

**Northallerton and the Dales Mencap Society**

**Registered Charity No. 224222**

**(Affiliated to Royal Mencap National Society)**

**Trustees' Annual Report and Financial Statements**

**For the Year Ended 30<sup>th</sup> September 2020**

**F E Metcalfe & Co Limited**

**Chartered Accountants**

**4 Old Market Place, Ripon**

**NORTHALLERTON AND THE DALES MENCAP SOCIETY**  
**REGISTERED CHARITY NO. 224222**  
**(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY)**

**TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

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**TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

President	...	The Rt Hon. Lord Hague of Richmond	(resigned in the year)
Vice Presidents	...	S Woodall Mrs E E Herbert K Langford	Vacancy not filled
Chairperson	...	W F Rab Esq.	
Secretary	...	Mrs S Lear	
Trustees	...	The Northallerton and Dales Society Committee being :- W F Rab Esq. Mrs E R Ravenhill Mrs K Dunning Mr R Robson Mrs M Webb Ms D Stidolph Miss C Dixon Mrs C Dickinson Mrs S Watson Mrs J Norwood	- Chairperson           (appointed in the year)
Holding Trustees	...	Mrs E E Herbert S Woodall K Langford Mr C Woodall	
Charity Number	...	224222	
Charity Offices	...	The Goosecroft Centre Goosecroft Lane Northallerton North Yorkshire DL6 1EG	
Independent Examiners	...	Miss J L Crabtree - Chartered Accountant C/o F E Metcalfe & Co Ltd 4 Old Market Place Ripon North Yorkshire HG4 1EQ	
Bankers	...	Barclays Bank PLC 42 High Street Stokesley Cleveland TS9 5DQ	

**NORTHALLERTON AND THE DALES MENCAP SOCIETY**  
**(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY)**

**TRUSTEES' REPORT FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2020**

The Trustees present their Report and Receipts and Payments Accounts for the year ended 30<sup>th</sup> September 2020.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice and Financial Reporting Standard 102, both as applicable to charities.

**Trustees**

The Trustees and Holding Trustees who act at any stage during the year are shown on page 1. We are grateful to all Trustees for their interest and input to the working of the Society. Appointment of Trustees is governed by the Trust Deed of the Charity and the Society's constitution. The Board of Trustees is authorised to appoint new Trustees to fill any existing vacancy or a vacancy arising through the resignation or death of an existing Trustee. During 2019/20 no resignations were received. Mrs J Norwood was appointed as a Trustee in the year. Lord Hague resigned as President of the Society in 2020. Lord Hague's loyal support over more than twenty years has been very much appreciated. The position of President is currently vacant.

**Investment Powers**

The Trust Deed authorises the Trustees to make and hold investments using the general funds of the charity. The Society's main deposit remains with Darlington Building Society. The Society banks with Barclays. Interest levels remain very low, reflecting market rates.

**Constitution, Objects and Policies**

Northallerton and the Dales Mencap Society is constituted under a trust deed dated 6<sup>th</sup> March 1964, amended 28<sup>th</sup> April 1992, 26<sup>th</sup> April 1994 and Royal Mencap Model Constitution adopted 15<sup>th</sup> April 2002.

The objects of the Northallerton and the Dales Mencap Society, as outlined in the Trust Deed and in its constitution, are to provide support and facilities and to act as a voice for people with learning disabilities, their parents and carers within the Hambleton and Richmondshire areas of North Yorkshire.

The Society would not be able to provide the services it does to its beneficiaries, and to the community, without the work of the Development Manager, Mrs Sue Lear, who maintains general oversight of the Goosecroft Centre as well as promoting the Society's objectives. Trustees are also grateful for the continued support of those who give their services voluntarily.

At their regular committee meetings, Trustees have continued to consider options for the development and work of the Society. However, the unprecedented circumstances caused by the pandemic meant that Trustees had no option but to close the Centre following their meeting on 17<sup>th</sup> March 2020 in line with Government guidelines. All activities, including community use of the Centre, ceased on that date. Links with other organisations also became difficult and have largely stopped.

Guided by Ruth Hawkes, who takes the art class at the Centre, we were able to produce an art pack with a range of materials and ideas for our beneficiaries to use during lockdown. The pack proved to be popular and sixty packs were distributed free of charge.

Prior to the lockdown, the development of activities for adults with learning disabilities had been progressing well, as outlined in last year's report. It is hoped that, when the crisis is over, most of what took place at the Centre will be able to resume.

**NORTHALLERTON AND THE DALES MENCAP SOCIETY**  
**(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY)**

**TRUSTEES' REPORT FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2020 (CONTINUED)**

**Risk Management**

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

**Review of Developments and Achievement**

Following a detailed risk assessment, guidance and induction, the Centre was able to open again from the 8<sup>th</sup> September for an art class on Tuesdays and a further education class on Wednesdays – with appropriate social distancing, hygiene and other covid-19 secure measures in place. Other activities have not been possible although the use of the small office for clinics is being considered.

Throughout the lockdown contact with Trustees was maintained and in place of the usual AGM, members and supporters were contacted to inform them of the decisions taken by Trustees in the light of the pandemic. The circular proposed that membership would be carried over for another year and that the Trustees appointed would continue in their role until the next AGM, hopefully in 2021. This information was also placed on the Society's website. As there were no comments or questions in response to the decisions taken by Trustees, it was assumed that the proposals were accepted. It was also agreed that F E Metcalfe and Co Limited would continue as our accountants. Members were also informed about the resignation of Lord Hague.

The Northallerton and the Dales Mencap Society Facebook page and Twitter account have remained active and the Society's website has been kept up to date from the Mencap Office. Purple Creative continue to host the website and offer support and advice.

Our links with the North Yorkshire Learning Disability Board, maintained by Mrs Lear in her role as the Mencap representative, have stopped as the NYLDPB has not been able to meet. The Community Safety Task Group, which reports to the Partnership Board and which Mrs Lear chairs, has produced a 'Keep Safe from Scams' easy read guide that is now available in hard copy and on our website. Other activities are on hold.

Work in relation to Mencap's 'Treat Me Well' Campaign is on-going, despite the pandemic, and the 'Northallerton Treat Me Well Group', although not able to meet, remains keen to lobby for a learning disability nurse to work in the hospitals that serve Hambleton and Richmondshire.

Mencap's 'Round the World Challenge' that encourages people with learning disabilities to engage in more physical activities and sport is on-going. The Society, in partnership with Hambleton District Council through their disability sports co-ordinator Joe McKechnie, is continuing to promote this scheme even though monitoring is more difficult under present circumstances.

The Northallerton and the Dales Mencap Society has always been generously supported financially by a range of trusts and individuals. This support is greatly appreciated and has meant that, despite the financial implications of the pandemic, the Society remains very secure financially and is well placed to continue its support of people with learning disabilities, their families and carers, well into the future.

**Going Concern**

As outlined above, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

**NORTHALLERTON AND THE DALES MENCAP SOCIETY**  
**(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY)**

**TRUSTEES' REPORT FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2020 (CONTINUED)**

**Community Benefit**

In looking at the overall aims and objectives of the Society, Trustees have had due regard to the guidance published by the Charity Commission in relation to public benefit. The Goosecroft Centre is a valuable community resource, as outlined in previous reports, and Trustees are confident that this will continue as soon as the restrictions imposed by the pandemic are lifted.

**Financial Review and Reserves**

The General Fund shows that the income from lettings and activities has reduced, an inevitable consequence of the forced closure of the Centre, due to the pandemic. Total costs in the year for the Centre have reduced correspondingly, although the Development Manager remained in office throughout to continue the work of the Centre, within lockdown rules, to maintain a point of contact and to prepare the Centre for reopening with covid secure measures in place.

During the year, the Society has benefited from an exceptional legacy of £260,000.

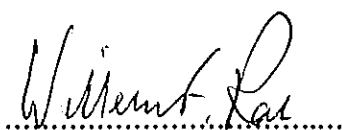
The overall surplus for the year of £241,295 is added to the significant general reserves available from past fundraising to fund the future activities of the Society.

There has been no movement on the Community Safety Task Fund, the only Restricted Fund at the beginning and end of the year.

As at 30<sup>th</sup> September 2020, the cash reserves were £461,214 on the General Fund and a further £2,752 on the Restricted Funds.

**Approval**

This Report was approved by the Trustees on 12<sup>th</sup> April 2021 and signed on their behalf.

A handwritten signature in black ink, appearing to read 'W F Rab', is written over a dotted line.

**W F Rab - Chairperson**

**On behalf of the Committee of Northallerton and The Dales Mencap Society**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
NORTHALLERTON AND THE DALES MENCAP SOCIETY  
(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY) – CHARITY NUMBER 224222  
ON THE ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2020**

I report to the trustees on my examination of the Accounts of the above Charity ("The Trust") for the year ended 30th September 2020.

**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 2011 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 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 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.



**J L CRABTREE B.Sc. F.C.A.**  
**CHARTERED ACCOUNTANT**

**C/O F E METCALFE & CO LIMITED**  
**CHARTERED ACCOUNTANTS**  
**4 OLD MARKET PLACE**  
**RIPON**  
**NORTH YORKSHIRE**  
**HG4 1EQ**

**Dated 12<sup>th</sup> April 2021**

**NORTHALLERTON AND THE DALES MENCAP SOCIETY**  
**(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY)**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

	<u>Note</u>	<u>General</u> <u>Account</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>2020</u> <u>Total</u> <u>£</u>	<u>2019</u> <u>Total</u> <u>£</u>
<b><u>Incoming Resources</u></b>					
Donations, Legacies and Gift Aid		267,534		267,534	3,930
Grants		-		-	1,500
Members' Subscriptions		-		-	212
Income from Letting		7,429		7,429	14,851
Income from Activities		8,717		8,717	11,662
Fundraising Events		959		959	1,690
Interest - Bank		75		75	16
- Building Society		523		523	529
Scarborough Outing		-		-	475
Contribution to overheads		-	-	-	100
<b>Total Income</b>		<b>£ 285,237</b>	<b>£ -</b>	<b>£ 285,237</b>	<b>£ 34,964</b>
<b><u>Direct Charitable Expenditure</u></b>					
Printing, Postage and Stationery		721		721	1,096
Activities and Classes		8,470		8,470	8,554
Expenses For Mencap Centre	(1)	5,394		5,394	9,540
Photography and Calendars Project		-		-	2,712
Royal Mencap Event		-		-	420
Scarborough Outing		-		-	860
Sundries		34		34	88
Donation		-		-	22
<b>Total Direct Charitable Expenditure</b>		<b>£ 14,619</b>	<b>£ -</b>	<b>£ 14,619</b>	<b>£ 23,292</b>
<b><u>Support Costs</u></b>					
Development Manager		15,438		15,438	15,950
Telephone		467		467	435
Computer Costs		364		364	66
Website Costs		134		134	516
Fees and Subscriptions		149		149	209
Travel and Subsistence		68		68	185
Sundries		90		90	231
Depreciation		9,613		9,613	-
Community Safety Event Costs and Leaflets		-		-	163
		<b>£ 26,324</b>	<b>£ -</b>	<b>£ 26,324</b>	<b>£ 17,755</b>
<b><u>Governance Costs</u></b>					
Accountancy		3,000		3,000	2,280
<b>Total Other Expenditure</b>		<b>£ 3,000</b>	<b>£ -</b>	<b>£ 3,000</b>	<b>£ 2,280</b>
<b>Total Expenditure</b>		<b>£ 43,942</b>	<b>£ -</b>	<b>£ 43,942</b>	<b>£ 43,327</b>
<b>Net (Deficit)/Surplus For Year On Income</b>		<b>£ 241,295</b>	<b>£ -</b>	<b>£ 241,295</b>	<b>£ (8,363)</b>
<b>Total Funds Brought Forward</b>					
- Cash Funds		690,346	2,752	693,098	221,378
<b>Adjustment on Transition from Cash to Accruals Accounting: -</b>					
- Opening Debtors and Creditors					(1,669)
- Fixed Assets					481,752
<b>Adjusted Funds Brought Forward</b>					<b>701,461</b>
<b>Total Funds Carried Forward</b>		<b>£ 931,641</b>	<b>£ 2,752</b>	<b>£ 934,393</b>	<b>£ 693,098</b>

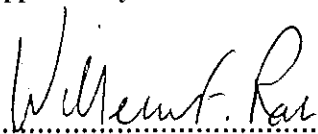


**NORTHALLERTON AND THE DALES MENCAP SOCIETY**  
**(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY)**

**BALANCE SHEET AS AT 30TH SEPTEMBER 2020**

		<u>2020</u>		<u>2019</u>	
	<u>Notes</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b><u>Fixed Assets</u></b>					
Tangible Fixed Assets	(5)		474,851		483,797
<b><u>Current Assets</u></b>					
Other Debtors		20		680	
Prepayments and Accrued Income		1,362		-	
Cash at Bank and in Hand		73,485		3,764	
Cash at Building Society		387,729		207,206	
		<u>462,596</u>		<u>211,650</u>	
<b><u>Current Liabilities</u></b>					
Trade Creditors		-		-	
Accruals		3,054		2,349	
Receipts in Advance		-		-	
		<u>3,054</u>		<u>2,349</u>	
Net Current Assets			459,542		209,301
<b>Total Assets Less Current Liabilities</b>			<u><u>£ 934,393</u></u>		<u><u>£ 693,098</u></u>
<b><u>Capital</u></b>					
<b>Unrestricted Funds :-</b>					
General Fund					
- Cash at Bank		458,462		208,218	
- Fixed Assets		474,851		483,797	
- Net Debtors/(Creditors)		<u>(1,672)</u>		<u>(1,669)</u>	
Total General Fund			931,641		690,346
<b>Restricted Funds :</b>					
Cash at Bank					
- Community Safety			2,752		2,752
			<u><u>£ 934,393</u></u>		<u><u>£ 693,098</u></u>

Approved by the Trustees on 12th April 2021 and signed on their behalf

  
 .....  
 W F Rab

Chairperson

The Notes on Pages 8 to 11 form part of these Accounts.

**NORTHALLERTON AND THE DALES MENCAP SOCIETY**  
**(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY)**

**SCHEDULE OF ACCOUNTING POLICIES**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

**Basis of Preparation of Accounts**

The financial statements of the Charity, which is a public benefit entity under FRS 102, have been prepared under the historical cost

The accounts 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 2015)'; and
- Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- the Charities Act 2011.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

- the requirements of Section 7 Statement of Cash Flows.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Voluntary income and donations are accounted for as received by the charity.

Grants are accounted for when released and specific terms and conditions have been adhered to.

The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs.

No permanent endowments have been received in the period.

Interest on funds on deposit is recognised as accrued.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Depreciation**

Tangible Fixed Assets for use by the charity are stated at cost less depreciation.

Depreciation is calculated to write off the cost or valuation of fixed assets, less their estimated residual values, over their expected useful lives on the following bases:

Freehold Property	Nil
Furniture, Fixtures and Fittings and Equipment	25% per annum reducing balance

Freehold Property is not depreciated as the Trustees consider such a charge would be immaterial due to the long useful economic life and high residual value.

**NORTHALLERTON AND THE DALES MENCAP SOCIETY**  
**(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY)**

**SCHEDULE OF ACCOUNTING POLICIES (CONTINUED)**  
**FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

**Taxation**

The Charity is exempt from tax on its Charitable Activities.

Value Added Tax is not recoverable by the Charity and as such is included in the relevant costs in the Statement of Financial 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.

**NORTHALLERTON AND THE DALES MENCAP SOCIETY**  
**(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

	<b><u>2020</u></b>	<b><u>2019</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
<b>1. <u>Expenses For Mencap Centre</u></b>		
Cleaning	913	912
Electricity and Gas	1,834	2,551
Water Rates	491	387
Rates	330	584
Waste Collection	112	218
Insurance	656	1,278
Repairs and Renewals	700	1,471
Garden and Property Maintenance	200	1,984
Television Licence	158	155
	<b><u>£ 5,394</u></b>	<b><u>£ 9,540</u></b>

**2. Trustees Remuneration and Benefits**

None of the Trustees have been paid any remuneration or received any other benefits nor reimbursement of expenses for the year ended 30th September 2020 and the year ended 30th September 2019.

**3. Staff Costs**

There was one employee during the year (2019: one).

No employee received emoluments in excess of £60,000.

**4. Fees For Examination of the Accounts**

	<b><u>2020</u></b>	<b><u>2019</u></b>
Independent Examiners Fee	<b><u>£ 3,000</u></b>	<b><u>£ 1,900</u></b>

**NORTHALLERTON AND THE DALES MENCAP SOCIETY**  
**(AFFILIATED TO ROYAL MENCAP NATIONAL SOCIETY)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH SEPTEMBER 2020 (CONTINUED)**

5. <u>Schedule of Fixed Assets</u>	<u>Date</u>	<u>Balance</u>	<u>Additions</u>	<u>Sales</u>	<u>Depreciation</u>	<u>Balance</u>
		<u>01.10.19</u>				<u>30.09.20</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b><u>Freehold Property</u></b>					(Nil)	
(Historical Cost)						
Mencap Centre						
46 High Street, Northallerton	As at 01/10/16	45,785				45,785
Garages adjoining Centre	As at 01/10/16	6,299				6,299
New Mencap Centre Extension and Associated Works	2014 - 2018	393,927				393,927
		446,011	-	-	-	446,011
<b><u>Furniture, Fixtures, Fittings and Equipment</u></b>					(25% RB)	
<b><u>IT and Office Equipment</u></b>						
Computer	As at 01/10/16	240			60	180
Laptop (Transferred from HARASP Fund)	As at 01/10/16	260			65	195
Shredder	2016/17	184			46	138
TV, Sound Bar and Aerial	2016/17	2,681			670	2,011
Photocopier	2016/17	1,200			300	900
I pads	2017/18	957			239	718
Video projector	2017/18	115			29	86
Computer	2019/20		232		58	174
<b><u>Kitchen Equipment</u></b>						
Kenwood Pro Kitchen machine	As at 01/10/16	44			11	33
Fridge Freezer	2016/17	360			90	270
Microwave	2016/17	120			30	90
Towel Dispenser	2016/17	170			43	128
<b><u>Security</u></b>						
CCTV additional work	2016/17	360			90	270
Side Gate, Fence and Fencing	2016/17	1,118			280	839
<b><u>Care Equipment</u></b>						
Ceiling track hoist	2016/17	3,515			879	2,636
Nursing bench	2016/17	4,448			1,112	3,336
Height adjustable basin	2016/17	2,905			726	2,179
Gerberit aquaclean	2016/17	3,490			873	2,618
Wall mounted privacy screen	2016/17	1,321			330	991
Inco macerator	2016/17	5,165			1,291	3,874
Hygiene roll dispenser	2016/17	105			26	79
Support rail	2016/17	295			74	221
<b><u>Sensory and PA Equipment</u></b>						
Mathmos Space Projector	2018/19	129			32	97
Portable PA	2018/19	187			47	140
Star Sky Projector Lamp	2018/19	50			12	37
Mathmos Space Projector effect pack	2018/19	89			22	67
Lava Lamp	2018/19	60			15	45
<b><u>Fixtures, Fittings and Furnishings</u></b>						
Chairs and Folding Tables	2016/17	5,369			1,342	4,027
Shelving	2016/17	416			104	312
Blinds	2016/17	900			225	675
4 Club Canteen Chairs	2018/19	883			221	662
6 Reception Chairs	2018/19	650			163	488
6 Chairs	2019/20		435		109	326
		37,786	667	-	9,613	28,840
		483,797	667	-	9,613	474,851