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**GRANTHAM & DISTRICT MENCAP LIMITED**  
(A company limited by guarantee)

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**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
**(A company limited by guarantee)**

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
**(A company limited by guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2015**

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**Trustees**

Miss J A Burnett, Chief Executive Officer  
P J Flood  
Mrs M S Beecham

**Company registered number**

02035303

**Charity registered number**

1023576

**Registered office**

Fairview Farm, Gloucester Road, Grantham, Lincolnshire, NG31 8RJ

**Company secretary**

P J Flood

**Chief executive officer**

Miss J A Burnett

**Independent auditor**

Streets Audit LLP, Windsor House, A1 Business Park at Long Bennington, Nottinghamshire, NG23 5JR

**Bankers**

Lloyds bank PLC, 42 St Peter's Hill, Grantham, Lincolnshire, NG31 6QE

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Grantham & District Mencap Limited (the charity) for the year ended 31 March 2015. The Trustees confirm that the Annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

**Structure, governance and management**

**a. CONSTITUTION**

Grantham & District Mencap Limited is governed by an Articles and Memorandum of Association. Grantham & District Mencap Limited is also a Company Limited by Guarantee (Company Number 02035303). The Society is a registered Charity and is affiliated to the Royal Society.

The principal object of the charity is to increase public awareness and understanding of the problems of people with learning difficulties in order to secure provision for them commensurate with their needs.

**b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

The current directors/trustees have been in post for a number of years. Whilst there is no formal system in place for appointment of new trustees, the current directors/trustees are mindful of the requirements of the charity's constitution.

**c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES**

Whilst there is no formal system in place for induction and training of new trustees, the current directors/trustees are mindful of the requirement that they receive adequate ongoing training.

**d. ORGANISATIONAL STRUCTURE AND DECISION MAKING**

The directors intend to continue to develop the Charity in line with its present objectives. The directors continue to review carefully all major risks to which the Charity is exposed and procedures have been established to manage those risks. Directors are responsible for strategy and implementing the objectives set. Day to day running is devolved to the paid managers and staff.

**e. RELATED PARTY RELATIONSHIPS**

Grantham & District MENCAP Limited does not have any relationships with related parties.

**f. RISK MANAGEMENT**

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

The most significant external risk identified is the dependence upon governmental funding which can be subject to changes in political priorities and social policy. As a result, our free reserves have been established at a level that would allow the organisation to provide sufficient resources in the short-term in the event of policy changes affecting funding.

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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Identified internal risks have been minimised. For example all staff and volunteers undertake Enhanced DBS vetting to support safeguarding principals. Procedures are in place for the authorisation of all transactions and to ensure consistent delivery of all operational aspects of the charitable company.

These procedures are reviewed regularly to ensure the needs of the organisation continue to be met.

**g. PRINCIPAL ACTIVITIES**

The Society operates the Cree Centre as a day care centre and Fairview Farm as a residential home and offers structured appropriate activities at both establishments. There have been no significant changes in policy since the date of the last report.

**Objectives and Activities**

**a. OBJECTIVES AND AIMS**

The objectives of the Charity are as follows:

- 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 religion amongst persons with a learning disability; and
- To provide or assist in the provision of facilities of the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their conditions of life.

"learning disability" means any developmental disability of the mind and any associated condition howsoever caused and whether mild, moderate or severe.

The directors/trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit, published by the Charities Commission, in exercising their powers or duties.

**b. STRATEGIES AND ACTIVITIES FOR ACHIEVING OBJECTIVES**

The Charity provides both residential and daycare facilities to meet it's objectives. Throughout the current year to 31 March 2015 the Charity has continued to offer support and daytime activities at the Cree Centre and long-term and respite residential care at Fairview Farm.

The Charity continues to provide the Mothers Group, which meets once a month and provides support and reassurance for parents/carers of children with learning disabilities.

The Charity participates in the Gateway award scheme. The Gateway Award is an activity award which people with a learning disability of any age or ability can take part in.

The Charity also provides an essential transport service, operating with two minibuses and two cars, including one wheelchair accessible car for any appointment or trip out.

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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**c. VOLUNTEERS**

The Trustees are all volunteers and devote their time to attend Board meetings and other meetings as required.

The Charity also recruits and trains a number of volunteers to provide essential assistance with the provision of it's services.

**Achievements and performance**

**a. GOING CONCERN**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

**b. REVIEW OF ACTIVITIES**

The activities undertaken over the last 12 months are as follows:

**Cree Centre**

The Cree Centre was opened by Carers in 1975 to provide support and daytime activities to local people with a learning disability.

Today, the centre provides day opportunities to people with a learning disability and PIMD. The centre offers two fully accessible changing places where your care needs can be met with dignity and comfort. Our kitchen (rated 5 by S.K.D.C.) has height adjustable workstations and sink, to enable you to get involved in meal preparation or baking as part of the Cree8cakes team.

We have recently developed Cree8blooms adding a greenhouse to our garden where we can learn new skills and grow our own flowers, fruit and vegetable. Thanks to the fundraising by our supporters we have been able to revamp our sensory room providing the perfect place to relax and unwind.

**Fairview Farm**

Fairview Farm is an old farmhouse in large gardens. Homes are in five living areas in three buildings. Everyone has their own care plan and are helped to choose where they spend their days. A busy social life is very important to people who live at Fairview Farm.

Fairview Farm is registered with the Care Quality Commission and adheres to essential standards of quality and safety to comply with the Health and Social Care Act 2008. We have been awarded 5 stars by South Kesteven District Council and we work within a framework agreement with Lincolnshire County Council.

**Mothers Group**

Grantham Mencap Mothers Group was founded in 1980 by a group of Mothers/Carers, whose children had learning disabilities.

Concerned about the immediate and long term future for their children, they met with representatives from education, health and Social Services to try and improve the services offered to them.

Many felt that just to meet with others in the same situation was a great help, to talk over problems and support one another.

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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**Transport**

We operate a transport service available to all our members.

We are very proud of our service. We like to keep our members mobile, we have two minibuses and two cars including a wheelchair accessible car for any appointment or trip out.

All our drivers are trained and our staff are trained to ensure passengers are safe before going out and to deal with any problem should it happen.

**Cafe Rainbow**

The cafe was started in 2014 and offers essential workplace training for those looking to make the first step into the workplace. 2015 has seen the first full year of operation.

**c. FUNDRAISING ACTIVITIES/INCOME GENERATION**

No material fundraising has taken place over the period.

**d. INVESTMENT POLICY AND PERFORMANCE**

The Charity holds a significant proportion of its cash resources in what the Trustees consider to be low risk liquid investments.

The Charity also holds a smaller sum in bonds and a minimal sum in listed shares.

**e. FACTORS RELEVANT TO ACHIEVE OBJECTIVES**

**Internal factors**

Our staff remain a key element of our success and we continue to devote significant resources to ensuring that they are well trained and motivated to deliver a high quality service to our clients. All staff have been involved in formal training and/or development activities over the last year and this supports our efforts to carry out our identified objectives successfully.

**External Factors**

The Charity has continued to build strong relationships with associated governmental bodies, as well as with private sector and voluntary sector organisations. We regularly seek feedback from our clients and stakeholders and we consistently received positive comments about their satisfaction with the services that they have accessed.

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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**Financial review**

**a. RESERVES POLICY**

As the Charity supports many vulnerable clients, as well as employing staff, it has been decided that free reserves should be maintained at a level that allows adequate working capital for core costs and would cover contingency costs in the event of funding ending unexpectedly.

Free reserves are unrestricted funds not invested in fixed assets, designated for other purposes or otherwise committed.

At the end of the year the balance free reserves was £596,723 (Compared to £589,665 at 31 March 2014). This is equivalent to approximately 6 month of operating costs.

There are also designated funds of £61,385, currently designated to support the Cafe Rainbow project.

**b. PRINCIPAL FUNDING**

The principal funding source is from Lincolnshire County Council. Residential support is paid monthly in advance and forms the majority of the Fairview Farm income. Daycare is paid monthly in arrears and forms the majority of the Cree Centre income.

**c. MATERIAL INVESTMENTS POLICY**

Under the Memorandum and Articles of Association, the Charitable Company has the power to make any investment which the Trustees see fit.

**Plans for the future**

**a. FUTURE DEVELOPMENTS**

The Charity plans to continue many of the activities outlined above in forthcoming years, subject to satisfactory funding arrangements. In addition, as new needs are identified, the Charity will assess the relevance and suitability of sourcing funding to broaden its provision base, whilst continuing to meet the overall aims of the Charity. It is planned that designated funds will be used to develop new areas of business balancing the need for positive social impact and financial sustainability.

**FUNDS HELD AS CUSTODIAN**

At the year end the Charity held funds amounting to £90,845 on behalf of residents of Fairview Farm. This amount, which was held in separate designated business call bank accounts, has not been included in the Financial Report.



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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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**TRUSTEES' RESPONSIBILITIES STATEMENT**

The Trustees (who are also directors of Grantham & District MENCAP Limited for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, 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 charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They 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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**DISCLOSURE OF INFORMATION TO AUDITOR**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on \_\_\_\_\_ and signed on their behalf by:

**MISS J A BURNETT**  
**CHAIRPERSON**

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF GRANTHAM & DISTRICT MENCAP LIMITED**

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We have audited the financial statements of Grantham & District Mencap Limited for the year ended 31 March 2015 which comprise the Statement of financial activities, the Summary income and expenditure account, the Statement of total recognised gains and losses, the Balance sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the Trustees in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the Trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trustees for our audit work, for this report, or for the opinion we have formed.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITOR**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The Trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 145 of the Charities Act 2011 and report to you in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**OPINION ON FINANCIAL STATEMENTS**

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF GRANTHAM & DISTRICT MENCAP LIMITED**

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**MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Streets Audit LLP**

Chartered Accountants & Statutory Auditor

Windsor House  
A1 Business Park at Long Bennington  
Nottinghamshire  
NG23 5JR

Date:

Streets Audit LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**GRANTHAM & DISTRICT MENCAP LIMITED**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2015**

	Note	Unrestricted funds 2015 £	Total funds 2015 £	Total funds 2014 £
<b>INCOMING RESOURCES</b>				
Incoming resources from generated funds:				
Voluntary income	2	2,101	2,101	26,358
Investment income	3	3,471	3,471	4,058
Incoming resources from charitable activities	4	1,020,521	1,020,521	1,027,168
Other incoming resources	5	2,458	2,458	1,944
<b>TOTAL INCOMING RESOURCES</b>		<b>1,028,551</b>	<b>1,028,551</b>	<b>1,059,528</b>
<b>RESOURCES EXPENDED</b>				
Charitable activities		1,096,970	1,096,970	1,049,349
Governance costs	6	3,000	3,000	2,520
<b>TOTAL RESOURCES EXPENDED</b>	9	<b>1,099,970</b>	<b>1,099,970</b>	<b>1,051,869</b>
<b>NET INCOMING / (OUTGOING) RESOURCES BEFORE REVALUATIONS</b>		<b>(71,419)</b>	<b>(71,419)</b>	<b>7,659</b>
Gains and losses on revaluations of investment assets		(60)	(60)	4
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>(71,479)</b>	<b>(71,479)</b>	<b>7,663</b>
<i>Total funds at 1 April 2014</i>		<i>1,334,163</i>	<i>1,334,163</i>	<i>1,326,500</i>
<b>TOTAL FUNDS AT 31 MARCH 2015</b>		<b>1,262,684</b>	<b>1,262,684</b>	<b>1,334,163</b>

The notes on pages 14 to 23 form part of these financial statements.

**SUMMARY INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2015**

	Note	Unrestricted funds 2015 £	Total funds 2014 £
<b>TOTAL INCOME</b>		<b>1,028,551</b>	<b>1,059,528</b>
<b>LESS: TOTAL EXPENDITURE</b>		<b>1,099,970</b>	<b>1,051,869</b>
<b>NET (EXPENDITURE)/INCOME FOR THE YEAR</b>	18	<b>(71,419)</b>	<b>7,659</b>

The notes on pages 14 to 23 form part of these financial statements.

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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		<b>Unrestricted funds 2015 £</b>	<b>Total funds 2015 £</b>	<i>Total funds 2014 £</i>
<b>NET (EXPENDITURE)/INCOME FOR THE YEAR</b>	<b>Note</b>			
	18	(71,419)	(71,419)	7,659
Gains and losses on revaluations of investment assets		(60)	(60)	4
<b>TOTAL GAINS AND LOSSES RECOGNISED SINCE 1 APRIL 2014</b>	18	<u>(71,479)</u>	<u>(71,479)</u>	<u>7,663</u>

There is no difference between the income on ordinary activities for the year stated above and its historical cost equivalent.

The notes on pages 14 to 23 form part of these financial statements.

**GRANTHAM & DISTRICT MENCAP LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 02035303**

**BALANCE SHEET**  
**AS AT 31 MARCH 2015**

	Note	£	2015 £	£	2014 £
<b>FIXED ASSETS</b>					
Tangible assets	13		<b>604,576</b>		<i>625,211</i>
Investments	14		<b>115,078</b>		<i>115,138</i>
			<u><b>719,654</b></u>		<u><i>740,349</i></u>
<b>CURRENT ASSETS</b>					
Stocks		<b>1,200</b>		-	
Debtors	15	<b>56,504</b>		<i>61,101</i>	
Investments	16	<b>505,630</b>		<i>579,544</i>	
Cash in hand		<b>64,939</b>		<i>16,015</i>	
			<u><b>628,273</b></u>		<u><i>656,660</i></u>
<b>CREDITORS:</b> amounts falling due within one year	17	<b>(85,243)</b>		<i>(62,846)</i>	
<b>NET CURRENT ASSETS</b>			<u><b>543,030</b></u>		<u><i>593,814</i></u>
<b>NET ASSETS</b>			<u><b>1,262,684</b></u>		<u><i>1,334,163</i></u>
<b>CHARITY FUNDS</b>					
Unrestricted funds	18		<u><b>1,262,684</b></u>		<u><i>1,334,163</i></u>
<b>TOTAL FUNDS</b>			<u><b>1,262,684</b></u>		<u><i>1,334,163</i></u>

The Trustees consider that the charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charity to obtain an audit for the year in question in accordance with section 476 of the Act. However, an audit is required in accordance with section 145 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for preparing financial statements which give a true and fair view of the state of affairs of the charity as at 31 March 2015 and of its net resources expended for the year in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**BALANCE SHEET (continued)**  
**AS AT 31 MARCH 2015**

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The financial statements were approved by the Trustees on  
behalf, by:

and signed on their

**Miss J A Burnett, Trustee**

**P J Flood, Trustee**

The notes on pages 14 to 23 form part of these financial statements.

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**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2005, applicable accounting standards and the Companies Act 2006.

**1.2 Company status**

The charity is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**1.3 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**1.4 Incoming resources**

All incoming resources are included in the Statement of financial activities when the charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**1.5 Resources expended**

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.



**GRANTHAM & DISTRICT MENCAP LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2015**

**1. ACCOUNTING POLICIES (continued)**

**1.6 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property and long-leasehold	-	2% straight line
Tenant's improvements	-	2% straight line
Motor vehicles	-	25% reducing balance method
Furniture and equipment	-	10% - 20% reducing balance method

**1.7 Investments**

Investments are stated at market value at the balance sheet date. The Statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

**2. VOLUNTARY INCOME**

	<b>Unrestricted funds 2015 £</b>	<b>Total funds 2015 £</b>	<i>Total funds 2014 £</i>
Donations	2,101	2,101	6,650
Legacies	-	-	19,708
	<hr/>	<hr/>	<hr/>
Voluntary income	<b>2,101</b>	<b>2,101</b>	<i>26,358</i>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**3. INVESTMENT INCOME**

	<b>Unrestricted funds 2015 £</b>	<b>Total funds 2015 £</b>	<i>Total funds 2014 £</i>
Unlisted investments	3,471	3,471	4,058
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**GRANTHAM & DISTRICT MENCAP LIMITED**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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**4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	<b>Unrestricted funds 2015 £</b>	<b>Total funds 2015 £</b>	<i>Total funds 2014 £</i>
Care, support and training	914,459	914,459	954,110
Cafe takings	106,062	106,062	73,058
	<u>1,020,521</u>	<u>1,020,521</u>	<u>1,027,168</u>

**5. OTHER INCOMING RESOURCES**

	<b>Unrestricted funds 2015 £</b>	<b>Total funds 2015 £</b>	<i>Total funds 2014 £</i>
Other incoming resources	2,458	2,458	1,944
	<u>2,458</u>	<u>2,458</u>	<u>1,944</u>

**6. GOVERNANCE COSTS**

	<b>Unrestricted funds 2015 £</b>	<b>Total funds 2015 £</b>	<i>Total funds 2014 £</i>
Auditors' remuneration	3,000	3,000	2,520
	<u>3,000</u>	<u>3,000</u>	<u>2,520</u>

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**7. DIRECT COSTS**

	<b>Care, support and training</b>	<i>Total 2014</i>
	£	£
Staff advertising and training	3,054	10,387
Rent and rates	17,502	12,204
Heat and light	20,348	20,961
Insurance	8,626	8,127
Repairs, maintenance and cleaning	67,112	70,605
Domestic expenses	32,566	32,830
Sundries	20,430	18,464
Depreciation	22,456	23,426
Transport and expenses	2,570	2,294
Garden expenses	2,099	796
Registration fee	2,640	3,000
Lease expenses	16,367	12,927
Citation HR Consultancy	4,094	4,720
Telephone	2,468	2,273
Motor expenses	10,200	11,237
Cafe purchases	33,088	22,715
Wages and salaries	764,019	719,067
National insurance	35,828	44,329
Pension cost	2,489	-
	<u>1,067,956</u>	<u>1,020,362</u>

**8. SUPPORT COSTS**

	<b>Care, support and training</b>	<i>Total 2014</i>
	£	£
Printing, stationery, post and telephone	6,628	5,712
Subscriptions and affiliation fees	1,110	1,110
Donations	815	840
Citation HR Consultancy	800	950
Depreciation of equipment	699	874
Leasing Charges	531	216
Sundry	680	1,742
Towergate	3,250	3,250
Wages and salaries	13,807	13,145
National insurance	649	1,148
Pension cost	45	-
	<u>29,014</u>	<u>28,987</u>

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**9. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE**

	Staff costs 2015 £	Other costs 2015 £	Total 2015 £	Total 2014 £
Charitable activity	816,837	280,133	1,096,970	1,049,349
Governance	-	3,000	3,000	2,520
	<u>816,837</u>	<u>283,133</u>	<u>1,099,970</u>	<u>1,051,869</u>

**10. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES**

	Activities undertaken directly 2015 £	Support costs 2015 £	Total 2015 £	Total 2014 £
Care, support and training	1,067,956	29,014	1,096,970	1,049,349
	<u>1,067,956</u>	<u>29,014</u>	<u>1,096,970</u>	<u>1,049,349</u>

**11. NET INCOMING / (OUTGOING) RESOURCES**

This is stated after charging:

	2015 £	2014 £
Depreciation of tangible fixed assets: - owned by the charity	23,155	24,300
Auditor's remuneration	3,000	2,520
Pension costs	2,534	-
Operating leases	9,975	13,143
	<u>38,664</u>	<u>40,463</u>

During the year, no Trustees received any remuneration (2014 - £NIL).

During the year, no Trustees received any benefits in kind (2014 - £NIL).

During the year Miss Burnett (Chief Executive Officer) was reimbursed £5,097 for expenses incurred on behalf of the Charity (2014 - £4,958).

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**12. STAFF COSTS**

Staff costs were as follows:

	2015 £	2014 £
Wages and salaries	777,826	732,212
Social security costs	36,477	45,477
Other pension costs	2,534	-
	<b>816,837</b>	<b>777,689</b>

The average monthly number of employees during the year was as follows:

	2015 No.	2014 No.
Management & administration	7	7
Carers, drivers & front of house	33	39
	<b>40</b>	<b>46</b>

No employee received remuneration amounting to more than £60,000 in either year.

**13. TANGIBLE FIXED ASSETS**

	Long leasehold property £	Tenant's improvements £	Freehold property £	Motor vehicles £
<b>Cost</b>				
At 1 April 2014	211,809	63,425	454,056	26,526
Additions	-	-	-	-
At 31 March 2015	<b>211,809</b>	<b>63,425</b>	<b>454,056</b>	<b>26,526</b>
<b>Depreciation</b>				
At 1 April 2014	45,745	2,174	134,952	21,200
Charge for the year	8,067	1,270	4,540	1,330
At 31 March 2015	<b>53,812</b>	<b>3,444</b>	<b>139,492</b>	<b>22,530</b>
<b>Net book value</b>				
At 31 March 2015	<b>157,997</b>	<b>59,981</b>	<b>314,564</b>	<b>3,996</b>
At 31 March 2014	<b>166,064</b>	<b>61,251</b>	<b>319,104</b>	<b>5,326</b>

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**13. TANGIBLE FIXED ASSETS (continued)**

	Furniture and equipment £	Total £
<b>Cost</b>		
At 1 April 2014	280,511	1,036,327
Additions	2,520	2,520
At 31 March 2015	<u>283,031</u>	<u>1,038,847</u>
<b>Depreciation</b>		
At 1 April 2014	207,045	411,116
Charge for the year	7,948	23,155
At 31 March 2015	<u>214,993</u>	<u>434,271</u>
<b>Net book value</b>		
At 31 March 2015	<u>68,038</u>	<u>604,576</u>
<i>At 31 March 2014</i>	<u>73,466</u>	<u>625,211</u>

**14. FIXED ASSET INVESTMENTS**

	Listed securities £	Unlisted securities £	Trade investments £	Total £
<b>Market value</b>				
At 1 April 2014	88,945	1,193	25,000	115,138
Loss on revaluation	-	(60)	-	(60)
At 31 March 2015	<u>88,945</u>	<u>1,133</u>	<u>25,000</u>	<u>115,078</u>

**Investments at market value comprise:**

	2015 £	2014 £
Melton Mowbray Building Society	88,945	88,945
Quoted shares at market value	1,133	1,193
Golden Lane Housing Bonds	25,000	25,000
Total market value	<u>115,078</u>	<u>115,138</u>

All the fixed asset investments are held in the UK

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**14. FIXED ASSET INVESTMENTS (continued)**

At 31 March 2015 the historic cost of the above investments was £110,206 (2014 - £110,206).

Golden Lane Housing is a registered charity. The existing Bonds matured on 30 April 2013 and were reinvested in 4% Bonds with the same charity. These Bonds will be repaid in 2018.

**15. DEBTORS**

	2015	2014
	£	£
Trade debtors	49,882	55,327
Prepayments and accrued income	6,622	5,774
	<b>56,504</b>	<b>61,101</b>
	<b>56,504</b>	<b>61,101</b>

**16. CURRENT ASSET INVESTMENTS**

	2015	2014
	£	£
Short-term cash deposits	505,630	579,544
	<b>505,630</b>	<b>579,544</b>
	<b>505,630</b>	<b>579,544</b>

**17. CREDITORS:  
Amounts falling due within one year**

	2015	2014
	£	£
Other creditors	36,632	30,148
Accruals and deferred income	48,611	32,698
	<b>85,243</b>	<b>62,846</b>
	<b>85,243</b>	<b>62,846</b>

**Deferred income**

Deferred income at 1 April 2014		17,527
Resources deferred during the year		32,309
Amounts released from previous years		(17,527)
		<b>32,309</b>
Deferred income at 31 March 2015		<b>32,309</b>

Deferred income relates to funding received prior to the year end that is to be used to fund future expenditure.

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**18. STATEMENT OF FUNDS**

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Gains/ (Losses) £	Carried Forward £
<b>Designated funds</b>						
Development fund	119,287	-	-	(57,902)	-	61,385
<b>General funds</b>						
Accumulated fund	1,214,876	1,028,551	(1,099,970)	57,902	(60)	1,201,299
Total Unrestricted funds	1,334,163	1,028,551	(1,099,970)	-	(60)	1,262,684
Total of funds	1,334,163	1,028,551	(1,099,970)	-	(60)	1,262,684

**General fund**

General funds are those funds not designated towards any project in particular and can be used towards any of the Charity's objectives.

**Development fund**

The development fund was set up in 2012 to finance future projects. The transfer in the current year relates to the deficit realised for the Cafe Rainbow project which the Trustees have chosen as the current project to benefit from the development fund. This fund is not restricted to any specific purpose.

The development fund was classified as restricted in the 31 March 2014 financial statements. Upon further review of the terms of this fund the Trustees have agreed that it should be classified as unrestricted.

**SUMMARY OF FUNDS**

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Gains/ (Losses) £	Carried Forward £
Designated funds	119,287	-	-	(57,902)	-	61,385
General funds	1,214,876	1,028,551	(1,099,970)	57,902	(60)	1,201,299
	1,334,163	1,028,551	(1,099,970)	-	(60)	1,262,684



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**NOTES TO THE FINANCIAL STATEMENTS**  
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**19. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Unrestricted funds 2015 £</b>	<b>Total funds 2015 £</b>	<i>Total funds 2014 £</i>
Tangible fixed assets	604,576	604,576	625,211
Fixed asset investments	90,078	90,078	90,138
Trade investments	25,000	25,000	25,000
Current assets	628,273	628,273	656,660
Creditors due within one year	(85,243)	(85,243)	(62,846)
	<u>1,262,684</u>	<u>1,262,684</u>	<u>1,334,163</u>

**20. PENSION COMMITMENTS**

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £2,534 (2014 - £nil). Contributions totaling £nil (2014 - £nil) were payable to the fund at the balance sheet date.

**21. OPERATING LEASE COMMITMENTS**

At 31 March 2015 the charity had annual commitments under non-cancellable operating leases as follows:

	<b>2015 £</b>	<i>2014 £</i>
<b>Expiry date:</b>		
Between 1 and 2 years	215	215
Between 2 and 5 years	14,426	14,426
	<u>14,641</u>	<u>14,641</u>