

**REPORT TO THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST OCTOBER 2018
FOR
THE MONDAY NIGHT CLUB**

THE MONDAY NIGHT CLUB

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OCTOBER 2018**

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REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST OCTOBER 2018

The trustees present their report with the financial statements of the charity for the year ended 31st October 2018. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number

1160646

Principal address

The Lodge
Dingle Road
Leigh
Worcestershire
WR6 5JX

Trustees

| | |
|----------------|-----------------|
| Chair | Laura Gill |
| Treasurer | Helen Gill |
| Other Trustees | Max Chesterman |
| | Margaret Clarke |
| | Richard Kenyon |

Independent examiner

Ken Strange FCCA
10 Ravenscroft Drive
Droitwich
Worcestershire
WR9 7AP



The Monday Night Club

Registered Charity no: 1160646

Annual Report

1 November 2017 - 31 October 2018

Chair's Report

Structure, Governance and Management

The Monday Night Club is constituted as a Charitable Incorporated Organisation and is governed by constitution. The CIO is a registered charity with The Charity Commission of England and Wales.

The Annual General Meeting was held on 6th June 2018. Trustees at this time were:

Miss Laura Gill, Chair

Mrs Helen Gill, Treasurer

Mrs Margaret Clarke – Barbourne Club representative

Mr Max Chesterman – parent carer

Mr Richard Kenyon – volunteer representative

Mrs Beverley Alldrett - Secretary

The Chair, Treasurer, Richard Kenyon, Max Chesterman and Margaret Clarke were re-elected to their positions.

Policies and Procedures

The following Policies and Procedures are in place in the organisation and they are reviewed annually at the Trustee meetings.

- Health and Safety Policy and Risk Assessment procedure
- First Aid Policy and Accident Reporting Procedure
- Procedure for Dealing with an Accident or Emergency
- Procedure for Emergency Evacuation
- Financial Policies and Procedures
- Confidentiality Policy
- Safeguarding Policy
- Recruitment and Training of Volunteers

The adoption and review of policies is an on-going duty of the Board.

Our bank account is with the Charities Aid Foundation Bank and its operation is governed by our Financial Policies and Procedures.

Risk assessments are carried out for all activities in accordance with our Employers Liability Insurance. We have separate insurances to cover disco equipment, the mobile disco and the football club.

Objectives and Activities

To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society through the provision of recreational and leisure activities and support to live a more independent life.

For the purpose of this clause 'socially excluded' means being excluded from society, or parts of society, as a result of being a member of a socially and economically deprived community but specifically for young people and adults with learning disabilities and autistic spectrum disorders in Worcestershire.

To further our objectives, we continue to organise activities every Monday evening and organise a football club on Thursday evenings.

This year our Monday night activities have included:

- Themed parties
- Birthday parties
- A talent show in a theatre
- Karaoke nights
- A summer barbeque
- Sports and games nights
- A football tournament
- Dance and keep fit evenings
- Guest DJs and live music
- Guest entertainers
- Skittles matches
- An awards night

Day and evening trips

We organised day trips to West Midlands Safari Park and to Barry Island, taking a full coach (49) to each, and we took a smaller group (15) to the theatre in June. In January we took 113 people, including support staff and families, to the pantomime at The Swan Theatre. These trips were partly funded by our fund-raising income and partly by ticket sales.

Special Events

The Monday Night Club Has Got Talent was held at The Swan Theatre on Monday 8th October 2018. This was also our 7th birthday. Over 230 people came to see the show. We had invited judges from the local community and friends of The Monday Night Club. The event was covered on social media and was extremely well received.

Football Club

To further our objectives of providing social activities to excluded groups, we continue to train our own football team. Once again we achieved FA Charter Standard Adult Club status. One of our members with learning disabilities is a qualified FA (Level 1) coach.

The training of the team is supported by Worcestershire FA and Disability Sport Worcester. We belong to the Three Counties Ability Counts League, a disability football

league, and play in six tournaments across three counties during the season. We also play friendly matches with other disability teams and welcome players of all levels, from beginners. The training sessions and friendly matches are open to men and women. The manager and coaches have achieved FA qualifications.

This year we applied for, and received, a 'Grow The Game' Football Foundation Grant to start a women's disability football team.

Community Connections

During this year we have, once again, made efforts to increase our connections within the community and therefore promote our service to more people. We have actively sought collaboration with the Daisychain Benevolent Fund, Worcester Snoezelen, Speakeasy NOW, Barbourne Ex-Services Club, Disability Sport Worcester, Worcestershire FA, Worcester Rugby Club, The Swan Theatre, Wildgoose Rural Training, The City of Worcester, Worcester Lions and Worcester Cathedral.

The RespectAbility Awards

We have instigated our own Award call the RespectAbility Awards and applied for funding from The Big Lottery, Awards 4 All fund. The aim is to bring the learning disability community into the public eye.

We will be locating permanent commemorative plaques around Worcestershire to celebrate the achievements of people with learning disabilities who have been successful in local and national politics, art, fund-raising, sport, writing and publishing, leadership, independence and employment. The plaques will be unveiled in public ceremonies attended by prominent people including Mayors, MPs, sports stars and councillors. A short film has been made about each winner and published online.

Income and Expenditure

Our funds are generated by grants, donations and our £1 entrance fee. Our total income for the year was £ 10,404.

We benefited from a restricted grant from The Football Foundation of £700. We also just received (at the end of the last financial year) an Awards 4 All grant from The Big Lottery of £9050 for our project RespectAbility. We have had sponsorship of £80 per month for 10 months from Barbourne Ex-Services Club for our football team.

The greatest proportion of our funds was spent on sessional activities on Monday nights – organising parties, paying entertainers and other sessional workers – and contributions towards the cost of day and evening trips. There were small costs for volunteers' expenses, printing and office expenses. Our total expenditure for the year was £ 17,960.

We have carried forward £ (7,556) at the end of the year.

Recognition and Success

Our Chair, Laura Gill, was invited to the wedding of HRH Prince Harry and Meghan Markel in May 2018 as a recognition of her service to the community and the work she has done with The Monday Night Club. She was one of only six people invited from

Worcestershire. The Club and our volunteers received the Queens Award for Voluntary Service in June 2018 and our Chair and Treasurer were invited to a Royal Garden Party at Buckingham Palace in June as representatives of The Monday Night Club.

Outcomes

Strong bonds of friendship have formed amongst the members and are continued outside the club. This is particularly important to learning disabled and autistic people who find it difficult to make, and keep, friends and often feel socially excluded and isolated. Their parents, carers and families also benefit by mutual support and shared experiences.

We extremely proud that the club received national recognition this year by winning the Queen’s Award and delighted by the personal note of praise sent by the judges. We received an engraved glass award and a signed letter from Her Majesty Queen Elizabeth II. All our volunteers are now entitled to wear the special Queen’s Award for Volunteering badge, recognised as the MBE for groups.

We continue to publicise the club and new members come from various sources, including word of mouth, recommendation by social workers and press coverage. We communicate by email newsletter, print, social media and keep our website up-to-date.

We have attracted a number of care leavers, who may have mild learning disabilities and behavioural challenges. They are not supported by the social care services and are learning to live independently, some with no support at all. We try to make them feel a valued part of our community and they are often chosen as volunteers.

The football club has added an opportunity to improve the health and well-being outcomes for our members, and significant improvements can be seen in the players in the last year. Additional challenges have been created for our volunteers in meeting the training requirements of the FA.

We have a strong group of volunteers who have come from amongst the members of the club. They now take a large part in the organisation of club activities themselves. Several members have gained paid employment, apprenticeships, or other rewarding voluntary work this year. Others have moved out of the family home, special college, or care homes to live independently.

We hope to find a more suitable and community-friendly venue for the club next year, where our members could take part in other activities and volunteering roles offered on other days besides Mondays. We want to continue to grow, to offer more activities, forge more links to the wider community and to be a positive influence on as many socially excluded people as possible in the coming year.

Signed

Laura Gill

Chair, The Monday Night Club Trustees
December 2018

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE MONDAY NIGHT CLUB**

I report on the accounts for the year ended 31st October 2018 set out on pages six to ten.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

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
 - to prepare accounts which accord with the accounting records and to 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 ensure a proper understanding of the accounts to be reached.

Ken Strange FCCA
Ken Strange Chartered Certified Accountant
10 Ravenscroft Drive
Droitwich
Worcestershire
WR9 7AP

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST OCTOBER 2018**

| | Notes | Unrestricted Fund | Restricted Fund | 2018 Total Funds | 2017 Total Funds |
|---|-------|----------------------|--------------------|------------------------|------------------------|
| | | £ | £ | £ | £ |
| INCOMING RESOURCES | | | | | |
| Incoming resources from generated funds | | | | | |
| Voluntary income | | 2,731 | 700 | 3,431 | 15,070 |
| Activities for generating funds | (2) | 6,973 | - | 6,973 | 8,565 |
| Investment income | (3) | - | - | - | - |
| Total incoming resources | | 9,704 | 700 | 10,404 | 23,635 |
| RESOURCES EXPENDED | | | | | |
| Costs of generating funds | | | | | |
| Fundraising trading: cost of goods sold and other costs | | 6,048 | - | 6,048 | 3,895 |
| Charitable activities | | | | | |
| Marketing | | - | 2,050 | 2,050 | 1,800 |
| Outings | | 4,367 | - | 4,367 | 6,272 |
| Supports costs | | 1,257 | 1,556 | 2,813 | 1,766 |
| Training | | 168 | - | 168 | 2,277 |
| Football club | | - | 2,514 | 2,514 | 2,463 |
| Total resources expended | | 11,840 | 6,120 | 17,960 | 18,473 |
| NET OUTGOING RESOURCES BEFORE TRANSFERS | | | | | |
| | | (2,136) | (5,420) | (7,556) | 5,162 |
| Gross transfers between funds | (6) | <u>(497)</u> | <u>497</u> | - | - |
| Net incoming/(outgoing) resources | | <u>(2,633)</u> | <u>(4,923)</u> | <u>(7,556)</u> | <u>5,162</u> |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | <u>7,047</u> | <u>4,923</u> | <u>11,970</u> | <u>6,808</u> |
| TOTAL FUNDS CARRIED FORWARD | | <u>4,414</u> | - | <u>4,414</u> | <u>11,970</u> |

The notes form part of these financial statements

BALANCE SHEET AS AT 31ST OCTOBER 2018

| | Notes | Unrestricted fund | Restricted fund | 2018 Total funds | 2017 Total funds |
|--|-------|----------------------|--------------------|------------------------|------------------------|
| | | £ | £ | £ | £ |
| CURRENT ASSETS | | | | | |
| Cash at bank and in hand | (5) | <u>4,414</u> | <u>-</u> | <u>4,414</u> | <u>15,420</u> |
| CURRENT LIABILITIES | | | | | |
| Creditors Account | | <u>-</u> | <u>-</u> | <u>(-)</u> | <u>(3,450)</u> |
| NET CURRENT ASSETS | | <u>4,414</u> | <u>-</u> | <u>4,414</u> | <u>11,970</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>4,414</u> | <u>-</u> | <u>4,414</u> | <u>11,970</u> |
| NET ASSETS | | <u>4,414</u> | <u>-</u> | <u>4,414</u> | <u>11,970</u> |
| FUNDS | | | | | |
| | (6) | | | | |
| Unrestricted funds | | | | 4,414 | 7,047 |
| Restricted funds | | | | <u>-</u> | <u>4,923</u> |
| TOTAL FUNDS | | | | <u>4,414</u> | <u>11,970</u> |

The financial statements were approved by the Board of Trustees on 4th June 2019 and were signed on its behalf by:

Mrs H J Gill - Trustee

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST OCTOBER 2018**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. ACTIVITIES FOR GENERATING FUNDS

| | 2018 | 2017 |
|--------------------|-------------|-------------|
| | £ | £ |
| Fundraising events | 6,973 | 8,565 |
| | ===== | ===== |

3. INVESTMENT INCOME

| | 2018 | 2017 |
|---------------|-------------|-------------|
| | £ | £ |
| Bank interest | - | - |
| | ===== | ===== |

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST OCTOBER 2018

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st October 2018 nor for the year ended 31st October 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st October 2018 nor for the year ended 31st October 2017.

5. CASH AT BANK AND IN HAND

| | Restricted Fund £ | General fund £ | 2018 Total funds £ | 2017 Total funds £ |
|--------------|----------------------------------|-------------------------------|---------------------------------------|---------------------------------------|
| Cash in hand | - | 2 | 2 | - |
| Bank Account | - | <u>4,412</u> | <u>4,414</u> | <u>15,420</u> |
| Total | <u>-</u> | <u>4,414</u> | <u>4,414</u> | <u>15,420</u> |

6. MOVEMENT IN FUNDS

| | At 1.11.17 £ | Net movement in funds £ | Transfers between funds £ | At 31.10.18 £ |
|---------------------------|-------------------------|--|--|--------------------------|
| Unrestricted funds | | | | |
| General fund | 7,047 | (2,136) | (497) | 4,414 |
| Restricted funds | | | | |
| Restricted fund | <u>4,923</u> | <u>(5,420)</u> | <u>497</u> | <u>-</u> |
| TOTAL FUNDS | <u>11,970</u> | <u>(7,556)</u> | <u>-</u> | <u>4,414</u> |

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|-------------------------------------|-------------------------------------|------------------------------------|
| Unrestricted funds | | | |
| General fund | 9,704 | 11,840 | (2,136) |
| Restricted funds | | | |
| Restricted fund | <u>700</u> | <u>6,120</u> | <u>(5,420)</u> |
| TOTAL FUNDS | <u>10,404</u> | <u>17,960</u> | <u>(7,556)</u> |

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST OCTOBER 2018**

| | 2018 | 2017 |
|--|-----------------------|---------------------|
| | £ | £ |
| INCOMING RESOURCES | | |
| Voluntary income | | |
| Donations | 2,731 | 1,904 |
| Grants | <u>700</u> | <u>13,166</u> |
| | 3,431 | 15,070 |
| Activities for generating funds | | |
| Fundraising events | 6,973 | 8,565 |
| Investment income | | |
| Bank interest | <u>-</u> | <u>-</u> |
| Total incoming resources | 10,404 | 23,635 |
| RESOURCES EXPENDED | | |
| Fundraising trading: cost of goods sold and other costs | | |
| Fundraising expenses | 6,048 | 3,895 |
| Charitable activities | | |
| Marketing | 2,050 | 1,800 |
| Football | 2,514 | 2,463 |
| Printing, stationery and IT | 795 | 773 |
| Outings and events | 4,367 | 6,272 |
| Training costs | 168 | 2,277 |
| Accountancy | 300 | 300 |
| Sundry Expenses | <u>1,718</u> | <u>693</u> |
| | <u>11,912</u> | <u>14,578</u> |
| Total resources expended | 17,960 | 18,473 |
| Net income/deficit | <u><u>(7,556)</u></u> | <u><u>5,162</u></u> |