

Empowering Lives, Building Futures 2023–2024



Grove Cottage
Annual Report & Accounts 2023/24



Welcome to Grove Cottage!



“

Hello

Hello, my name is Syd and I am 21 years old. Grove Cottage has been a part of my life since I was just 2.

From starting in their nursery to now regularly attending three of their wonderful clubs, I have had the most amazing opportunities. I even got to perform at the Royal Albert Hall with the Music Man Project, and celebrate my 21st birthday at Grove Cottage in the Park. It was the best birthday ever!

Without Grove Cottage I wouldn't have become part of an incredible community where I have met some of my favourite people and newfound family.

My mum, Marie, says that Grove Cottage has been a lifeline for us. Grove Cottage provides a safe haven and total acceptance not just for me, but for my parents as well.

I hope you enjoy reading all about Grove Cottage and all the wonderful things we did from September 2023 to August 2024.

Thank you to everyone who supports us and Grove Cottage.

Syd





Grove Cottage, the home of Bishop's Stortford Mencap

Our Mission

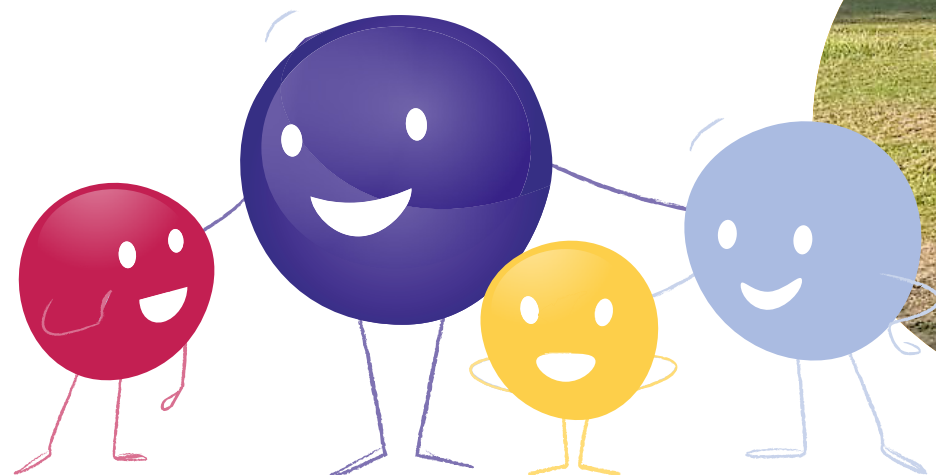
To provide social and educational activities for people of all ages with learning disabilities and special additional needs; to help them develop their potential, avoid social isolation by supporting lifelong friendships, and to provide respite for their families.

Our Vision

A world in which every individual has the opportunity to learn, develop, integrate into society and exercise choices, and where families can enjoy a regular family life.

Our Values

Grove Cottage is a professional, passionate community, enriching lives and giving those who learn differently the opportunity to achieve their potential.



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The Grove Cottage Story

Supporting our local community since 1966

Grove Cottage is a charity that provides lifelong support for people with learning disabilities and special additional needs in Hertfordshire, Essex, and beyond.

We also welcome and support families and carers, offering them valuable respite and the comfort of knowing their loved ones are in good hands.

Our organisation started in 1966, when a group of passionate parents came together with a shared dream; to create a safe and welcoming space for their children and others with learning disabilities.

At first, activities were held in church halls and local venues. But in 1972, with support from the local community, the group purchased 151 London Road in Bishop's Stortford and Grove Cottage found its forever home.


Today, Grove Cottage supports toddlers right through to adults over the age of 70, through our wide range of services, which help our members to:

- **Build confidence**
- **Make friends**
- **Develop skills**
- **Enjoy a fun, supportive environment**



The Grove Cottage Story continued

Through every stage of our members' lives

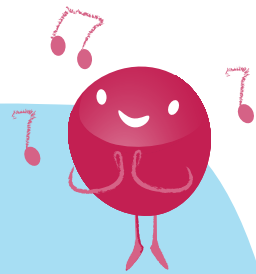
 You can check out our latest updates on Facebook here:
facebook.com/grovecottagemencap

 @GroveCottage



- Speech and Language Therapy
- Ofsted-registered Early Years SEND Nursery

Early Years



- Speech and Language Therapy
- Saturday club
- Holiday club



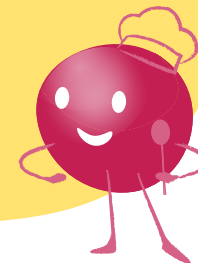
Holiday Club

5-25 Year Olds



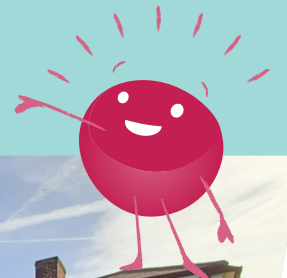
Thirst Café

- Speech and Language Therapy
- Saturday club
- Holiday club
- The Music Man Project Hertfordshire
- Grove Cottage @Thirst café
- Get Active sports club
- Performing Arts club
- Grove Grows gardening club



Young People

- Grove Cottage @Thirst café
- Get Active sports club
- Performing Arts club
- Grove Cottage @ South Mill Arts
- Adult evening social clubs
- Grove Grows gardening club
- The Music Man Project Hertfordshire



South Mill Arts Centre



Adults

SAPPHIRE'S STORY

One of our youngest members...



“

My daughter Sapphire is three and a half. She faces daily challenges due to global developmental delay, autism, and coxa valga (twisted hips). She's awaiting whole genome genetic testing and, for now, is unable to roll over, crawl, or walk.

Her development is at the 12-month stage, but thanks to her determination and support, she's making progress. At nursery, she uses a walker and follows a tailored physiotherapy plan.

We discovered Grove Cottage when Sapphire was one and a half years old and enrolling her was the best decision we've ever made.

When Sapphire started, she was shy and quiet. Today, she's a bright, bubbly child who lights up the room. She comes home every day beaming with joy from playing with her friends which is something she couldn't do before. The transformation has been wonderful.

At Grove Cottage, Sapphire takes part in activities like swimming, park visits, and creative play that have been vital to her development. With staff working closely with her physiotherapist, Sapphire has grown stronger, hit communication milestones we once thought impossible, and now expresses herself through touch and eye contact.

The staff's care and dedication make Grove Cottage a nurturing space where Sapphire feels safe and supported. They've been by her side every step, giving me peace of mind and confidence as she prepares to start primary school next year with new skills and the brightest smile.

– Written by Sapphire's Mum, Kelly.



ROB'S STORY

Confidence through creativity



“

We first discovered Grove Cottage through a friend who started a performing arts group there and invited our adult son with autism to join.

Given his intense shyness and therefore active dislike of anything drama-related, we doubted he'd be interested. But with a little persuasion and encouragement he tried it and over 10 years later, he's still attending. The relaxed, social nature of the group and the very positive mutual support it encourages, keep him wanting to go along. Partaking in many public group performances was something we never imagined him wanting to do, let alone enjoy, yet he has, and he does.

Rob has recently become actively involved in fundraising for Grove Cottage, turning his passion for creating artwork into a meaningful way to give back. What began as a quiet hobby has grown into a source of pride and purpose, with Rob now signing and dating each piece and selling his work to raise funds. Most notably, he now helps run the sales stall at fundraising events, something that once felt unimaginable, confidently talking to people about his art and supporting the place that means so much to him. These experiences have visibly boosted his self-esteem.

Grove Cottage hasn't just given Rob an activity to enjoy; it's given him confidence, community, and a greater sense of identity. For that, we are deeply grateful.

– **Written by Rob's parents, Roger and Jaki**



Rob at the Bishop's Stortford Methodist Church

2023/24 Year in Review

Grove Cottage in the Park

In September 2023, nearly 900 people joined us at our Grove Cottage in the Park event on Sworders Field in Bishop’s Stortford.

The day was a celebration of community, raising both awareness and vital funds for Grove Cottage. It created a safe, inclusive space for everyone to have a fun filled day with their families, who spent hours enjoying live music from local bands and performers, including our own Performing Arts Club and Music Man Project Hertfordshire. Others proudly ran our stall, selling handmade items and developing valuable life skills in the process.

We are incredibly grateful to everyone who made this event so special.

It was a fantastic day – and we had an absolute blast!



Ofsted success

Our specialist Nursery was proud to receive a ‘Good’ rating following a routine Ofsted inspection, reflecting the high standards of care and support we provide.



Music is Magic

In April 2024, Grove Cottage’s Music Man Project performers wowed the crowd with an amazing performance at the Royal Albert Hall.

They joined other Music Man Project groups from across the UK in a special concert, sharing the stage with Michael Ball and The Band of His Majesty’s Royal Marines. It was the result of months of practice, teamwork, and excitement.

We are grateful to The Boshier Hinton Foundation for their generous support which helped to initially set up our Music Man Project Hertfordshire group, and to make this unforgettable experience possible for our performers.



2023/24 Year in Review continued

Grove Grows

In April 2024, we expanded our Grove Grows gardening project with the opening of two new allotments. We are especially grateful to Bishop’s Stortford Town Council for creating an accessible plot, helping to ensure that everyone can get involved and enjoy the benefits of gardening.



May Ball

Our May Ball was a testament to the power of community. Our Performing Arts group delivered two wonderful songs, and guests enjoyed heartfelt speeches from Grove Cottage member Syd and her mother, Marie, whose touching words about what Grove Cottage means to them left few dry eyes in the house.

The event signalled the beginning of our new build journey and marked the official launch of our redevelopment plans to the community. We raised over £40,000, with an additional £6,500 in individual pledges for our new build project.



A Better Building for a Brighter Future

Throughout the year, Grove Cottage’s Board of Trustees remained focused on their long-term goal: delivering a new, purpose-built centre at our site on 151 London Road.

Our new building will provide a modern, safe, and fully accessible facility which will enable us to support even more local people with learning disabilities and their families, guaranteeing a nurturing environment for generations to come.

We continued to work closely with Barker Associates to finalise the programme of works for the new centre. We are incredibly grateful to the Henry Smith Charity and Dunmow Rotary for their generous support during the year, which helped bring us one step closer to making our vision a reality.



Member and carer feedback highlights

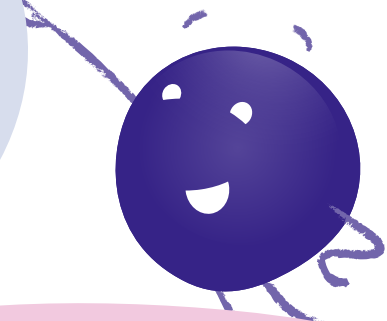
Grove Cottage invites members, families, and carers to complete twice-yearly feedback surveys. These surveys enable us to monitor and evaluate our service provision and provide feedback to our generous grant funders.

Some common words used in our feedback survey in May 2024 included:



96%

of respondents rated our overall service as “Excellent” or “Good”.



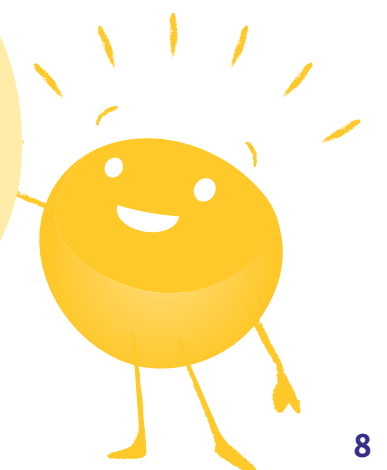
98%

of respondents said they would recommend Grove Cottage to other parents and carers.



98%

of respondents agreed that Grove Cottage members are happy, and 91% agreed that members learn new things.



Going above and beyond

Grove Cottage's staff and volunteers

We remain deeply grateful to our dedicated staff and volunteers, who consistently go above and beyond to support our members. Their care, commitment, and passion help create a safe, stimulating environment, making a lasting difference to people with learning disabilities and those who care for them.



AL'S STORY



Volunteer of the year!

At Grove Cottage, we are incredibly grateful to our 60 plus volunteers. From daytime support to evening clubs, to minibus drivers and maintenance, our volunteers are the beating heart of our charity, giving their time, energy and passion to help us run smoothly.

Each year we select a “Volunteer of the Year” - a decision that grows harder as we continue to be lucky to have so many committed, generous volunteers. This year, we were thrilled to recognise Al Mose as our Volunteer of the Year.

Al first got involved with Grove Cottage a few years ago, signing up to help take our members on outings. Since then, he's become an indispensable part of our community.

He is in almost every club we run – always ready to muck in, often dressed in a brilliant costume, always with a smile on his face.

Al brings energy, kindness and humour wherever he goes. He's helped put up sheds, driven staff and supporters to London for our Music Man Project performance at the Royal Albert Hall and regularly supports our events - whether it's the local carnival or our Halloween and Christmas parties. He never seeks recognition, but he always brings joy.

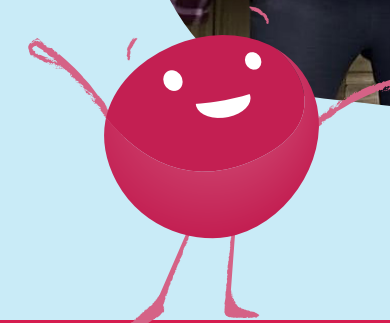
We are incredibly lucky to have Al as part of our team. His willingness to jump in, his positive attitude, and the way he lights up the room for our members and staff alike make him an absolute treasure.

“

Al brings energy, kindness and humour wherever he goes.



Al Mose

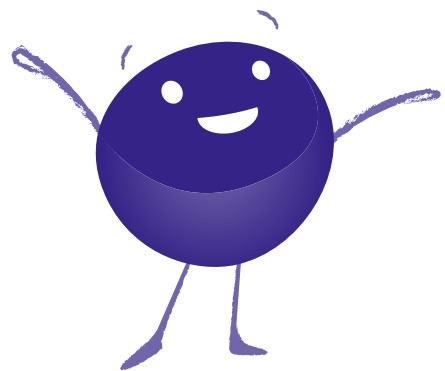


Vital services and community partnerships

Our services have continued to thrive - especially those delivered in local community spaces, where our adult services are running at full capacity.

We are proud to partner with Northgate Primary School, Bishop's Stortford Baptist Church, South Mill Arts, Manor Fields Primary School, and Thirst Youth Café, all of whom have generously provided safe and welcoming spaces.

Their support has been vital in helping us continue our work and reach more members. We are also sincerely grateful to Guy Baker and the team at Thremhall Park, who have warmly welcomed our fundraising team and provided valuable office space.



**A BIG
Thank You!**

Adult Club, Baptist Church



Northgate Primary School



Manor Fields Primary School



South Mill Arts



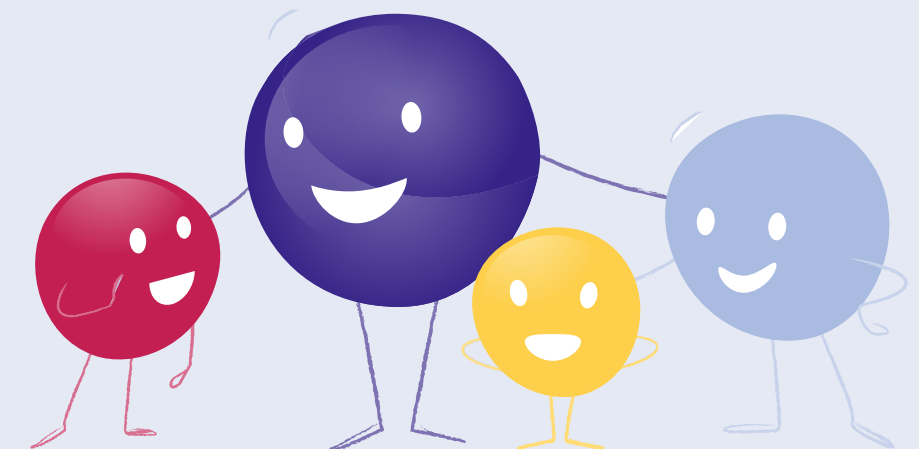
Thirst Café



Thank you to our supporters

Over the 2023/2024 year, Grove Cottage received many generous donations and grants, which helped us maintain a stable financial position, despite ongoing economic pressures and the resulting impact on staff costs and fundraising activities.

We simply couldn't do what we do without the incredible support of our community. We extend our heartfelt thanks to every grant-making organisation, corporate partner, community group, and individual whose contributions have made a real difference to Grove Cottage and the people we support.



Financial Review

Bishop’s Stortford Mencap’s total income in the financial year was £948,709 (2023: £542,623). Expenditure in the year was £710,913 (2023: £523,185). This resulted in a total profit for the year of £310,300 (2023: loss £1,713).

The table below shows the financial results for the year ended 31 August 2024, excluding investments and activity relating to the new build. The Trustees believe this simple schedule gives a useful overview of how the Charity has performed in relation to business-as-usual operational activities.

1. SUMMARY OF INCOME AND EXPENDITURE (EXCLUDING INVESTMENT AND NEW BUILD ACTIVITY);

	Unrestricted funds 2024 £	Designated Funds 2024 £	Restricted Funds 2024 £	Total funds 2023 £
Incoming Resources	416,408	–	132,648	549,056
Resources Expended	(361,614)	–	(184,207)	(545,821)
Surplus / (Deficit) for the year	54,794	–	(51,559)	3,235
Balance at 1 September 2023	357,507	–	65,760	423,267
Balance at 31 August 2024	412,301	–	14,201	426,502

Included in above unrestricted funds is £168,000 relating to fixed assets.

2. THE FOLLOWING TABLE SHOWS FINANCIAL ACTIVITY IN RELATION TO INVESTMENTS AND THE NEW BUILD PROJECT ONLY;

	Unrestricted funds 2024 £	Designated Funds 2024 £	Restricted Funds 2024 £	Total funds 2023 £
Incoming Resources	–	–	399,653	399,653
Resources Expended	–	–	(165,092)	(165,092)
Change in market value	–	–	63,504	63,504
Surplus / (Deficit) for the Year	–	–	298,065	298,065
Balance at 1 September 2023	–	196,382	1,376,378	1,572,760
Balance at 31 August 2024	–	196,382	1,674,443	1,870,825

The financial results reflect the ongoing changes in Grove Cottage as we continue to deliver and grow services for members and their families. We are not immune to current economic pressures, most notably inflation, and the resulting impact on staff costs and fundraising activities. We have strong reserves and have taken steps to mitigate where we can, and it is heartening to see that despite this we delivered a modest surplus during the year.

We have continued to fundraise in preparation for our plans to redevelop Grove Cottage, demolishing and rebuilding a much-needed new facility on our existing site. We are progressing our fundraising plans to raise the residual funds necessary via all fundraising sources, notably grants and major donors. To this end we have received funding of £1,674,443 with an additional £675,395 pledged but not yet received. Additionally, we are planning to launch a public appeal in the Autumn of 2024.

Financial Review continued

This has given us the confidence to go out for competitive tender for the rebuild costs and as a result we have appointed TJ Evers Ltd to construct the new building on a fixed price contract at c£2.2m. With costs incurred to date and other costs, for example temporary accommodation, we estimate that the total cost of the project will be c£2.6m. We are confident that we will secure the remaining funding required during the forthcoming financial year.

As such we formally handed over the building to TJ Evers Ltd during July 2024, with demolition expected to take place in the Autumn, and completion of the works late summer / early Autumn 2025. All of Grove Cottage’s clubs and activities will be maintained throughout the build period by using temporary accommodation and community spaces.

We thank all those who have generously donated in this, and our previous financial year, including a legacy from the Crabb family which links one of the founding trustees, Stanley Crabb and one of our original members, Brian Crabb.

With professional advice we have carefully managed our inherited investment portfolio and have moved funds into more liquid positions in anticipation of spending on the new build. At the time of writing these funds have seen their position improve with a capital gain of £63,504 during the last year and an overall gain of £91,907.

We have also carefully managed our surplus cash, utilising a cash management platform that gives us access to superior returns whilst ensuring the funds are protected by the Financial Services Compensation Scheme. This careful management has yielded £27,491 in interest over this accounting period. Outside of our core reserves, these monies include cash donations restricted to the new build and are accounted for in the restricted funds referred to above.

Going Concern

Like many charities, we have been impacted by the current prevailing economic headwinds which continue to impact our operational costs and fundraising. With strong reserves and forward planning we are confident that the charity has sufficient resources to be financially viable for the next 12 months, even with the current inflationary pressures around wage growth.

Reserves Policy

Our aim for the next twelve months is to continue to strive for a balanced budget and to complete our plans for meeting our growing property requirements. At the year-end, Bishop’s Stortford Mencap has unrestricted reserves of £608,683 (2023: £553,889) which is made up of:

	2024	2023
Designated funds*	£196,382	£196,382
Unrestricted fixed assets funds	£168,000	£168,000
Unrestricted general funds	£244,301	£189,507
Total	£608,683	£553,889

* The Trustees have designated funds to contribute towards our new purpose-built centre on our 151 London Road site.

Restricted funds at the year-end totalled £1,688,644 (2023: £1,442,138).

The board intends to maintain 6 months of projected expenditure as a contingency fund to facilitate sensible cash flow management and conservatively set aside monies in the remote chance that the Charity would need to be wound down. This equates to £270,000.

Richard Smith

Treasurer and Trustee
Approved by the Board on 31st March 2025

Independent Examiner's Report to the Trustees of Bishop's Stortford Mencap

I report to the Trustees on my examination of the accounts of Bishop's Stortford Mencap ("the Company" or "the Charity") for the year ended 31 August 2024.

RESPONSIBILITIES AND BASIS OF REPORT

As the Charity Trustees of the Company (and also its Directors for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

Since the Company's gross income exceeded £250,000 your Examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material aspect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or

3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Michael Cooper-Davis FCCA ACA

For and on behalf of Price Bailey LLP

Causeway House
1 Dane Street
Bishop's Stortford
Hertfordshire
CM23 3BT

Date: 2 April 2025

Statement of Financial Activities (Incorporating Income and Expenditure Account)

for the year ended 31 August 2024

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income:					
Donations and legacies	2	133,908	6,250	140,158	119,423
Other trading activities	3	100,783	–	100,783	58,283
Charitable activities	4	154,226	497,648	651,874	362,176
Investments	5	27,491	28,403	55,894	2,741
Total income		416,408	532,301	948,709	542,623
Expenditure:					
Raising funds	6	23,355	–	23,355	12,161
Charitable activities	7	338,259	349,299	687,558	511,024
Total resources expended		361,614	349,299	710,913	523,185

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Net income / (expenditure)					
Net income / (expenditure)		54,794	183,002	237,796	19,438
Transfers between funds		–	–	–	–
Gains/losses on investments		–	63,504	63,504	(21,151)
Net movement in funds for the year		54,794	246,506	301,300	(1,713)
Reconciliation of funds					
Total funds brought forward		553,889	1,442,138	1,996,027	1,997,740
Total funds carried forward		608,683	1,688,644	2,297,327	1,996,027

The notes on page 17 to 25 form part of these financial statements.



Balance sheet

as at 31 August 2024

	Note	£	2024 £	£	2023 £
Fixed assets					
Tangible assets	12		168,000		168,000
Investments	13		75,907		799,354
			243,907		967,354
Current assets					
Cash at bank		1,957,830		1,057,779	
Debtors	14	127,641		7,669	
		2,085,471		1,065,448	
Creditors: amount falling due within one year	15	(32,051)		(36,775)	
Net current assets			2,053,420		1,028,673
Net assets			2,297,327		1,996,027
Charity funds					
Designated funds	16		196,382		196,382
Unrestricted fixed assets funds	16		168,000		168,000
Unrestricted general funds	16		244,301		189,507
Restricted funds	16		1,688,644		1,442,138
			2,297,327		1,996,027

Statement of cash flows

for the year ended 31 August 2024

	2024 £	2023 £
Net cash inflow/(outflow) from operating activities:		
Net movement in funds	301,300	(1,713)
Adjustments for:		
Depreciation of tangible fixed assets	–	–
Income from bank and investments	(55,894)	(2,741)
Decrease/(increase) in debtors	(119,972)	3,744
(Decrease)/ increase in creditors	(4,724)	(10,603)
Proceeds from sale of asset	–	187,500
Loss on sale of asset	–	12,495
Change in investments	723,447	41,851
Net inflow/(outflow) from operating activities	844,157	230,533
Cash flows from investing activities:		
Income from bank and investments	55,894	2,741
Net inflow/(outflow) from investing activities	55,894	2,741
(Decrease)/increase in cash in the year	900,051	233,274
Cash brought forward at 1 September	1,057,779	824,505
Cash carried forward at 31 August	1,957,830	1,057,779

The accompanying accounting policies and notes on pages 17-25 form an integral part of these financial statements. A net debt reconciliation for the statement of cash flows is disclosed in note 18.

Notes to the Financial Statements for the year ended 31 August 2024

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2019) and the Companies Act 2006.

Bishop's Stortford Mencap meets the definition of a public benefit entity under FRS 102. Assets and liabilities recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The Charity's functional and presentational currency is Pounds Sterling.

1.2 Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern. A detailed commentary on its impact is detailed in the Trustees' Report.

1.3 Company status

The Charity is a company limited by guarantee. The Members of the Company are listed below. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £10 per Member of the Charity.

Members: Betty Slater, Mary Huxtable, Gwen Cooke, Natalie Trapmore, Nell Turfkruyer, Esther Callaghan, Jackie Parker, Margaret Upton, Esme Willcocks, Andrea Charity, Phil Morgan, Patrick Draper, Daniel Wright, Kevin Davis*, Richard Smith*, Duncan Murdoch*, Tracy Fisher*, Chris Thorn*, Stephen Downing*, Claire Arnold*, Karen Wallace*

* Denotes Trustee

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

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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.5 Income

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Grant income is recognised when there is a firm commitment and certainty that the funds will be received.

Income tax recoverable in relation to donations received under gift aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.6 Expenditure

All 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. Governance costs are those incurred in connection with administration of the Charity and compliance with constitutional and statutory requirements.

Notes to the Financial Statements for the year ended 31 August 2024 continued

1.7 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:

Motor vehicles – 5 years on a straight line basis

Freehold property is considered to have a very long useful economic life and the expected residual value of the asset is not considered to be materially different from its carrying value; as a result depreciation is not considered to be material and therefore has not been charged in the year.

1.8 Gifts in kind

Where services are provided to the Charity as a donation, the contribution is included in the financial statements at an estimate based on the value of the contribution to the Charity.

1.9 Pension Costs

The Charity operates a defined contribution pension scheme for employees. These assets of the scheme are held separately from those of the Charity. The annual contributions payable are charged to the statement of financial activities.

1.10 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

1.11 Cash at bank

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.12 Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing from any trade discounts due.

1.13 Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their fair value as at the balance sheet date. All financial instruments of the charity are measured at cost.

Financial assets include the bank balances, investments, trade debtors and other debtors but exclude prepayments and taxation.

Financial liabilities include trade creditors, other creditors, accruals and deferred income but exclude social security and other taxes due.

1.14 Key Source of Judgement and Estimate Uncertainty

No significant judgements, accounting policies or assumptions have been made by management in applying the charity's accounting policies.

Notes to the Financial Statements for the year ended 31 August 2024 continued

2. DONATIONS AND LEGACIES

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Donations and legacies	133,908	6,250	140,158	119,423
	133,908	6,250	140,158	119,423

Income from donations and legacies in 2023 was £117,229 of unrestricted income and £2,194 of restricted income.

3. OTHER TRADING ACTIVITIES

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Events and activities	99,753	–	99,753	58,283
Other Income	1,030	–	1,030	–
	100,783	–	100,783	58,283

Income from other trading activities in 2023 was all related to unrestricted income.

4. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Clubs	45,866	–	45,866	45,532
Special Needs Nursery	3,660	66,180	69,840	86,787
Speech and language therapy	13,600	–	13,600	13,040
Grants	91,100	431,468	522,568	216,817
	154,226	497,648	651,874	362,176

Income from charitable activities in 2023 included £162,822 of unrestricted income and £199,354 of restricted income.

5. INVESTMENT INCOME

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Bank Interest	27,491	–	27,491	2,741
Income return from Investments	–	28,403	28,403	–
	27,491	28,403	55,894	2,741

All of the investment income in 2023 was unrestricted.

Notes to the Financial Statements for the year ended 31 August 2024 continued

6. RAISING FUNDS

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Events and fundraising	23,355	–	23,355	12,161

All the cost of raising funds in 2023 was unrestricted.

7. EXPENDITURE BY CHARITABLE ACTIVITY

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Clubs	56,468	39,607	96,075	97,968
Special Needs Nursery	–	131,784	131,784	126,379
Speech and language therapy	15,967	7,292	23,259	22,708
Support costs (note 8)	265,824	170,616	436,440	263,970
Total	338,259	349,299	687,558	511,024

Expenditure on charitable activities in 2023 included £280,716 of unrestricted expenditure and £230,308 of restricted expenditure.

8. SUPPORT COSTS

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
Staff costs	186,939	4,297	191,236	165,233
Equipment and repairs	2,745	570	3,315	3,998
Insurance	6,337	–	6,337	5,759
Occupancy costs	10,019	8	10,027	7,658
Motor vehicle costs (including depreciation)	1,421	108	1,529	1,942
Miscellaneous	45,989	340	46,329	52,022
Loss on disposal of asset	–	–	–	12,495
Governance (see note 9)	12,374	165,293	177,667	14,863
	265,824	170,616	436,440	263,970

Support costs in 2023 included £229,450 of unrestricted expenditure and £34,520 of restricted expenditure.

9. GOVERNANCE COSTS

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Legal and professional fees	12,374	165,293	177,667	14,863

Governance costs in 2023 included £-2,411 of unrestricted expenditure and £17,274 of restricted expenditure.

Notes to the Financial Statements for the year ended 31 August 2024 continued

10. NET INCOME / (EXPENDITURE)

This is stated after charging

	2024 £	2023 £
Depreciation of tangible fixed assets:		
– Owned by the Charity	–	–
Independent Examiner’s fees	3,774	2,394

11. STAFF COSTS

Staff costs were as follows:

	2024 £	2023 £
Wages and salaries	380,534	359,623
Social security	15,667	13,167
Employers pension contributions	5,565	4,982
	401,766	377,772

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

	2024 No.	2023 No.
Administration	5	5
Fundraising	4	4
Front line services	29	29
	38	38

No employee received remuneration amounting to more than £60,000 in either year (2023 – Nil).

The Charity considers its key management personnel to comprise the Trustees. No key management personnel received benefits in the year (2023 – Nil).

12. TANGIBLE FIXED ASSETS

	Freehold property £	Motor vehicles £	Total £
Cost			
At 1 September 2023	168,000	68,580	236,580
Additions	–	–	–
Disposals	–	–	–
At 31 August 2024	168,000	68,580	236,580
Depreciation			
At 1 September 2023	–	68,580	68,580
Charge for the year	–	–	–
At 31 August 2024	–	68,580	68,580
Net book value			
At 31 August 2024	168,000	–	168,000
At 1 September 2023	168,000	–	168,000

Notes to the Financial Statements for the year ended 31 August 2024 continued

13. INVESTMENTS

Listed investments

	2024 £	2023 £
At 1 September 2023	799,354	841,205
Additions	–	–
Disposals	(778,828)	–
Change in investments	55,381	(41,851)
At 31 August 2024	75,907	799,354

14. DEBTORS

Due within one year

	2024 £	2023 £
Prepayments and accrued income	125,000	4,158
Other debtors	2,039	2,189
Debtors control account	602	1,322
	127,641	7,669

15. CREDITORS

Amounts falling due within one year

	2024 £	2023 £
Accruals and deferred income	17,178	29,155
Creditors control account	8,122	1,079
PAYE and net wages	6,751	5,351
Other creditors	–	1,191
	32,051	36,775
	2024 £	2023 £
Deferred income at start of period	12,714	13,750
Resources deferred during the year	–	12,714
Amounts released from previous periods	(12,714)	(13,750)
	–	12,714

Notes to the Financial Statements for the year ended 31 August 2024 continued

16. STATEMENT OF FUNDS

	Brought forward £	Incoming resources £	Resources expended £	Gains/ (losses) £	Carried forward £
Clubs	10,702	34,968	(35,374)		10,296
Special Needs Nursery	53,430	92,680	(145,126)	–	983
Speech and Language Therapy	1,628	5,000	(3,707)	–	2,922
Funds restricted to BAU	65,760	132,648	(184,207)	–	14,201
New Property	1,376,378	399,653	(165,092)	63,504	1,674,443
Total restricted funds	1,442,138	532,301	(349,299)	63,504	1,688,644
Designated funds – property	196,382	–	–	–	196,382
General unrestricted funds	357,507	416,408	(361,614)	–	412,301
Total funds	1,996,027	948,709	(710,913)	63,504	2,297,327

Unrestricted funds

Included within general unrestricted funds are fixed assets of £168,000, leaving free reserves of £244,301.

Designated funds

The Trustees have designated funds to pay for the redevelopment of the current site. This currently stands at £196,382.

Restricted funds

Restricted funds totals £1,688,644 of which £1,674,443 of this is restricted to the redevelopment project.

Other restricted funds includes amounts where funds are to be used in accordance with specific restrictions imposed by donors which have been raised by the Charity for particular purposes.

Grove Cottage runs an Ofsted Regulated Early Years Special Needs Nursery which provides specialist education and social support for pre-school children with learning disabilities and special additional needs. Total restricted funds carried forward for the year relating to the nursery are £983.

The Speech and Language Therapy programme supports individuals with learning disabilities, to assist them with their communication and to help them be better understood. Total restricted funds carried forward for the year relating to therapy are £2,922.



Notes to the Financial Statements for the year ended 31 August 2024 continued

PRIOR YEAR’S STATEMENT OF FUNDS

	Brought forward £	Incoming resources £	Resources expended £	Gains/ (losses) £	Carried forward £		Brought forward £	Incoming resources £	Resources expended £	Gains/ (losses) £	Carried forward £
Restricted funds						Restricted funds					
Nursery	46,154	88,251	(82,727)		51,678	Get Active Club and Grove Grows	2,456	–	(2,456)	–	–
Saturday Clubs	4,686	–	(4,686)	–	–	Grove Cottage @ Thirst Cafe	1,986	–	(1,986)	–	–
Grove Cottage @ Thirst Cafe	–	2,500	(2,500)	–	–	Saturday Clubs	2,614	–	(2,614)	–	–
Wednesday Adult Club	–	5,000	(5,000)	–	–	Cottage Kids Club	2,000	–	(2,000)	–	–
SLT	–	2,317	(2,317)	–	–	Grove Grows	–	4,233	(4,233)	–	–
Music Man Project	–	400	(400)	–	–	Grove Grows	–	730	(730)	–	–
Get Active	–	3,000	(2,632)	–	368	Music Man Project	–	1,500	(1,500)	–	–
Holiday Clubs	–	3,000	(1,858)	–	1,142	Nursery	–	10,000	(10,000)	–	–
Nursery	–	30,641	(30,641)	–	–	SLT	–	5,000	(3,372)	–	1,628
Family Swim Days	–	500	(500)	–	–	Adult Clubs	–	10,000	(6,562)	–	3,438
Holiday Clubs	375	500	(875)	–	–	Cottage Kids	–	920	(920)	–	–
Clubs/ SLT	–	10,000	(10,000)	–	–	Nursery/SLT/clubs	–	2,000	(2,000)	–	–
Staff Training	–	2,000	(2,000)	–	–	Funds restricted to BAU	69,448	196,548	(200,236)	–	65,760
Clubs helping Essex residents	618	–	(618)	–	–	New Property	286,493	5,000	–	–	291,493
Colchester Zoo Trip	–	176	(176)	–	–	New Property Fund	1,108,382	–	(11,055)	(21,151)	1,076,176
Adult Club and Performing Arts Club	5,415	9,879	(9,542)	–	5,753	New Property (non-material costs)	15,183	–	(6,474)	–	8,709
“Dreams & Wishes” (misc.)	796	–	(796)	–	–	Total restricted funds	1,479,506	201,548	(217,765)	(21,151)	1,442,138
Nursery Expenses	1,686	3,000	(2,934)	–	1,753	Designated funds - property	196,382	–	–	–	196,382
Get Active Club	661	–	(661)	–	–	General unrestricted funds	321,852	341,075	(305,420)	–	357,507
Cottage Kids	–	1,000	(1,000)	–	–	Total funds	1,997,740	542,623	(523,185)	(21,151)	1,996,027



Notes to the Financial Statements for the year ended 31 August 2024 continued

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds 2024 £	Restricted funds 2024 £	Designated funds 2024 £	Total funds 2024 £
Tangible fixed assets	168,000	–	–	168,000
Investments	–	75,907	–	75,907
Current assets	276,352	1,612,737	196,382	2,085,471
Creditors due within 1 year	(32,051)	–	–	(32,051)
Total	412,301	1,688,644	196,382	2,297,327

ANALYSIS OF NET ASSETS BETWEEN FUNDS – PRIOR YEAR

	Unrestricted funds 2023 £	Restricted funds 2023 £	Designated funds 2023 £	Total funds 2023 £
Tangible fixed assets	168,000	–	–	168,000
Investments	–	799,354	–	799,354
Current assets	226,282	642,784	196,382	1,065,449
Creditors due within 1 year	(36,775)	–	–	(36,775)
Total	357,507	1,442,138	196,382	1,996,027

18. ANALYSIS OF CHANGES IN NET DEBT

This note refers to the cash flow note on page 17.

	Opening balance 2023 £	Cash flows £	Other non cash changes £	Closing balance 2024 £
Cash and cash equivalents	1,057,779	900,051	–	1,957,830
Total net debt	1,057,779	900,051	–	1,957,830

19. RELATED PARTY TRANSACTIONS

During the year, no Trustees received any benefits in kind (2023 - £NIL).

During the year, no Trustees received reimbursement of expenses (2023 - £NIL). There were no related party transactions (2023 – £NIL).



ADDITIONAL INFORMATION

Operational name

Grove Cottage

Company number:

06368719

Charity number:

1122298

Trustees and directors:

- Kevin Davis
- Richard Smith
- Duncan Murdoch
- Tracy Fisher
- Stephen Downing
- Daniel Wright (resigned 29 January 2024)
- Christopher Thorn
- Karen Wallace
- Claire Arnold

Bankers:

Barclays Bank Leicester LE87 2BB

Solicitors:

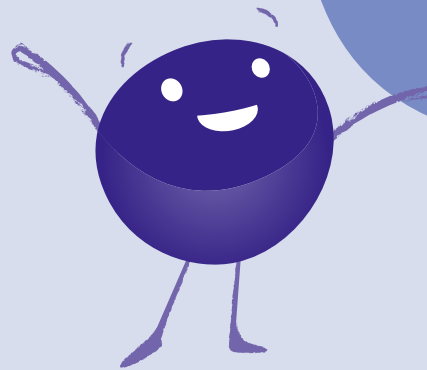
Tees Law Tees House 95 London Road
Bishop’s Stortford Herts CM23 2GW

Independent examiner:

Price Bailey LLP Causeway House 1 Dane
Street Bishop’s Stortford Herts CM23 3BT

**Huge thanks to Emperor
for designing and printing.**

**A BIG
Thank You!**



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Registered Charity Number: 1122298

Socials: @grovecottagemencap

Find out more:
www.mencapgrovecottage.org

