~	~	250
Signpost Volunteers:- grants & expenses		776	~	776	600
Minibus:- running costs	1	3,251	~	3,251	2,001
Newsletter		446	~	446	1,210
Administrator - salary		2,496	~	2,496	2,496
Administration		606	~	606	414
Insurance/Affiliation		697	~	697	683
Miscellaneous		95	~	95	90
Sparkle Club costs	3	~	3,244	3,244	4,841
Summer Playscheme costs	4	~	<u>22,942</u>	<u>22,942</u>	<u>41,485</u>
Total Expenditure		<u>8,367</u>	<u>26,186</u>	<u>34,553</u>	<u>54,070</u>
Net incoming/outgoing Resources		<u>(2,204)</u>	<u>5,111</u>	<u>2,907</u>	<u>7,611</u>

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BALANCE SHEET AS AT 30th SEPTEMBER 2019

	Note	<u>30th Sept 2020</u>		<u>30th Sept 2019</u>	
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<u>CURRENT ASSETS</u>					
Scottish Widows 3 month notice a/c		8,674		8,655	
CafBank Deposit Accounts		17,443		16,736	
Bank:					
~ Current Accounts		8,506		6,144	
Cash in hand		423		326	
Debtors	5	30		308	
			<u>35,076</u>		<u>32,169</u>
<u>REPRESENTED BY:</u>					
<u>Unrestricted Funds</u>	6				
- balance brought forward		12,482			
plus: transfer from Star Club Fund		1,547			
less: excess of Expenditure over income		<u>(2,204)</u>	11,825		12,482
<u>Restricted Funds</u>	7				
- balance brought forward		19,687			
less: transfer of Star Club Fund		<u>(1,547)</u>			
plus: excess of income over expenditure		<u>5,111</u>	<u>23,251</u>		<u>19,687</u>
			<u>35,076</u>		<u>32,169</u>

BEDFORD AND DISTRICT SOCIETY FOR PEOPLE WITH LEARNING DISABILITIES

(Affiliated to The Royal Mencap Society)

Charity Commission No 218689)

<u>Notes to the Accounts</u>		<u>2020</u>	<u>2020</u>	<u>2019</u>
		<u>£</u>	<u>£</u>	<u>£</u>
1	<u>MINIBUS</u>			
	The net running costs for the minibus were	2,068		21
2	<u>DONATIONS RECEIVED</u>			
	Bedford & District Ladies Darts League	1,308		
	<u>Other donations (7)</u>	<u>1,060</u>	2,368	1,428
3	<u>SPARKLE CLUB</u>			
	<u>Income</u>			
	Subs	1,444		
	Donations	120		
	Tuck shop sales	963		
	Government Furlough Grant	595		
	Interest	<u>6</u>		
	Total Income		<u>3,128</u>	4,790
	<u>Expenditure</u>			
	Tuck shop purchases	447		
	Discos / workshops etc	390		
	Leader - salary	1,520		
	Rent	660		
	Miscellaneous	<u>227</u>		
	Total Expenditure		<u>3,244</u>	<u>4,927</u>
	<u>Excess of Expenditure over Income</u>		<u>(116)</u>	<u>(137)</u>

4 SUMMER PLAYScheme

<u>Income</u>	<u>£</u>	<u>£</u>	<u>£</u>
Grants: Bedford Borough & Central Beds Councils		20,591	20,591
<u>Raised by Bedford Mencap:</u>			
Personal gifts	492		
Bedford Rotary Club	360		
St Johns Hospital Trust	429		
Freevacy Ltd	125		
Sponsored activity	<u>1,420</u>	2,826	6,558
Parental payments		<u>4,742</u>	<u>22,787</u>
Total Income		<u>28,159</u>	<u>49,936</u>
<u>Expenditure</u>			
Staff salaries + N.I.		17,805	32,153
Transport		~	376
Volunteers' expenses		~	1,186
Admin costs		~	~
Trips/visits		~	1,164
Toys and equipment		~	~
Entertainment		~	1,050
Rent & Registration fee		4,745	4,899
Training costs		~	70
Miscellaneous		<u>392</u>	<u>587</u>
Total Expenditure		<u>22,942</u>	<u>41,485</u>
Excess of Income over Expenditure		<u>5,217</u>	<u>8,451</u>

5 DEBTORS: are amounts due at 30th September for use of the minibus

6 UNRESTRICTED FUNDS

		<u>2020</u>	<u>2019</u>
		<u>£</u>	<u>£</u>
<u>Accumulated Fund (Unrestricted Fund)</u>			
Balance brought forward	5,482		
plus: transfer from Star Club Fund	1,547		
less: excess of expenditure over income	<u>(2,204)</u>	4,825	5,482
 <u>New Minibus Fund (Designated Fund)</u>			
Balance brought forward		<u>7,000</u>	<u>7,000</u>
		<u>11,825</u>	<u>12,482</u>

7 RESTRICTED FUNDS

<u>Jim Nickson Holiday Fund</u>			
Balance brought forward	9,470		
plus: interest allocated to this fund	<u>10</u>	9,480	9,470
 <u>Summer Playscheme</u>			
Balance brought forward	2,707		
plus: excess of income over expenditure	<u>5,217</u>	7,924	2,707
 <u>Sparkle Club</u>			
Balance brought forward	5,963		
less: excess of expenditure over income	<u>(116)</u>	5,847	5,963
 <u>Star Club</u>			
Balance brought forward	1,547		
less: transfer to Accumulated Fund	<u>(1,547)</u>	<u>~</u>	<u>1,547</u>
		<u>23,251</u>	<u>19,687</u>

Reserves Policy

The Executive Committee has established a policy whereby the Unrestricted Funds not committed or held in a Designated Fund should be maintained at a level between 6 and 9 months of annual expenditure, which equates to between £4,200 and £6,300 in the Accumulated Fund. At this level, the Committee feel that the activities of the Society would be able to continue should there be a significant drop in funding whilst efforts were made to replace the income lost or to change the Society's activities.

The money earmarked for a new Minibus (Designated Fund) is seen as a sensible provision for such a future replacement vehicle. No transfer has been made into this Fund this year.

Independent Examiner's Report to the trustees and members of

Bedford & District Society for People with Learning Disabilities
(registered charity No. 218689)

on the Accounts for the year ended 30th September 2020 set out on the
attached sheets numbered 1 to 5.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the Accounts: you consider that the audit requirement of section 144 of the Charities Act 2011 (the Charities Act) does not apply and that an Independent Examination is needed.

It is my responsibility to:

- examine the Accounts under Section 145 of the Charities Act;
- follow the procedures laid down in the General Directions given by the Charity . Commission (under section 145 (5) (b) of the Charities Act); and
- 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an Audit, and consequently no opinion is given as to whether the Accounts present a 'true and fair view', and the Report is limited to those matters set out in the Statement below.

Independent Examiner's Statement

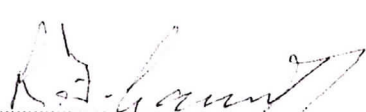
In connection with my Examination, no matter has come to my attention:

(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 Charities Act; and
- to prepare Accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.



Roger Gaunt
Independent Examiner
29 Glebe Rise
Sharnbrook
Bedford MK44 1JB



Date