



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	10	2022		30	09	2023

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	Simon Hosking			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
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)

As in previous years the charity has done a lot of work in West Dorset to promote their objects and to give help and guidance to children and adults with learning and mental health needs. Our main source of income the local charity shop continues to do well despite the continued effects of covid and the standard of living crises, which continue to disrupt our takings.

We continue to use and contribute towards the cost of a service at the local CAB offices to help give guidance and help to children and adults with their financial and other needs.

We continue to own and provide independent living to 5 adults in our two owned properties.

We have also continued to support financially with a local Gateway club and started up an addition club to give an outlet with approx 40-50 attending weekly or fortnightly.

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

To provide independent living for 5 adults in our two owned properties. Provide financial help through taxis, hall hire and grants for two clubs – Gateway and All Sorts Club giving an outlet for many following withdrawal of similar clubs during 2023.

We have a local charity shop in West Dorset (Bridport) which continues to provide the charity with an income to pass on to achieve our objectives. Unfortunately in 2023 we had to replace the shop roof as we have a full repairing lease at a cost to the charity of £15,000 – this had an effect on our grant making in 2023 but hopefully we will increase funds in current year.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves maintained at levels to ensure our properties are kept up to date and we can cover the charity day to day costs. Grant making is scrutinised and applied for with strict rules to comply with our constitution and our objectives, plus individual consideration given to amounts requested and if the charity feels it is good use of our depleting funds.

Details of any funds materially in deficit

None/ not applicable

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 funds is our charity shop and the rental income from out two owned properties.
We have no ethical investment policy.
No fundraising undertaken in year 2023 due to high reserves although this may change in 2024 to increase our reserves.

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

21/06/2024

WEST DORSET MENCAP
RECEIPTS AND PAYMENTS YEAR TO 30 SEPTEMBER 2023

	2023		2022	
	£	£	£	£
RECEIPTS				
Donations etc	3206		2341	
Interest	1094		121	
Shop takings	78400		64132	
Rents received	38264		38264	
Sundry income and grants	120		625	
Gateway surplus	23	121107	1106	106589

PAYMENTS

Telephone	668		655	
Funding assistance	21711		11191	
Postage and printing	599		347	
Repairs and maintenance - shop	21994		4509	
Sundry expenses	1686		1471	
Property utilities	14596		10790	
Wages and pension costs etc	54103		49491	
Property repairs	5850		8972	
Bank charges	917		19	
Shop general overheads	4187		3380	
Mencap affiliation fees	838		981	
Heating and lighting - shop	1527		2448	
Shop rent	9858	138534	9858	104112

Excess of payments over receipts		17427		-
Excess of receipts over payments		-		2477

WEST DORSET MENCAP
STATEMENT OF ASSETS AND LIABILITIES AS AT 30 SEPTEMBER 2023

	Notes	2023		2022	
		£	£	£	£
FIXED ASSETS					
Freehold property at cost					
3 New Zealand Terrace			220000		220000
2 Bullens Mead			300000		300000
CURRENT ASSETS					
Cash at bank and building society	1	80045		97472	
Cash in hand		60	80105	60	97532
Total assets			600105		617532
REPRESENTED BY:					
Accumulated fund	2		600105		617532

NOTES TO THE ACCOUNTS - YEAR TO 30 SEPTEMBER 2023

	2023	2022
	£	£
1. CASH AT BANK AND DEPOSITS		
Capital deposit account	20716	30498
Gateway account and cash	2802	2779
General current account	7873	5919
Shop current account	21444	32017
Shop floats	300	300
Property current account	1644	1570
COIF deposit	25266	24389
	80045	97472

	2023	2022
	£	£
3. ACCUMULATED FUND		
Balance brought forward	617532	615055
Excess of receipts over payments	-	2477
Excess of payments over receipts	-17427	-
	600105	617532



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 2023

Charity no
(if any)

243100

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 30/09/2023.

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 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 (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: *SJH Accountancy Services*

Date: 21/06/2024

Name: SJH Accountancy Services

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

Address: Unit 1 Magdalen Works

Magdalen Lane Bridport

Dorset DT6 5AA

Only complete if the examiner needs to highlight 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.