



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1st April 2020** To **31st March 2021**

Charity name: **Trafford Mencap**

Charity registration number: **226413**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The relief of people with a learning disability in particular by the provision of help and support for them and for their families, dependents and carers. 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. Learning disability means any developmental disability of the mind and any associated condition howsoever caused and whether mild, moderate or severe.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision and maintenance of facilities for the social welfare of people with a learning disability.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Society's Trustees had due regard to the Charity Commission's public guidance when exercising any powers or duties to which guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/a
	Para 1.38	

Policy on social investment including program related investment		N/a
Contribution made by volunteers	Para 1.38	Approx 2hrs / week x 3 people x 48 weeks = 288 hrs of voluntary contribution toward the administration of the society and the care of buildings and grounds.
Other		N/a

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The coronavirus has impacted disproportionately on the lives of learning disabled people. By continuing to operate our facilities and providing services with our major partner (Stockdales), we have been able to continue to provide meaningful social activity and to provide respite for families and carers in our area when other services have been closed or suspended. We have continued to provide a specialist building and facilities fit for purpose.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Society continues to cover its operational costs and within policy.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is the policy of the Society to maintain unrestricted funds, which are the free reserves of the Society, at a level which equates to five or six months of expenditure on unrestricted items. This allows the Society to fund a shortfall in income over expenditure in late payment of fee invoices and to initially fund in the short term new projects. The Society Trustees continue to strive to maintain this ideal level of reserves.
Amount of reserves held	Para 1.22	See above
Reasons for holding zero reserves	Para 1.22	N/a
Details of fund materially in deficit	Para 1.24	N/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Building room hire income from principal partner.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/a
A description of the principal risks facing the charity	Para 1.46	Income streams from external room hire/street collections and other room hire severely curtailed. Single source of income poses risk however this is assessed as low.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The honorary officers, (Chair, one or more Vice Chair, a Treasurer and Secretary and other such officers as the Society may decide) and up to 9 trustees are appointed to the Executive Committee by the Annual General Meeting of the Society and serve for a period of three years after which they may be re-elected for a further period. The Executive Committee may also co-opt up to a maximum of 4 members.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Under review.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	National Mencap Network.
Relationship with any related parties	Para 1.51	Formal written agreement with major operational partner (Stockdales)
Other		

Reference and Administrative details

Charity name	Trafford Mencap
Other name the charity uses	
Registered charity number	226413
Charity's principal address	The Rowans, 100 Navigation Road, Altrincham, Cheshire WA14 1LL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs S Godden	President		AGM
2	Mr E Lord	Chairman		AGM
3	Mrs D Crichton			AGM
4	Mrs H Bottomley	Treasurer		AGM
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17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

None

Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>C H Bottomley</i>	
Full name(s)	Mrs H Bottomley	
Position (eg Secretary, Chair, etc)	Treasurer	

Date *23 / 1 / 2022*



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trafford Mencap

226413

Receipts and payments accounts

CC16a

For the period
from

01/04/2020

To

31/03/2021

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	57,664	-	-	57,664	2,262
Fundraising	-	-	-	-	21,143
Parking	240	-	-	240	560
Workshops and Room Hire	48,750	-	-	48,750	48,459
Miscellaneous	500	-	-	500	267
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	107,154	-	-	107,154	72,690
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	107,154	-	-	107,154	72,690
A3 Payments					
Charitable Activities	32,099	-	-	32,099	56,599
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	32,099	-	-	32,099	56,599
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	32,099	-	-	32,099	56,599
Net of receipts/(payments)	75,054	-	-	75,054	16,091
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	121,284	11,500	-	132,784	116,693
Cash funds this year end	196,339	11,500	-	207,839	132,784

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Balance at Bank	196,371	11,500	-
		-	-	-
	Petty Cash	32	-	-
	Total cash funds	196,339	11,500	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Leasehold Land and Property	Unrestricted	-	233,420
	Fixtures Fittings and Equipment	Unrestricted	-	16,800
	Leasehold Land and Property	Restricted	-	13,269
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

CH Bottomley

CH Bottomley

23/1/22



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Trafford Mencap

On accounts for the year
ended

31st March 2021

Charity no
(if any)

226413

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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").

Independent
examiner's statement

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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) 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 do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

M T Mullin

Date:

29th November 2021

Name:

Martin Thomas Mullin

Relevant professional
qualification(s) or body
(if any):

Address:

3 Renshaw Street

Altrincham

Cheshire WA14 1JP