

BLACKPOOL MENCAP

ANNUAL REPORT AND ACCOUNTS
1 OCTOBER 2016 TO 30 SEPTEMBER 2017

Charity Commission Reference Number 249596

BLACKPOOL MENCAP

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BLACKPOOL MENCAP **TRUSTEES' REPORT**

The Trustees present their report together with the financial statements of the charity for the year ended 30th September 2017. The financial statements have been prepared in accordance with the accounting policies set out on page 9 and comply with the current statutory requirements, the Statement of Recommended Practice – Accounting and Reporting by Charities' (SORP FRS102).

Structure, Governance and Management

Details of Trustees can be seen on page 5. Appointment of Trustees is governed by the Trust Deed of the Charity. The Board of Trustees is authorised to appoint new Trustees to fill vacancies arising through the resignation or death of an existing Trustee.

Investment Policies

The Trust Deed authorised the Trustees to make and hold investments using the general funds of the Charity.

Objectives and Activities

The Society was established under a Trust Deed in order to work and promote the social awareness and integration into society for people with learning disabilities.

The Policy of the Society continues to be to seek additional finance and support to continue to provide care and to make available further properties within the locality as funds permit.

Achievements and Performance

The Trustees consider that the performance of the Charity this year overall has been satisfactory, the charity has had a year of consolidation with money being spent on the upgrade of the centre on Whitegate Drive and considerable repairs being made to the other properties held.

Woodstock Gardens was sold during the year also a Holiday Lodge was purchased at Ribby Hall using some of the funds from the Investment held. The Lodge is for the use of the members.

The Charity would not be able to provide such a wide service to our beneficiaries without the continued support of a large number of willing support staff who give their services voluntarily.

Financial Review

Incoming Resources have fallen to £42,692 from £95,334 last year, this is due to the homes no longer being rented out under the assisted living scheme. Our fund-raising activities continue to be successful, thanks mainly to the help of volunteers, which is much appreciated.

Resources expended have increased to £133,364 from £120,429 because of repairs to the various properties held and redundancy payments to staff at Margaret Riley House. This has resulted in an overall deficit this year of £25,095 compared to a deficit last year of £4,314.

Total unrestricted funds of the charity have decreased to £1,149,581 from £1,233,762 in 2016.

Total unrestricted funds are sufficient to permit the Charity to continue in operation in the medium to long term given the continued support of volunteers.

Risk Assessment

The main risk to funds of the Charity is the investment held.

The trustees identified this risk and moved the funds to lower risk funds with Fidelity Funds Network in September 2008.

Departure from Accounting Standards

The Trustees of the Society have approved the decision, not to depreciate land and buildings as shown on page 13 of the financial statements, as this would not show the Society in a true and fair situation.

BLACKPOOL MENCAP

TRUSTEES' REPORT

Statement of Trustees' Responsibilities

Charity law requires the Trustees to prepare statements of account for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation;
- to value assets and liabilities in accordance with the Statement of Recommended Practice Accounting by Charities;

The Trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Society, and to enable them to ensure that any statements of account comply with the requirements of the Charity (Accounts and Reports) Regulations 1995. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 25/4/18 and signed on their behalf by Ms L. Hinds (Trustee).

 Ms L. Hinds

BLACKPOOL MENCAP

CHARITY INFORMATION

Charity Commission Number – 249596

Officers

Chairperson: Mrs. J Whiteside

General Secretary: Ms L Hinds

Treasurer: Ms L Hinds

Trustees: Mrs. R Stanton
Mr. R Sharples
Mr. B Hinds
Mrs. A Hinds
Mrs. G Hope

Advisors

Bankers: HSBC Bank
1 Newhouse Road
Oxford Square
Blackpool
FY4 4YH

Royal Bank of Scotland,
Horwich Service Centre
Middlebrook, Horwich, Bolton

Accountants: Goss & Co. Chartered Certified Accountants
15 Olympic Court
Boardmans Way
Blackpool
FY4 5GU

Solicitors: Vincent Waring & Co., Cedar Square, Blackpool

Property Valuers: Bentley Higgs & Co.
49 Whitegate Drive, Blackpool
FY3 9DG

Registered Office: 86 Whitegate Drive
Blackpool

BLACKPOOL MENCAP

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2017

**Independent examiner's report to the Trustees of
Blackpool Society for Mentally Handicapped Children and Adults**

I report on the accounts of the Trust for the year ended 30 September 2017, which are set out on pages 7 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the "Charities Act") and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

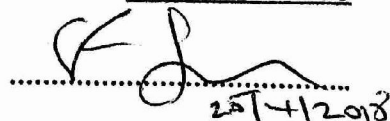
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

C. F. Goss FCCA
Goss & Co.
Chartered Certified Accountants
15 Olympic Court, Boadmans Way
Whitehills Business Park
Blackpool FY4 5GU


25/1/2018

BLACKPOOL MENCAP
YEAR ENDED 30TH SEPTEMBER 2017

Statement of Financial Activities

	Notes	2017 <u>Unrestricted Funds</u> £	2016 <u>Unrestricted Funds</u> £
Incoming Resources			
Incoming resources from generated funds			4,501
Donations and legacies	2	2,285	2,979
Other trading activities	4	1,526	20,404
Income from investments	5	22,949	67,450
Income from charitable activities	3	15,932	-
Other incoming resources		-	-
Total incoming resources		<u>42,692</u>	<u>95,334</u>
Resources Expended			
Expenditure on raising funds	7	6,874	4,281
Expenditure on Charitable activities	6	87,219	90,602
Governance costs	8	39,271	25,546
Total resources expended		<u>133,364</u>	<u>120,429</u>
Net gains on investments		6,491	2,607
NET INCOMING/OUTGOING RESOURCES		<u>(84,181)</u>	<u>(22,488)</u>
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES			
		(84,181)	(22,488)
Other recognised gains/losses			
Gains/(losses) on revaluation of fixed assets for charity's own use		-	-
Total gains / losses		<u>0</u>	<u>0</u>
NET MOVEMENT IN FUNDS		(84,181)	(22,488)
Fund balances brought forward 1st October 2016		1,233,762	1,256,250
Transfer of realised profits		-	-
Fund balances carried forward 30th September 2017		<u>1,149,581</u>	<u>1,233,762</u>

BLACKPOOL MENCAP
YEAR ENDED 30TH SEPTEMBER 2017

Balance sheet as at 30th September 2017

	Notes	2017 £	2016 £
Assets and liabilities			
FIXED ASSETS			
Fixed assets for charity use	9	811,869	902,663
Fixed asset investments	11	<u>115,878</u>	<u>205,387</u>
		927,747	1,108,050
CURRENT ASSETS			
Prepayments		-	-
Debtor - deposit		-	-
Cash at bank and in hand		<u>223,803</u>	<u>128,647</u>
		<u>223,803</u>	<u>128,647</u>
CURRENT LIABILITIES			
Creditors		470	1,435
Accrued expenses		<u>1,500</u>	<u>1,500</u>
		<u>1,970</u>	<u>2,935</u>
NET CURRENT ASSETS		<u>221,833</u>	<u>125,712</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u><u>1,149,580</u></u>	<u><u>1,233,762</u></u>
THE FUNDS OF THE CHARITY:			
UNRESTRICTED INCOME FUNDS			
Unrestricted income funds		881,639	965,821
Revaluation reserve	10	<u>267,941</u>	<u>267,941</u>
Total unrestricted funds		<u><u>1,149,580</u></u>	<u><u>1,233,762</u></u>

APPROVED BY THE TRUSTEES ON 25/11/2018

AND SIGNED ON THEIR BEHALF BY:-

J. Hird TRUSTEE

BLACKPOOL MENCAP

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED **30 SEPTEMBER 2017**

1. ACCOUNTING POLICIES.

Basis of Accounting. The financial statements are prepared under the historical cost convention (as modified by the inclusion of Investments and Fixed Assets at valuation) and in accordance with the Financial Reporting Standard for Smaller Entities; the Charities Act 2011 and follow the recommendations of the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP FRS102).

Charitable and Fund-raising.

Income. Donations and legacies are accounted for when received by the Society. Other income is accounted for on an accruals basis as far as it is prudent to do so. Income includes income tax recoverable.

Gifts in kind. The charity receives the benefit of work carried out by volunteers, and receives the use of facilities and equipment without charge. No value is placed on these items. Where the benefit extends over several periods, they are valued and included in the balance sheet at a reasonable valuation.

Grants. Revenue grants are credited to the income and expenditure account as received.

Depreciation. Depreciation of Tangible Fixed Assets is provided at the following annual rates in order to write off each asset over its estimated useful life:-

Fixtures and fittings – 15% on net written down value

Improvements to property – 15% on a straight line basis

No depreciation is provided on freehold properties as the Society felt that as the Homes are kept to a very high standard of repair that no depreciation was necessary. Had depreciation been charged at 4% on a straight line basis, depreciation of £27,600 would have been charged in the accounts.

The trustees believe that not providing for depreciation is necessary for the accounts to give a true and fair view.

Revaluation of land and buildings. Land and buildings are stated at their most recent valuation as at the balance sheet date. Revaluation of the land and buildings is undertaken on the fifth anniversary or when there has been a material change in the property market, during the accounting period. A valuation was performed on 14 January 2014.

Fund-raising and Charitable Objectives Costs. Fund-raising expenditure comprises costs included in inducing people and organisations to contribute financially to the Charity's work.

Management and Administration. Expenditure on management and administration of the Charity included all expenditure not directly related to the charitable activity of fund-raising ventures. This included costs of running the office and accountancy charges.

Taxation. As a registered charity, the Society benefits from Rates relief and is generally exempt from Income Tax and Capital Gains Tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Investments. Realised gains and losses are taken to the Income and Expenditure Account. All investments have been valued at market value at the Balance Sheet date. All increases and decreases in value during the year are shown on the Statement of Financial Activities.

BLACKPOOL MENCAP
NOTES TO THE ACCOUNTS
YEAR ENDED 30th SEPTEMBER 2017

2. Donations and legacies

	Society	6/6a Roseberry Ave	Woodstock	Margaret Riley	Fourth Ave	Total	2016 total
Donations	2,285	-	-	-	-	2,285	4,501
Unknown	-	-	-	-	-	-	-
Legacies	-	-	-	-	-	-	-
Totals	2,285	-	-	-	-	2,285	4,501

3. Income from charitable activities

	Society	6/6a Roseberry Ave	Woodstock	Margaret Riley	Fourth Ave	Total	2016 total
Outings & events tickets	2,223	-	-	-	-	2,223	1,429
Rent	-	-	13,709	-	-	13,709	45,408
Fees	-	-	-	-	-	-	20,613
Totals	2,223	-	13,709	-	-	15,932	67,450

4. Other trading activities

	Society	6/6a Roseberry Ave	Woodstock	Margaret Riley	Fourth Ave	Total	2016 total
Raffles and draws	976	-	-	-	-	976	2,299
Membership subscriptions	550	-	-	-	-	550	680
Totals	1,526	-	-	-	-	1,526	2,979

5. Investment Income

	Society	6/6a Roseberry Ave	Woodstock	Margaret Riley	Fourth Ave	Total	2016 total
Deposit account interest	2	8	24	1	7	42	42
Rental income	8,912	13,502	-	-	-	22,414	20,243
Dividends	493	-	-	-	-	493	119
Totals	9,407	13,510	24	1	7	22,949	20,404

BLACKPOOL MENCAP
NOTES TO THE ACCOUNTS
YEAR ENDED 30th SEPTEMBER 2017

6. Charitable activities

	Society	6/6a Roseberry Ave	Woodstock	Margaret Riley	Fourth Ave	Total	2016 total
Council tax	-	-	693	1,155	577	2,425	3,330
Light & heat	-	-	234	619	911	1,764	1,886
Telephone	-	-	-	-	-	-	-
Water	-	-	-	458	-	458	41
Registration fees	-	-	-	-	-	-	42,679
Wages	-	-	-	-	-	-	8,553
Redundancy	-	-	-	-	-	-	1,763
Sundries	467	-	461	390	80	1,398	741
Taxis and travel costs	-	-	-	-	-	-	-
Repairs and renewals	-	8,635	6,371	2,439	-1,412	16,033	22,406
Gardening, cleaning and laundry	-	-	-	-	-	-	-
Insurance	993	-	1,423	1,212	1,426	5,054	4,402
Staff training	-	-	-	-	-	-	200
Food and drink	-	-	-	-	-	-	1,750
Depreciation	3,690	10	-	722	342	4,764	2,851
Loss on sale of property	-	-	55,323	-	-	55,323	-
bank charges	-	-	-	-	-	-	-
Totals	5,150	8,645	64,505	6,995	1,924	87,219	90,602

7. Expenditure on raising funds

	Society	6/6a Roseberry Ave	Woodstock	Margaret Riley	Fourth Ave	Total	2016 total
Licences	-	-	-	-	-	-	240
Events and outings	6,874	-	-	-	-	6,874	4,041
Printing, postage and stationery	-	-	-	-	-	-	-
Totals	6,874	-	-	-	-	6,874	4,281

8. Governance costs

	Society	6/6a Roseberry Ave	Woodstock	Margaret Riley	Fourth Ave	Total	2016 total
Accountancy fees	2,855	-	-	-	-	2,855	3,150
Secretary costs	880	-	-	-	-	880	1,040
Bookkeeping and admin	-	-	2,240	-	2,880	5,120	8,320
Postage, printing and stationery	774	-	-	-	-	774	774
MENCAP	-	-	-	-	-	-	250
Insurance - office	631	-	-	-	-	631	-
Telephone	-	-	-	-	-	-	-
Light & heat	1,936	-	-	-	-	1,936	2,813
Water	364	-	-	-	-	364	884
Rates	974	-	-	-	-	974	841
Cleaning	965	-	-	-	-	965	965
Bank charges	-	-	-	-	-	-	8
Repairs	21,864	-	-	-	-	21,864	6,701
Honorarium	500	-	-	-	-	500	500
Trustee expenses	526	-	-	-	-	526	74
Legal & professional fees	1,882	-	-	-	-	1,882	-
Totals	34,151	-	2,240	-	2,880	39,271	26,320

BLACKPOOL MENCAP
NOTES TO THE ACCOUNTS
YEAR ENDED 30th SEPTEMBER 2017

9. Fixed Assets

	Freehold Property	Leasehold Property	Improvements to property	Fixtures & fittings	Total
Cost or valuation at 1/10/16					
Society	170,000	-	13,907	1,869	185,776
Woodstock	210,000	-	7,220	1,859	219,079
Margaret Riley	135,000	-	-	11,689	146,689
Fourth Ave	235,000	-	20,041	5,673	260,714
Roseberry Ave 6/6a	150,000	-	6,210	160	156,370
	<u>900,000</u>	<u>-</u>	<u>47,378</u>	<u>21,250</u>	<u>968,628</u>
Additions/Disposals					
Society			23,817		23,817
Woodstock	-210,000		-7,220	-1,859	-219,079
Lodge		100,940			100,941
	<u>690,000</u>	<u>100,940</u>	<u>63,975</u>	<u>19,391</u>	<u>874,307</u>
Depreciation					
At 1/10/2016			47,378	18,588	65,966
Charge for year			3,572	118	3,690
Society	-	-	-	-	-
Woodstock	-	-	-	722	722
Margaret Riley	-	-	-	342	342
Fourth Ave	-	-	-	10	10
Roseberry Ave 6/6a	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>50,950</u>	<u>19,780</u>	<u>70,730</u>
At 30/9/2017					
Disposals					
Woodstock			-7,220	-1,072	-8,292
	<u>-</u>	<u>-</u>	<u>43,730</u>	<u>18,708</u>	<u>62,438</u>
Net book value					
At 30/9/2017	<u>690,000</u>	<u>100,940</u>	<u>20,245</u>	<u>683</u>	<u>811,869</u>
At 30/9/2016	<u>900,000</u>	<u>-</u>	<u>1</u>	<u>2,662</u>	<u>902,663</u>

BLACKPOOL MENCAP

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED **30 SEPTEMBER 2017**

10. TANGIBLE ASSETS, PROPERTIES VALUATION PLUS ADDITIONS.

4 Roseberry Avenue, Blackpool	135,000
Duck View Lodge	100,940
2 Fourth Avenue, Blackpool	235,000
86 Whitegate Drive	170,000
6/6a Roseberry Avenue	<u>150,000</u>
	<u>£790,940</u>

Revaluation of Charities Assets.	<u>2014 Valuation</u>	<u>2006 Valuation</u>
Whitegate Drive	£170,000	220,000
4 Roseberry Avenue	£135,000	170,000
Fourth Avenue	£235,000	310,000
6 Roseberry Avenue	£150,000	N/A

Revaluations were carried out in January 2014 by McDonald Bentley Higgs and Co Chartered Surveyors. The trustees believe there would be little difference between the Valuations and at the balance sheet date. The previous valuation was carried in March 2006.

11. INVESTMENTS

Investments are held with Fidelity funds Network.

Value as at 1 October 2016	£205,387
Funds withdrawn	£(96,000)
Increase in value	£6,491
Value as 30 September 2017	<u>£115,878</u>

12. STAFF COSTS.

	2017	2016
Gross wages, Employers NI and redundancy costs	<u>£nil</u>	<u>£51,233</u>

No employee earned £50,000 p.a. or more.

The average number of employees analysed by function was:

	2017	2016
Home Services	-	2
Management and Administration	-	-

13. INDEMNITY INSURANCE.

An amount of £631 has been paid out of charity funds to indemnify the trustees against the consequences of any neglect or default on their part.

14. TRUSTEE EXPENSES.

Trustees receive small amounts from the charity for the re-imbursement of expenses
2017 - £525, 2016 - £174.

15. TRUSTEE RENUMERATION.

The charity treasurer received an honorarium of £500 for the work she does on the accounts of the charity including communication with the charity accountants.