

THE MARIA GREY NURSERY SCHOOL  
REPORT AND ACCOUNTS

for the year ended 31st August 1998



Charities Registration No. 1002985  
Registered in England and Wales No. 2608790

· THE MARIA GREY NURSERY SCHOOL

DIRECTORS

J.J. Cambridge  
S.P. Cooper  
L. Cowan  
J.M. Fordham  
S.B. Forster  
N.H. Lloyd Jones  
G.D. Roberts  
K.H. Schiller  
C.L. Schwarz  
M.P. Tibbs  
P.A. Thompson  
S.M. Woodhead

SECRETARY

T A Prince

REGISTERED OFFICE

Field House  
18a Friars Stile Road  
Richmond  
Surrey, TW10 6NE

BANKERS

Midland Bank plc  
67 George Street  
Richmond  
Surrey, TW9 1HG

· THE MARIA GREY NURSERY SCHOOL

REPORT AND ACCOUNTS for the year ended 31st August 1998

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## THE MARIA GREY NURSERY SCHOOL

### DIRECTORS' REPORT

The directors present their report and the accounts for the year ended 31st August 1998.

#### STATEMENT OF DIRECTORS' RESPONSIBILITIES

- Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### PRINCIPAL ACTIVITIES

The company is a registered charity, the principal activity of which is running a nursery school.

#### RESULTS

The surplus of income over expenditure for the year was £7,169 (1997, deficit £(3,059)).

#### FIXED ASSETS

The movements in fixed assets during the year are set out in note 3 to the accounts.

#### DIRECTORS AND THEIR INTERESTS

The directors who served during the year were as follows:

J.J. Cambridge	(appointed 15.10.97)
S.P. Cooper	(appointed 15.10.97)
L. Cowan	(appointed 15.10.97)
J.M. Fordham	
S.B. Forster	
E. Jones	(resigned 15.10.97)
M.L. Le Tissier	(resigned 15.10.97)
N.H. Lloyd Jones	
L.S. Najda	(resigned 15.10.97)
G.D. Roberts	
J. Stead	(resigned 15.10.97)
K.H. Schiller	(appointed 15.10.97)
C.L. Schwarz	(appointed 15.10.97)
M.P. Tibbs	
C.J. Trundle	(resigned 15.10.97)
P.A. Thompson	(appointed 14.1.98)
S.M. Woodhead	(appointed 15.10.97)

· THE MARIA GREY NURSERY SCHOOL

DIRECTORS' REPORT (continued)

The directors have prepared this report in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the board on . 21<sup>st</sup> September, 1998  
and signed on its behalf by

Tessa A. Prince  
.....  
Mrs T.A. Prince  
Secretary

THE MARIA GREY NURSERY SCHOOL

INCOME AND EXPENDITURE ACCOUNT

For the year ended 31st August 1998

	1998 £	1997 £
INCOME		
School fees	53,793	46,634
Registrations and retained deposits	2,080	1,475
Fundraising activities	2,171	1,295
Other income	374	408
	<hr/>	<hr/>
Voluntary income	58,418	49,812
Grants received	500	-
Interest received	521	339
	<hr/>	<hr/>
TOTAL INCOME	59,439	50,151
	<hr/>	<hr/>
INDIRECT EXPENDITURE		
Fundraising expenses	929	727
Administration expenses	5,746	6,176
	<hr/>	<hr/>
	6,675	6,903
	<hr/>	<hr/>
Income less indirect expenditure	52,764	43,248
Direct charitable expenditure	45,595	46,307
	<hr/>	<hr/>
Excess of income over expenditure	7,169	(3,059)
	<hr/>	<hr/>

THE MARIA GREY NURSERY SCHOOL

BALANCE SHEET as at 31st August 1998

	Notes	1998 £	1997 £
FIXED ASSETS	3	2,870	3,260
CURRENT ASSETS			
Other debtors		79	62
Cash at bank and in hand		23,148	15,228
		<u>23,227</u>	<u>15,290</u>
CREDITORS: Amounts due within one year			
Other creditors		3,600	3,150
Accruals and deferred income		538	610
		<u>4,138</u>	<u>3,760</u>
NET CURRENT ASSETS		19,089	11,530
TOTAL NET ASSETS		<u>21,959</u>	<u>14,790</u>
FUNDS			
Unrestricted Funds			
Opening Value		14,790	17,849
Excess of income over expenditure		7,169	(3,059)
		<u>21,959</u>	<u>14,790</u>

For the year ended 31<sup>st</sup> August 1998 the company was entitled to exemption from the requirement to have an audit under the provisions of section 249A(1) of the Companies Act 1985.

No notice has been deposited with the company under section 249B(2) of that Act requiring an audit to be carried out.

The directors acknowledge their responsibility for:

- ensuring the company keeps accounting records in accordance with section 221 of the Companies Act 1985; and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of its financial year and of its profit for that financial year in accordance with the requirements of section 226 of the Companies Act 1985 and which otherwise comply with the accounting requirements that Act relating to accounts so far as they are applicable to the company.

These accounts have been prepared in accordance with the special provision of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Board of Directors on ... 21<sup>st</sup> September, 1998 and signed on its behalf by:

J. M. Fordham..........Director

· THE MARIA GREY NURSERY SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31<sup>st</sup> August 1998

	1998 £	1997 £
Voluntary income	55,873	48,109
Fund raising activities	2,171	1,295
Grants	500	-
Interest receivable	521	339
Other income	374	408
	<hr/>	<hr/>
Total income	59,439	50,151
	<hr/>	<hr/>
Direct charitable expenditure	45,595	46,307
Fundraising expenditure	929	727
Administration costs	5,746	6,176
	<hr/>	<hr/>
	52,270	53,210
	<hr/>	<hr/>
Excess/(deficit) of income over expenditure	7,169	(3,059)
Fund balances brought forward	14,790	17,849
	<hr/>	<hr/>
Fund balances carried forward	21,959	14,790
	<hr/>	<hr/>
Unrestricted income funds	21,959	14,790
	<hr/>	<hr/>



THE MARIA GREY NURSERY SCHOOL

NOTES TO THE ACCOUNTS for the year ended 31st August 1998

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with applicable accounting standards.

ACCOUNTING CONVENTION

The accounts have been prepared under the historical cost convention.

DEPRECIATION

Depreciation is calculated to write off the cost of fixed assets in equal annual instalments at the following rates:

Fixtures, fittings and equipment 20%

2. EMPLOYEES AND DIRECTORS

The average number of employees, including directors of the company during the year and their aggregate emoluments were as follows:-

	Number	Wages & Salaries	Social Security	Total
		£	£	£
Year ended 31st August 1998	5	38,032	2,548	40,580
	<u>5</u>	<u>38,032</u>	<u>2,548</u>	<u>40,580</u>
Year ended 31st August 1997	5	37,138	2,485	39,623
	<u>5</u>	<u>37,138</u>	<u>2,485</u>	<u>39,623</u>

• THE MARIA GREY NURSERY SCHOOL

NOTES TO THE ACCOUNTS for the year ended 31st August 1998

3. TANGIBLE FIXED ASSETS

	Fixtures Fittings and <u>Equipment</u>
	£
<b>COST</b>	
At 1st September 1997	10,312
Additions	444
	<hr/>
At 31st August 1998	10,756
	<hr/>
<b>DEPRECIATION</b>	
At 1st September 1997	7,052
Charge for year	834
	<hr/>
At 31st August 1998	7,886
	<hr/>
<b>NET BOOK VALUE</b>	
At 31st August 1998	2,870
	<hr/>
At 31st August 1997	3,260
	<hr/>

4. PREMISES

The school premises in Friars Stile Road are owned by Richmond Council. The school had a five year lease which expired on 31<sup>st</sup> August 1998 and a new lease is under negotiation. A five year term is proposed with the option for either party to terminate the agreement by giving six months notice. The rent will be £7,400 per annum plus 50% of the cost of the external repairs, maintenance and buildings insurance. All internal repairs and decoration costs are to be borne by the school.

• THE MARIA GREY NURSERY SCHOOL

DETAILED INCOME AND EXPENDITURE ACCOUNT

For the year ended 31st August 1998

	<u>Notes</u>	1998 £	1997 £
<b>INCOME</b>			
Fees		53,793	46,634
Registrations		1,080	650
Retained Deposits		1,000	825
		<hr/>	<hr/>
		55,873	48,109
Fund-raising activities		2,171	1,295
Grants received		500	-
Donations		-	20
Other income		374	388
Interest received		521	339
		<hr/>	<hr/>
		3,566	2,042
<b>TOTAL INCOME</b>		<hr/>	<hr/>
		59,439	50,151
<b>EXPENDITURE</b>			
Salaries	2	40,580	39,623
Electricity and Telephone		819	885
Administration and Advertising		3,530	4,030
Fund-raising expenses		929	727
Cleaning		1,210	1,253
Piano		960	768
Stock cupboard and cookery		419	503
Bank Charges		100	118
Miscellaneous equipment		283	267
General expenses		1,164	1,705
Accountancy fees		200	-
Training		132	115
Depreciation		834	2,063
Sinking fund for maintenance		1,110	1,153
		<hr/>	<hr/>
		52,270	53,210
<b>Surplus of Income over Expenditure</b>		<hr/>	<hr/>
		7,169	(3,059)