



Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	10	2023	To	30	09	2024

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)

--

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.

--

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.

We continued 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. Due to lack of use no longer active.

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

We have also continued to support financially a local Gateway club and an additional club to give an outlet with approx 40-50 attending weekly of 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. In addition we are trying to encourage grant applications for holiday grants to also include an outlet for the carers to attend as well as the disabled.

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 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 2024 due to high reserves nor in current year due to legacy received.

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

24/06/2025

WEST DORSET MENCAP
RECEIPTS AND PAYMENTS YEAR TO 30 SEPTEMBER 2024

	2024		2023	
	£	£	£	£
<u>RECEIPTS</u>				
Donations etc	3410		3206	
Interest	1481		1094	
Shop takings	80401		78400	
Rents received	38784		38264	
Sundry income	110		120	
Gateway surplus	423	124609	23	121107

<u>PAYMENTS</u>				
Telephone	808		668	
Funding assistance	24425		21711	
Postage and printing	421		599	
Repairs and maintenance - shop	7148		21994	
Sundry expenses	2655		1686	
Property utilities	12470		14596	
Wages and pension costs etc	58152		54103	
Property repairs	5859		5850	
Bank charges	1344		917	
Shop general overheads	3402		4187	
Mencap affiliation fees	604		838	
Heating and lighting - shop	1677		1527	
Shop rent	9858	128823	9858	138534

Excess of payments over receipts		4214		17427
----------------------------------	--	------	--	-------

Excess of receipts over payments		-		-
----------------------------------	--	---	--	---

WEST DORSET MENCAP
STATEMENT OF ASSETS AND LIABILITIES AS AT 30 SEPTEMBER 2024

	Notes	2024		2023	
		£	£	£	£
<u>FIXED ASSETS</u>					
Freehold property at cost					
3 New Zealand Terrace			220000		220000
2 Bullens Mead			300000		300000

CURRENT ASSETS

Cash at bank and building society	1	75831		80045	
Cash in hand		60	75891	60	80105
Total assets			595891		600105

REPRESENTED BY:

Accumulated fund	2		595891		600105
------------------	---	--	--------	--	--------

NOTES TO THE ACCOUNTS - YEAR TO 30 SEPTEMBER 2024

	2024	2023
	£	£
<u>1. CASH AT BANK AND DEPOSITS</u>		
Capital deposit account	10877	20716
Gateway account and cash	3224	2802
General current account	7097	7873
Shop current account	25406	21444
Shop floats	300	300
Property current account	2341	1644
COIF deposit	26586	25266
	75831	80045

<u>3. ACCUMULATED FUND</u>	2024	2023
	£	£
Balance brought forward	600105	617532
Excess of receipts over payments	-	-
Excess of payments over receipts	-4214	-17427
	595891	600105



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 2024

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 DD / MM / YYYY.

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:

Date:

24/06/2025

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.