

Smethwick Mencap  
Registered charity number 505238

Report and Unaudited Accounts

31 December 2020

**Smethwick Mencap**  
**Registered charity number 505238**  
**Report and accounts**  
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**Smethwick Mencap**  
**Registered charity number 505238**  
**Administrative information**  
**for the year ended 31 December 2020**

**Chairman**  
S P Tong

**Treasurer**  
S P Tong

**Secretary**  
S P Tong

**Trustees**  
S P Tong  
G Justice  
E Mooney

**Independent examiner**  
M W Hunt  
Bass Hunt & Co. LLP  
Ground Floor, Advance House  
9 Waterfall Lane Trading Estate  
Cradley Heath  
West Midlands  
B64 6PU

**Bankers**  
TSB Bank plc  
63-65 Cape Hill  
Smethwick  
Warley  
West Midlands  
B18 6AH

**Address of charity office**  
Derrick Patterson Building  
Price Street  
Smethwick  
Warley  
West Midlands  
B66 3QR

**Registered charity number**  
505238

**Smethwick Mencap**  
**Registered charity number 505238**  
**Trustees' report**

The trustees presents their report and accounts for the year ended 31 December 2020.

**Objectives and activities**

The principal objectives of the society are to advance the education of the mentally handicapped, to promote the prevention and development of mental health and to foster mutual help and co-operation between parents, guardians, relatives and friends of the mentally handicapped.

The main activity of the society which is the provision of a club in which the mentally handicapped can participate and express themselves, helps their wellbeing and contributes to their care.

The trustees have had regard to the Charity Commission's guidance on public benefit and consider the provision of the club meets this criteria.

**Structure governance and management**

The society is registered as a charity (registered number 505238) and is constituted under a trust deed adopted 14 July 1976.

The society is managed by the executive committee who are elected by the members of the society.

The trustees who have served during the year and since the year end are set out on page 1, together with the address of the society. New trustees are recruited and appointed as the trustees feel appropriate.

**Achievements and performance**

The society has continued to provide facilities to members during the year. Activity levels have reduced significantly in comparison with previous years due to the measures Covid-19 lockdown enforced in March 2020 and other measures taken throughout the year.

The society provides a club, the Smethwick Mencap Social Club, to provide a safe environment in which members can meet, take part in activities and enjoy social interaction in an environment suitable to their needs. The society also sponsors the annual Smethwick Challenge bicycle ride in which members can participate.

The principal source of funding has been rent received from the letting of the flats at Greenlawns and the mencap social club general and entertainment fund. A grant was secured from the Government's Small Business Grant Fund. Further funds were received from donations and gifts.

**Financial review**

The results for the year are set out in the Statement of receipts and payments on page 5.

The financial year to 31 December 2020 has shown an increase in the reserves of the charity compared with the previous year.

The charity has performed reduced activities during the year due to the national lockdowns implemented by the government in March 2020.

The charity received amounts from the local authority in response to the Covid-19 pandemic. An amount of £10,000 was received during the year from the Small Business Grant Fund.

**Smethwick Mencap**  
**Registered charity number 505238**  
**Trustees' report**

**Reserves policy**

It is the policy of the society to maintain a Restricted fund to cover the cost of the club premises. Unrestricted funds are maintained at a level to ensure it has adequate reserves to continue to pursue its objectives and help in any projects to be undertaken or provide assistance to other associated charities.

**Future plans**

The trustees intend to continue the current strategy of providing support through to provision of mutual support including co-operation between parents, guardians, relatives and friends of the mentally handicapped based around the Smethwick Mencap Social Club.

**Independent examiner**

A resolution to reappoint M W Hunt of Bass Hunt & Co. LLP as independent examiner of this society will be put to the executive committee at the annual general meeting.

This report was approved by the trustee on 30 January 2024.



G Justice - Trustee

**Smethwick Mencap**  
**Registered Charity number 505238**

**Independent examiner's report to the trustee of  
Smethwick Mencap**

I report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 5 to 10, comprising a receipts and payments account, statement of assets and liabilities and related notes.

**Respective responsibilities of the trustee and the independent examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with general directions given by the Charity Commission. An independent examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as trustees, concerning such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements give a true and fair view and my report is limited to the matters set out in the statement below.

**Independent examiner's statement, report and opinion**

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

1. which gives me reasonable cause to believe that, in any material respect, the requirements to:
  - keep accounting records in accordance with section 130 of the 2011 Act ; and
  - prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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



M W Hunt  
Bass Hunt & Co. LLP  
Chartered Certified Accountants

Ground Floor, Advance House  
9 Waterfall Lane Trading Estate  
Cradley Heath  
West Midlands  
B64 6PU

Dated 30 January 2024

Smethwick Mencap  
Registered charity number 505238  
Statement of receipts and payments  
for the year ended 31 December 2020

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
<b>Receipts</b>					
Donations and legacies	2	1,513	-	1,513	2,693
Subscriptions		217	-	217	126
Income resources from charitable activities	3	9,178	-	9,178	26,732
Investment income	4	15,564	-	15,564	16,934
Other incoming resources - Small Business Grant Fund		10,000	-	10,000	-
<b>Total receipts</b>		<b>36,472</b>	<b>-</b>	<b>36,472</b>	<b>46,485</b>
<b>Payments</b>					
<b>Charitable activities</b>					
Mencap social club	5	22,441	-	22,441	47,980
Administration and other costs	6	10,469	-	10,469	10,583
<b>Total payments</b>		<b>32,910</b>	<b>-</b>	<b>32,910</b>	<b>58,563</b>
<b>Net (decrease)/increase in cash for the year</b>		<b>3,562</b>	<b>-</b>	<b>3,562</b>	<b>(12,078)</b>
Cash balances brought forward		95,435	-	95,435	107,513
<b>Cash balances carried forward</b>		<b>98,997</b>	<b>-</b>	<b>98,997</b>	<b>95,435</b>

**Smethwick Mencap**  
**Registered charity number 505238**  
**Statement of assets and liabilities**  
**as at 31 December 2020**

	Notes	Unrestricted 2020 £	Restricted 2020 £	Total 2020 £	Total 2019 £
<b>Assets retained for charity use</b>					
Tangible fixed assets	7	133,235	110,097	243,332	250,952
<b>Cash funds</b>					
Bank balances		96,090	-	96,090	91,223
Cash in hand		2,907	-	2,907	4,212
<b>Total cash at bank and in hand</b>		<u>98,997</u>	<u>-</u>	<u>98,997</u>	<u>95,435</u>
<b>Current liabilities</b>					
Trade creditors and accruals		8,424	-	8,424	5,055
Other creditors		13,108	-	13,108	8,404
<b>Creditors: amounts falling due within one year</b>		<u>21,532</u>	<u>-</u>	<u>21,532</u>	<u>13,459</u>



S P Tong - Trustee

Approved by the trustee on 30 January 2024

**Smethwick Mencap**  
**Registered charity number 505238**  
**Notes to the accounts**  
**for the year ended 31 December 2020**

**1 Accounting policies**

*Basis of preparation*

The charity has opted to prepare accounts on a receipts and payments basis as per section 133 of the Charities Act 2011.

**2 Donations and legacies**

	<b>2020</b>	<b>2019</b>
	£	£
Fund raising events	500	731
Donations	1,013	1,962
	<u>1,513</u>	<u>2,693</u>

**3 Income from charitable activities**

	<b>2020</b>	<b>2019</b>
	£	£
Mencap social club:		
Takings and room hire	5,564	18,524
Entertainment receipts	3,614	8,208
	<u>9,178</u>	<u>26,732</u>

**4 Investment income**

	<b>2020</b>	<b>2019</b>
	£	£
Rents received - flats	15,564	16,934
	<u>15,564</u>	<u>16,934</u>

**Smethwick Mencap**  
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<b>5 Mencap Social Club</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Bar purchases	4,278	10,084
Equipment Hire	1,905	-
Travel costs and casual wages	945	4,160
Rates	362	1,755
Light and heat	9,769	14,318
Stationery and printing	-	231
Cleaning	85	-
Trade refuse	1,296	1,281
Telephone and fax	403	403
Repairs and maintenance	1,462	11,546
Licences	180	180
Other legal and professional fees	-	-
Entertainment expenses	1,756	4,022
	<u>22,441</u>	<u>47,980</u>
<b>6 Administration and other costs</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Unrestricted funds:		
Premises costs - flats	1,336	1,567
Rent of land - car park	441	441
Motor expenses	986	1,360
Subscriptions	-	60
Service charges - flats	3,025	-
Bank charges	-	-
Insurance	-	2,317
Sundry expenses	781	938
Independent examiners fee	3,900	3,900
	<u>10,469</u>	<u>10,583</u>

**Smethwick Mencap**  
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**Notes to the accounts**  
**for the year ended 31 December 2020**

**7 Tangible fixed assets**

	Leasehold land and buildings £	Fixtures and fittings £	Motor vehicles unrestricted £	Total £
<b>Cost</b>				
At 1 January 2020	260,672	31,243	33,206	325,121
At 31 December 2020	<u>260,672</u>	<u>31,243</u>	<u>33,206</u>	<u>325,121</u>
<b>Depreciation</b>				
At 1 January 2020	18,720	22,686	32,762	74,168
Charge for the year	6,240	1,270	111	7,621
At 31 December 2020	<u>24,960</u>	<u>23,956</u>	<u>32,873</u>	<u>81,789</u>
<b>Net book value</b>				
At 31 December 2020	<u>235,712</u>	<u>7,287</u>	<u>333</u>	<u>243,332</u>
At 31 December 2019	<u>241,952</u>	<u>8,557</u>	<u>444</u>	<u>250,953</u>

Leasehold land and buildings:	<b>2020</b>	<b>2019</b>
	£	£
Derrick Patterson Building - restricted	106,099	112,339
Flats - unrestricted	<u>129,613</u>	<u>129,613</u>
	<u>235,712</u>	<u>241,952</u>

Fixtures and fittings:	<b>2020</b>	<b>2019</b>
	£	£
Derrick Patterson Building - restricted	3,998	4,698
Equipment - unrestricted	<u>3,289</u>	<u>3,859</u>
	<u>7,287</u>	<u>8,557</u>

At the year end, the remaining term on the property leases were as follows:

Derrick Patterson Building, Price Street, Smethwick	17 years
Flats - 57, 61 and 139 Greenlawns, St Marks Road, Tipton	65 years

**Smethwick Mencap**  
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**for the year ended 31 December 2020**

**8 Trustee's remuneration and expenses**

The balance due to S P Tong at 31 December 2020 was £3,188 (2019: £964).

The trustee is a director of Greenlawns Alpha RTM Company Limited who provide service charges and collect ground rent on the flats. Ground rent and service charges during the year amounted to £2,480 (2019: £2,480). The balance due at 31 December 2020 was £9,920 (2019: £7,440).

No remuneration or expenses were paid to the trustee during the year.

The trustee collects and holds rental income on behalf of the charity. The amount held at 31 December 2020 has been included in bank balances.

**9 Non-adjusting post reporting date events**

Since the year end, the implications of the COVID-19 pandemic have materially adversely affected the turnover of the charity.

As the charity prepares its annual financial statements using the receipts and payments method, no post reporting date event would affect the accounts for the year ended 31 December 2020. However, the charity has assessed the situation and deemed that the financial position at the year end would not have been adjusted to reflect any impact of the ongoing pandemic if the accounts were prepared using the accruals method. The duration and impact of the COVID-19 pandemic remains uncertain at this time. It is not possible to estimate its ongoing impact on the financial position of the charity for future periods.