



The local voice of learning disability

## **Report of the Trustees and Unaudited Accounts For the year ended 31<sup>st</sup> March 2019**

Charity Registration Number: 1118287

Company Registration Number: 05976118 (England & Wales)

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## LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2019

### **Status:**

The charitable company was established under memorandum and articles of association incorporated 24 October 2006 and registered as a charity 8 March 2007. Prior to incorporation the charity had provided services in Reading since 1962.

**Charity Number:** 1118287

**Company Number:  
(England & Wales)** 05976118

**Registered Office &  
Principal Office** 21 Alexandra Road,  
Reading, RG1 5PE

**Trustees & Directors** **L Macdonald**, Chair  
**J N Walters**, Treasurer  
**P Miller**  
**K Neudegg**  
**Z Ridout**

The Trustees/directors of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. At the Balance Sheet date there were 5 trustees each guaranteeing to contribute £1.

### **Independent Examiner:**

John Mack, FCCA  
CF Limited  
Certified Accountants and Taxation Consultants  
20 Woods Road, Caversham,  
Reading, RG4 6NA

## **Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2019**

The Trustees present their report together with the financial statements of the charitable company for the year ended 31 March 2019, as required under the Charities Act 2011. This report is also the Directors' report required by section 386 of the Companies Act 2006.

### **Mission Statement**

Our mission is to transform the attitude of our local community to learning disability and improve the lives of people with learning disabilities and their families in five ways:

- Raising awareness and changing attitudes
- Making a difference to the lives of people with learning disability through good quality services
- Combating loneliness and isolation by supporting friendships and relationships
- Improving health for people with learning disability
- Supporting families to give their children equal chances in life

### **Purposes and Aims**

The aims of Reading Mencap are:

1. To support children and adults and their family carers and parents with information, advice and advocacy around health and social care, benefits, education, employment, housing and hate crime and any other issue arising from their learning disabilities.
2. To improve the quality of and the access to our clubs and events for children and adults with learning disabilities
4. To identify isolated adults and their elderly parents and family carers and increase their involvement in the community.
5. To improve the resources and sustainability of Reading Mencap.

### **Ensuring Our Work Delivers Our Aims**

This year we are about to complete the first year of a four-year contract with Reading Borough Council (RBC) for our funding which runs our clubs and activities, and the leadership of our Family Support Service. Funding for our Youth Club is also continuing but now funded by the new local authority trading company "Brighter Futures for Children", which was set up from December 2018, this funding has just been renewed for another 12 months.

We have just completed the first stage of our Lottery application for the renewal of our current funding for our Family Support Service which expires in November 2019, and also we have reached Stage Three on a £60,000 bid over three years for an additional Family Adviser. We are continuing to apply for funding to enlarge our Family Support Service which is of the utmost importance to our families.

Black & White Music Limited (BWM) continues to run the 'Are You Listening?' Music Festival in active partnership with us. The contribution to Reading Mencap for the 2019 event is expected to be in the region of £12, 000, similar to the previous year. We will be working with BWM to ensure the festival continues to grow.

RBC approached us during the year to increase our Day Activity Service by a further 5 full days to provide a service for individuals with higher needs. That service opened in September 2018 and is now settling down with profit growing. We also increased the daily charge for our existing day activity service. The increased profit from the Day Activity Services helps to ensure the future viability of the charity.

During the year we worked with RBC Housing Benefit staff to negotiate an increase in the rents for the flats on the top two floors of our building which are rented to 4 men with learning disabilities in supported living. The rents had not been increased for many years. This was eventually completed but during the process we discovered a systemic problem with the tenant's benefit awards. This had the effect that we could not initially apply for the level of rents that we needed, but after many months of work we resolved the issues. We now have a sound basis to ensure that future rent increases can be applied using a more robust process. The rents are now showing an improved income for the charity.

### **The Focus of Our Work and Delivering Public Benefit**

Our Family Support Service continues to be the way we ensure that our families receive the services they need. We continue to focus our efforts to increase the range and effectiveness of the service and also that we work more effectively with our local authority to meet increasing need in a time of unprecedented austerity and the financial challenges for RBC. In this respect we started work during the year to represent children and adults with disabilities in a new working group that has been started by the Chief Executive of RBC. This is to ensure that the local authority improves the way it works with the local voluntary sector to maximise their community assets. We are one of only half a dozen Voluntary Sector representatives representing local charities and community groups.

### **Review of Activities and Future Plans**

- This year we regained our RBC funding with a four-year contract, albeit with a slightly different focus and some reductions of funding for our clubs. We continue to raise funding privately to enhance the activities in our clubs for the benefit of our service users.
- Our Mencap Enables (ME) Day Activity Service is now an important, major revenue earner for the charity offering 135-day places. In the coming year we will be looking for future revenue earning services for young people who are transitioning from education to adult life, but who will not be able to achieve employment.
- During the year our Fundraising Manager took maternity leave, but will be returning this month. In the interim period we were fortunate to secure the services of an entry level bid writer who has been invaluable in continuing our good track record of successful bid writing. We are pleased that she has agreed to support the work of our Fundraising Manager in the coming year.
- The Lottery funding for our Family Support Service expires in November 2019. In November 2018 we started work to reapply for funding at a slightly increased level and also in partnership with another local charity that has a small information and

advice service for ethnic minority families. We will not know the results of the bid until later in 2019. We are also applying to other funds to extend the service as a mitigation strategy of the risk of losing Lottery funding.

- Our clubs have gone from strength to strength this year, particularly the Coffee Club which is our 'Voice' group. Their new venue at the Museum of English Rural life in Reading, has been a great success and we have used their garden to start a popular gardening activity as well. They are regularly consulted now by organisations like, The Oracle Shopping Centre, Great Western Railways, The Royal Berks Hospital, Berkshire West CCG Commissioning and others who want to make their services disability friendly and value the input of our 'Hear my Voice' campaigners.
- Since losing the CCG funding for our LD Health Project 'Getting it Right in Reading' we have continued to keep our health work going. We agreed to take over the long running 'Being as Healthy as we Can' forum and we continue to look for funding opportunities to re-start the work. Changes in the way our local CCG are funding Voluntary Sector groups and their failure to find a way to work effectively with the VCS has meant that we are not optimistic about achieving statutory funding for the work, but we are hopeful about achieving other funding.
- We will build on the good work we have done to establish a robust process for reviewing our rents to our four tenants in supported living on the top two floors of our building. We will review our rents annually to ensure that they are in line with market rates and that they cover the cost of dilapidations.
- During the year we were fortunate enough to receive another tranche of funding to administrate from The Berkshire Community Foundation for Pat's Lasting Memory. This fund is intended to provide leisure activities for adults with LD and has provided a range of free activities for vulnerable individuals.

I would like to thank, on behalf of all the trustees, our regular army of volunteers for giving their time and enthusiasm to our many different services and projects, and our staff who have once again delivered a fantastic service to the family carers and their children and adults with learning disabilities.

## **Financial Review**

The financial results for the year showed total income of £379,108 (2018: £366,266). At the Balance Sheet date total net assets amounted to £168,796 (2018: £192,284). We continue to invest to develop our range and strength of activities. Overall the charity recorded a deficit for the year of £23,488 (2018: Surplus £6,515).

## **Principal Funding Sources**

The Big Lottery was our principal funding source, providing an annual grant of £58,856 to run our Family Support Service. Reading Borough Council provided £58,729, for the Family Support Service, carers' respite, adult clubs and children's clubs. Our ME Day Activity Service for Adults with LD also contributed £75,606 to our income this year and we continued to rent out the self-contained flat at 21a Alexandra Road for four adults with LD living in supported living.

A summary of this year's Restricted Grants is set out in Note 3 on page 15 of the Financial Statements.

The trustees would also like to thank all the trusts, foundations, companies, community groups and individuals who have supported us over the last year. There are too many to detail in this report, but we would like to say a special thank you to the following:

Ascot Racecourse, Baily Thomas Charitable Fund, Berkshire Nurses & Relief in Sickness Trust, Black & White Music Ltd, Boshier Hinton Foundation, Co-op Erleigh Road, Cumber Family Charitable Trust, David Knight Charitable Trust, Duff and Haines families, Englefield Charitable Trust, Garfield Weston Foundation, Gordon Palmer Memorial Trust, Haines Hill Charitable Trust, John Lewis Reading, Leeds Building Society, Lions Club of Reading, Mobbs Memorial Trust, Payback Foundation, Piggott School, Rank Foundation, Reading Christadelphians, Reading Dispensary Trust, Reading Rotary Club, Rockwell International, St Laurence Relief in Need Trust, Starbucks Reading Oracle, Theodore Roussel Memorial Trust, TSB Reading, Vodafone, Zurich Community Trust, and all the venues involved in Are You Listening?: Milk, Oakford Social Club, Public, Purple Turtle, Rising Sun Arts Centre, St Laurence Church, South Street Arts Centre and Sub 89.

### **Investment Policy**

We continue to try to gain the most from our reserves while ensuring the cash flow needs of the charity are met. Currently there are deposits in interest bearing accounts of financial institutions with acceptable credit ratings.

### **Reserves Policy**

The Charity continues to enjoy a position of financial stability and sufficient reserves are held so as to ensure the continuity of services. Our policy is to retain reserves equivalent to 6 months of normal expenditure to safeguard against the significant loss of current sources of income. However regarding the expansion of the ME Project the trustees have reviewed the financial needs of this service and consider that a level of reserves equivalent to 3 months of normal expenditure to be adequate. Unrestricted reserves at the Balance Sheet date are computed to be £87,186 (after adjusting for fixed assets and the related long term loan). This is equivalent to 3 months normal expenditure of the ME Project and 5.5 months of normal expenditure for all other departments. The trustees are confident of the future funding of the Charity and believe that the current level of reserves will enable Reading Mencap to take advantage of new opportunities.

## **Structure, Governance and Management**

### **Governing Document**

The Charity is organised under its Articles of Association approved in October 2006. By Special Resolution (July 2018) changes to the Articles have been approved and objects (b) and (c) have been deleted.

## **Management**

A team of trustees appointed at the Charity's Annual General Meeting manages the Charity. All of the trustees provide their time free of charge. The Committee of trustees comprises the Chair, Treasurer and general trustees. Meetings are held at least every 2 months and the Chief Executive Officer (CEO) is invited to attend Trustee meetings.

The CEO is employed by the Charity and manages the day-to-day running of the Charity on behalf of the trustees.

None of the trustees had a material interest in any contract of significance to which the Charity was party during the period of these accounts.

## **Policies**

The Charity continues to review its policies and procedures and ensure it meets all health and safety requirements.

## **Trustees' Responsibilities in Relation to the Financial Statements**

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charity as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue on that basis.

The trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on the 18th July 2019 and signed on their behalf by:



Leslie Macdonald (Chair)



**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF READING MENCAP ON THE UNAUDITED  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2019**

I report on the financial statements of the Charity for the year ended 31 March 2019, set out on Pages 11 to 18.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with the Charities Act 2011. My work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's members as a body, for my work or for this report, or for the opinions I have formed.

**Respective Responsibilities of Trustees and Examiner**

The Trustees are responsible for the preparation of the Financial Statements. The Trustees consider that an Audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5) (b) of the 2011 Act; and
- (iii) 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:

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

(i) to keep accounting records in accordance with section 130 of the 2011 Act; and

(ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or

b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.

A handwritten signature in black ink, appearing to read 'John Mack', with a long horizontal flourish extending to the right.

**John Mack FCCA**

CF Limited

Certified Accountants and Taxation Consultants

20 Woods Road, Caversham, Reading, RG4 6NA

Dated 18<sup>th</sup> July 2019

**READING MENCAP STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2019**

**Income**

	Notes	Unrestricted funds	Restricted funds	Total funds 2019	Total funds 2018
Donations		12,831		12,831	6,577
<b><u>Charitable activities</u></b>					
From public authorities			34,002	34,002	73,729
Grants		4,116	98,717	102,833	127,476
Fundraising events		23,660		23,660	37,314
Rental income		20,458		20,458	17,789
ME Day service fees		178,199		178,199	75,606
Other fees for using facilities and services		5,658		5,658	14,545
<b><u>Other Income</u></b>					
Trading activities		285		285	11,917
Investment income	4	496		496	442
Membership subscriptions		685		685	871
<b>Total income</b>		<b>246,388</b>	<b>132,719</b>	<b>379,107</b>	<b>366,266</b>
<b>Expenditure</b>					
Raising funds		4,343		4,343	8,457
Charitable activities	6	266,650	125,302	391,952	345,915
Governance	5	6,300		6,300	5,379
<b>Total expenditure</b>		<b>277,293</b>	<b>125,302</b>	<b>402,595</b>	<b>359,751</b>
<b>Net Income / Expenditure</b>		<b>-30,905</b>	<b>7,417</b>	<b>-23,488</b>	<b>6,515</b>
<b>Grants for Capital Expenditure</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Movement in Funds</b>		<b>-30,905</b>	<b>7,417</b>	<b>-23,488</b>	<b>6,515</b>
<b>Reconciliation of Funds</b>					
Total funds brought forward		150,087	42,197	192,284	185,769
<b>Total Funds Carried Forward</b>		<b>119,182</b>	<b>49,614</b>	<b>168,796</b>	<b>192,284</b>

**READING MENCAP  
BALANCE SHEET AS AT 31 MARCH 2019**

	Notes	2019	2018
<b>FIXED ASSETS</b>			
Tangible Assets	8	81,996	88,128
<b>CURRENT ASSETS</b>			
Debtors and Prepayments	9	40,937	21,972
Cash at Bank and in Hand	10	<u>105,543</u>	<u>139,541</u>
		146,480	161,513
<b>CREDITORS</b>			
Amounts falling due within one year	11	<u>9,680</u>	<u>7,357</u>
Current assets less current liabilities		<u>136,800</u>	<u>154,156</u>
Total assets less current liabilities		218,796	242,284
<b>CREDITORS</b>			
Amounts falling due after more than one year	12	50,000	50,000
		<u>168,796</u>	<u>192,284</u>
<b>REPRESENTED BY:</b>			
Unrestricted funds		119,182	150,087
Restricted funds	3	49,614	42,197
		<u>168,796</u>	<u>192,284</u>

Approved by the Board of Trustees on the 18th July 2019 and signed on their behalf by



Leslie Macdonald (Chair)

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019**

### **1. Accounting Policies**

#### **1.1 Accounting convention**

The Financial Statements are prepared under the historical cost convention and in accordance with The Charities Act 2011 and comply with the Companies Act 2006. The Financial Statements have been prepared in accordance with the "Accounting and Reporting by Charities: Statement of Recommended Practice."

#### **1.2. Income**

Income from donations and grants, including capital grants, is included in total income when these are receivable, except as follows:

- when donors specify that the donations and grants given to the charitable company must be used in future accounting periods, the income is deferred until those periods
- when donors impose conditions, which have to be fulfilled before the charitable company becomes entitled to such income, the income is deferred and is not included until the preconditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to preconditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

#### **1.3 Expenditure**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of expenditure in the Statement of Financial Activities.

The charitable company is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT

- Costs of generating funds represent the cost of fundraising
- Charitable activities comprise activities undertaken to further the purposes of the charity
- Governance costs represent the costs of the management of the charity and complying with constitutional and statutory requirements.

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**1.4 Depreciation**

Equipment is capitalised when it has a useful life in excess of one year and costs over £500. Depreciation is calculated so as to write-off the cost of an asset, less its residual value over the useful economic life of the asset as follows: -

Freehold property	Over 50 years on straight-line method
Furniture	Over 10 years on straight-line method
Office Equipment	Over 4 years on straight-line method
Play Equipment	Over 5 years on straight-line method
Motor Vehicles	25% reducing balance basis

**1.5 Taxation**

The charitable company is exempt from corporation tax on its charitable activities.

**1.6 Fund Accounting**

Funds held by the charitable company are either: -

*Unrestricted funds* - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

*Restricted funds* - these are funds that can only be used for particular restricted purposes within the objects of the charitable company.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**1.7 Pensions**

Reading Mencap operates a workplace pension scheme for employees. This scheme was introduced in February 2016 and has been set up with the National Employment Savings Trust (NEST). The minimum contribution for qualifying employees in the year was 5% (2019/20: 8%) in total of which the Charity contributed 2% (2019/20: 3%).

**2. Income from fundraising events**

	<b>2019</b>	<b>2018</b>
Gross Income	23,660	37,314
Less expenses in generating such income	<u>4,343</u>	<u>8,457</u>
<b>Net Income</b>	<b><u>19,317</u></b>	<b><u>28,857</u></b>

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**3. Restricted Fund Analysis**

	Balance at 1.4.18	Incoming Resources	Resources Expended	Balance at 31.3.19
Reading Borough Council (Respite)	3,167	22,500	25,667	-
Reading Borough Council (Clubs)	2,833	-	2,833	-
Reading Borough Council (Children)	-	-	-	-
Grant for building maintenance (Screwfix)	-	3,500	350	3,150
Grants for Choir	1,614	-	-	1,614
Grants for Coffee Club activities	1,215	-	738	477
Grants for Saturday Club activities	370	1,028	392	1,006
Grants for Gateway Club activities	1,804	-	1,469	335
Grants for Siblings Club activities	156	-	156	-
Grants for carers' theatre trip	1,725	-	1,725	-
Grants for other social activities	734	300	834	200
Grants for Club Room seating	313	-	307	6
Co-operative Local Community Fund (ME Service activities)	2,734	-	2,734	-
Other grants for ME Service activities	4,276	-	4,248	28
Grant for ME Services - Tesco	-	2,992	980	2,012
Big Lottery Fund Reaching Communities (Family Support Service)	10,519	69,842	60,230	20,131
Reading Borough Council (Family Support Service)	5,111	11,503	13,964	2,650
Sir Jules Thorn grant for ME Service	-	750	750	-
Will Charitable Trust grant for ME Service	-	1,500	1,500	-
 Berkshire Community Foundation: Pat's Lasting Memories (grants for individual service users)	 512	 15,000	 1,057	 14,455
 Other hardship grants for individual service users	 1,750	 2,562	 3,163	 1,149
 Berkshire Community Foundation (A Life Less Lonely project)	 1,184	 -	 1,184	 -
Grant for Performing Arts	2,180	50	132	2,098
Waitrose grants for ME Services	-	692	389	303
M & S grant for fund raising activities	-	500	500	-
 <b>Total</b>	 <b>42,197</b>	 <b>132,719</b>	 <b>125,302</b>	 <b>49,614</b>

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**4. Investment income**

	2019	2018
Bank interest	496	442

**5. Governance costs**

	2019	2018
Accountancy fees	6,300	4,800
Other professional fees	-	579
	<b>6,300</b>	<b>5,379</b>

**6. Cost of activities in furtherance of charity objectives**

	2019	2019	2019	2018
	Unrestricted	Restricted	Total	Total
Staff costs (Note 7)	197,360	104,824	302,184	282,976
Premises expenses	26,433	-	26,433	21,304
Travelling and motor expenses	1,997	-	1,997	2,912
Subscriptions	548	-	548	630
Temporary agency costs	-	9,594	9,594	-
ME expenses	20,438	-	20,438	4,630
Club expenditure	-	7,123	7,123	7,152
Lottery expenses	-	2,050	2,050	1,624
Carers' respite breaks	-	1,711	1,711	968
Printing, postage and telephone	4,673	-	4,673	6,165
Depreciation	6,132	-	6,132	6,136
Consultancy	3,042	-	3,042	420
Staff training	961	-	961	1,912
IT support	396	-	396	2,345
Other	4,670	-	4,670	6,741
	<b>266,650</b>	<b>125,302</b>	<b>391,952</b>	<b>345,915</b>



## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2019

### 7. Staff Costs

	Note	£ 2019	£ 2018
Total staff costs were as follows			
Wages and salaries		284,626	269,092
Social security costs		14,703	12,690
Pension contributions	1.7	2,855	1,194
<b>Total</b>		<b>302,184</b>	<b>282,976</b>

The average number of employees during the year was as follows

	# 2019	# 2018
Office management	5	6
Fund Raising	2	2
Support workers	18	17
<b>Total</b>	<b>25</b>	<b>25</b>

There were no trustees' expenses paid or remuneration for the year or for 2018

### 8. Tangible Assets

	Land & Buildings	Equipment & Furniture	Play Equipment	Motor Vehicle	Total
<b>Cost</b>					
At 1 April 2018	104,396	22,284	937	15,645	143,262
Additions	-	-	-	-	-
Grants received	-	-	-	-	-
Disposals	-	-	-	-	-
As at 31 March 2019	104,396	22,284	937	15,645	143,262
<b>Depreciation</b>					
At 1 April 2018	24,741	22,284	937	7,172	55,134
Charge for the year	2,220	-	-	3,912	6,132
Disposals	-	-	-	-	-
As at 31 March 2018	26,961	22,284	937	11,084	61,266
<b>Net Book Value</b>					
<b>At 31 March 2019</b>	<b>77,435</b>	<b>-</b>	<b>-</b>	<b>4,561</b>	<b>81,996</b>
					-
At 31 March 2018	79,655	-	-	8,473	88,128

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**9. Debtors and Prepayments**

	<b>2019</b>	<b>2018</b>
Debtors	33,416	18,726
Prepayments	7,521	3,246
	<u><b>40,937</b></u>	<u><b>21,972</b></u>

**10. Cash at bank and in hand**

	<b>2019</b>	<b>2018</b>
HSBC current account	38,687	36,324
HSBC deposit account	-	17,013
NSI Income Bond	2,000	2,000
Virgin Money savings account	64,116	83,654
Petty cash	740	550
	<u><b>105,543</b></u>	<u><b>139,541</b></u>

**11. Amounts falling due within one year**

	<b>2019</b>	<b>2018</b>
Trade creditors and accruals	9,680	7,357
	<u><b>9,680</b></u>	<u><b>7,357</b></u>

**12. Amounts falling due after more than one year**

	<b>2019</b>	<b>2018</b>
Loan from Reading Borough Council	50,000	50,000
	<u><b>50,000</b></u>	<u><b>50,000</b></u>

This is an interest free loan repayable upon the sale of the freehold property.