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**MR BEE'S FAMILY CENTRE (KING'S LYNN)**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2018**

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**Charity Registration Number: 1169475**

**MR BEE'S FAMILY CENTRE (KING'S LYNN)**  
**CONTENTS**

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	<b>Page</b>
Legal and administrative information	1
Trustees' report	2 to 6
Statement of financial activities	6
Balance sheet	7
Notes to financial statements	8 to 15
Independent examiners report	16 to 17

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**MR BEE'S FAMILY CENTRE (KING'S LYNN)**  
**LEGAL AND ADMINISTRATIVE DETAILS**

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Registered Charity No: 1169475

Addresses:	Central & Head Office St Augustine's Healthy Living Centre Columbia Way Kings Lynn Norfolk PE30 2LB	3 - 5 Hamburg Way North Lynn Industrial Est. King's Lynn Norfolk PE30 2ND	Springwood High School Queensway King's Lynn Norfolk PE30 4AW
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Telephone:	01553 692797	01553 777097	01553 766661
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Trustees:	Dr Dennis A C Barter MRCS, MB, BS, FRCP, FRCPCH, DCH (Chairman) Mr R High J Nowrunga L Hartley K Le serve V Murray M Benstead	Resigned
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Bankers:	Lloyds TSB Bank Plc 21-23 High Street King's Lynn Norfolk
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Solicitors:	Ward Gethin 3 Regis Place Bergen Way Kings Lynn Norfolk PE30 2JN
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Independent Examiner:	Hayhow and Co Chartered Certified Accountants & Business Advisors 19 King Street King's Lynn Norfolk PE30 1HB
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## **MR BEE'S FAMILY CENTRE (KING'S LYNN)**

### **TRUSTEES REPORT**

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The trustees present their annual report and financial statements of the charity for the year ended 31st March 2018. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102.

#### **OBJECTIVES**

The objective of the charity is to safeguard and protect the good health, both practically and emotionally, of adults and children and to prevent poverty, hardship and distress caused by family crisis and potential breakdown.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

#### **STRUCTURE GOVERNANCE AND MANAGEMENT**

The charity is governed by a Trust Deed which requires that there shall be at least three trustees. A trustee is recommended by an existing trustee and invited to a meeting and then elected at the next trustees meeting.

All trustees receive adequate induction and training.

#### **TRUSTEES AND ORGANISATIONAL MATTERS**

The trustees of the former and new charity during the year are shown in the legal and administrative section.

#### **ACHIEVEMENTS AND PERFORMANCE**

Mr Bee's has registered with the Charity commission as a CIO and as such a full and detailed evaluation of the organisational structure and working practices has started. Mr Bee's family centre has had a busy and challenging year 2017-2018 whereby a number of actions have been taken to begin the process of a full and detailed review of the financial systems, policies and protocols.

- The use of Famly to document and record the children's learning has been implemented in all areas of the early years provision and is well received by parents as it allow ease of access to children learning and development.
- All staff have participated in INSET training – in keeping with job roles and areas of responsibility with some staff completing nationally recognise level 2, 3 or 5 qualifications.

**ACHIEVEMENTS AND PERFORMANCE - continued**

- Staff have updated relevant mandatory qualifications – including risk assessment, first aid, moving and handling, and safeguarding with sessions on the latest requirements and legislation.
- We continued to successfully implement the Early Years Foundation Stage in keeping with best practice as identified in the OfSTED reports.
- Children have had the opportunity to visit various locations both locally and in the wider environment.
- Both North Lynn and St Augustine Childcare was inspected by OfSTED with a good judgement made.

**FINANCIAL REVIEW**

At the end of the year the charity held £29,039 in the bank. The additional funding for 2 and 3 year olds has had a large impact on the nursery income. Trustees recognise that they must not only invest in promoting, developing and improving the services provided but also ensure that sufficient income and reserves are secured to meet the day to day running expenses of the charity.

**RESERVES**

The unrestricted funds are used for the general purposes within the charity. The restricted funds are used according to their original instruction.

The level of reserves is monitored and reviewed at the regular trustees meetings.

The trustees believe that the level of reserves which is necessary should be enough to cover the running costs of the sites for one year, including all free family services, and that this is to be monitored and maintained throughout the year.

**MAJOR RISKS**

The main risk experienced by the charity is the competition from other nursery and childcare services in the area. This is closely monitored and action put in place where necessary to protect against the impact on the charity.

## **PLANS FOR THE FUTURE**

It remains a key feature of the ethos of Mr Bee's to provide accessible childcare and quality services, however changes in the manner in which central government allocate funding, combined with rising staffing costs has proved challenging over the past year. Therefore detailed and secure forwarded thinking plans have been developed, including a major review of the manner in which both childcare and support staff are structured to ensure that effective use is made of the public funds allocated in keeping with the NCC requirements. This has resulted in the need to make some difficult decisions to plan for the sustained future of Mr Bee's, this included developing an action plan to build financial reserves. It is recognised that Mr Bee's will need to continue to be proactive and closely monitor income and income sources against expenditure. Innovative and new ways will need to be developed to create opportunities to generate income to fill any shortfalls in public funding. It is recognised that many other childcare centre nationally are experiencing the same kinds of pressure on finances as Mr Bee's and careful attention will be paid to the many case studies that are being produced to show how limited funding can be maximised.

## **STATEMENT OF RESPONSIBILITIES OF TRUSTEES**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to

**MR BEE'S FAMILY CENTRE (KING'S LYNN)**  
**TRUSTEES REPORT**

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**STATEMENT OF RESPONSIBILITIES OF TRUSTEES continued**

The Trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Trustees on .....

*Jeanette Nowrung*

1 July 2019

**J Nowrung**  
**Trustee**

**MR BEE'S FAMILY CENTRE (KING'S LYNN)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 MARCH 2018**

	Notes	Endowment Fund 2018 £	Restricted Fund 2018 £	Unrestricted Fund 2018 £	Total 2018 £
<b><u>INCOMING RESOURCES</u></b>					
Charitable activities		-	-	859,179	859,179
Other trading activities		-	-	44,048	44,048
Donations and Legacies		-	-	65,758	65,758
Profit on sale of assets		-	-	-	-
<b>Total Income</b>	<b>3</b>	<b>-</b>	<b>-</b>	<b>968,985</b>	<b>968,985</b>
<b><u>RESOURCES EXPENDED</u></b>					
Charitable activities		3,064	-	974,452	977,516
<b>Total Expenditure</b>	<b>4</b>	<b>3,064</b>	<b>-</b>	<b>974,452</b>	<b>977,516</b>
Net income/(expenditure)		(3,064)	-	(5,467)	(8,531)
Transfers between funds		-	-	-	-
Transfer from old charity		132,729	-	423,192	555,921
Total funds brought forward		-	-	-	-
<b>Total funds carried forward</b>		<b>129,665</b>	<b>-</b>	<b>417,725</b>	<b>547,390</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income resources and resources expended derive from continuing activities.

The notes on pages 8 to 15 form part of these accounts



MR BEE'S FAMILY CENTRE (KING'S LYNN)  
BALANCE SHEET  
YEAR ENDED 31 MARCH 2018

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	Notes	2018	
		£	£
<b><u>FIXED ASSETS</u></b>			
Tangible Fixed Assets	7		196,684
<b><u>CURRENT ASSETS</u></b>			
Debtors	8	380,841	
Cash at bank and in hand		<u>29,039</u>	409,880
<b><u>CREDITORS</u></b>			
Amounts falling due within one year	9		59,174
<b><u>NET CURRENT ASSETS</u></b>			<u>350,706</u>
<b><u>NET ASSETS</u></b>			<u><u>547,390</u></u>
<b><u>FUNDS</u></b>			
Unrestricted	11		417,725
Endowment Fund	11		129,665
Restricted	11a		-
<b><u>TOTAL FUNDS</u></b>			<u><u>547,390</u></u>

Approved by the Board of Trustees on 1<sup>st</sup> July 2019 and signed on its behalf by:

Jeanette Nowrung  
J Nowrung  
Trustee

## **1. Principal Accounting Policies**

### **1.1 Basis of Preparation**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

### **1.2 Going concern**

The accounts have been prepared on a going concern basis, and the charity are continually forecasting ahead, and completing regular reviews of the financial records.

Budgets are completed for the following year, and plans have been put in place to ensure the continued supply of childcare to the local community.

The charity have already implemented cost saving changes, and will continue to monitor the centre's cost, to ensure continued services.

## **2. Accounting Policies**

### **2.1 Incoming Resources**

Incoming resources from children's clubs and nurseries are included when receivable. Grants and local authority fees are recognised in full in the Statement of Financial Activities in the year in which they are receivable. Capital grants specifically for capital expenditure are converted by an inter-fund transfer at cost or held within endowment funds if necessary.

No income is shown net of expenditure.

## **2.2 Fund Accounting**

General funds are unrestricted which are available for use at the discretion of the trustees in furtherance of general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by

## **2.3 Resources Expended**

All expenditure is included on an accruals basis and is recognised when there is legal or constructive obligations to pay for expenditure. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

Expenses are apportioned where necessary. Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of charitable activities. Support costs are those costs incurred directly in respect of expenditure on the objects of the charity. Governance costs are those incurred in connection with administration of the charity.

## **2.4 Tangible Fixed Assets and Depreciation**

Individual assets costing £1,000 or more are capitalised at cost.

Depreciation is calculated to write off the costs of each asset over its estimated useful life

Freehold land	Nil
Freehold buildings	2% straight line basis
Equipment	15% reducing balance basis
Motor vehicles	25% reducing balance basis

MR BEE'S FAMILY CENTRE (KING'S LYNN)  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2018

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	Endowme nt Fund 2018 £	Restricted 2018 £	Unrestricted 2018 £	Total 2018 £
<b>3. Incoming Resources</b>				
<b>Charitable Activities</b>				
Children's clubs	-	-	189,546	189,546
Nursery fees	-	-	669,633	669,633
<b>Other Trading Activities</b>				
Other income	-	-	3,207	3,207
Café & Refreshments	-	-	40,841	40,841
<b>Donations and Legacies</b>				
Donations	-	-	65,758	65,758
<b>Profit on sale of assets</b>	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>968,985</b>	<b>968,985</b>

**MR BEE'S FAMILY CENTRE (KING'S LYNN)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2018**

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	Endowmen			Total
	t Fund	Restricted	Jnrestricted	
	2018	2018	2018	2018
4. Charitable Activities	£	£	£	£
Equipment and Materials	-	-	2,823	2,823
Food and Drink	-	-	63,254	63,254
Other Childcare	-	-	6,243	6,243
Wages	-	-	747,415	747,415
Er NI	-	-	20,916	20,916
Pension	-	-	3,233	3,233
Staff Training	-	-	2,736	2,736
Rent	-	-	5,000	5,000
Water and Rates	-	-	1,112	1,112
Light and Heat	-	-	22,002	22,002
R&M Premises	-	-	19,679	19,679
R&M equipment	-	-	2,727	2,727
Insurance	-	-	5,128	5,128
Motor	-	-	6,677	6,677
Vehicle leasing	-	-	401	401
Legal and Professional	-	-	690	690
Telephone	-	-	10,708	10,708
Printing, Postage, Stationery	-	-	9,284	9,284
Depreciation	3,064	-	5,861	8,925
Cleaning	-	-	21,493	21,493
Waste disposal	-	-	10,459	10,459
Bank and Card Charges	-	-	1,911	1,911
Accountancy	-	-	4,700	4,700
	<b>3,064</b>	<b>-</b>	<b>974,452</b>	<b>977,516</b>

	Endowmen			Total
	t Fund	Restricted	Jnrestricted	
	2018	2018	2018	2018
5. Governance Costs	£	£	£	£
Accountancy	-	-	4,700	4,700

MR BEE'S FAMILY CENTRE (KING'S LYNN)  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2018

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**6. Staff Costs and Numbers**

	£
Salaries	747,415
Social Security	20,916
Pension costs	3,233
	<u><b>771,564</b></u>

The average weekly number of employees during the period

	<u>Number</u>
Full time	26
Part time	34
	<u><b>60</b></u>

No employee received remuneration of more than £60,000.

Trustees are not remunerated. No expenses are reimbursed to Trustees.

In addition volunteers donate a value, which it is impossible to reflect in the financial statements.

**MR BEE'S FAMILY CENTRE (KING'S LYNN)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2018**

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**7. Tangible Fixed Assets**

	<b>Freehold Property</b>	<b>Equipment</b>	<b>Motor Vehicles</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Cost:				
At 1 April 2017	-	-	-	-
Additions	-	-	1,500	1,500
T/F from old charity	205,194	161,207	13,690	380,091
Disposals	-	-	-	-
 At 31 March 2018	<b><u>205,194</u></b>	<b><u>161,207</u></b>	<b><u>15,190</u></b>	<b><u>381,591</u></b>
 Depreciation:				
At 1 April 2017	-	-	-	-
T/F from old charity	31,955	130,671	13,356	175,982
Provision for the year	4,104	4,581	240	8,925
On disposals	-	-	-	-
 At 31 March 2018	<b><u>36,059</u></b>	<b><u>135,252</u></b>	<b><u>13,596</u></b>	<b><u>184,907</u></b>
 Net book value at 31 March 2017	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
 Net book value at 31 March 2018	<b><u>169,135</u></b>	<b><u>25,955</u></b>	<b><u>1,594</u></b>	<b><u>196,684</u></b>

Upon the charity becoming a CIO, the fixed assets held by the old charity were transferred.

**8. Debtors**

	<b>2018</b>
	<b>£</b>
Trade debtors	43,786
Prepayments	3,640
Related Loan	333,415
	<b><u>380,841</u></b>

**MR BEE'S FAMILY CENTRE (KING'S LYNN)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2018**

**9. Creditors – Amounts Falling Due within One Year**

	<b>2018</b>
	<b>£</b>
Trade creditors	10,320
Taxes and Social Security costs	7,460
Accruals and deferred income	40,766
Overdrafts	628
	<b>59,174</b>

**10. Analysis of Net Assets between Funds**

	<b>Endowment</b>	<b>Restricted</b>	<b>Designated</b>	<b>General</b>	
	<b>Fund</b>	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>	<b>Total</b>
Tangible fixed assets	129,665	-	-	67,019	196,684
Current assets	-	-	-	409,880	409,880
Current liabilities	-	-	-	59,174	59,174
	<b>129,665</b>	<b>-</b>	<b>-</b>	<b>417,725</b>	<b>547,390</b>

**11. Unrestricted Fund**

	<b>Balance</b>	<b>T/F from</b>	<b>Income</b>	<b>Outgoing</b>		<b>Balance</b>
	<b>At 1.4.2017</b>	<b>Old Chairty</b>	<b>Resources</b>	<b>Resources</b>	<b>Transfers</b>	<b>at 31.03.2018</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General Fund	-	423,192	968,985	(974,452)	-	417,725
Endowment Fund	-	132,729	-	(3,064)	-	129,665
	<b>-</b>	<b>555,921</b>	<b>968,985</b>	<b>(977,516)</b>	<b>-</b>	<b>547,390</b>

	<b>Balance</b>	<b>T/F from</b>	<b>Income</b>	<b>Outgoing</b>		<b>Balance</b>
	<b>At 1.4.2017</b>	<b>Old Chairty</b>	<b>Resources</b>	<b>Resources</b>	<b>Transfers</b>	<b>at 31.03.2018</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>11a. Restricted Fund</b>						
Restricted Fund	-	-	-	-	-	-
<b>Total funds</b>	<b>-</b>	<b>555,921</b>	<b>968,985</b>	<b>(977,516)</b>	<b>-</b>	<b>547,390</b>



## **12. Related Party Transactions**

The charity is controlled by its board of trustees.

Mr Bee's are owed £333,415 by Family Support Centre Limited as at the 31 March 2018. The company made donations to the charity of £65,758 during the year. Dennis Barter is the chairman of Mr Bee's Family Centre and is also a director of Family Support Centre Limited.

The shares in the Family Support Centre Limited are owned by Mr Bee's Family Centre who also control the company. The shares will be transferred from the old charity to the CIO.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
MR BEE'S FAMILY CENTRE (KING'S LYNN)  
YEAR ENDED 31 MARCH 2018**

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I report to the trustees on my examination of the Financial Statements of Mr Bee's Family Centre (King's Lynn) for the year ended 31 March 2018, charity number 1169475 , which are set out on pages 1 to 7.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

**Responsibilities and basis of report**

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:

- 1 examine the accounts under section 145 of the Charities Act,
- 2 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
- 3 to state whether particular matters have come to my attention

My examination was carried out in accordance with 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 REPORT TO THE TRUSTEES OF  
MR BEE'S FAMILY CENTRE (KING'S LYNN)  
YEAR ENDED 31 MARCH 2018**

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**Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- 1 the accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts did not accord with the accounting records; or
- 3 the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**Kezia Benefer FCCA  
Hayhow & Co  
Chartered Certified Accountants and Business Advisers  
19 King Street  
King's Lynn  
Norfolk  
PE30 1HB**

**Date:** 8 August 2019