

BARNET MENCAP
(A Company Limited by Guarantee)

**REPORT
AND
FINANCIAL STATEMENTS**

YEAR ENDED 31 MARCH 2012



A28
A1OPFM5E
28/12/2012 #37
COMPANIES HOUSE

Charity Number. 1089388
Company Number: 4274621

LEGAL AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2012

Status Registered as a company limited by guarantee (No 4274621) on 21 August 2001, and as a charity (No 1089388) on 19 November 2001

Barnet Mencap took over the activities of the Borough of Barnet Society for Mentally Handicapped Children and Adults (charity number 245086) on 1 April 2003

The Directors are Trustees for the purposes of Charity Law

In the event of the company being wound up, the liability of Members is limited to £1 per member of the company

Charity Number 1089388
Company Number 4274621

Registered Office and Business Address 35 Hendon Lane
Finchley
London
N3 1RT

Board of Directors	Sheila Mortimer	Chairman
	Karen Bilkus	Vice Chairman
	Chris Zaidi	
	Angela Bloomberg	
	Peter Carter	Appointed 09 11 11
	Meg Kirk	Appointed 09 11 11
	Shimon Simon	Appointed 09 11 11
	Carol Tilley	
	Karen Walkden	Resigned 09 11 11
	Sally Wickenden	
	Mike Wiffen	Honorary Treasurer Appointed 14 03 12
	Lindsay Wilson	Appointed 09 11 11

Chief Executive Ray Booth

Company Secretary Teresa Skiba

Bankers CAF Bank
Kings Hill
West Malling
Kent ME19 4TA

Auditors SPW (UK) LLP
239 Regents Park Road
London N3 3LF

BOARD OF DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2012

The Board of Directors submit their annual report and the audited financial statements for the year ended 31 March 2012. The financial statements comply with the Charities Act 1993 and the Statement of Recommended Practice: Accounting and Reporting by Charities 2005.

Objectives and Activities

Barnet Mencap was formed for the benefit of the public in the London Borough of Barnet and surrounding areas to promote any charitable objects in order to respond to the needs of people with learning disabilities and/or other disabilities, their families and carers. Its aims and activities are directed towards helping to bring about a society in which all people with a learning disability, both children and adults and irrespective of cultural or religious background, are able to lead full and active lives as valued members of the community.

To achieve this, Barnet Mencap acts as a specialised information and resource centre and, where appropriate, campaigns to secure the best possible support and services for people with a learning disability. Much of the day to day work of Barnet Mencap is involved with running various projects providing specialised services. Some of the overall objectives for the organisation are detailed in the 2009-12 Business Plan and are highlighted in the later section entitled 'Plans for the Future'. The individual projects and their objectives are described briefly below.

Community Opportunities Project

COPS is a creative learning and leisure project. It supports people with learning disabilities in sport, arts, cultural and leisure activities in ordinary community facilities. It promotes good health and well-being, enabling people to learn new skills, develop friendships and increase their confidence. Users are closely involved in devising COPS' monthly programme of activities. The project also provides support for people with Aspergers and runs a Juice Bar. COPS still needs to secure more funding if it is to maintain the same level of activities.

Equality Housing

Staff support people living in their own flats or shared houses. Tenants are given practical and emotional support so that they can live full and independent lives in their local community. People receive support in their day-to-day life with work, daily living skills, health and friendships, and with personal safety. They are also supported to look ahead and plan for the future.

Family Support

Children and their parents receive a comprehensive service from 0-18. The Open Door project, including Open Door West, provides a drop-in service and case work support for children under 5. There is a social work service for families, focusing on housing, health, education and benefits. Information, independent advice, practical and emotional support are also offered. There was support too for Asian people with learning disabilities and their carers, including a meeting of Ronak every fortnight.

Sherrick House

Sherrick House is a short-term care service providing breaks for adults with learning disabilities. With four bedrooms, over 1,000 nights care are provided each year. People with a range of needs are given support to develop independent living skills and to enjoy leisure activities. The project now also offers holiday breaks in the United Kingdom.

Volunteers

More than 100 volunteers are regularly involved in Barnet Mencap's activities. They take part in the day-to-day work of the projects and in the office. The value of services provided by volunteers is not incorporated into the financial statements.

Take a Break

Short breaks are provided for disabled children and young people and their family carers. Staff undertake activities with the children at home or in the community.

Time Out

Short breaks were provided for adults with learning disabilities from Black and Minority Ethnic communities.

Fit2gether

Fit2gether develops opportunities for sport and physical activities, for example dance, swimming and gym sessions, for adults with learning disabilities.

BOARD OF DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)

Funds

The charity has a number of funds whose purposes are detailed in notes 12 and 13 of the financial statements

Tangible Fixed Assets

The movement in tangible fixed assets during the year is detailed in note 9 of the financial statements

Board of Directors' Responsibilities

Charity Law requires the Board of Directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and the application of resources for that period. In preparing those financial statements, the Board is required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- prepare the financial statement on the going concern basis unless it is inappropriate to assume that the charity will continue on that basis

The Board of Directors is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and are in accordance with applicable statutory requirements. They are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities

Risk Management

The Directors examine the major risks that Barnet Mencap faces each financial year when reviewing and updating the strategic plan. Barnet Mencap has developed systems to monitor and control these risks to mitigate any impact that they may have on it in future. As possible future cuts in funding has been identified as a major risk, close contact is maintained with principal funding sources and new sources are regularly sought

Financial Review

Barnet Mencap is reliant on income from grants, service level agreements, general fundraising, and its investments, as detailed in the notes to the accounts. The Directors are satisfied that current funding is adequate, although there are continuing concerns for the future. The search for new sources to fund existing projects and new projects remains a priority

Reserves Policy

The Directors are aware of the need to maintain sufficient unrestricted reserves for the charity, currently considered to be equivalent to approximately two to three months of unrestricted charitable expenditure. This policy is reviewed annually. Details of the restricted, designated and general funds are set out in the notes to the accounts

Investment Policy and Performance

The overall objective is to create sufficient income over time to help enable Barnet Mencap to carry out its charitable purposes consistently year by year with due and proper consideration for future needs whilst maintaining and, if possible, enhancing the value of the invested funds. The Directors have invested with a view to excluding investments contrary to the charity's aims or which might damage its reputation

Performance is monitored half yearly and for the year to 31 March 2012 met expectations in that the income return from investments exceeded two thirds of the return on cash deposits. Over the past year, the Charity's investments reflected market conditions, gained slightly in value, and are being retained with a view to benefiting from future growth

BOARD OF DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)

Achievements and Performance

As expected, the year 2012 was marked by enormous changes that have affected most of Barnet Mencap's services. There have been some cuts to funding and threats to the future of services. It is a significant achievement that the majority of services were able to maintain or even increase support for people with learning disabilities and their families.

A new Learning Disability contract has been agreed with LB Barnet that will involve Equality Housing and COPs. Tenants and families met with staff to express their views about the changes and this process will continue through 2012-13. Personalised funding has been growing and the organisation has taken more steps to provide services through Personal Budgets and explain this to families.

Support for children and families was secured through the Early Intervention contract. The grant from Children in Need has meant Open Door West, as well as Open Door, continue to provide a service for children under 5. There was disappointment that funding for Take a Break was reduced, but this continues to be popular with families needing a break.

Hate Crime is a major problem for people with learning disabilities and Barnet Mencap had a leading role in the very successful conference held in March. The Juice Bar was launched in August and has attracted a lot of attention, running at Finchley Youth Theatre and at events in Barnet. It is supported by the local newspaper, as it seeks to be more commercially viable in the future. Fit2gether continues to develop and its success in helping people with learning disabilities to be active has been recognised by the funders, City Bridge Trust.

The consortium of Mencap groups in North-West London has established a Community Interest Company, which can be used as a vehicle for some of its activities in the future.

Plans for the Future

The new Learning Disability contract will start in June and will be delivered in partnerships with Dimensions. The Asian Families project will end. The worker will transfer to the Carers Centre, which will lead on carers' support but involve Barnet Mencap as part of the Carers' Hub, and assist the Carers' Forum. Barnet Mencap is seeking funding to support older carers. More funding will be sought to keep Fit2gether going and develop its work.

Barnet Mencap wants to stay involved in the Partnership Boards and help to put on events like the Have Your Say Day, Big Health Check and the Happy Healthy Fun Day. The organisation will sign the 20/20 Agreement with national Mencap.

A communications group will oversee the re-branding, produce the popular newsletter and develop the use of Twitter and Facebook. There will be new support for parents through the Triple P course, a bid to support parents with learning disabilities and a determination to secure again a contract for the existing children's provision.

The Board of Directors will have a new Treasurer and Chair to help steer the organisation through its next phase of challenges and to implement a new Business Plan.

Employee Involvement

Employees are consulted on issues of concern to them by regular consultative staff and committee meetings and are kept informed on specific matters directly by project management. Their views are brought to the attention of the Board by the Chief Executive.

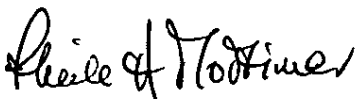
Structure, Governance and Management

Barnet Mencap is a Company Limited by Guarantee governed by its Memorandum and Articles of Association. It is a Registered Charity. Pursuant to the Articles of Association, the Directors manage the business of the charity but have delegated day to day management of its activities to the Chief Executive, working with the Project Managers and acting in consultation with the Board of Directors. In addition to attending formal Board meetings (every other month) to which the Chief Executive submits written reports, he meets regularly with the Chairman and Treasurer.

Directors are appointed by members at the Annual General Meeting to act until the following AGM at which time they may offer themselves for re-election. There are induction programmes for all new Staff and Directors. Directors devise, and work to, an Annual Work Plan. Training this year included Equalities and Health and Safety. A joint Away Day for staff and Directors is held annually.

Approved by the Board of Directors on 24 September 2012
and signed on its behalf by

S Mortimer
Chairman



M Wiffen
Honorary Treasurer



AUDITORS' REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2012

Independent Auditor's Report to the Trustees of Barnet Mencap

We have audited the financial statements of Barnet Mencap for the year ended 31 March 2012 which comprise the Statement of Financial Activities, the Balance Sheet and related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with section 43 of the Charities Act 1993 and the regulations made under section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's 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 charity's trustees, as a body, for our audit work, for this report or for the opinions 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 charitable company 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 1993 rather than the Companies Act 2006. Accordingly, we have been appointed as auditor under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 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 (APB'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 charitable company'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 Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications of the report.

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year that ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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 1993 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements,
- the charitable company has not kept adequate accounting records,
- 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.

SPW (UK) LLP
Shirsh Shah
Gable House
239 Regents Park Road
London N3 3LF



Date

27/9/2012

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2012

		<u>Restricted</u>	<u>Unrestricted</u>	<u>2012 Total</u>	<u>2011 Total</u>
		<u>Funds</u>	<u>Funds</u>		
	<u>Notes</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Incoming Resources					
<u>Voluntary Income</u>					
Donations		8,622	4,304	12,926	17,449
Subscriptions		-	4,957	4,957	3,330
Fundraising		-	1,770	1,770	2,315
LBB Service Agreement		-	<u>63,549</u>	<u>63,549</u>	<u>73,045</u>
		8,622	74,580	83,202	96,189
Investment Income		-	<u>7,954</u>	<u>7,954</u>	<u>8,481</u>
Incoming Resources from Generated Funds		8,622	82,534	91,156	104,670
Incoming Resources from Charitable Activities					
Grants	2	91,703	-	91,703	116,372
LBB Service Agreements/Supporting People		-	668,532	668,532	693,533
Charges to Residents		-	104,455	104,455	98,607
Outreach/Respite Care		-	96,787	96,787	87,957
Other Income		-	<u>58,113</u>	<u>58,113</u>	<u>22,049</u>
Total Incoming Resources		100,325	1,010,421	1,110,746	1,123,188
Resources Expended					
Charitable Activities		117,060	978,495	1,095,555	1,035,742
Governance Costs		-	17,690	17,690	13,677
Total Resources Expended	6	<u>117,060</u>	<u>996,185</u>	<u>1,113,245</u>	<u>1,049,419</u>
Net Incoming/outgoing Resources before Transfers		-16,735	14,236	-2,499	73,769
Gross Transfers between Funds		-	-	-	-
Net Incoming/Outgoing Resources after Transfers	3	-16,735	14,236	-2,499	73,769
Unrealised Gain/(Loss) on Investments		-	97	97	3,733
Net Movement in Funds		-16,735	14,236	-2,499	73,769
Funds at 1 April 2011		<u>53,471</u>	<u>261,984</u>	<u>315,455</u>	<u>237,953</u>
Funds at 31 March 2012		<u>36,736</u>	<u>276,317</u>	<u>313,053</u>	<u>315,455</u>

All of the results are derived from continuing activities. There are no recognised gains and losses other than those stated above. The movement on funds is shown above and in notes 12 and 13.

BALANCE SHEET AS AT 31 MARCH 2012

		<u>2012</u>	<u>2011</u>
	<u>Notes</u>	<u>£</u>	<u>£</u>
Fixed Assets			
Investments	8	140,199	140,102
Office Equipment	9	<u>1,131</u>	<u>1,251</u>
		141,330	141,353
Current Assets			
Debtors	10	109,379	89,181
Cash at Bank and in Hand		<u>128,806</u>	<u>106,360</u>
		238,185	195,541
Liabilities			
Creditors Amounts Falling Due Within One Year	11	66,464	21,440
Net Current Assets		<u>171,721</u>	<u>174,101</u>
Net Assets		<u>313,051</u>	<u>315,454</u>
 Funds			
Restricted Funds	12	36,735	53,471
Unrestricted Funds	13		
Designated Funds		138,225	138,223
General Funds		<u>138,090</u>	<u>123,760</u>
Total Funds		<u>313,050</u>	<u>315,454</u>

These financial statements were approved by the Board of Directors on 24 September 2012 and signed on their behalf by

S Mortimer
Chairman

S Mortimer

M Wiffen
Honorary Treasurer

Mike Wiffen

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

1 Accounting Policies

- a) The financial statements have been prepared in accordance with applicable accounting standards and comply with the Charities Act 1993 and the Statement of Recommended Practice Accounting and Reporting by Charities 2005
- b) Voluntary income received by way of donations is included in full in the Statement of Financial Activities when received
- c) Grants including grants for the purchase of fixed assets are credited to incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specified future period, in which case they are deferred
- d) Investments are stated at market value less any provision for permanent diminution in value. Market value is taken to be middle market price ruling at the balance sheet date where bid and offer prices are quoted
- e) Fundraising and publicity costs comprise the costs actually incurred in producing materials for promotional purposes and of raising funds for the charity
- f) Management and administration costs of the charity relate to the costs of running the charity such as the costs of meetings, audit and statutory compliance
- g) Support costs comprise all services centrally identifiable as wholly or mainly in support of charitable expenditure and include an appropriate proportion of general overheads
- h) Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund
- i) Unrestricted funds are donations and other incoming resources received or generated for charitable purposes
- j) Designated funds are unrestricted funds earmarked by the Board of Directors for particular purposes
- k) Stock held of donated goods are not valued for accounting purposes. Stock of bought-in goods, if any, are stated at lower of cost and net realisable value
- l) Gifts in kind are valued and brought in as income and expenditure at an appropriate value
- m) Depreciation is provided on tangible fixed assets at rates calculated to write off the cost of each asset over its expected useful life
- n) Rentals payable under operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged to the Statement of Financial Activities in the year in which they fall due

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)

2	Grants	<u>2012</u>	<u>2011</u>
		£	£
	London Borough of Barnet		
	Emergency Planning	-	3,900
	Family Support	10,200	20,400
	People as Citizens	-	750
	Other		
	Big Lottery Open Door West	6,125	38,438
	Children in Need	22,407	-
	City Bridge Trust	31,000	31,000
	John Lyon's Charity Volunteer Organiser Grant	12,000	12,000
	Juice Bar	9,970	-
	Wolffing Trust Living in London	-	7,884
	Wolffing Trust HHFD	-	<u>2,000</u>
		<u>91,702</u>	<u>116,372</u>
3	Net Incoming / (Outgoing) Resources before Transfers		
	Are stated after charging		
	Depreciation	308	1,959
	Auditor Remuneration in respect of Audit	4,816	4,533
	Hire of Equipment	<u>3,389</u>	<u>3,389</u>
4	Staff Costs and Numbers		
	Salaries and Agency Wages	761,837	745,455
	Social Security Costs	<u>59,731</u>	<u>61,788</u>
		<u>821,568</u>	<u>807,243</u>
	The average number of staff employed during the year was as follows		
		<u>No</u>	<u>No</u>
	Community and Family Contact	7	7
	COPS	3	3
	Equality Housing	10	10
	Fit2gether	2	2
	Volunteer Project	1	1
	Short Term Care (Respite)	6	6
	Support	3	3
	Take a Break	11	12
	Time Out	1	<u>1</u>
	Juice Bar	<u>1</u>	<u>0</u>
		<u>45</u>	<u>45</u>
	No employee earned more than £50,000 during the year		
5	Directors' Remuneration and Expenses	£	£
	No Director received nor waived any remuneration during the year	<u>0</u>	<u>0</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)

6 Resources Expended

Analysis of total resources expended	Staff costs	Support costs	Other direct costs	Total 2012	Total 2011
Unrestricted funds					
Charitable activities					
Equality Housing	232,778	21,124	85,105	339,007	344,098
Short Term Care	175,306	4,875	37,432	217,613	220,591
Community & Family	78,994	19,719	5,847	104,560	99,134
Community Opportunities	57,625	17,926	286	75,837	85,035
Opportunities for Volunteering	-	1,710	-	1,710	2,450
Take a Break	79,877	8,999	4,446	93,322	55,369
Time Out	18,191	6,624	320	25,135	32,961
Fit2gether	-	4,083	-	4,083	1,352
Juice Bar	-	81	321	402	-
Office costs	73,472	-	42,803	116,275	98,038
Donations	-	-	550	550	1,218
Governance	-	2,921	14,769	17,690	13,677
Total unrestricted resources expended	716,243	88,062	191,879	996,184	953,923
Restricted funds					
Charitable activities					
Short Term Care	-	-	200	200	200
Community & Family	25,584	10,002	2,723	38,309	53,114
Community Opportunities	9,184	-	4,454	13,638	1,671
Opportunities for Volunteering	9,543	2,457	-	12,000	12,000
Fit2gether	26,312	2,250	8,255	36,817	26,245
Juice Bar	7,487	-	2,750	10,237	-
Emergency Planning	-	-	3,644	3,644	-
Donations	-	-	2,215	2,215	2,265
Total restricted resources expended	78,110	14,709	24,241	117,060	95,495
Total resources expended	794,353	102,771	216,120	1,113,244	1,049,418

Analysis of support costs	Premises	PPS	IT support	Management	Admin support	Total 2012	Total 2011
Equality Housing	10,900	1,786	383	2,709	5,346	21,124	21,006
Short Term Care	-	438	102	1,956	2,379	4,875	4,869
Community & Family	13,625	2,364	537	6,320	6,875	29,721	33,550
Community Opportunities	4,088	5,787	880	2,890	4,281	17,926	15,096
Opportunities for Volunteering	2,725	877	-	151	414	4,167	4,757
Take a Break	4,088	438	77	1,656	2,740	8,999	4,937
Time Out	2,725	219	77	1,355	2,248	6,624	4,403
Fit2gether	2,725	1,096	77	602	1,833	6,333	4,937
Juice Bar	-	35	-	-	46	81	-
Governance	-	1,266	-	-	1,655	2,921	445
Total support costs	40,876	14,306	2,133	17,639	27,817	102,771	94,000

Analysis of governance costs	
Audit fees	4,896
Bank charges	353
Legal & professional	6,050
Publicity, seminars & AGM	2,680
Support costs	2,921
Depreciation	308
Sundries	482
Total governance costs	17,690

Support costs are allocated between all projects, fundraising trading, and governance. These costs include the relevant proportion of central management and administration, cost of premises, and the apportioned costs of printing, postage, stationery, telephone and IT support.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)

7 Taxation

All of the charity's income is applied for charitable purposes and therefore exempt from corporation tax

8 Investments

Total

£

Market Value at 1 April 2011	140,102
Additional investments during year	-
Investments sold during year	-
Net Investment Gain/(Loss)	<u>97</u>
Market Value at 31 March 2012	<u>140,199</u>
Cost at 31 March 2012	<u>106,985</u>

Investments comprise Charibond, Charfund and Charities Property Fund Units

9 Tangible Fixed Assets

Office
Equipment
2012

Office
Equipment
2011

£

£

Cost		
At 1 April 2011	50,905	49,246
Additions	<u>188</u>	<u>1,659</u>
At 31 March 2012	51,093	50,905
Depreciation		
At 1 April 2011	49,654	48,105
Charge for Year	<u>308</u>	<u>1,549</u>
At 31 March 2012	49,962	49,654
Net Book Value at 31 March 2012	<u>1,131</u>	<u>1,251</u>

10 Debtors

Residents' Arrears	2	3,568
Debtors	77,062	52,261
Prepayments	<u>32,315</u>	<u>33,352</u>
	<u>109,379</u>	<u>89,181</u>

11 Creditors Amounts Falling Due Within One Year

Residents' Charges Received in Advance	105	26
Creditors	38,959	15,369
Accruals	<u>27,400</u>	<u>6,044</u>
	<u>66,464</u>	<u>21,439</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)

12 Movement on Restricted Funds

	As at 1 4 2011	Incoming Resources	Outgoing Resources	Returns & Transfers	As at 31 3 2012
	£	£	£	£	£
COPS					
Brokerage	1,812	-	-	-	1,812
LBB Employ/Training	5,089	-	-	-	5,089
LBB COPS Ronak	1,700	-	-	-	1,700
Open Door West Big Lottery	5,079	6,125	11,204	-	-
Open Door Children in Need	-	22,407	15,702	-	6,705
Open Door EYDCP Donation Reserve Fund	44	-	-	-	44
John Lyon's Charity Volunteer Organiser Grant	-	12,000	12,000	-	-
LBB Family Support Fund	6,316	10,200	10,200	-	6,316
LDDF Carers Sub Group	1,796	-	-	-	1,796
LBB Ronak LDDF Reserve Fund	1,899	-	-	-	1,899
Asian Project Donation Reserve Fund	1,073	552	394	-	1,231
LBB Emergency Planning	3,644	-	3,644	-	-
People as Citizens	496	-	-	-	496
Wolffing Trust Living in London	7,884	-	7,884	-	-
Wolffing Trust Happy Healthy Fun Day	2,000	-	1,300	-	700
Fit2gether	14,639	31,000	36,692	-	8,947
Juice Bar	-	9,970	9,970	-	-
Restricted Donations	-	8,070	8,070	-	-
Total Restricted Funds	53,471	100,324	117,060	-	36,735

Purpose of Restricted Funds

The Brokerage Reserve Fund is for the provision of brokerage services for families

The Employ/Training Reserve Fund is for promoting employment opportunities for people with learning disabilities

The COPS Ronak Project Reserve Fund is for the purpose of continuing Project activities

The Open Door Children in Need Reserve Fund is for the purpose of continuing activities

The Open Door EYDCP Donation Reserve Fund is for the purchase of equipment and materials

The LBB Family Support Reserve Fund is for the purpose of funding the Family Support Worker

The LDDF Carers Sub Group Reserve Fund is for funding the Valuing Carers Day

The LBB Ronak LDDF Reserve Fund is for the purpose of the Asian Ronak Group activities

The Asian Project Donation Reserve Fund is for the purchase of equipment and materials

The People as Citizens Reserve Fund is for travel training

The Wolffing Trust HHFD Reserve Fund is for a Health Promotion Day

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)

13 Movement on Unrestricted Funds	As at 1 4 2011	Incoming Resources	Outgoing Resources	Transfers	As at 31 3 2012
	£	£	£	£	£
Office Rent/Dilapidations Reserve Fund	70,000	-	-	-	70,000
Inclusion Fund	3,883	650	2,784	-	1,749
Community Service Fund (Welfare)	300	-	-	-	300
Sherrick House					
Maintenance and Refurbishment	89	-	-	-	89
Redecoration Fund	1,309	-	-	-	1,309
Contingency Fund	5,000	-	-	-	5,000
Lincoln Road					
Maintenance and Refurbishment	4,103	-	-	-	4,103
Redecoration Fund	3,377	-	-	-	3,377
Voids	2,320	-	-	-	2,320
Woodside Park Road					
Maintenance and Refurbishment	3,683	-	-	-	3,683
Redecoration Fund	2,585	-	-	-	2,585
Voids	2,673	-	-	-	2,673
Whetstone House					
Maintenance and Refurbishment	3,484	-	-	-	3,484
Redecoration Fund	2,000	-	-	-	2,000
Voids	2,042	-	-	-	2,042
Take a Break Reserve Fund	20,785	-	2,864	-	17,921
COPS Eleanor Palmer Reserve Fund	-	5,000	-	-	5,000
Time Out	5,540	-	-	-	5,540
Open Door Sure Start Reserve Fund	4,883	-	-	-	4,883
Open Door Fun Day Fund	167	-	-	-	167
<i>Total Designated Funds</i>	138,223	5,650	5,648	-	138,225
<i>General Funds</i>	123,760	1,010,475	996,145	-	138,090
Total Unrestricted Funds	261,983	1,016,125	1,001,793	-	276,315

Included in Unrestricted Funds at 31 March 2012 is the net cumulative unrealised gain on investments of £33,214

Purpose of Designated Funds

The Office Rent/Dilapidations Reserve Fund is to cover commitments under the office lease
The Inclusion Fund is to enable people with learning disabilities to take a greater part in the work of Barnet Mencap
The Community Service Fund (Welfare) is for special items to support individuals or families lacking other sources
The Take a Break Reserve Fund is for the purpose of continuing activities
The COPS Eleanor Palmer Reserve Fund is for continuing COPS activities in Chipping and East Barnet
The Open Door Sure Start Reserve Fund is for the purpose of giving children the best possible start in life
The Open Door Fun Day Reserve Fund is for the purpose of providing Fun Days
The Time Out Reserve Fund is for the purpose of continuing activities

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)

14 Analysis of Net Assets by Funds

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Investments	-	140,199	140,199
Fixed Assets	-	1,131	1,131
Current Assets	2,583	235,602	238,185
Current Liabilities	-	66,464	66,464
Net Assets	<u>2,583</u>	<u>310,468</u>	<u>313,051</u>

15 Commitments Under Operating Leases

As at 31 March 2012, annual commitments under non-cancellable operating leases were

<u>2012</u>	<u>2011</u>
<u>Land and</u> <u>Buildings</u>	<u>Land and</u> <u>Buildings</u>
<u>£</u>	<u>£</u>
<u>47,500</u>	<u>47,500</u>