

Registered Charity
261236

Oxford and District Mencap
Report and Accounts
Year ended 31 December 2025

Chapman Robinson and Moore Limited
Accountants and Registered Auditors
30 Bankside Court
Stationfields
Kidlington
Oxon
OX5 1JE

Oxford and District Mencap

Report of the trustees for the year ended 31 December 2025

The trustees of the charitable association have pleasure presenting their annual report together with the financial statements for the period of 12 months ended 31 December 2025.

Reference and Administrative Details

Oxford and District Mencap was formed in June 1961 and operates under a constitution drawn up in April 1963. The Society is registered as a charity with the Charity Commissioners under Number 261236. The correspondence address is 24 Squitchey Lane, Oxford, OX2 7LD. The charity is controlled by its governing document, a deed of trust. The charity is an unincorporated association.

Trustees

The following persons served as Trustees during the period under review:-

Prof Michael Taylor - Chair
Mr Bruce Fairbairn - Secretary
Mr Eamonn McDonald - Treasurer
Mrs Julia Fairbairn
Mrs Krzysia Gossage
Mr Tom Honey

Independent Examiner

Jessica. E. Mason FCCA
Chapman Robinson and Moore Limited
30 Bankside Court
Stationfields
Kidlington
Oxon OX5 1JE

Oxford and District Mencap

Report of the trustees for the year ended 31 December 2025 (continued)

Structure, Governance and Management

The charity operates primarily from its correspondence address.

The overall responsibility for Oxford and District Mencap rests with the board of trustees. The selection of Trustees is designed to supplement the existing skills and expertise of the board and is governed by an informal skills assessment. Appointment of trustees is made in accordance with the society's constitution and the trustees are charged with the task of service delivery for the charity.

Trustees are selected from those who have volunteered with the charity, trained in their duties informally and inducted by their fellow committee members in the duties and responsibilities of a Trustee.

Oxford and District Mencap is affiliated to the Royal Mencap Society.

Public Benefit

The trustees review the charity's aims and objectives annually, referring to the guidance contained in the Charity Commission's 'general guidance on public benefit' and they have complied with their duties under the Charities Act 2011.

Objective and Activities

To work for the benefit of people with a learning disability and in particular to promote their care, treatment and education and to secure for them provision commensurate with their needs and to support their parents and other carers.

The Trustees are grateful to the organisations listed on page 13, for their support, mainly maintaining the grants made in the previous years.

Oxford and District Mencap

Report of the trustees for the year ended 31 December 2025 (continued)

Achievements and performance 2025

'Into the Woods' is a musical by Stephen Sondheim now being revived in London. It wonderfully tells the story of how some well known characters from English fairy tales, like Red Riding Hood, Jack and Cinderella, go into the woods to sort out their problems. The show has tears, hope and laughter.

As I ventured once or twice into Macaroni Woods in the Summer, I thought that Oxford and District Mencap could put on just as good a show as a big London theatre! And it wouldn't be just a fairy tale. 72 guests and 90 volunteers went into those woods for a holiday this year. No-one hid the problems and the tears that can come with them, but they were far outshone by the laughter, the friendships, the kindness and the warmth found deep among the trees along with the chickens and the peacocks. The woods are not easy to find but worth it when you get there.

And once you make it back home and back into the everyday world, all is not lost as the Tuesday night club in Headington opens its doors every week to welcome you.

None of this could happen without our guests, staff, volunteers, carers, funders and lots of events to raise the wind. A very big thank you all round.

But two people stand out in the story of this year as they have done for many years. They are Julia and Bruce Fairbairn who sadly for us retire in January 2026. Where to begin and where to end in saying thank you to them is difficult. Julia in so many administrative and practical ways has made sure those wonderful holidays in the woods have happened and been a such a success, whilst Bruce has worked hard on the not always exciting jobs of arranging meetings, writing up minutes, keeping an eye on what the trustees are up to – and need to be up to! – besides being at Julia's side as they have organised fund raising events like the magnificent dinner in November and the Christmas party for 120 in December. Many people leave a hole when we say good-bye, but Bruce and Julia will leave a very big hole indeed. We owe them an immense debt of gratitude and wish them well in the next part of their journey together with Tom and their family.

Our gratitude also goes to Eamonn McDonald as he retires, mainly for health reasons. For 8 years as Treasurer Eamonn has looked after our financial affairs which, even for a small charity, requires a fair amount of work including his careful book-keeping, budgeting and reporting to the trustees.

During the year the trustees have met on a regular basis, received financial reports and made sure budgets and policies were in place. Succession issues, including recruiting new trustees, a secretary and a treasurer, are high on the agenda, made easier by the willingness of a number of a younger generation of volunteers to step up.

Grateful for the past and to all who have supported us in so many different ways, not least by way of generous grants and donations, we look forward to the future.

Oxford and District Mencap

Report of the trustees for the year ended 31 December 2025 (continued)

Financial Review

During the year, the Charity received total income of £86,552 (2024 £61,624) and incurred total expenditure of £68,826 (2024 £60,192) creating a surplus of £17,726 for the period (2024 £1,432 surplus) as detailed in the attached accounts.

The fund balances totalling £103,252 (2024: £85,526) are required to finance the continuing activities of the Charity.

Reserves policy

The Trustees have set a reserves policy which requires reserves to be maintained at a level which ensures that twelve months of the organisation's core activity could continue during a period of unforeseen difficulty. A proportion of those reserves to be maintained in a readily realisable form. The calculation of the required level of reserves is an integral part of the organisation's planning, budget and forecast cycle. It takes into account the risks associated with each stream of income and expenditure, planned activity level and future commitments.

The Trustees believe that at present the amount needed to be held in reserves is £60,000. This figure will be reviewed on a six monthly basis in order for the amount of reserves to be maintained at a reasonable level.

Risk Assessment

The Trustees have examined the major strategies, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to minimise these risks.

Oxford and District Mencap

Report of the trustees for the year ended 31 December 2025 (continued)

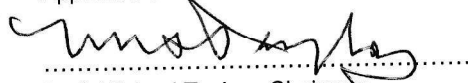
Trustees' Responsibilities

Charity law requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of the Charity and of the surplus or deficit of the Charity for that period. In preparing those statements the trustees are required to:-

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- follow applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 1993 and the Constitution. They are also responsible for safeguarding the assets of the Charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved on behalf of the Trustees on 22/4/26 by


.....
Prof. Michael Taylor - Chairman

Independent Examiners Report to the Trustees of Oxford and District Mencap

I report to the charity's trustees on my examination of the accounts of The Orchard ('the Trust') for the year ended 31 December 2025.

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 Act and in carrying out my examination, I have followed all 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 giving me cause to believe that in any material respect:

1. The accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with the accounting records; or
3. The accounts do 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 confirm that there are no other matters in connection with the examination to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Jessica.E.Mason FCCA,CTA
Chapman Robinson and Moore Limited
30 Bankside Court
Stationfields
Kidlington
Oxford
OX5 1JE

Oxford and District Mencap
Statement of Financial Activities for the year ended 31st December 2025

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
<u>Income And Expenditure</u>				
Incoming resources from generated funds:				
Voluntary income:				
Donations	18,837	0	18,837	10,903
Other Income	66,072	0	66,072	48,668
Incoming resources from charitable activities:				
Investment Income	1,643	0	1,643	2,053
	<hr/>	<hr/>	<hr/>	<hr/>
Total Incoming Resources	86,552	0	86,552	61,624
	<hr/>	<hr/>	<hr/>	<hr/>
<u>Resources Expended</u>				
Charitable activities	60,405	0	60,405	54,648
	<hr/>	<hr/>	<hr/>	<hr/>
Governance Costs	8,421	0	8,421	5,544
	<hr/>	<hr/>	<hr/>	<hr/>
Total Resources Expended	68,826	0	68,826	60,192
	<hr/>	<hr/>	<hr/>	<hr/>
Net Incoming Resources for the year	17,726	0	17,726	1,432
Fund Balances Brought Forward (note 3)	81,630	3,896	85,526	84,094
	<hr/>	<hr/>	<hr/>	<hr/>
Fund Balances Carried Forward	99,356	3,896	103,252	85,526
	<hr/>	<hr/>	<hr/>	<hr/>

The notes on pages 10 to 12 form part of these accounts.

Oxford and District Mencap
Balance Sheet at 31 December 2025

	2025 £	2024 £
<u>Current Assets</u>		
<u>Debtors</u>		
Gift aid	0	784
<u>Nat West</u>		
Current and Reserve Accounts	79,595	61,569
<u>CCLA Investment Bank</u>		
COIF Deposit Fund	20,000	20,000
COIF Turner Award	3,070	3,070
<u>CAF Bank</u>	587	103
	<u>103,252</u>	<u>84,742</u>
<u>Total Assets</u>	<u>103,252</u>	<u>85,526</u>
	<u>103,252</u>	<u>85,526</u>

Represented by:-

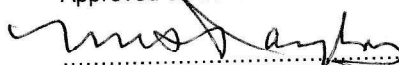
Restricted Funds

Balance Brought Forward	18,896	18,896
Transfer from General Funds	<u>0</u>	<u>0</u>
	18,896	18,896

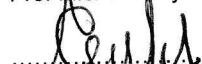
Unrestricted Funds

Balance Brought Forward	66,630	65,198
Surplus for the year	17,726	1,432
Transfer to Other Funds	<u>0</u>	<u>0</u>
	84,356	66,630
	<u>103,252</u>	<u>85,526</u>

Approved on behalf of the Trustees on



Prof Michael Taylor - Chairman



Eamonn McDonald - Treasurer

22/4/26

Oxford and District Mencap

Income and Expenditure Account for the year ended 31 December 2025

	<u>1.01.25</u> <u>31.12.25</u> £	<u>1.01.24</u> <u>31.12.24</u> £
<u>INCOME</u>		
<u>Members Subscriptions and Donations</u>		
Donations - General & subscriptions	18,837	10,903
Gift Aid - HMRC	1,087	784
Fundraising	439	491
Bank Interest Received	1,643	2,053
Legacies		5,000
	<hr/> 3,169	<hr/> 8,328
<u>TOTAL FOR THE YEAR</u>	<hr/> 22,006	<hr/> 19,231
Add income/ Less net Expenditure (Summary attached)	<hr/> -4,280	<hr/> -17,799
<u>TRANSFER TO (FROM) ACCUMULATED FUND</u>	<hr/> 17,726	<hr/> 1,432

Oxford and District Mencap**Summary of Expenditure for the year ended 31 December 2025**

	<u>2025</u>	<u>2024</u>
	<u>£</u>	<u>£</u>
<u>7 O'Clock Club - note 7</u>		
Expenditure Hire of hall	2,262	2,092
Activities	0	0
Transport - taxi hire	0	0
	<u>2,262</u>	<u>2,092</u>
Less Income		
Subs: Received	3,818	2,133
	<u>3,818</u>	<u>2,133</u>
	-1,556	-41
<u>Holiday at Macaroni Woods - note 8</u>		
Expenditure Accommodation	21,777	20,130
Activities, food & transport	23,142	19,202
Annual storage hire	1,224	1,224
Administration wages	12,000	12,000
	<u>58,143</u>	<u>52,556</u>
Less Income Guest Contributions	23,220	21,937
Specific Donations	29,250	13,750
Fundraising	8,258	4,572
	<u>60,728</u>	<u>40,259</u>
	-2,585	12,297
Carried Forward	<u>-4,141</u>	<u>12,255</u>

Oxford and District Mencap**Summary of Expenditure for the year ended 31 December 2025**

	2025	2024
<u>(Continued)</u>	£	£
Brought Forward	-4,141	12,255

General Expenses

Affiliation Fees	356	139
Accountancy Charges (Inc VAT)	792	732
Lottery Licence and Subscriptions	613	216
Insurance	1,095	1,295
Volunteers & leaders meal of thanks	800	982
Medical Supplies	550	210
Medics,cooks & volunteer leaders -		
Honorarium gifts	1,900	1,600
Printing & stationery	2,315	370
	8,421	5,544
Net income / Net expenditure	4,280	17,799

Oxford and District Mencap

Notes to the Accounts - 31 December 2025

1. ACCOUNTING POLICIES

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Accounting Convention

The financial statements are prepared under the historical cost convention.

Taxation

The charity is exempt from tax on its charitable activities.

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Oxford and District Mencap
Notes to the Accounts - 31 December 2025

2. ANALYSIS OF ASSETS BETWEEN FUNDS

	<u>Unrestricted funds General</u>	<u>Unrestricted funds Designated</u>	<u>Restricted funds</u>	<u>Total</u>
Fixed Assets	0	0	0	0
Net Current Assets	99,356	0	3,896	103,252
	99,356	0	3,896	103,252

3. RESTRICTED FUNDS

	<u>Balance at 31 December 2024</u>	<u>Movement in Funds Surplus/ (Deficit) for the year</u>	<u>Transfer from General Fund</u>	<u>Balance at 31 December 2025</u>
(i) Holiday Fund	3,896	0	0	3,896
(ii) Legacy	15,000	0	0	0
	18,896	0	0	3,896

4. DONATIONS

Of the donations received in the year the following were major contributors:-

Doris Field Charitable Trust
 Gerald Palmer Eling Trust
 Pye Foundation Trust
 SJP Hope Foundation Trust
 Thornton Trust
 Oxforddhire CC-OCF

Oxford and District Mencap
Notes to the Accounts - 31 December 2025

5. EMPLOYEES REMUNERATION

The total remuneration paid to employees during the year was £12,000 (2024: £12,000). Honoraria of £1,900 (2024: £1,600) were paid to medics, cooks and volunteer leaders during the year.

6. TRUSTEES' REMUNERATION AND EXPENSES

No remuneration directly or indirectly out of the funds of the Charity was paid or payable for the year to any Trustee or to any person or persons known to be connected with any of them.

No reimbursement of expenses other than postage has been made or is due to be made to any of the Trustees in respect of the year.

7. SEVEN O'CLOCK CLUB

The weekly 7 O'Clock Club continues to be popular, with enthusiastic word-of-mouth as always being the source of new members. Around 40 members meet each Tuesday evening. Some members are accompanied by their own support workers, with around six volunteers from Oxford Mencap in attendance to generally organise, provide refreshments and help with bingo. Scott Ellis provides lively music and even livelier bingo sessions. We enjoy themed evenings for Valentine's Day, Pancake Day, Easter, Christmas and the much-loved Halloween, with people in scary costumes competing in the spookiest dance move competition. Several times a year the Oxford Playhouse theatre invites members to shows, including the Christmas pantomime, free of charge, and we are very grateful to them for this.

8. MACARONI WOODS HOLIDAY

We returned to Macaroni Wood for our holidays 2025. The guests and volunteers appreciate the venue which has comfortable accommodation and good facilities. It is in a rural location in the Cotswolds in a wooded area. There are paths into the wooded area, and one designed for wheelchair use. Our guests have one day when they take part in on site activities, but on all the other days they are taken by minibuses to a different activity. This could be, swimming, bowling, a theme park or a zoo or a river trip. In the evenings the guests take part in talent contests, a disco and campfire singing and usually have a pub trip. For some of the holiday weeks we hire a coach for a big trip in the middle of the holiday week, so that our guests can be more comfortable for the longer journey and all travel with our resident medic.

We took 72 guests on holiday in summer 2025 over 5 separate holiday weeks. We have a total of 90 volunteers including medics for each week, two leaders, cooks and a team of minibus drivers. Each of our guests has their own volunteer to support them and help them to engage in the activities. Each of our weeks has slightly different guests by age or level of support required. One of our weeks takes people with profound autism who need 2 volunteers to keep them safe and able to participate in activities. Many in this group have been coming for years and have friendships with other guests and volunteers.

Food and accommodation costs were higher in 2025 than the previous year.

Oxford and District Mencap
Notes to the Accounts - 31 December 2025

9. Christmas Party

We used the same venue for the Christmas party 2025 - the Jubilee Hall at St Andrews

There were around 110 guests which included holiday and 7o'clock club guests, some with carers/ parents and some volunteers.

We provided a buffet supper which was served to the guests. There was a disco, a magician and a visit from Father Christmas who came with a gift for all the guests. There was a lot of dancing, and an enjoyable time was had by all.