



# The Trustees present their Annual Report and Financial Statements for the year ended 31 March 2022

**Our vision** is for people with a learning disability living in Hertsmere to be valued equally, listened to and included.

**Our mission** is to improve the quality of life for people in Hertsmere with a learning disability and their families by:

- Providing confidential advice and practical support on issues ranging from welfare and housing to friendships and wellbeing
- Offering stimulating daily activities to help improve confidence, learn new skills and make friends
- Reaching out and supporting people who feel isolated and reluctant to ask for help

## **Our values**

- We are Inclusive. People with a learning disability are at the heart of everything we do
- We are Trustworthy. When we promise something, we don't let people down
- We are Caring. We treat everyone with respect and kindness.
- We are Positive. We encourage everyone to take the best from life and all that it offers.

The Trustees are aware of their duty under s.17 of the Charities Act 2011 to have due regard to the Public Benefit Guidance published by the Charity Commission. As such, the Trustees ensure that the activities of the charity are for the public benefit.

This report consists of an overview of what was happening over the last financial year. If you see something that you are particularly interested in and would like to find out more, then please let us know and we will be happy to share further details with you.

The August 2021 edition of our monthly Newsletter was dedicated to Teresa Gray, who very sadly passed away early in that month. She is sorely missed by us all - to this date.

## Activities

- started end April '21, we were still in lockdown
- Arts & Crafts sessions, a Dance Aerobics class and the Coffee Morning
- Jubilee Club
- Restricted numbers due to regulations
- All at Fairway Hall
- Healthy Eating ran October to March
- Holiday Club Easter and Summer scheme at St Teresa's School
- Awards to Jason Gunn, Norbert Walters, Gavin Kennedy and Nicola Cryer
- Volunteers vital to running organisation

Our activities, when we started the year in April 2021, we were still in lockdown but everyone was delighted that we could restart them at the end of April 2021.

## ARTS AND CRAFTS – RESTARTED APRIL 2021



They could now all be held at **Fairway Hall** - the elegant Elstree & Borehamwood Town Council building - which was important, giving us the continuity of holding all our activities at that time in one venue and, with many thanks to the staff at Fairway Hall, access to a small room to store most of our daily equipment.

Needless to say, there were still **restrictions** in place around PPE and we were requested by the hall to restrict the number of attendees to a maximum of 6 including staff and volunteers. This was an example of how difficult it was for everyone to manoeuvre amongst the conflicting regulations in the pandemic. Clearly that wouldn't work for us and it was agreed we would not be in breach of regulations relating to learning disabled adults to start with 15 people. Of course, people were seated and all those that were able to wore masks. Yet

members were delighted to be back, no longer in isolation, struggling with Zoom.

Day Activities - **Arts & Crafts, Coffee Morning and Dance Aerobics** - and the Jubilee Club were able to continue almost without interruption throughout the year, giving everyone the sense of getting back to normality.

Jubilee Club



Coffee Morning



Dance Aerobics



However, when the Omicron variant hit the UK, just a few days before our long-awaited Christmas Party, the Government advised “Only socialise when necessary” and we had to postpone it – it was eventually held in April '22.



In October 2021, we started our weekly **Healthy Eating** workshop. It ran till the end of March 2022 and included making vegetable soup, sour dough bread, falafel with a side of tziziki, healthy sausage rolls, muffins and much, much more. At the end of the sessions, they served themselves with what they'd been cooking that morning. It was a great success.





In the last few months of the year to 31 March 2022, we had an average of **70** unique attendees each month.

The first face-to-face Hertsmere Learning Disability **Forum** post lockdown took place 13 October with the topic “How to Budget and Manage your Money” and Forums have been repeated every quarter since then.



### Playscheme (to be known from now as the Holiday Club)

Despite all the Covid restrictions, the children’s **Holiday Club** ran both at Easter 2021 and in the summer and both were very successful, with new children in each scheme and very dedicated staff and volunteers. They also had a fun day at the Meadow Park fair with around 40 children and their families enjoying free rides.



## Awards

The Elisabeth Spector Award for Volunteering was presented - at our belated Xmas Party in April '22 - to Norbert Walter who had put an enormous amount of work and effort into running the IT training, both face-to-face and then online.



The Roy Pursey Award for a member's contribution to the Society was presented at the same event to Jason Gunn for his cheerful disposition, genuine interest in everyone at Hertsmere Mencap and his kindness.

Were very pleased to nominate two of our members for the Annual Rumble Awards in May 2021, organized by Pioneer Approaches. The Brave Heart Award was presented to Gavin Kennedy and Nicola Cryer was awarded the Good Spirit Award.



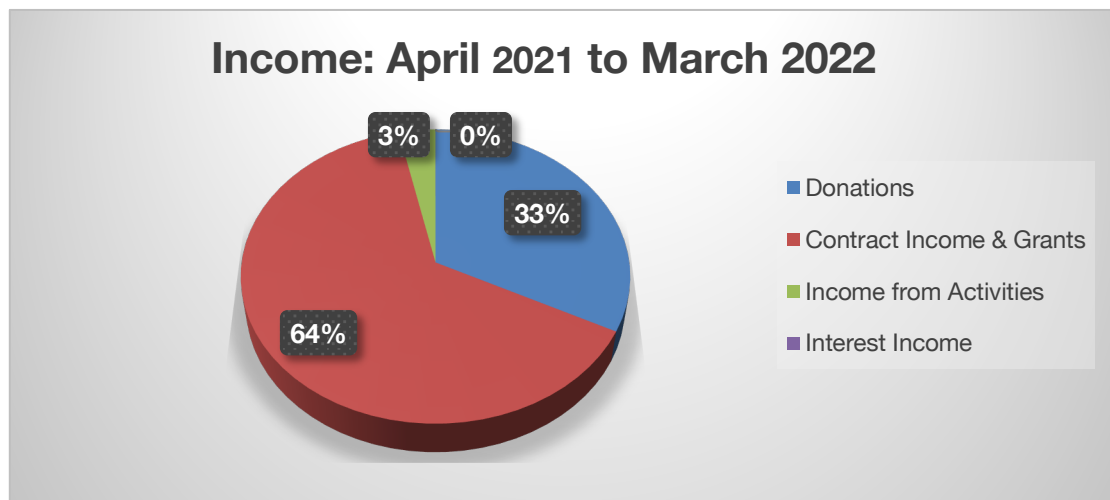
## Volunteers

We were again extremely fortunate to recruit a number of new volunteers to work with our members at the Activities. The Friendship Phone Call continued in some cases and we Society is most grateful to all our volunteers for their time, friendship and commitment. We had, by the end of last financial year, a regular cohort of 30 volunteers. These included minibus drivers, bookkeeping, administration and committee members.

## Financial Review

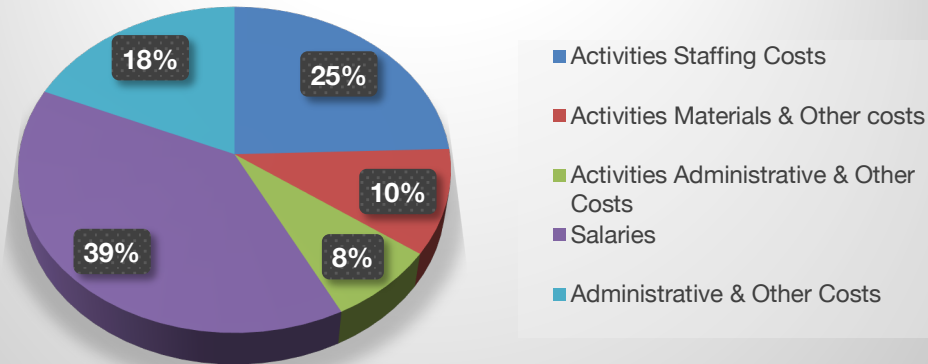
The Trustees believe the charity is operating on a sound financial basis. It had an income in the financial year of £179,955, which was an increase over the previous year of 93%. Expenditure was £118,336, an increase of 35%. The Trustees therefore report a surplus for the year of £61,619, against a surplus of £5,678 in the previous year.

## Fundraising and Grant Income





## Overall Expenditure: April 2021 to March 2022



**The Golf Day**, our major annual fundraising event, could not take place in September 2020 and we were delighted it could take place in September 2021 and was a resounding success, raising £45,620. We are very fortunate to have received one significant sponsorship for the Golf Day and we held a hugely successful auction, raising over £7,000, the prizes including a two-week villa stay in the Caribbean and a Safari in Kenya, both being donated by their respective owners.



**Lottery:** we were chosen, after a vetting procedure, to be one of a small number of charities to be beneficiaries of the new Hertsmere Community Lottery; buying the tickets through our page results in 50% of the ticket price being donated to us.

**Grants:** in addition, the following grants were received:

Postcode Place Trust: £19,850, which funded a contribution to our staff salaries, purchase of laptops and the cost of a website refresh.

Hertsmere Borough Council Community Grant: £39,931, which funded a contribution to our costs of providing Activities. The remaining unspent £16,032 at 31 March 2022 was spent in the first quarter of the 2022/23 financial year.



Hertfordshire Community Foundation Community Opportunities & Day Activities Grants Programme: £16,363 contribution to our costs of providing Activities. This was the first tranche of a two-year grant towards our costs running up to March 2024. These funds were spent in the 2022/23 financial year.

Hertfordshire County Council: £32,323 for the provision of Community Short Breaks to run our children's Holiday Club.

Restricted Funds the following grants were Restricted at 31 March 2022:

1. Hertfordshire Community Foundation, Community Opportunities & Day Activities grant, £16,363
2. Hertfordshire Community Foundation Workforce Training grant , £2,800
3. Hertsmere Borough Council , Staff and Activity Costs grant, £16,032

## Reserves Policy

The reserves that we have set aside provide financial stability and the means for the development and continuation of our principal activities. We intend to maintain our reserves at a level which is at least equivalent to six months expenditure of our running costs and £85,000 towards a property development reserve.

## Trustees

The Trustees, who are also the directors for the purpose of company law and who served during the year and up to the date of signature of the financial statements are:

P Moser, Chair  
T Walton, Vice-Chair  
K Chandak, Treasurer  
E Grower  
S Moser

The Board of Trustees has the power to appoint and remove trustees on a majority basis, with the chairman P Moser having the deciding vote, where necessary.

None of the trustees has any beneficial interest in the organisation.

The charity is organised so that trustees meet regularly to manage its affairs and oversee other sub-committees, which deal with day-to-day issues.

Paul Moser  
Chairman





HERTSMERE MENCAP

No (if any)  
243871

# Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01-Apr-21

To

Period end date  
31-Mar-22

## 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 £
<b>A1 Receipts</b>					
Grants	34,718	78,944		113,662	74,640
Fund raising activities	5,918			5,918	1,617
Donations	4,951			4,951	17,107
Golf day	52,612			52,612	-
Interest on deposits	13			13	31
				-	-
<b>Sub total (Gross income for AR)</b>	<b>98,211</b>	<b>78,944</b>	<b>-</b>	<b>177,155</b>	<b>93,395</b>
<b>A2 Asset and investment sales</b>					
Other income - sale of old minibus	2,800	-	-	2,800	
	-	-	-	-	-
<b>Sub total</b>	<b>2,800</b>	<b>-</b>	<b>-</b>	<b>2,800</b>	<b>-</b>
<b>Total receipts</b>	<b>101,011</b>	<b>78,944</b>	<b>-</b>	<b>179,955</b>	<b>93,395</b>
<b>A3 Payments</b>					
Charitable activities & grant expenditure	50,403	7,255		57,658	42,942
Cost of activities	15,883	34,424		50,307	37,376
Management & administration	1,376	8,995		10,372	7,399
				-	
				-	
				-	
				-	
				-	
<b>Sub total</b>	<b>67,662</b>	<b>50,674</b>	<b>-</b>	<b>118,336</b>	<b>87,717</b>
<b>A4 Asset and investment purchases, (see table)</b>					
				-	
				-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>67,662</b>	<b>50,674</b>	<b>-</b>	<b>118,336</b>	<b>87,717</b>
<b>Net of receipts/(payments)</b>	<b>33,350</b>	<b>28,270</b>	<b>-</b>	<b>61,619</b>	<b>5,678</b>
<b>A5 Transfers between funds</b>				-	
<b>A6 Cash funds last year end</b>	<b>108,423</b>	<b>6,925</b>		<b>115,348</b>	<b>109,670</b>
<b>Cash funds this year end</b>	<b>141,773</b>	<b>35,195</b>	<b>-</b>	<b>176,967</b>	<b>115,348</b>

## 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	Cash at bank and in hand	167,572	35,195	
	Term deposit			
	Other debtors balance			
	<b>Total cash funds</b>	<b>167,572</b>	<b>35,195</b>	<b>-</b>

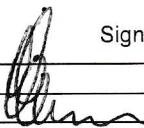
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Minibus	Unrestricted	-	4,316
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Deferred income - sponsorship in advance	Unrestricted	25,000	
	Other creditors	Unrestricted	5,115	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	PAUL MOSER	24/1/2023





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name **Hertsmere Mencap**

On accounts for the year  
ended

**31 March 2022**

Charity no  
(if any)

**243871**

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 **31/03/2022**.

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:

**R.N. Errington FCA**

Date:

**24/01/23**

Name:

**R.N. Errington FCA**

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

**ICAEW**

Address:

**22 Barnet Gate Lane  
Arkley Village  
EN5 2AB**