

MILNTHORPE FAMILY CENTRE

ANNUAL ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2021

CHARITY NO. 1131829

MILNTHORPE FAMILY CENTRE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31ST MARCH 2021

Milnthorpe Family Centre exists primarily to provide care, education, and support of children and families from the surrounding area.

Officers and Directors

Simon Anstey
Tejshree Mistry
Rebecca Lamb
John Cushnie
Shirley Bennett

Chairman
Treasurer
Secretary
Director
Director and named Safe Guarding director

Office Address:

Milnthorpe Family Centre
Firs Road,
Milnthorpe,
Cumbria LA7 7QF
Tel: 015395 64090
Email: helen@joeysnursery.co.uk

Independent Examiner:

Andrew Lishman
Jackson & Graham
Lynn Garth,
Gillinggate,
Kendal,
Cumbria LA9 4JB

MILNTHORPE FAMILY CENTRE
DIRECTORS'/TRUSTEES ANNUAL REPORT
FOR THE FINANCIAL YEAR ENDED 31ST MARCH 2021

Section 1 Legal and Administrative Information

- Charity Name Milnthorpe Family Centre
- Other names by which the charity is known "Joeys" "Out of School Club"
- Registered Charity Number 1131829
- Company Limited by Guarantee No. 06843338
- For the financial year beginning 1st April 2020
- For the financial year ending 31st March 2021
- Charity's principal address Firs Road, Milnthorpe,
Cumbria LA7 7QF
- Names of Charity Trustees and company directors

Name	Office
Simon Anstey	Chairman, Director
Tejshree Mistry	Treasurer
Rebecca Lamb	Secretary
John Cushnie	Director
Shirley Bennett	Director and Named Safe Guarding director

- Name of person (or body) entitled to appoint Trustees:-
The Constitution states that "The Officers and Committee Members shall be elected for one year at the Annual General Meeting. Co-opted members may join at any time on the invitation of the Committee but shall retire at the next Annual General Meeting. In the event of the death or resignation of an elected member, the vacancy shall be filled until the next Annual General Meeting by a member appointed by the Committee"
- Description of Charity objectives:-
To enhance the development of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

Charity's bankers are:- Barclays Bank PLC, Barclays Business Centre,
9 Highgate, Kendal, Cumbria LA9 4DF
Sort Code: 20-45-28
Account Number: 03703908

MILNTHORPE FAMILY CENTRE

Chairman's – Annual Report

1st April 2020 – 31st March 2021

- MFC provides childcare and family support services to over 281 local families and children across Joeys Nursery and Out Of School Club. We work closely with families to help them access free nursery places for 2 year old and 3-4 year old children and we ensure that all families are aware of the help available towards the cost of childcare through Tax Free Childcare, Universal/Tax Credits.
- MFC has offered Family Support for families experiencing hardship, illness and social issues, by way of free childcare. This enables the parent/carer to attend meetings/appointments with other professionals or have respite to deal with/recover from a difficult time. During this year we have extended our support to allow parents to keep their places without charge during lockdowns and changes to their work life be it being on furlough or working from home. This has given parents the reassurance that the childcare will be available for them as soon as they need it. This was very important to lots of our families whose lives changed drastically.
- MFC has 5 Directors/Charity Trustees in total – John Cushnie, Tejshree Mistry (Treasurer) Rebecca Lamb (Secretary), Shirley Bennett (Ofsted Nominated Person, Named Safe Guarding Director) and myself (Chairman), guiding and governing this successful charity forward.
- MFC is run and operated by approx. 19 staff including bank staff and the Directors would like to give their continued thanks to all the employees for their hard work, commitment and support in all areas of the Charity.
- The accounts show a slight loss and it can be said that this was kept to a minimum due to the financial help of the government Coronavirus Job Retention Scheme and South Lakeland District Council.
- MFC leaves 2020/2021 in a position of strength financially, despite the prevailing economic conditions and the uncertainty of the emerging global health emergency, we go forward into the next year with optimism for the future.
- MFC has valued the partnership practice we have with Cumbria County Council and Milnthorpe Primary School over the past year and we will continue to develop this in the year ahead.
- MFC would like to take this opportunity to thank all the families and children that have accessed childcare and support from MFC during the year.

Simon Anstey
Chairman
Milnthorpe Family Centre

MILNTHORPE FAMILY CENTRE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE FINANCIAL YEAR ENDED 31ST MARCH 2021

		2021		2020
	Note	Unrestricted Funds	Total Funds	Total Funds
		£	£	£
INCOMING RESOURCES	2			
Incoming resources from generated funds				
Activities for generating funds		2,736	2,736	10,295
Other incoming resources		<u>313,245</u>	<u>313,245</u>	<u>322,966</u>
TOTAL INCOMING RESOURCES		<u>£315,981</u>	<u>£315,981</u>	<u>£333,261</u>
 RESOURCES EXPENDED	 3			
Cost of generating funds				
Fundraising activities and other costs		-	-	11,064
Governance costs		1,805	1,805	2,614
Other resources expended		<u>316,979</u>	<u>316,979</u>	<u>313,576</u>
TOTAL RESOURCES EXPENDED		<u>£318,784</u>	<u>£318,784</u>	<u>£327,254</u>
 NET INCOMING RESOURCES		 (2,803)	 (2,803)	 6,007
 NET MOVEMENT IN FUNDS				
Total funds brought forward		<u>57,876</u>	<u>57,876</u>	<u>51,869</u>
TOTAL FUNDS CARRIED FORWARD		<u>£55,073</u>	<u>£55,073</u>	<u>£57,876</u>

MILNTHORPE FAMILY CENTRE
BALANCE SHEET AS AT 31ST MARCH 2021

	Note	2021 £	2020 £
Fixed Assets			
Fixtures, Fittings & Equipment	5	-	9,131
Additions at Cost		-	-
Less Depreciation		<u>-</u>	<u>(9,131)</u>
		-	-
Current Assets			
Debtors	6	5,081	4,966
Cash at Bank and in Hand		<u>130,112</u>	<u>126,521</u>
TOTAL CURRENT ASSETS		135,193	131,487
Liabilities			
Creditors: Amounts falling due within one year	7	<u>80,120</u>	<u>73,611</u>
NET CURRENT ASSETS		<u>55,073</u>	<u>57,876</u>
NET ASSETS		<u>£55,073</u>	<u>£57,876</u>
 The Funds of the Charity			
Unrestricted income funds:	8	<u>55,073</u>	<u>57,876</u>
TOTAL CHARITY FUNDS		<u>£55,073</u>	<u>£57,876</u>

..... Simon Anstey

For and on behalf of the Trustees

MILNTHORPE FAMILY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

1. **Basis of preparation**

These accounts have been prepared on the basis of historic cost in accordance with accounting standards; and Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005); and the Charities Act. There has been no change to the accounting policies since last year nor have any changes been made to accounts for previous years.

2. **Accounting policies**

Incoming Resources

	<u>2021</u>	<u>2020</u>
<u>INCOME</u>		
Grants & Donations	-	8,865
Covid-19 Grants	68,398	-
Fundraising	2,258	456
Children's Room	175,114	176,798
Baby Room	29,302	62,596
Out of School Club	40,431	83,573
Other Income	478	881
Interest	-	92
TOTAL INCOME	<u>£315,981</u>	<u>£333,261</u>

MILNTHORPE FAMILY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:-

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA with the charity has unconditional entitlement to the resources.

Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered.

Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

MILNTHORPE FAMILY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure & Liabilities

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

MILNTHORPE FAMILY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

3. **Resources Expended**

	<u>2021</u>	<u>2020</u>
<u>EXPENDITURE</u>		
Fundraising Expenses	-	43
Wages & Salaries	273,554	241,044
Staff Training & Welfare	2,489	2,168
Advertising	75	125
Premises Expenses	7,899	15,078
Other Grant Usage	4,704	12,146
Food Costs	4,239	5,496
Telephone, Postage and Stationery	3,399	3,675
I T Costs	3,893	4,398
Insurance	1,434	1,467
Depreciation	-	9,131
Repairs & Maintenance	355	1,461
Uniforms	-	135
Bad Debts	1,971	-
Cleaning & Sundries	11,276	14,142
Bank Charges	146	143
Grant Application Costs	-	11,021
Other Legal & Professional	1,805	2,614
Sundry expenses	13	-
Resources	<u>1,534</u>	<u>2,967</u>
TOTAL EXPENDITURE	<u>£318,784</u>	<u>£327,254</u>

MILNTHORPE FAMILY CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

4. **Staff costs**

Gross wages and salaries , employer's national insurance and pension contributions.

5. **Fixed Assets**

	£
At Cost	
At 1 st April 2020	<u>21,967</u>
Less Depreciation at 1st April 2020	21,967
Depreciation for Year	—
	=
Net Book Value	
At 31 st March 2020	—
At 31 st March 2021	—

6. **Debtors & Prepayments**

	<u>2021</u>	<u>2020</u>
Trade Debtors	2,192	4,038
Sundry Debtors	336	-
Prepayments	<u>2,553</u>	<u>928</u>
	<u>5,081</u>	<u>4,966</u>

MILNTHORPE FAMILY CENTRE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

7. **Creditors & Accruals** **Amounts Falling Due Within One Year**

	<u>2021</u>	<u>2020</u>
Unallocated Grants/Reserves Account Split	61,178	63,102
Received in advance	13,800	-
Trade Creditors	1,297	6,151
Accruals	<u>3,845</u>	<u>4,358</u>
	<u>80,120</u>	<u>73,611</u>

8. **Movement of Funds**

	<u>Balance Brought Forward</u>	<u>Incoming Resources</u>	<u>Outgoing Resources</u>	<u>Balance Carried Forward</u>
Unrestricted Funds	57,876	315,981	318,784	55,073

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
MILNTHORPE FAMILY CENTRE

I report on the accounts of the Trust for the year ended 31st March 2021 which are set out on pages 4 to 11.

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 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 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; and
 - 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.

A E LISHMAN DATE.....

Fellow Member of the Association of Accounting Technicians
Jackson & Graham, Lynn Garth, Gillinggate, Kendal, Cumbria, LA9 4JB