

Charity No: 233555

Stroud and District Mencap Society

30 September 2018



Stroud and District Mencap Society

Working with People with a Learning Disability, their families and carers

Charity No: 233555

Annual General Meeting (AGM)

26th March 2018

CHAIR'S REPORT

Year ending 30th September 2018

1. **Administrative information:** Stroud and District Mencap is also known as Stroud Mencap

The Society is registered under the Charity Commissions under the registration number 233555

The Trustees are Jenny Stone (Chair), Richard Tebb (treasurer), Richard Stone (Secretary), Michael Cartledge, Rosemary Gadd, Brian Gadd (deceased), Carol Gilbert, Wendy Robinson, Jean Byrne, Beryl Neal, Hazel Smith (resigned), Mark Bone, Fulvio Naselli

The Bankers to the Trustees are Lloyds Bank plc., Rowcroft, Stroud, Glos. and Charities Aid Foundation (CAF) 25 Kings Hill Ave. Kings Hill, West Malling, Kent, ME19 4TA.

2. **Structure, Governance and Management:**

The Society is a voluntary organisation affiliated with Mencap UK

A new constitution was adopted on 25th February 2004

In accordance with the Constitution, at each AGM, one third of the Officers/Executive committee retire, then election/reappointment takes place for a 3- year period in office

The Official Custodian for charities (the Official Custodian) is the landlord of the following premises on behalf of the Society: -

Barn Lodge, Stonehaven, The Gables and Administration and Training Office in Lovedays Mead, Folly Lane, Stroud GL5 1SB

Cotswold Grange and Cotswold Court, Brown's Lane, Stonehouse GL10 2JZ

Huddlestone and Sadlers, 16 & 17 Brimley, Leonard Stanley, Stonehouse, GL10 3LZ

These properties are held on a 99-year lease to Stroud and District Homes Foundation Ltd. Co. on a peppercorn rent (£1) basis, on and after 31st December 2001 “with permitted use as a residential or non- residential institution of care, treatment and education of mentally handicapped people”. It is under this Lease Agreement that Stroud and District Homes Foundation provides a day to day care and support in residential and tenancies for 35 people with a learning disability (the lease requires that the Homes maintain all properties to a good standard, covering all repairs and providing adequate insurance cover at all times). However, the lease arrangement was never formally registered (local Solicitor who was dealing with it in 2001 unfortunately died). We have engaged a solicitor to complete the paperwork and extend the lease to the newly acquired properties. This is proving more difficult than anticipated. A draft has been prepared and is currently under discussion. During the last year we have formally registered the deeds for Barn Lodge.

In 2013 the homes were valued for insurance purposes: Barn Lodge site £1,030,000; Cotswold Grange site £1,440,000, Brimley site £536,000. Total valuation: £3,306,000.

Objectives.

The objectives of the Society as set out in the Constitution are:

- a) The relief of people with Learning Disability, in particular by the provision of help and support for them and for their families, dependents and carers, and to prevent learning disabilities for the public benefit and to advance education and religion amongst persons with a learning disability; and
 - b) To provide and assist in the provision of facilities for people who have a need thereof reason of learning disability, with the object of improving their condition of life.
3. Much of this year's meetings has been taken with the development and renovation of the properties and researching the possibility of changing the responsibilities of the groups to enable Stroud Mencap to concentrate more on its objectives and commitment to fundraising and supporting people with additional needs in the Stroud area (as above)

The Homes Management team and maintenance department, with input from Mike have been working with architects to produce plans and obtain planning permission for the development of 17 Brimley (Sadlers). There is an ongoing issue with obtaining planning permission for a parking area at the front of Sadlers and a decision has been made that until we get permission, there is no point in starting the internal work as if there is no parking, Sadlers may not be a viable residential/supported living service.

The tarmac outside Cotswold Grange and the car park at Cotswold Court is in a poor condition and needs resurfacing, various quote have been obtained, however the work has been put on hold as the monies were needed for more urgent work such as the kitchen renovation at Barn Lodge and a new boiler at Stone Haven.

It is with great sorrow that I have to report that Brian Gadd passed away in October, he was one of the founder members of Stroud Mencap, our treasurer for many years and he gave so much of his time to supporting Stroud Mencap and the Stroud homes over many years. He will be missed very much by all those who knew him.

Committee members and supporters have once again been giving up their time to fundraise, details of which will be in the Treasurers report (once completed). Thank you to everyone for their help and support.

Unfortunately, Hazel Smith has decided to resign from the committee after many years hard work and dedication. We would like to thank Hazel for her commitment to Stroud Mencap and wish her all the best for the future.

My thanks go to Rich Tebbs for managing the finances (and we are sorry to lose him as he has decided it is time to resign), to Richard Stone for carrying out his secretarial duties, to Kate Creed who has been so helpful over the year and to Mike Cartledge who works tirelessly to ensure that the people who live in our homes have a good quality of life and live in comfortable surroundings.

Financial Review

Unfortunately, due to work and health demands, Rich Tebb has found it difficult to prepare the accounts in time for the AGM. Kate Creed has kindly agreed to do the accounts and prepare a report once she has the relevant information from Rich Tebb.

Rich Tebb will be handing over the bank account paperwork to myself and Beryl Neale and we will become signatories for the Stroud Mencap Lloyds Bank account.

We are particularly grateful to Rich Tebb for his hard work as Treasurer.

Amendment for meeting 11th June 2019. The accounts are now prepared and attached for approval at meeting on 11th June. Thank you Kate Creed and Rich Tebb for your work in finalising the accounts.

4. The Future

In June 2018 a suggestion was brought to our meeting to research the possibility of setting up an extra Committee or altering the existing committees so that Stroud Mencap could concentrate more on fundraising and supporting people with additional needs in the Stroud Community and another group would look at the ongoing maintenance of our homes, the rents taken from the residents, working with the local authority and the development of new homes and services. We have set up a working group consisting of Mike, Kate Creed and me and have been in meetings with Solicitors. Harrison Clark Rickerby's Limited to investigate how to approach this. Patricia McKenzie has been instructed to work on our behalf. (Much of this work has taken place after September 2018)

It is hoped that with the new structures of the groups, Stroud Mencap will be able to concentrate more on its core purpose, in supporting young people and adults with learning difficulties in the Stroud area

Thank you everyone for your ongoing support to Stroud Mencap.

Jenny Stone
Chair of Stroud Mencap
26th March 2019

Independent examiner's report to the Trustees of Stroud & District Mencap Society
I report on the accounts of the Society for the year ended 30 September 2018

Respective responsibilities of trustee 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(2) of the Charities Act 2011 (the 2011 Act) and that as the income is less than £250,000 an independent examination by an individual considered to have the ability and practical experience to carry out a competent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- To follow the procedures laid down in the general directions given by the commission under section 145(5)(b) of the 2011 Act
- 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 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 next statement.

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 2011 Act and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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

Kathryn Creed

Current Occupation: Finance Manager of a charitable organisation

Qualification: AAT qualified

Address: 42 Hillclose Estate
Lightpill
Stroud
Glos
GL5 3PG

Dated: 20th May 2018

Balance Sheet
30 September 2018

30 September 2018

30 September 2017

	Notes	£	£
Fixed Assets	7	2,569,935	2,633,348
Current assets			
Cash at Bank	8	291,553	269,919
		<u>2,861,488</u>	<u>2,903,267</u>
Current Liabilities			
Rent received in advance			
Creditors	11	0	0
		<u>2,861,488</u>	<u>2,903,267</u>
Deferred Liabilities			
Longer term loans	9	426,213	486,213
		<u>2,435,275</u>	<u>2,417,054</u>
General funds		15,119	14,139
Designated Funds			
Property account	2	2,202,488	2,205,902
Homes Maintenance Reserve		217,668	197,013
		<u>2,435,275</u>	<u>2,417,054</u>
		<u>=====</u>	<u>=====</u>

Approved by the Committee and signed
on its behalf

Dated.....

Stroud and District Mencap Society
Statement of Financial Activities
For the year ended 30 September 2018

	Note	General Fund	Property Account (designated)	Homes Maintenance (designated)	Total £	Year ended 30-Sep-17 £
Incoming Resources						
from generated funds						
Voluntary Income	3	575			575	196
Activities generating funds		1,956			1,956	1,128
Property rental / loan repayments			60,000	31,379	91,379	80,650
Hire of Hall		0			0	0
Interest received		25			25	25
Incoming Resources						
from charitable activities						
	4				0	-552
Total Incoming Resources		2,556	60,000	31,379	93,935	81,446
Resources Expended						
Cost of generating funds					0	20
Charitable activities	5	1,578		10,723	12,301	6,134
Legal & Consultancy					0	2,937
Governance costs					0	0
Depreciation			63,413		63,413	63,413
Total Resources Expended		1,578	63,413	10,723	75,714	72,505
Net increase in resources in the year		980	-3,413	20,656	18,222	8,942
Gain on disposal of property						99,752
		980	-3,413	20,656	18,222	108,694
Balance at 30 September 2017		14,139	2,205,902	197,013	2,417,053	2,308,361
Balance at 30 September 2018		15,119	2,202,488	217,668	2,435,275	2,417,053
		=====	=====	=====	=====	=====

Stroud and District Mencap Society

Notes to the Accounts

For the year ended 30 September 2018

1. Accounting Policies

Basis of preparation of Accounts

The accounts have been produced in accordance with the Charities Act 2011 the Statement of Recommended Practice 'Accounting for Charities' FRS 102 and the relevant accounting standards. The accounts are presented on the accruals basis using the historical cost convention amended by the revaluation of properties

Tangible fixed assets and depreciation

Land and Buildings are stated on the basis of a valuation dated 3 May 2007 with subsequent additions at cost.

The valuation was on the basis of open market value in accordance with the practice statements of the Royal Institute of Chartered Surveyors

Depreciation 2017/18 is provided at 2% straight line on the value of the buildings

Other income

Donations, grants and other income is recognised on receipt.

Value Added Tax

Value added tax is not recoverable by the Society and is included in the Accounts with the costs to which it is related

Management and administrative expenditure

Expenditure on the management and administration of the Society includes all expenditure not directly related to the charitable activities or to fundraising activities.

2. Designated Funds

The Society has created, as a designated fund, a fund called 'The Properties Account' of an amount equivalent to the book value of the freehold properties owned by the Society. Depreciation arising on these properties is charged to this account

The Committee have decided that all monies received as rent on the residential homes provided for disabled people will be held to meet the cost of repairs, maintenance and improvement to those homes.

From Dec 15 the Society is repaying the interest free loan from SDHF (for 16 Brimley - Huddlestone) at £5000 per month. This is being paid from the rent received. The property account will be increased annually by the amount of the loan repaid.

From July 17 the Society was due to repay the interest from SDHF (for 16 Brimley - Sadlers) at £5000 per month. There have been no repayments to 30 September 2017.

3 Voluntary Income

	2017/18	2016/17
	£	£
Membership Subscriptions	17.50	46
General	557.73	150
	-----	-----
	575.23	196
	=====	=====

Stroud and District Mencap Society

Notes to the Accounts (continued)

For the year ended 30 September 2017

4 Charitable Trading Activities

The Society provides a social club for people with learning disabilities known as The Gateway Club

This activity ceased trading during 16-17

5 Expenditure on Charitable activities

	2017/18	2016/17
	£	£
Contribution to the maintenance of Stroud Mencap Homes	10723	4305
Gateway Club - operating expenses		19
Charitable donations	190	150
Mencap - operating expenses	1,388	1,660
	-----	-----
	12,301	6,133
	=====	=====

6 Staff costs

The Society has no employees.

Other activities are undertaken by volunteers who receive no remuneration and are reimbursed only for expenses incurred on behalf of the Society

7 Tangible Fixed Assets

Freehold Land and Buildings

	30-Sep-18	30-Sep-17
	£	£
Cost or valuation		
at 30 September 2017	3,225,716	3,108,411
17 Brimley Sadlers		229,469
Other capitalised improvements		37,836
Disposal Hut		-150,000
	-----	-----
Cost or valuation		
at 30 September 2018	3,225,716	3,225,716
Depreciation		
At 1 October 2017	592,367	558,954
disposal		-30,000
Charge for the year	63,413	63,413
	-----	-----
	655,780	592,367
Net book value at 30 Sept 2018	2,569,936	2,633,349
	=====	=====

All the Society's tangible assets are used for charitable purposes.

Four of the buildings owned by the Society are let to Stroud & District Mencap Homes Foundation Ltd, 'the company', and used by them as residential homes for people with learning disabilities.

Stroud and District Mencap Society

Notes to the Accounts (continued)

For the year ended 30 September 2016

8 Bank Balances

	30-Sep-18 £	30-Sep-17 £
Interest bearing deposits	57,148	35,809
Other accounts	234,406	234,110
	<hr/> 291,553	<hr/> 269,919

9 Loans

The loan from Gloucestershire County Council of £50,000 is secured on the property at Barn Lodge. No interest is payable and there is no requirement for the repayment of the loan except in the event of the sale of the property. In the event of sale the Council may be entitled claim payment of 50% of the excess of the proceeds over the sum of £100,000 plus approved improvements if this exceeds £50,000.

Grant from SDHF for purchase of 16 Brimley Huddlestone £316744 to be paid of at £5000 per month commencing Dec 15
long term loan shown as £316744 less £170000 paid since drawn down date

Grant from SDHF for purchase of 17 Brimley Sadlers. £229,469 to be paid at £5000 per month commencing July 17

10 Transactions with Trustees and connected persons

No payments were made to trustees, committee members or persons connected with them, other than in reimbursement of expenses specifically incurred on behalf of the Society.

11 Creditors

None	0.00
	<hr/> 0.00