



# Annual Report 2015/2016



# Contents

- Welcome To Our Annual Report
- Looking Back At The Past Year
- A Big Thank You To Our Funders
- What Matters To Us
- What Do We Do?
- Activity And Learning Hub
- A Place For Everyone
- Member Stories: George
- Focus On Our Community Café
- Friendships, Health and Social Inclusion
- Our Member Stories: Tom and George
- Our Parent's Stories: Jack's Mum and Dad
- Growing Great Kids
- Our Volunteering Stories: Kelly
- Volunteering and Student Placements
- Staff That Go Above And Beyond
- Our Staff Stories: Bridget
- Supporting Families and Carers
- Focus On Our Family Health Project
- Our Home
- Getting Out There
- Our Future
- Statement Of Financial Activity
- Balance Sheet

# Welcome To Our Annual Report...

On behalf of over 1500 people who are involved in Sheffield Mencap and Gateway every year, thank you for taking the time to join with us and celebrate the commitment, talent, drive and innovation that has gone in to continuing our work for another year. We are all immensely proud of what we have achieved together to make Sheffield the best place in which to live, work and have fun.

This work would not be possible without the brilliant members' families who inform our services and the community that helps us raise funds to keep our work alive. We hope you enjoy our reflection of the past 12 months.

The Trustees

## Our Vision:

*"That all people with a learning disability and their carers in Sheffield feel valued and respected. We believe that everyone should be supported to reach their full potential and to live the life they choose."*



# Looking Back At The Last Year...

## Our Chairperson: Christine Booth-Mayblin



I am proud and privileged to have spent another 12 months working within such an inspiring organisation. Every year that passes we continue to reach more people with a learning disability, more families and work with more professionals. We know that our support is needed more now than ever before. We will always listen to the wishes of the families and individuals who guide our work. I am grateful for the help of our committed board of trustees, their invaluable input and guidance makes a huge difference and helps us plan for the future.

## A message from our Chief Executive: Janet Sullivan

This year has seen both successes and challenges. The success can be seen in the continued improvement in our delivery, our increase in the number of people we are able to help and the fantastic staff and volunteer team we get to work with. Our challenges continue to be funding our work. We will always remain committed to helping anyone that needs our help, for as long as they need it. Our family approach makes our service so special and I am confident that our passion means that this will never be lost. My thanks to the many people and funders who help this to happen.



# Sheffield Mencap and Gateway would like to thank the following Trusts, Foundations and Companies for their vital and continuing support...

The Sobell  
Foundation

**Souter**  
CHARITABLE TRUST

**Sheffield Town Trust**  
dedicated to supporting good causes in Sheffield

**Sheffield  
Mutual** Est. 1894  
For you, your family, your future

  
**the JG GRAVES CHARITABLE TRUST**  
a registered charity

  
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HALLAM FM HALLAM 2

  
**The  
University  
Of  
Sheffield.**

**amazon**

**LAFARGE  
TARMAC**

**LLOYDS BANK FOUNDATION**  
England & Wales 

**sodexo**

  
**Anton Jurgens**  
Charitable Trust

We also thank: Sheffield CCG Health Funding, The Nirvana Charitable Trust, The 8<sup>th</sup> Earl of Sandwich Charitable Trust, The Ronald and Kathleen Pryor Charity, Cutlers Company Charitable Trust, Souter Charitable Trust, Anton Jurgens Charitable Trust, Marjorie Coote Old People's Charity Fund, The George A Moore Foundation, Fitzwilliam Wentworth Amenity Trust, May Hearnshaw Charitable Trust, Hallam FM Cash for Kids, The Albert Hunt Trust, James Wise Charitable Trust, Sheffield Town Trust, Lloyds TSB Bank Foundation, J G Graves Charitable Trust, The Steven Bloch Image of Disability Charitable Trust, Whalley White Charitable Trust, Sir Michael Bett Trust, Evelyn May Trust, Amazon, The Sodexo Stop Hunger Foundation, The Sobell Foundation, The John Horniman's Children's Trust, Trustees of Elsie Lawrence Deceased, The Liz & Terry Bramall Foundation, The Trelux Charitable Trust, Unite The Union, The Housley Bequest Ltd, The Sheffield Mutual Friendly Society, Sandra Agahi. Lafarge Tarmac.

# What Matters To Us

Supporting friendships and relationships

Working with families and carers

Giving people opportunities and skills

Giving children the best start in life

Improving the health of people with a learning disability and their families

Supporting people to achieve their education goals





# What Do We Do?



Sheffield Mencap and Gateway is different to every person who experiences it. We are greater than the sum of our parts. We provide a flexible, responsive, family and person centred range of activities, support and services. People need us for a little or a long time. Some people need more help than others, some just want to find friends or someone to love. We are informed and inspired by people with a learning disability and their families. It's what we have been doing for 65 years and it's what we will always do.

# Activity And Learning Hub

The Activity and Learning Hub provides a high quality, co-designed service that motivates learning within a relaxed and happy environment. The ALH team have developed and deliver education AQA accredited units specifically for our students. Our team of experienced, qualified Tutors and Learning Support Assistants provide a fantastic alternative to college or further learning for anyone who wants to achieve their goals.

Students taking part in various AQA units have the opportunity to gain social and life skills whilst also focusing on their own specific goals through assessment and by following their own interests.

Core literacy, IT and numeracy skills are embedded into every unit we deliver. Recent subjects include calendar production, pop art, managing money, budgeting, leisure activities, computer workshops, music, film animation and learning about the local area.



Our students are also entrepreneurs. We hold regular markets stalls at the Moor Market where we sell our work, raise awareness and provide an opportunity for students to improve their customer service skills.



# A Place For Everyone

Because accredited learning isn't right for everyone we also deliver non-accredited learning and a wide range of activities that are based on the students learning new skills but without the pressure of educational targets. These groups have been very busy this year and here are just a few of the opportunities on offer.



## Express yourself!

We offer a number of ways for our members to be creative and expressive. Our Drama group performs regularly and allows people to develop their acting, singing and movement skills. We also offer film making projects, music workshops with local businesses, imaginative cooking and presentation opportunities. Our popular creative writing group produces beautiful stories, prose and poetry, many of which have been published. Regular art workshops enable members to discover the wonderful world of Kandinsky and Andy Warhol. You can see some of our work displayed on our YouTube channel!



## Media Projects

This year our members have undertaken a huge project about Sheffield, researching its history, visiting iconic buildings and attractions and learning about its culture. A book has been produced to celebrate the things our city have to offer and some fantastic displays are in our building (left). Throughout the project members developed internet safety, independent travel and confidence skills.



# Our Member Stories: George

George has been coming to Sheffield Mencap and Gateway for many years. Both George and his family were closely supported by the Sharing Caring Project and George is now an important part of our organisation. This is what he had to say:

"I always go to Monday Gateway. I like coming here because it is a nice way to meet friends and we catch up. I've been coming a long time and I enjoy the disco - I think we are due a new disco ball! I attend the Activity and Learning Hub on Thursday and Friday. On a Thursday I am in Love Art group with my friends Nicola and Pam. I once made a portrait of my head using Papier Maché. I like the chance to bake in the kitchen. On a Friday I am in the gardening group because I like being outdoors in the fresh air. I go to the Sunday Lunch Club once a month. We play bingo and we sing Happy Birthday to people when it is their Birthday.

I have lots of friends here and love seeing everyone. This place is very important to me."



# Focus on our Community Cafe

Sheffield Mencap and Gateway strives to develop projects that give people the chance to gain a wide variety of skills. Very few people with a learning disability gain paid employment. We want to help change that. Our members have told us that they want to learn customer service skills and gain opportunities to develop their life skills, so we responded.

Over the past 12 months we have launched a successful 'Community Café' which operates at the CRB church near town. Every week we meet at the café and cook a meal in their industrial kitchen. The café is then open to the Sheffield public who are served delicious food by our front of house learning disability team. As well as the skills people have learnt, those that have been involved have loved being in a new and exciting environment. This project helps us achieve our commitment to make Sheffield the most equal and fair city in the country. By having people with a learning disability working in our community we also break down barriers and educate people. The customers have told us that it has been a pleasure to be a part of something very special, such as this.



'I liked working in a team and made lots of food like rhubarb crumble, bread rolls and pasta bake. It was hard but I feel more independent now'  
Holly (below)



# Friendship, Health and Social Inclusion

## Gateway Club

We like to **boogie** the night away and catch up with friends. Our club runs 3 nights a week and is attended by hundreds of people from across Sheffield. It is a **lifeline** to those who come and it is our very foundation.

## Carers Groups

We have run 6 regular and popular carers groups across the city. These have formed lasting friendships and **connections** and an opportunity to take, share stresses and get peer support.

## WEA education courses

We ran a free education course about 'Improving confidence and setting life goals'. This was accessible to everyone and fully inclusive

## Women's and Men's Football

Hugely popular, our football clubs are FA affiliated and supported by our lovely local clubs. Members have enjoyed playing matches and going for a **well earned drink** afterwards!

## Sunday Lunch Club

The best Yorkshire Pudding in the whole world. Fun, friendship and singing for people with a learning disability and their family carers. We just love it!

## Fitness Fanatics

Circuit Training, Clubercise or Boccia. This group is serious about getting fit, having fun and **healthy eating**. It's accessible, **low cost** and anyone can join. It doesn't matter what your level of fitness is, we can help you improve.

## Sports Development

Over the past 12 months we have focused on developing health, fitness and wellbeing opportunities for our members. In partnership with both Activity Sheffield and South Yorkshire Sport we have met with a number of national sports governing bodies and will be launching a new 'strategy for sport' in the upcoming months. This is an exciting development that will see us piloting learning disability specific programmes that can be replicated around the UK. We want to be a centre of excellence for our members and their families. Especially as we look forward to the Special Olympics in 2017.



# Our Member Stories: Tom and George

If you ask any taxi driver in Sheffield to take you to 'Gateway Club' they will know exactly where you want to go. Our Gateway clubs are a lifeline to hundreds of people who face social exclusion, poor mental health and low confidence. They offer a safe and joyful place where people can be themselves, find friendship and dance the night away. Tom and George are brothers who have been coming for 40 years and here's what it means to them:



"We've been coming a very long time, but we love Gateway club! We like playing snooker with other members, and meeting our friends who we have known for many, many years. George particularly likes cooking with Ben on a Monday night."

**Do you think that Gateway has changed much over the years?**

"Yes we do! There are lots more things to do now. This includes a disco, art and crafts, sports, baking and lots of chances to meet people."

**Would you encourage other people who haven't come to Gateway before to come?**

"Yes, absolutely. Give it a go."

**What other things do you do when you aren't at Gateway club?**

"We like shopping and we also go to a Friday club. Gateway is our favourite though."

# Our Parent Stories: Jack's Mum and Dad



*Our son Jack had meningitis when he was 23 months old. After a 3 month stay in hospital, we left with a boy who could no longer walk, talk and eat. It left him with severe epilepsy that we have never been able to get under control with medicine or surgery.*

*Jack has now been attending Sheffield Mencap and Gateway for several years, after Jack's epilepsy nurse said we needed a break from looking after such a poorly child around the clock. It was starting to affect my health (mum). As you can imagine, as committed parents it was an ordeal trusting other people with Jack who is so vulnerable with the severity of his needs. He requires help for everything, feeding, toileting, dressing etc. For us Sheffield Mencap and Gateway staff have shown to be more than capable and committed to Jack's wellbeing. He is treated as an individual and is included in any activity they are doing.*

*As soon as we pull on the drive Jack starts making loud happy noises, and when we enter he goes to his favourite sensory room. He is made to feel like a valued member of the group by both staff and the other children attending. This is a credit to the quality of staff to be able to include someone with Jack's ability in their sessions. Jack's siblings are happy leaving him there knowing he is having his time, while we have our time. We enjoy simple family time. A game of monopoly, watching a dvd. Jack will only watch Thomas or Brum. Not cool for teenagers. It gives us normal time, without any guilt that Jack isn't with us, as we all know he's enjoying time with others. We really do get the best of both worlds Jack not only gets the best care, he gets freedom. Which we never thought we would ever achieve. While we get a rest.*

***We really can't express how much Sheffield Mencap and Gateway has altered our lives.***

*With many thanks Suzanne & Richard (Mum & Dad)*

## Working with Parents

Transition time can be a challenging time for families. Our Sharing Caring Project works closely with the Sheffield Parent Carer Forum to signpost parents and run transitions clinics to make sure that the voices of parents and their children are heard, and understood.

# Growing Great Kids

In one Saturday children's project shift we monitored the distance our staff covered. Between them it was 30 miles. That's some pretty active and happy kids!



Sheffield Mencap and Gateway  
children's services

## Thank Gateway it's Friday (TGIF)

TGIF is a really special project for children aged 6-16 with a learning disability and their brothers and sisters. It gives children the chance to chill out and have fun on a Friday evening and shake off the week with football, baking, arts and crafts and play. The project is funded by BBC Children in Need

## Shine Out on Saturdays

Shine Out on Saturdays (SOS) is a member led drama and art club for young people with learning disabilities aged 10-18. The project is funded by a number of charitable trusts. SOS uses drama, dance and art as a tool to develop self-confidence, independence and social skills, whilst also providing a great opportunity for young people interested in the performing arts to meet like-minded individuals. The project aims to provide an environment that encourages creativity in a safe and positive atmosphere.

## Radio Mencap

This year we launched a radio project which gave children the opportunity to design, record and listen to their own radio shows. The young people gained confidence and skills. The project was low cost so everyone could take part. The children enjoyed having specialist input and being creative.



## Special Needs Inclusion Playscheme (SNIPs)

SNIPs provides a safe and creative setting which means children are free to have fun and explore their creativity and also provides parents with a short break to do important grown up stuff! Over the past year we have provided over **1440** hours of fun to support over **40** families.

# Our Volunteer Stories: Kelly

Kelly is mum to Blake who comes to our Children in Need funded Friday night project: *TGIF*. Kelly has been so impressed with the organisation that she has since started volunteering with us. We love that families get so involved in Sheffield Mencap and Gateway. It is the best feedback that parents want to help as their experience and understanding of learning disability is priceless. We asked Kelly about her motivations for volunteering:



*"I really wanted to get more experience of working with people with different kind of learning disabilities, I'd like to become a Support Worker in the future. It was Voluntary Action Sheffield that first told me about Sheffield Mencap and Gateway and the great things that they offer.*

*I support the members who attend the Activity and Learning Hub during the day. At the moment I am helping members to make an art portfolio using different techniques, last term we did model making. I helped Sabreen make a model of the Winter Gardens (we were doing models of Sheffield)*

*I enjoy doing all sorts here. Supporting people just makes me feel happy. I like just being a part of something. I've learnt lots about people's different abilities and how to help them. People's faces light up and I know they've accepted me."*



Our thanks to our volunteering partners

# Volunteering and Student Placements

Our volunteers are brilliant. They bring additional skills, enthusiasm and further insight to our work. They are an irreplaceable workforce of people motivated by a desire to learn, develop and make Sheffield a better place. Over the past 12 months we have continued to build on our student placement and supervision offer and continue our excellent relationship with local universities and colleges.

We now welcome placements from both universities in Sheffield. We have supported students of Art Psychotherapy, Education and Counselling, Psychology, Medicine, Social Work, Learning Disability Nursing and Occupational Therapy as well as researchers.



Our volunteers are priceless to us! However, we can work out in financial terms that they have provided us with over **£138,976.875** of support over 12 months.

From March 2015 - March 2016 we saw 12,554 hours of volunteering completed by a team of 195 volunteers!!

We specialise in supporting volunteers who have experienced ill health and long term unemployment. Many of our volunteers have found paid work following their time with us. By doing this we are helping the economy of Sheffield.



# Staff That Go Above And Beyond



Our staff team of 53 people are experienced, well trained and professional. That goes without saying. However, we are also proud that our staff are:

- **Passionate** about helping people with a learning disability and their family carers.
- **Caring** in their approach. No one will ever feel afraid, excluded or alone at Sheffield Mencap and Gateway.
- **Resilient** in the face of problems. Our team can deal professionally with complex and sometimes distressing issues. Yet every day they come to work with a smile on their faces.
- **Creative** in the design and delivery of projects and services. No problem is too big; no concern is too small. They strive to be the absolute best and continue to amaze us all.
- **Hilarious:** from the moment you arrive at Norfolk Lodge you will laugh. Our base is happy, fun and joyful. Our staff wouldn't have it any other way!



# Our Staff Stories: Bridget

If you're looking for a snack, a scone or a delicious lunch then Bridget is the first person you go to! She is the queen of the kitchen and can turn even the worst cook into a budding Delia Smith. Bridget has worked at Sheffield Mencap for 5 years and is one of our many brilliant members of staff. Bridget is very multi-talented and works on Activity and Learning Hub, Mencafé, our children's weekend project and Holiday Hub. We talked to Bridget about her experience here at Norfolk Lodge.



*"I've had so many amazing moments of working here. I remember our lovely member Stan making buns for his dad. It took me months to even get him to come into the kitchen, let alone put an apron on! I love seeing the kids grow up and come back to our adult projects, it's amazing to see how they progress!"*

*The best thing about working here is the people I work with and the members who we support. Every single day is different and led by them. There is always a loving, friendly atmosphere and everyone has respect for each other"*



# Supporting Families and Carers

We have been committed to providing high quality support to families for 20 years. It's what makes us special and it is something we are immensely proud of. The Sharing Caring Project is **vital to families, vital to people with a learning disability and vital to Sheffield**. We must be honest that funding for this work is becoming increasingly challenging, but while we are Sheffield Mencap and Gateway we will continue to do everything we can for the many hundreds of families that need us.

## **Innovation and Success**

- We continue to hold 6 different monthly carers groups. Our Pakistani Carers group is still meeting after 16 years!
- We have maintained bi-lingual support for our families which has been vital to support families across such a diverse city
- We have helped people plan for the future and put in place emergency plans through our Empowering Older Families Project
- We have supported families to have a voice and increase their confidence to speak up by supporting carer representatives on the Learning Disability Partnership Board
- We have improved the health of family carers and people with a learning disability with our CCG funded Family Health Support Project.

*"The information sessions have been invaluable to me in my caring role; they have armed me with information and enabled me to feel more empowered as a carer."*



## **Over the past 12 months the Sharing Caring Project has:**

- Run 67 support group sessions attended by 130 family carers
- Organised and facilitated 23 specialist information sessions which were attended by 324 family carers
- Supported 37 families to access short break grants and had direct contact with 244 older families members through the Empowering Older Families project
- Worked in close partnership with numerous partners
- Provided an expert Person Centred Planning facilitator to Sheffield Health and Social Care NHS Foundation Trust
- Proudly been awarded a Caring for Carers Award by the Lord Mayor (right) after being nominated by a family for work done to improve health information and annual health checks.
- Been commissioned to undertake family engagement work for people experiencing Sheffield Health and Social Care Services.



# FOCUS ON OUR Family Health Project

The Family Health Project was a CCG funded 12 month pilot scheme which focused on providing early intervention health support to people with a learning disability and their families. By doing so we reduced hospital admissions, helped people to access vital medical support and improved the wellbeing of over 156 people in our city.

Two Health support workers worked across Sheffield, one directly into the Pakistani community they delivered a range of activities including supporting people to access their annual health check, translating and explaining letters and hospital procedures and finding health professionals who understood how to better help people who may have behaviour that can challenge us.

The results of our project were astonishing, even to us who knew how much it was needed. We continue to search for vital funds so that it can continue, knowing that a little caring support can go a long way to help unpick the complex lives of people who need health support.

## Just a few outputs from the work:

- 156 people were supported to address and understand their health needs
- 174 vital medical appointments were attended because we were able to help make them happen
- 20 people were able to address their mental health issues
- 67 referrals were made to other organisations and partners for further support
- 8 people can now see properly because they have glasses, some for the first time.
- 15 people were able to have an annual health check

*'I would like to say...how good it has been to work with you and what a positive difference it has made to \*William and his mum. As you know, Margaret is a nervous patient and as a result William's health needs have been somewhat overlooked in recent years. Your patient and understanding approach has helped Margaret to take supported steps in improving both her own and in particular William's health.'* Health Professional  
\* names changed



# Our Home

Norfolk Lodge has been our home for 42 years! Surrounded by beautiful ancient woodland, it is a little bit of calm and tranquillity right next to the city centre. Our great transport links and bright accessible building make it perfect to deliver our services.



Our Sports Hall can be used by local clubs or is great for larger conferences and exhibitions



We have a number of smaller rooms that provide great learning and development opportunities

It is also a great place for meetings, conferences, sports clubs and even birthday parties! In the past 12 months we have welcomed many organisations to our home and can give competitive quotes for any occasion. The money raised from our venue hire goes directly into running the building, keeping it warm and making it better for everyone.

# Getting Out There...

Out and  
About \*

Experiencing Sheffield

We love Sheffield and everything it has to offer. We also know that our city can be a difficult place for people with a learning disability to enjoy. We offer projects that give people a helping hand to do things that many people take for granted: going for a lovely meal, having a game of bowling with friends or walking in the Peak District. This service gives family carers valuable respite time, improve the health and wellbeing of our members and raise awareness in our community.

## In the last 12 months we have:

- Provided support to over 50 people
- Helped the group members increase their confidence while going out in the community and doing fun social activities
- Gained new skills such as handling money and using public transport
- Taken part in over 600 games of ten pin bowling
- Enjoyed 140 hours of snooker
- Walked over 210 miles and not complained about the weather.\*

\*well, maybe just once or twice!



# Our Future...

Our community is fantastic. It continues to support our work locally and allows us to reach out to more people every year. We are grateful to every single person who has raised funds, donated equipment, given their time and run a really long way! We continue to be inspired by your efforts.

We appeal to anyone who would like to support our work to get in touch so that we can explore opportunities with you. From running marathons to jumping out of planes, to fancy dress at work, we have lots of exciting ideas to inspire you and your friends and families. If you are interested in supporting us please contact us on;

[mencapoffice@sheffieldmencap.org.uk](mailto:mencapoffice@sheffieldmencap.org.uk),  
call us on 0114 2767757 or visit our website.



"Your work is a fundamental requirement to help family carers to be able to care for their loved ones and any reduction due to funding would be a great retrograde step"

# Statement of Financial Activities

	YEAR END 31MAR 16 RESTRICTED £	YEAR END 31MAR 16 UNRESTRICTED £	YEAR END 31 MAR 16 TOTAL £	YEAR END 31MAR 15 TOTAL £
<b>Income from:</b>				
Donations, legacies & similar income	25,375	61,471	86,846	101,486
Charitable activities:				
for social activities & projects	5,000	80,066	85,066	76,412
for training & support projects	168,731	374,140	542,871	515,628
for management & administration	-	-	-	45,000
Other trading activities	-	9,230	9,230	8,679
Investment income	-	3,304	3,304	3,647
<b>Total income</b>	<u>199,106</u>	<u>528,211</u>	<u>727,317</u>	<u>750,852</u>
<b>Expenditure on:</b>				
Fund-raising	-	6,369	6,369	5,612
Charitable activities:				
Social activities & projects	25,136	153,725	178,861	168,242
Training & support projects	147,116	532,120	679,236	653,694
Governance	-	14,354	14,354	15,165
<b>Total expenditure</b>	<u>172,252</u>	<u>706,568</u>	<u>878,820</u>	<u>842,713</u>
<b>Net income / (expenditure) for the year</b>	<u>26,854</u>	<u>(178,357)</u>	<u>(151,503)</u>	<u>(91,861)</u>
<b>Net movement in funds</b>	26,854	(178,357)	(151,503)	(91,861)
Total funds brought forward	<u>15,657</u>	<u>686,726</u>	<u>702,383</u>	<u>794,244</u>
<b>Total funds carried forward</b>	<u>42,511</u>	<u>508,369</u>	<u>550,880</u>	<u>702,383</u>

## SHEFFIELD MENCAP LIMITED

## BALANCE SHEET

AS AT 31 MARCH 2016

## Balance Sheet

	31 MAR 16	31 MAR 15
	£	£
<b>Fixed Assets</b>		
Tangible Assets	198,438	208,426
Investments	<u>250</u>	<u>250</u>
	198,688	208,676
 <b>Current Assets</b>		
Stock	860	1,145
Debtors and prepayments	75,204	154,386
Cash at bank and in hand	<u>300,191</u>	<u>414,203</u>
	376,255	569,734
 <b>Creditors:</b>		
Amounts falling due within one year	<u>24,063</u>	<u>76,027</u>
 <b>Net current assets</b>	<u>352,192</u>	<u>493,707</u>
 <b>Net assets</b>	<u>550,880</u>	<u>702,383</u>
 <b>Funds</b>		
Restricted income funds	42,511	<u>15,657</u>
Unrestricted funds:		
General funds	239,931	408,300
Designated funds	<u>268,438</u>	<u>278,426</u>
	508,369	686,726
 <b>Total funds</b>	<u>550,880</u>	<u>702,383</u>





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Charity Number: 1056155

Company Number: 3168775

