

Registered company number: 05854637  
Registered charity number: 1118974

**Monkchester Nursery Family Centre**

**Report and Accounts**

**Year Ended 30 June 2023**

# Monkchester Nursery Family Centre

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## **Monkchester Nursery Family Centre**

### **Members of the Board and Professional Advisers**

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#### **CURRENT TRUSTEES**

A Humble  
J A Howson  
S Hurren  
H A Terry  
S Terry

#### **COMPANY SECRETARY**

J A Howson

#### **ACCOUNTANTS**

Glen C Rodger Limited  
Chartered Accountants  
Cragside House  
Heaton Road  
Newcastle upon Tyne  
NE6 1SE

# Monkchester Nursery Family Centre

## Trustees' Annual Report for the year ended 30 June 2023

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The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the accounts of the charity for the year ended 30 June 2023

### TRUSTEES

The following persons served as trustees during the whole or part of the year:

A Humble  
J A Howson  
S Hurren  
H A Terry  
S Terry

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

#### Recruitment and appointment of new trustees

The trustees are appointed for one year and they are eligible to re-stand at the end of that year.

#### Organisational structure

The directors of the charitable company ('the charity') are its trustees for the purposes of charity law and through this report are collectively referred to as the trustees. As set out in the Articles of Association the charity shall have a Board of Trustees comprising a Chairperson, Vice Chairperson, Treasurer and such other officers as the Trustees may see fit, elected by and from the Membership at the Annual General Meeting. In the event of a casual vacancy occurring in any officer post, the trustees may appoint one of their number to fill such a vacancy until the next Annual General Meeting. The charity shall have a board of Trustees comprising not less than three and not more than ten people comprising the honorary officers, up to ten members and up to three persons nominated by Affiliate organisations, elected by the affiliates.

#### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### Investment policy

The charity can invest money not immediately required for its objects in or upon such investments, securities or property as the Centre may think fit, subject nevertheless to such conditions (if any) as may for the time being be imposed by law.

# Monkchester Nursery Family Centre

## Trustees' Annual Report for the year ended 30 June 2023

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### OBJECTIVES AND ACTIVITIES

#### Objectives and aims

To advance the development and education of children primarily under statutory school age in the East End of Newcastle upon Tyne, in particular by:

- a) offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children regardless of race, culture, religion or means;
- b) encouraging parents to understand and provide for the needs of their children;
- c) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas.

### ACHIEVEMENT AND PERFORMANCE

The Family Centre concentrated on family support, parenting and educational support during the year. It was also actively involved in the promotion of healthy lifestyles, employability and the management of family finances. The Family Centre maintained provision of activities for children aged under 5 and their families. The development of volunteers continued and this covered the age range 13 to 19 as well as students and parents. The Family Centre was active in the provision of 30 hour childcare throughout the year as part of the Out of School Club. This included a breakfast club for a small number of children. Monkchester Nursery Family Centre offered support to parents and carers particularly those of children who have special educational needs.

The Out of School Club maintained its green flag for sustainability. Children and parents have access to a forest area shared with the school which includes cabins, one of which has a woodworking area.

The multipurpose hall which is an extension of the Nursery building is shared between Monkchester Road Nursery School and the Family Centre. This property is used on a daily basis for the Out of School Club and also for training purposes including first aid instruction. The hall broadens the range of activities available e.g. improved soft play facilities, sporting activities together with musical movement. It is also used as a reading den to support parents and to enable them to enjoy reading with their children.

The trustees have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the commission.

### FINANCIAL REVIEW

#### Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level at least equivalent to between three and six months expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

# Monkchester Nursery Family Centre

## Trustees' Annual Report for the year ended 30 June 2023

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### Results for the period

At 30 June 2023 the charity had unrestricted funds of £70,440 a increase of £2,868 on the previous year. This meets the charities objective of having sufficient unrestricted fund to cover at least three months expenditure. The Trustees are working to maintain unrestricted funds.

The charity had restricted funds of £NIL at 30 June 2023 (2022 - £Nil).

### **FUTURE DEVELOPMENTS**

The aim for the year ended 30 June 2024 is to continue as far as possible to increase provision for children aged over 2 years and their families and also to further encourage the development of volunteers. The childcare management structure within the Family Centre aims to further improve the delivery of service. The main area continues to be to develop family support for parents facing worklessness, domestic violence, drug and alcohol misuse and financial hardship. This includes the active promotion of healthy lifestyles and healthy cooking. We will continue to make good use of the multipurpose hall, with dance movement sessions for the under five's together with sporting activities and musical movement. One of the projects for the coming year is to refurbish and modernise the kitchen area so that it is safer and more accessable, providing a kitchen with cooking facilities that both children and staff can be proud of. The Out of School Club and Breakfast Club provide affordable pre and post school care for children under the age of 12 who attend the neighbouring nursery and two local primary schools. Finally during the coming year there is to be an emphasis on the identification of children with special educational needs, particularly those aged under 2 years so that additional health and support can be provided.

### **ON BEHALF OF THE BOARD:**

J A Howson  
Trustee  
11 March 2024

## **Monkchester Nursery Family Centre**

### **Statement of Trustees Responsibilities**

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The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Independent Examiner's Report to the Trustees of Monkchester Nursery Family Centre**

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I report on the accounts for the year ended 30 June 2023 set out on pages 8 to 14.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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 needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 Charities Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **BASIS OF INDEPENDENT EXAMINER'S REPORT**

My examination was carried out in accordance with general Directions given by the Charities 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 prepared 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 2011 Act and
- to prepare accounts in accordance with the accounting records and 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 enable a proper understanding of the accounts to be reached.

Robin Purvis FCA  
Glen C Rodger Limited  
Cragside House  
Heaton Road  
Newcastle upon Tyne  
NE6 1SE

11 March 2024



# Monkchester Nursery Family Centre

## Statement of Financial Activities for the year ended 30 June 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 £	2022 £
<b>INCOMING RESOURCES</b>					
<u>Incoming resources from generated funds</u>					
Voluntary income	2	-	-	-	-
Activities from generating funds	3	25,382	-	25,382	18,997
Government grants - furlough claims		-	-	-	635
<b>Total incoming resources</b>		<u>25,382</u>	<u>-</u>	<u>25,382</u>	<u>19,632</u>
<b>RESOURCES EXPENDED</b>					
<u>Costs of generating funds</u>					
Fundraising trading: costs of goods sold and other costs	4	21,554	-	21,554	17,245
<u>Governance costs</u>		960	-	960	960
<b>Total resources expended</b>		<u>22,514</u>	<u>-</u>	<u>22,514</u>	<u>18,205</u>
<b>Net incoming resources</b>		2,868	-	2,868	1,427
<b>RECONCILIATION OF FUNDS</b>					
Total fund brought forward		67,572	-	67,572	66,145
Total funds carried forward		<u>70,440</u>	<u>-</u>	<u>70,440</u>	<u>67,572</u>

# Monkchester Nursery Family Centre

## Balance Sheet

As at 30 June 2023

	Notes	2023 £	2022 £
<b>FIXED ASSETS</b>			
Property	7	3,760	5,640
<b>CURRENT ASSETS</b>			
Debtors	8	-	-
Cash at bank and in hand		67,696	62,892
		<u>67,696</u>	<u>62,892</u>
<b>CREDITORS</b>			
Amounts falling due within one year	9	(1,016)	(960)
<b>NET CURRENT ASSETS</b>		<u>66,680</u>	<u>61,932</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		70,440	67,572
<b>NET ASSETS</b>		<u>70,440</u>	<u>67,572</u>
<b>FUNDS</b>			
Unrestricted funds	10	70,440	67,572
Restricted funds	10	-	-
		<u>70,440</u>	<u>67,572</u>

The trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The trustees acknowledge their responsibilities for:

- ensuring the charitable company keeps proper accounting records which comply with section 380 of the Act; and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its incoming resources and application of resources, including its surplus for the financial year in accordance with the requirements of the Act relating to financial statements so far as applicable to the charitable company.

These accounts have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 11 March 2024 and were signed on their behalf by:

A Humble  
Trustee

# Monkchester Nursery Family Centre

## Notes to the Financial Statements for the year ended 30 June 2023

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### 1. ACCOUNTING POLICIES

#### Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2005), applicable United Kingdom Accounting Standards and the Companies Act 2006.

#### Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legal 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.

#### Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Property - contribution to multipurpose hall                      10% straight line

#### Taxation

The charity is exempt from corporation 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 accounts.

### 2. VOLUNTARY INCOME

	2023	2022
	£	£
Grants - restricted funds	<u>-</u>	<u>-</u>

### 3. ACTIVITIES FROM GENERATING FUNDS

	2023	2022
	£	£
Fees	25,382	18,997
Fundraising events	<u>-</u>	<u>-</u>
	<u>25,382</u>	<u>18,997</u>

## Monkchester Nursery Family Centre

### Notes to the Financial Statements for the year ended 30 June 2023

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#### 4. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	2023	2022
	£	£
Purchases	12	205
Support costs	<u>21,542</u>	<u>17,040</u>
	<u>21,554</u>	<u>17,245</u>

#### 5. TRUSTEES REMUNERATION AND BENEFITS

During the year no trustees received any remuneration from the charity (2022 - £Nil).

There were no trustees' expenses paid for during the year ended 30 June 2023 (2022 - none).

#### 6. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	18,269	11,966
Social security costs	<u>-</u>	<u>-</u>
	<u>18,269</u>	<u>11,966</u>

The average monthly number of employees during the year was:

Childcare and supporting facility services	<u>7</u>	<u>6</u>
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Trustees' remuneration and expenses paid during the year are detailed in note 5.

# Monkchester Nursery Family Centre

## Notes to the Financial Statements for the year ended 30 June 2023

### 7. PROPERTY

	£
<b>Cost</b>	
At 1 July 2022	18,800
At 30 June 2023	18,800
<b>Depreciation</b>	
At 1 July 2022	13,160
Charge for year	1,880
At 30 June 2023	15,040
<b>Net book value</b>	
Net book value at 30 June 2023	3,760
Net book value at 30 June 2022	5,640

### 8. DEBTORS: AMOUNTS RECEIVABLE WITHIN ONE YEAR

	2023	2022
	£	£
Sundry debtors	-	-
	-	-

### 9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Taxation and social security	-	-
Other creditors	1,016	960
	1,016	960

### 10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	Total funds 2023	Total funds 2022
	£	£	£	£
Current assets	67,696	-	67,696	62,892
Current liabilities	(1,016)	-	(1,016)	(960)
	66,680	-	66,680	61,932

## Monkchester Nursery Family Centre

### Notes to the Financial Statements for the year ended 30 June 2023

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#### 11. MOVEMENT IN FUNDS

	At 1 July 2022 £	Net movement in funds £	At 30 June 2023 £
<u>Unrestricted funds</u>			
General fund	67,572	2,868	70,440
<u>Restricted funds</u>			
Restricted	-	-	-
TOTAL FUNDS	<u>67,572</u>	<u>2,868</u>	<u>70,440</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<u>Unrestricted funds</u>			
General fund	25,382	22,514	2,868
<u>Restricted funds</u>			
Restricted	-	-	-
TOTAL FUNDS	<u>25,382</u>	<u>22,514</u>	<u>2,868</u>

## **Monkchester Nursery Family Centre**

### **Notes to the Financial Statements for the year ended 30 June 2023**

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#### **12. COMPANY LIMITED BY GUARANTEE**

The share capital of the company is nil. The company is limited by guarantee with each member agreeing to contribute up to £1 each in the event of the company being wound up within one year of cessation of membership.

#### **13. CONTROLLING PARTY**

The charity is controlled by its Trustees.

# Monkchester Nursery Family Centre

## Statement of Financial Activities for the year ended 30 June 2023

	2023 £	2022 £
<b>INCOMING RESOURCES</b>		
<u>Voluntary income</u>		
Grants	-	-
<u>Activities from generating funds</u>		
Fees	25,382	18,997
Fundraising events	-	-
	<u>25,382</u>	<u>18,997</u>
<u>Other income</u>		
Government grant - furlough claims	-	635
<b>TOTAL INCOMING RESOURCES</b>	<u>25,382</u>	<u>19,632</u>
<b>RESOURCES EXPENDED</b>		
<u>Fundraising trading: costs of goods sold and other costs</u>		
Equipment and consumables	957	1,156
less: Resources and expenditure costs recovered	(945)	(951)
	<u>12</u>	<u>205</u>
Food	-	-
Outings	-	-
	<u>12</u>	<u>205</u>
<u>Support costs</u>		
Staff costs - permanent staff	51,368	39,105
- childcare services	1,472	618
	<u>52,840</u>	<u>39,723</u>
less: reimbursement for staff costs	(34,571)	(27,757)
Net staff costs	18,269	11,966
Insurance	943	908
Professional fees	-	1,104
Consultancy and support charges	(217)	433
Postage, printing and stationery	50	-
Repairs and renewals	523	427
Depreciation	1,880	1,880
Donation	-	250
Sundries	94	72
	<u>21,542</u>	<u>17,040</u>
<u>Governance costs</u>		
Accountancy	960	960
<b>TOTAL RESOURCES EXPENDED</b>	<u>22,514</u>	<u>18,205</u>
<b>Net income for year</b>	<u>2,868</u>	<u>1,427</u>

This page does not form part of the statutory accounts



## Monkchester Nursery Family Centre

### Analysis of Activities from Generating Funds - Fees for the year ended 30 June 2023

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	2023	2022
	£	£
Out of school club	25,382	18,997
Holiday club fees	-	-
Childcare services	-	-
	<u>25,382</u>	<u>18,997</u>

This page does not form part of the statutory accounts