



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	01	10		30	09	2021

Section A Reference and administration details

Charity name

West Dorset Mencap

Other names charity is known by

Registered charity number (if any)

243100

Charity's principal address

16 Bramley Hill

Bridport

Dorset

Postcode

DT6 3DP

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	Sue Hallett			
2	Linda Simpson	Chairman		
3	Paul Coaker		01/10/20 to 24/09/21	
4	Simon Hosking	Non Exec		
5				
6				
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15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Approved constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	By vote at AGM or co-opted

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote the care, treatment and education of mentally handicapped children and adults to secure their needs.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During year charity continued to work within the local community to further their objectives and to enable children and adults with learning difficulties and mental health handicaps. Our charity shop has had a tough year although this has been helped by government grants and the furlough scheme. We took the decision to sell our caravan in 2021 and now offer holidays through a grant scheme. Other help given includes a service we pay for through the local CAB and this has helped large numbers receive the help needed and any benefits they are due but not claiming. We own two properties that help give clients independent living within the local community.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The charity continued to meet its objectives during year despite a tough time with Covid pandemic, but maintained its objectives through grant giving, education in our charity shop and independent living within our Owned properties, holiday grants for clients and carers and the high maintenance of our assets.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves held to maintain charity objectives and day to day expenditure and overheads. Any excess funds held over for future grant applications and money set a side for annual holiday fund.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Principal source of charity income is our charity shop and rental income from our owned properties.
We have no ethical investment policy.
No significant fundraising at moment due to high cash reserves which is reviewed annually.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s) *Sue Hallett*

Full name(s) Sue Hallett

Position (eg Secretary, Chair, etc) Trustee

Date 04/07/2022

WEST DORSET MENCAP
RECEIPTS AND PAYMENTS YEAR TO 30 SEPTEMBER 2021

	£	2021 £	£	2020 £
<u>RECEIPTS</u>				
Donations, subscriptions etc	2136		4423	
Interest	3		99	
Shop takings	31488		40612	
Rents received	37942		36484	
Caravan lettings	-		555	
Sundry income and grants	30993		19025	
Gateway surplus	333	102895	401	101599

PAYMENTS

Telephone	642		878	
Funding assistance	11475		23370	
Postage and printing	262		268	
Repairs and maintenance - shop	2478		3957	
Sundry expenses	658		1774	
Property utilities	7872		9533	
Wages and pension costs etc	38911		42933	
Property repairs	18260		6169	
Caravan site fees and expenses	1433		6826	
Shop general overheads	2538		2772	
Gateway loss	-		-	
Mencap affiliation fees	485		706	
Heating and lighting - shop	3072		3068	
Shop rent	9858	97944	9858	112112
Excess of payments over receipts		-		10513
Excess of receipts over payments		4951		-

WEST DORSET MENCAP
STATEMENT OF ASSETS AND LIABILITIES AS AT 30 SEPTEMBER 2021

	Notes	£	2021 £	£	2020 £
<u>FIXED ASSETS</u>					
Freehold property at cost					
3 New Zealand Terrace			220000		220000
2 Bullens Mead			300000		300000
Caravan	2		-		29386
<u>CURRENT ASSETS</u>					
Cash at bank and building society	1	94915		76964	
Cash in hand		140	95055	140	77104
Total assets			615055		626490
<u>REPRESENTED BY:</u>					
Accumulated fund	3		615055		626490

NOTES TO THE ACCOUNTS - YEAR TO 30 SEPTEMBER 2021

	2021	2020
	£	£
<u>1. CASH AT BANK AND DEPOSITS</u>		
Capital deposit account	486	486
Gateway account and cash	1673	1340
General current account	33300	23961
Shop current account	33406	23742
Caravan site fees account	-	1236
Shop floats and takings in hand	200	352
Property current account	1570	1570
COIF deposit	24280	24277
	<u>94915</u>	<u>76964</u>

	2021	
	£	
<u>2. CARAVAN AT COST</u>		
Brought forward - at cost		<u>41980</u>
		41980
Accumulated depreciation brought forward	12594	
Disposal	<u>29386</u>	<u>41980</u>
		-

	2021	2020
	£	£
<u>3. ACCUMULATED FUND</u>		
Balance brought forward	626490	641201
Excess of receipts over payments	4951	-
Excess of payments over receipts	-	-10513
Loss/depreciation on sale of caravan	<u>-16386</u>	<u>-4198</u>
	<u>615055</u>	<u>626490</u>



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
West Dorset Mencap

On accounts for the year
ended

30 September 2021

Charity no
(if any)

243100

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 September 2021.

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 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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

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

Signed: *SJH Accountancy Services*

Date: 15/02/2022

Name: SJH Accountancy Services

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

None

Address: Unit 1 Magdalen Works Magdalen Lane Bridport DT6 5AA

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

No matters of concern were found.
