

# MILL LANE PRE-SCHOOL ASSOCIATION

(Pre-school, Toddler Group & Baby Club)

BROXBOURNE, HERTFORDSHIRE

Registered Charity No. 1023359

## MEMBERS ANNUAL REPORT

This Charity is known as the Mill Lane Pre-school Association, Registered Charity Number 1023359. For the financial year beginning 1<sup>st</sup> January 2020 and ending 31<sup>st</sup> December 2020 the principal address of the Association is 9 Long Grove Close, Broxbourne, Herts. EN10 7NP.

The managing trustees for the year are as follows:-

Mrs S Montgomery, Mr S Barnfather, Ms S Morgan, Mrs C Laurella and Mrs D Johnson.

Members of the managing trustees must be nominated by two members of the Association seven days prior to the AGM.

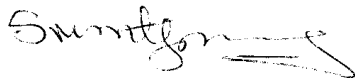
The Association is governed by its Constitution, last amended and adopted at a Special General Meeting on 15<sup>th</sup> May 2019.

The Association aims to provide safe and satisfying group play for the promotion of education of pre-school children.

2020 was a difficult year which saw a global pandemic close our setting for 3 months and upon re-opening, change our working practices. The health, safety and well-being of our parents, children and staff became an absolute priority with policies and procedures adapted accordingly.

The trustees have approved the above report.

Signed:



Full Name: Sue Montgomery

Position: Chair

Date: 10<sup>th</sup> March 2021

# MILL LANE PRE SCHOOL

| Bank Balances (as per start of year - 1 Jan 2020) |    |           | Estimated Present Cash    |             |
|---|----|-----------|---------------------------|-------------|
| Bank Balance (Current):                           | £  | 1,220.53  | £                         | 2,734.63    |
| Bank Balance Savings:                             |    | 6152.14   |                           |             |
| Starting balance adjusted income:                 |    |           |                           |             |
| Starting balance adjusted costs:                  |    |           |                           |             |
| Total:  | £  | 1,220.53  |                           |             |
| Costs   |    |           | Income                    |             |
| Salary:   | -£ | 31,470.69 | Attendance Fees:          | £ 18,168.50 |
| Staff Adhoc Expenses:                             | -£ | 1,722.72  | County Subsidies:         | £ 21,579.34 |
| Inland Revenue:                                   | -£ | 144.02    | Fund Raising Events:      | £ 1,809.50  |
| Rent:   | -£ | 5,003.51  | Other:                    | £ 2,839.22  |
| Professional Services:                            | -£ | 1,081.08  | Total for Cash Balance:   | £ 44,396.56 |
| Equipment:  | £  | -         | Manual Income Adjustment: | £ 4.83      |
| Consumables:                                      | -£ | 472.74    | Total for 2020 Accounts:  | £ 44,401.39 |
| Staff Training:                                   | -£ | 400.00    | 2020 Profit \ Loss        | £4,802.77   |
| Other:  | -£ | 587.70    |                           |             |
| Total For Cash Balance                            | -£ | 40,882.46 |                           |             |
| Manual Cost Adjustment:                           | £  | 1,283.84  |                           |             |
| Total For 2020 Accounts                           | -£ | 39,598.62 |                           |             |
| Current Account To Savings Account Transfer       | £  | 2,000.00  |                           |             |

## Commentary

£1,065.55 - Manual Cost Adjustment: Cost adjustment for rent paid in 2020 that related to 2019 rent and was accounted for in 2019.

£227.69 - Manual Cost Adjustment: For overcharge by BT for services - credit received in 2021.

£39.20 - Manual Cost Adjustment: Missed HMRC payments in 2020 - paid in 2021.

£29.80 - Manual Cost Adjustment: Credit from County Supplies received in 2021 for unfulfilled orders in 2020.

£2,000.00 - Funds transferred from Current Account moved to Savings Account.

£4.83 - Manual Income Adjustment: Interest from Savings Account.

## MILL LANE PRE-SCHOOL ASSOCIATION, BROXBOURNE

### INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF MILL LANE PRE-SCHOOL ASSOCIATION

REGISTERED CHARITY NUMBER: 1023359

On accounts for the year ended 31.12.2020

Set out on page three overleaf.

**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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

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

**Basis of independent examiner's  
statement**

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 the 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 statement 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 Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date



March, 2021

M.J. Stephens  
59 Woodstock Road  
Broxbourne  
Hertfordshire