CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From January 2024 Period start date To December 2024 Period end date

Charity name: Bath Mencap Society

Charity registration number: 213542

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objectives of the Society are: (a). To provide relief to people with a learning disability 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 (b). To provide or assist in the provision of facilities for the recreation or other leisure time for people who have need by reason of learning disability with the objective 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.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	We provide social activities as follows: **Junior Gateway Club**: an active weekly programme of activities including sports, arts, crafts, bowling, cinema, quizzes, music, dance, and annual week away at Butlins for school age children. Children receive an evening meal giving parents and carers a valuable break. Children can be picked up and dropped off using our dedicated minibus. We have 21 children attending and a small waiting list. **Adult Club**: weekly ten pin bowling and yoga sessions, meeting for a Sunday lunch and a quarterly night club at Komedia, Uproar, Bath's first club night exclusively for adults with learning disabilities, their families, carers, and friends. Up to 20 people attend our weekly clubs with up to 200 people attending the quarterly Night Club events.
Statement confirming whether the trustees have had regard to the guidance	Para 1.18	Our Board of Trustees meets on a quarterly basis and has a standard agenda item at each meeting to consider any

issued by the Charity Commission on public benefit		correspondence which includes items from the Charity Commission. Bath Mencap has noted and actioned, where relevant, any guidance received in 2024 from the Charity Commission.

Additional information (optional)
You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	**N/A**
Policy on social investment including program related investment	Para 1.38	**N/A**
Contribution made by volunteers	Para 1.38	We would like to thank all our volunteers, as without them we would be unable to run our Clubs. Throughout the year we have had around 12 volunteers helping us, we benefit from being in a city with a University which gives us access to a wider pool of volunteers. Each week we have 3 volunteers (12 volunteer hours) at each Children's Club night and 1-2 volunteers (3-6 volunteer hours) at each adult bowling session, and 1-2 (3-6 volunteer hours) volunteers at monthly Sunday Lunch Club.
Other		**N/A**

Achievements and Performance

	SORP reference	

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	2024 has been a year of continuing to strengthen our governance with a significant focus on fundraising to ensure continued viability of our services. We have 6 Trustees in total, one of whom is a parent of an adult with Learning Disabilities and one of whom has lived experience of learning disability. Examples of our achievements are: • Job descriptions agreed for each Trustee to ensure everyone understands their role and key responsibilities • Risk Register reviewed by the Board 6 monthly and Risk assessments confirmed as in place across all our clubs. • New IT storage system (Box) introduced to allow central secure storage of documents which are accessible to Trustees and employees • Appointment of a dedicated Fundraiser in April 2024 for 40 hours a month was key to our plan to improve our income and ensure sustainability of our services. In March 2024 we only had sufficient funds to continue our services for 1 year. • From June-September 2024 our Fundraiser working with support of one of our Trustees secured grants of £25,891 and developed a pipeline of grant opportunities to secure a similar amount of funding for 2025. • A donation from the Bath Half Marathon Charity allowed us to restructure our weekly adult bowling club providing a small subsidy for members to ensure bowling remained affordable for them. • A grant from Stoke Park Friends allowed us to run an enhanced programme of activities at our Junior Gateway Club throughout the year which included a trip to the pantomime Maintaining provision of high quality social activities to our members has remained high on our agenda and we are very grateful to our 4 part time employees who coordinate and manage our Junior Gateway and Adult Clubs. We would like to

		take this opportunity to thank them for their commitment and hard work during 2024.

Additional information (optional)
You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We have completed year 2 of our 3 Year Strategy and have continued to progress the following goals and objectives. **Goal 1** Provide services for all groups of society with a learning disability. **Objectives** ***1.*** Grow membership of our adult club and maximise income from improved collection of adult membership fees. ***Membership has grown from 15 to 20 adults attending regularly. Membership fees now collected consistently by our Adult Activities Manager from all members.*** ***2.*** Grow volunteer base to be able to cover leaders when unavailable/ away and expand for more users – ***We have recruited 3 new volunteers in 2024, and recruitment is ongoing*** **Goal 2** Raise awareness of the charity and services offered amongst the public in the Bath area. **Objectives** 1. Marketing plan, with agreed budget implemented- ***refresh of approach to use of social media led by Fundraising Lead*** ***2.*** Launch and measure campaigns – ***We now have regular social media posts from our Club Leaders and Fundraiser to raise awareness of our charity*** ***3.*** Raise awareness and grow interest in the charity - ***Chair has attended***

		various networking meetings. Continue to promote activities via social media. Meeting held with National Lottery Community Fund Manager to brief them on our charity. **Goal 3** Raise funds to provide and grow existing services and fund potential new ones. **Objectives** ***1.*** Investigate grants- ***Grant opportunities reviewed at monthly fundraising meetings. Analysis shows we are winning about 30% of the total bids we submit. In the last 6 months of 2024 we secured grant funding of £25,891*** 2. Develop fundraising plan and support induction of new fundraiser role. ***Plan in place to apply for a range of funding opportunities during 2024, funding pipeline report regularly reviewed by the Board. Fundraiser started in April 2024 and remains in post supported by an experienced Trustee.*** **Objective 4** Explore local needs further and launch more services as needed. **Objectives** ***1.*** Understand services needed via research. ***Parent/carer opinion canvassed at each AGM.*** ***2.*** Grow opportunities for existing/new groups – ***Not a priority until new funding streams are secured*** **3.** Consider working with other groups to share services- ***Discussions held during 2024 with 2 local charities providing similar services to us with a view to us working more closely together.***
Performance of fundraising activities against objectives set	Para 1.41	***Grant opportunities reviewed at monthly fundraising meetings. Analysis shows we are winning about 30% of the total bids we submit. In the last 6 months of 2024 we secured grant funding of £25,891. This covers our costs for one year. Our aim for future years is to secure more longer term funding so that we can focus on developing new services.***
Investment performance against objectives	Para 1.41	**N/A**

Other		**N/A**

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial situation remains consistent with previous years, with expenditure closely matching income, resulting in a near breakeven between costs and revenues. For the 12 months ending December 2024: • Total income was £39,000, consisting of £25,000 from grants and donations, with the remainder coming from Junior Gateway Club fees. • Total expenditure was £39,197, including: • £22,329 in salaries • £1,000 for minibus repairs • Approximately £16,000 covering costs related to Junior and Adult Club activities, as well as necessary insurance. This resulted in a net deficit of £197 for the period. However, with previously carried-forward funds, the charity currently holds approximately £28,000 in available cash. Based on this cash flow, we have sufficient funds to operate for just over a year. Given that grants and legacy funding are received on an ad-hoc basis, the Trustees have decided to launch a fundraising programme to support future sustainability. To lead this effort, a Fundraiser was appointed in Q1 2024. We will continue to prioritize self-funding activities wherever possible to help maintain Bath Mencap's financial reserves.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	**N/A**
Amount of reserves held	Para 1.22	**N/A**
Reasons for holding zero reserves	Para 1.22	**Low level of income**
Details of fund materially in deficit	Para 1.24	**N/A**
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Based on our cash flow, of £28,000 we have sufficient funds to operate for just over a year. We would like to improve this position by increasing fundraising activities to secure funding to support us over more than one year.

Additional information (optional)
You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	£25,000 from grants and donations, with the remainder coming from Junior Gateway Club fees.
Investment policy and objectives including any social investment policy adopted	Para 1.46	**N/A**
A description of the principal risks facing the charity	Para 1.46	**As a Board we have a risk Register that we review annually and have mitigating actions in place to minimise risk. We have identified 11 potential risks as follows:** **Income and financial stability**- Insufficient income and reserves for the charity to achieve its strategic objectives and maintain operations **Data protection and GDPR**- An event or incident such as an external data breach or inadvertent internal error resulting in the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of or access to personal data **Safeguarding -** Failure to safeguard Bath Mencap's beneficiaries or associated vulnerable persons, including children, from abuse and maltreatment **People. Leadership and Culture**- Weaknesses or failure of leadership, inability to develop and retain talent effectively and an organisational culture that is not an enabler in the pursuit of Bath Mencap's strategy and objectives **Regulatory -** The charity fails to comply with applicable regulatory requirements, leading to reputational damage and financial penalties **Cyber Security-** Cyber incidents (typically unauthorised or inappropriate access to an organisation's network) executed by external or internal parties that negatively impact the confidentiality, integrity and availability of a charity's information systems and data **Business Continuity** - Ageing minibus and difficulty finding a suitable repairer for faults **Reputation** - A range of occurrences including incidents, events and outcomes that may consequently damage a charity's reputation. **Death or injury** to a service user **Lack of an IT system** to allow staff and Trustees to save and share documents

		easily and lack of IT expertise is affecting efficiency and communication
Other		

Structure, Governance and Management

Description of charity's trusts:		**N/A**
Type of governing document (trust deed, royal charter)	Para 1.25	Bath Mencap Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	We recruit Trustees by advertising on LinkedIn or the Reach Volunteering platform. Parent Trustees are asked to volunteer at our Annual General meeting. Potential Trustees are interviewed by 2 members of the Board and if deemed suitable at interview will be recommended to the Board for appointment. All Trustees undergo an enhanced DBS check. Our constitution allows us to have up to 12 Trustees.

Additional information (optional)
You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Safeguarding Policy Incident Reporting Policy Complaints Policy Equality & Diversity Policy
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Our Board of Trustees oversees two Club Leaders who run our Junior Gateway and Adult Clubs, respectively. Our separate Fundraiser reports directly to the Board via a named Trustee. Our Volunteers are managed by our Club Leaders.
Relationship with any related parties	Para 1.51	We are affiliated to National Mencap
Other		

Reference and Administrative details

Charity name	Bath Mencap Society
Other name the charity uses	N/A
Registered charity number	213542
Charity's principal address	35 Rockliffe Road BATH BA2 6QW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Ian Tomlinson	Chair	N/A	Bath Mencap Board
2	Andrea Tuzzolo	Treasurer	N/A	Bath Mencap Board
3	Annie Kelly	Secretary	N/A	Bath Mencap Board
4	James Owen	Trustee	N/A	Bath Mencap Board
5	Jules Guymer	Trustee	N/A	Bath Mencap Board
6	Mark Robinson	Trustee	N/A	Bath Mencap Board
7				
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17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Annie Kelly	
Full name(s)	Annie Christine Kelly	
Position (eg Secretary, Chair, etc)	Secretary	
Date	31st August 2025	

Income & Expenditure by Fund

Bath Mencap Society

For the year ended 31 December 2025

Account	General (U)	Junior Gateway (U)	Senior Mencap (U)	Mendip Beacon (R)	Quartet (R)	Groundwork (R)	Halloween/Xmas (R)	Medlock (R)	Total
Income									
Donations Unrestricted	904	486	0	0	0	0	0	0	1,390
Interest Income	172	0	0	0	0	0	0	0	172
Junior Gateway Fees	0	10,448	0	0	0	0	0	0	10,448
Senior Mencap Club Activities	0	0	7,745	0	0	0	0	0	7,745
Grants	22,000	0	0	0	5,000	500	0	5,000	32,500
Total Income	**23,077**	**10,934**	**7,745**	**0**	**5,000**	**500**	**0**	**5,000**	**52,257**
Direct costs									
Drumming Sessions/Bowling	0	145	5,184	0	0	0	0	0	5,329
Junior Club Activities	0	7,006	0	0	0	0	867	0	7,873
Senior Mencap Costs	0	0	4,820	0	0	0	0	0	4,820
Total Direct costs	**0**	**7,150**	**10,004**	**0**	**0**	**0**	**867**	**0**	**18,021**
Administrative Costs									
Accountancy fees	715	0	0	0	0	0	0	0	715
Advertising	19	0	78	0	0	0	0	0	97
Bank Fees	35	0	0	0	0	0	0	0	35
Depreciation Expense	0	197	0	0	0	0	0	0	197
Insurance	718	0	0	0	0	0	0	0	718
IT Software and Consumables	200	0	0	0	0	0	0	0	200
Pensions Costs	0	87	0	0	0	0	0	0	87
Repairs & Maintenance	39	0	0	0	0	0	0	0	39
Salaries	5,750	14,519	4,523	0	0	0	0	0	24,792
Staff Training	35	0	0	0	0	0	0	0	35
Subscriptions	60	0	0	0	0	0	0	0	60
AGM/Trustees Meeting expenses	120	0	0	0	0	0	0	0	120
Telephone and Mobile	0	0	17	0	0	0	0	0	17
Total Administrative Costs	**7,691**	**14,803**	**4,618**	**0**	**0**	**0**	**0**	**0**	**27,112**
Net Surplus/(Deficit)	**15,385**	**(11,019)**	**(6,877)**	**0**	**5,000**	**500**	**(867)**	**5,000**	**7,123**
Funds									
Brought Forward Funds	24,560	0	0	1,500	1,215	0	1,989	0	29,264
Funds Carried Forward	**39,946**	**(11,019)**	**(6,877)**	**1,500**	**6,215**	**500**	**1,122**	**5,000**	**36,387**

Income & Expenditure Account

Bath Mencap Society

For the year ended 31 December 2025

Account	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Total
Income													
Donations Unrestricted	500	0	0	0	0	0	0	0	0	0	486	404	1,390
Interest Income	15	16	15	16	14	15	14	16	15	13	13	11	172
Junior Gateway Fees	590	863	1,014	569	1,871	1,878	1,679	344	648	479	427	88	10,448
Senior Mencap Club Activities	492	624	1,239	434	529	657	816	422	653	679	564	636	7,745
Grants	0	0	8,500	5,000	0	0	5,000	0	0	0	14,000	0	32,500
Total Income	**1,597**	**1,503**	**10,767**	**6,019**	**2,414**	**2,550**	**7,509**	**782**	**1,316**	**1,172**	**15,489**	**1,140**	**52,257**
Expenditure													
Senior Mencap Costs	312	305	775	174	454	499	594	222	305	184	669	328	4,820
Drumming Sessions/Bowling	640	450	150	255	735	314	420	382	344	660	499	481	5,329
Accountancy fees	57	57	57	57	57	57	63	57	63	63	63	63	715
Advertising	0	0	0	0	0	0	78	0	19	0	0	0	97
Bank Fees	5	5	5	5	5	5	5	0	0	0	0	0	35
Depreciation Expense	16	16	16	16	16	16	16	16	16	16	16	16	197
Insurance	0	0	0	0	0	0	0	0	718	0	0	0	718
IT Software and Consumables	0	200	0	0	0	0	0	0	0	0	0	0	200
Pensions Costs	4	4	4	5	5	5	10	19	5	5	5	17	87
Repairs & Maintenance	0	39	0	0	0	0	0	0	0	0	0	0	39
Salaries	1,643	1,664	1,758	1,685	1,775	1,793	2,298	2,418	1,992	2,024	2,059	3,684	24,792
Staff Training	0	0	0	0	0	0	0	0	0	35	0	0	35
Subscriptions	0	0	0	0	60	0	0	0	0	0	0	0	60
AGM/Trustees Meeting expenses	0	0	0	0	0	0	0	120	0	0	0	0	120
Junior Club Activities	220	252	548	3,753	652	245	177	890	0	189	438	507	7,873
Telephone and Mobile	3	0	3	3	6	0	0	3	0	0	0	0	17
Total Expenditure	**2,901**	**2,993**	**3,317**	**5,953**	**3,764**	**2,933**	**3,663**	**4,127**	**3,462**	**3,175**	**3,750**	**5,097**	**45,134**
Net Surplus/(Deficit)	**(1,305)**	**(1,490)**	**7,451**	**66**	**(1,350)**	**(384)**	**3,846**	**(3,345)**	**(2,146)**	**(2,003)**	**11,739**	**(3,957)**	**7,123**
Funds													
Brought Forward Funds	29,264	27,959	26,469	33,920	33,987	32,636	32,253	36,099	32,754	30,608	28,605	40,344	
Funds Carried Forward	**27,959**	**26,469**	**33,920**	**33,987**	**32,636**	**32,253**	**36,099**	**32,754**	**30,608**	**28,605**	**40,344**	**36,387**	

Account	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Total
Bank balances													
HSBC Charitable Current	9,000	6,647	13,087	12,585	9,366	7,106	9,290	5,622	2,795	5,316	16,146	12,136	109,095
Treasurers Account	1	1	1	1	1	1	1	1	1	1	1	1	12
Deposit Account	18,002	18,880	19,908	20,494	22,379	24,271	25,964	26,324	26,987	22,479	23,405	23,504	272,598
Total Bank balances	**27,002**	**25,529**	**32,996**	**33,080**	**31,746**	**31,378**	**35,255**	**31,947**	**29,783**	**27,796**	**39,552**	**35,641**	**381,705**

Balance Sheet

Bath Mencap Society

As at 31 December 2025

Account	31 Dec 2025	31 Dec 2024
Fixed Assets		
Tangible Assets		
Motor Vehicles	10,000	10,000
Less Accumulated Depreciation on Motor Vehicles	(9,214)	(9,017)
Total Fixed Assets	**786**	**983**
Current Assets		
Cash at bank and in hand		
Deposit Account	23,504	17,499
Treasurers Account	1	1
HSBC Charitable Current	12,136	10,834
Total Cash at bank and in hand	**35,641**	**28,333**
Total Current Assets	**35,641**	**28,333**
Net Current Assets (Liabilities)	**35,641**	**28,333**
Total Assets less Current Liabilities	**36,427**	**29,316**
Creditors: amounts falling due after more than one year		
Pension Payable	40	52
Total Creditors: amounts falling due after more than one	**40**	**52**
Net Assets	**36,387**	**29,264**
Capital and Reserves		
Current Year Earnings	36,387	(197)
Unrestricted Funds	0	29,461
Total Capital and Reserves	**36,387**	**29,264**

Independent Examiner’s / Auditor’s Report

(Required for income > £25,000)

Independent Examiner’s Statement For Bath Mencap Society Charity No 213542

- **Scope of examination:** Independent examination of the charity's accounts and supporting records, for period 1st January 2025 -1st December 2025

- **Responsibilities:** Trustees prepared the accounts; the Examiner reviewed them independently.

- **Basis of independent examiner’s conclusion:** Review of records, supporting documents and explanations provided by management.

- **Examiner’s conclusion (no evidence of lack of accounting records, etc.):** No issues identified regarding accounting records, consistency of accounts, or compliance with applicable requirements.

Signature



Emma Barbieri

Name Professional qualification (if any)

Accounts payable Lead

Date 22/09/2026