

NCT

BRANCH ACCOUNTS

YEAR ENDING 30.09.2010

Branch number 467
Branch name Staines, Ashford & Egham
Prepared by Andi Burnham
Telephone number 01784 452046
Treasurers email andiburnham@googlemail.com

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Copy of year-end bank statement attached		<input type="text"/>

Branch accounts for the year to 30.09.2010

Staines, Ashford & Egham - 467			
Prepared by Andi Burnham 01784 452046 andiburnham@googlemail.com			
INCOME	2009/10 Total £	Within the NCT	2008/09 Total £
Fundraising and social activities	3,886.94		5,931.15
HQ membership incentive scheme			
Antenatal classes			
Postnatal classes			
Short breastfeeding courses			
Booking Transfer Charges			
Booking Cancellation Charges			
Affiliate transfer charges			
Affiliate cancellation charges			
Postnatal support	2,760.84		2,251.89
Training and study days held by branch			
Newsletter advertising and sponsorship	1,964.68		2,171.57
Newsletter voluntary contributions			
Local under 5 guides sales			
Local under 5 guides advertising and sponsorship			
Local under 5 guides sales donations			
NCT Sales (bras etc.)			
NCT book and leaflet sales			
Donations	712.52	702.43	245.89
Grants receivable	346.00		1,500.00
Non primary purpose commercial income			
TOTAL INCOME	9,670.98	702.43	12,100.50
less: TOTAL EXPENDITURE	10,724.46	4,087.60	11,464.95
SURPLUS / (DEFICIT) FOR YEAR	(1,053.48)	(3,385.17)	635.55

Branch accounts for the year to 30.09.2010

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EXPENDITURE	2009/10 Total £	Within the NCT	2008/09 Total £
Direct Charitable			
Antenatal classes - teachers fees			
Antenatal classes - capitation			
Antenatal classes - expenses			47.03
Antenatal teacher training	581.13		551.64
Breastfeeding counsellor - class fees			
Breastfeeding counsellor - capitation			
Breastfeeding counsellor - expenses	9.58		86.25
Breastfeeding counsellor training			
Postnatal classes - fees			
Postnatal classes - capitation			
Postnatal classes - expenses	38.85		22.77
Postnatal leader training	366.90		160.20
Postnatal support expenses	2,389.17		2,102.68
Affiliate expenses			
Training fund contribution			
Annual registration fees			
Training and study days held by branch expenses			
Maternity services reps expenses			
Research networkers expenses			
Campaigning expenses			11.00
Sub total	3,385.63	0.00	2,981.57
Support costs			
Branch committee costs	41.67		198.05
Members conference booking fees and expenses	279.45		403.05
Regional meetings and area delegates expenses			
Mava bra volunteers expenses			
Depreciation			
Loss/(profit) on disposal of fixed assets			
Sub total	321.12	0.00	601.10
Publicity			
Newsletter costs	1,111.44		1,180.00
General publicity (posters etc.)	232.10		294.74
Local under 5 guides expenses			
Sub total	1,343.54	0.00	1,474.74
Fundraising and social expenses			
Fundraising and social expenses	1,586.57		1,722.24
Sub total	1,586.57	0.00	1,722.24
Miscellaneous			
Transfers within NCT - UK Office	3,863.60	3,863.60	4,349.30
Transfers within NCT - region and other branches			
Regional subscription	224.00	224.00	336.00
Sub total	4,087.60	4,087.60	4,685.30
NCT trading items			
NCT maternity cost of sales			
NCT book and leaflet cost of sales			
Sub total	0.00	0.00	0.00
TOTAL EXPENDITURE	10,724.46	4,087.60	11,464.95

Branch accounts for the year to 30.09.2010

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BALANCE SHEET			30.09.2010	30.09.2009
	£	£	£	£
Fixed Assets	Cost	Depreciation		
At start of accounting period				
Purchases in period				
Depreciation charge for accounting period				
Sales/assets scrapped in period				
At end of accounting period			<u>0.00</u>	<u>0.00</u>
Current Assets				
Stocks of goods held for resale				
NCT maternity sales (bras etc.)			0.00	0.00
NCT books and leaflets			0.00	0.00
Local under 5 guides unsold			0.00	0.00
Debtors and prepayments			333.07	356.87
Cash at bank			3,726.26	9,264.72
Petty cash			0.00	24.15
			<u>4,059.33</u>	<u>9,645.74</u>
Current Liabilities				
Amounts payable				
Prepaid class fees and refunds				
Other prepaid income and refunds			872.13	4,445.79
Amounts owed for goods/services received			418.89	712.24
Amount owed to UK Office				
Training fees				
Capitation				
Transfer of funds/sharing			1,838.03	2,510.12
Training fund contribution				
Annual registration fees				
Membership fees				
VAT			71.70	65.53
			<u>3,200.75</u>	<u>7,733.68</u>
Net current assets			<u>858.58</u>	<u>1,912.06</u>
Total assets less current liabilities			<u>858.58</u>	<u>1,912.06</u>
Total Reserves				
Restricted Reserves				
Opening balance at 01.10.2009			1,055.14	
Increase/(decrease) in 2009/10	Income	Expenditure		
	<u>346.00</u>	<u>(1,246.99)</u>	<u>(900.99)</u>	
Closing restricted reserves			<u>154.15</u>	<u>1,055.14</u>
General reserves				
Balance at 01.10.2009			856.92	
Suplus/(Deficit) in 2009/10			<u>(152.49)</u>	
Total general reserves			<u>704.43</u>	<u>856.92</u>
BALANCE AT END OF ACCOUNTING PERIOD			<u>858.58</u>	<u>1,912.06</u>

Branch accounts for the year to 30.09.2010

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RESTRICTED RESERVES	Prior to current year		Current year			
Grant awarding body/donor Project purpose	Income received	Expenditure	Opening unspent balance	Income received	Expenditure	Closing unspent balance
Awards For All						
2 Antenatal Trainees expenses (Lorna Bonelli & Jen Douglas) and 1 Antenatal Trainees expenses (Sarah McAndrew)	500.00	444.86	1,055.14	166.00	1,041.49	10.65
Runnymede Association of Voluntary Services Bumps & Babes Expenses			0.00	180.00	36.50	143.50
Anonymous Antenatal Training			0.00	166.00	166.00	0.00
TOTAL	1,500.00	444.86	1,055.14	346.00	(1,246.99)	154.15

Branch accounts for the year to 30.09.2010

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	Acquired	Cost	Depreci- ation b/f	Opening Net book Value	Current Year Charge	Closing Net book Value	Disposed	Sale Proceeds	Loss/ (Profit)
FIXED ASSETS									
TOTAL		0.00	0.00	0.00	0.00	0.00		0.00	0.00

Branch accounts for the year to 30.09.2010

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ANTENATAL CLASSES INCOME AND EXPENDITURE ACCOUNT	Expenditure £	Income £
INCOME		
Antenatal class income less refunds		<u>0.00</u>
EXPENDITURE		
Teacher's remuneration		
Breastfeeding counsellor remuneration	0.00	
Wear and tear allowance / venue hire	0.00	
Other class expenses		
Capitation		
TOTAL EXPENDITURE	<u>0.00</u>	
SURPLUS / (DEFICIT) FOR YEAR		<u>0.00</u>

Branch accounts for the year to 30.09.2010

Staines, Ashford & Egham - 467	
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BANK RECONCILIATION - NCT - Staines, Ashford & Egham (2113648)	
Closing cashbook balance	3,726.26
Plus unreconciled payments	5,358.59
Less unreconciled receipts	<u>(194.69)</u>
Closing bank statement balance	<u>8,890.16</u>
Unreconciled payments	
Chq 1095	80.00
Chq 1094	100.00
Chq 1489	6.84
Chq 1487	225.00
Chq 1488	299.20
Chq 1494	141.45
Chq 1495	18.85
Chq 1493	334.53
Chq 1492	12.38
Chq 1496	108.00
Chq 1497	65.62
Chq 1498	58.12
Chq 1499	92.62
Chq 1500	85.50
Chq 1501	79.50
Chq 1502	116.25
Chq 1503	54.00
Chq 1504	64.50
Chq 1505	126.50
Chq 1506	83.25
Chq 1507	82.50
Chq 1508	79.50
Chq 1509	55.12
Chq 1510	57.75
Chq 1511	66.00
Chq 1512	130.12
Chq 1513	3.75
Chq 1514	22.50
Chq 1515	72.00
Chq 1516	49.50
Chq 1517	26.25
Chq 1518	62.62
Chq 1519	113.62
Chq 1520	36.00
Chq 1521	71.62
Chq 1522	19.87
Chq 1523	77.62
Chq 1524	11.02
CONTINUED OVERLEAF	

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BANK RECONCILIATION - NCT - Staines, Ashford & Egham (2113648)	
Unreconciled payments continued	
Chq 1525	30.75
Chq 1526	59.62
Chq 1527	54.94
Chq 1528	91.12
Chq 1529	42.75
Chq 1530	32.25
Chq 1531	43.12
Chq 1532	187.50
Chq 1533	51.00
Chq 1534	40.87
Chq 1535	27.00
Chq 1536	39.37
Chq 1537	31.50
Chq 1538	33.37
Chq 1539	17.62
Chq 1540	10.50
Chq 1541	65.25
Chq 1542	72.37
Chq 1543	100.50
Chq 1544	44.25
Chq 1545	86.25
Chq 1546	141.00
Chq 1547	70.50
Chq 1548	60.00
Chq 1549	106.50
Chq 1550	42.00
Chq 1551	36.37
Chq 1552	54.37
Chq 1553	58.87
Chq 1554	74.62
Chq 1555	123.37
Chq 1556	73.50
Chq 1557	8.25
Chq 1558	58.87
Chq 1559	88.50
Chq 1560	10.50
Unreconciled receipts	
Rem 500356 cash	81.50
Rem 500355 cash	113.19

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OPEN ITEM DETAILS				
	Description	Net	VAT	Total
Debtors				
Baby & Me./Danielle Lewis	Newsletter Winter 2010 (December) advertising (Invoice 50895)	21.27	3.73	25.00
Creative Early Learning Ltd	E-News Spring (March) 2010 advertising (Invoice 50896)	17.02	2.98	20.00
Creative Early Learning Ltd	NNS Autumn 2010 advertising (Invoice 50894)	29.78	5.22	35.00
First Learning Organic Nursery	Newsletter Autumn (September) 2009 advertising (Invoice 15854)	28.26	4.23	32.49
First Learning Organic Nursery	Newsletter Spring (March) 2010 advertising (Invoice 15854)	28.27	4.24	32.51
First Learning Organic Nursery	Newsletter Summer (June) 2010 advertising (Invoice 15854)	28.27	4.24	32.51
First Learning Organic Nursery	Newsletter Winter (December) 2009 advertising (Invoice 15854)	28.26	4.23	32.49
NCT Sales	Membership incentive voucher (30.09.2005)	11.00		11.00
Roslin Nursery	Newsletter Summer (June) 2010 advertising (Invoice 50876)	51.06	8.94	60.00
Sarah McAndrew	Bumps & Babes (from Jan 2010) postage (Expense claim EC204) repayment	1.00		1.00
St James Independent School for Boys	Newsletter Autumn 2010 (September) advertising (Invoice 50886)	36.17		36.17
St James Independent School for Boys	Newsletter Spring 2011 (March) advertising (Invoice 50886)	36.17		36.17
St James Independent School for Boys	Newsletter Summer (June) 2010 advertising (Invoice 50886)	36.17		36.17
St James Independent School for Boys	Newsletter Winter 2010 (December) advertising (Invoice 50886)	36.17		36.17
		<u>388.87</u>	<u>37.81</u>	<u>426.68</u>
	LESS prepaid debtors			<u>93.61</u>
				<u>333.07</u>
Creditors				
Ali Walker	NCTeenies (from Jan 2010) refreshments (Expense claim EC200)	1.70		1.70
Alison Davenport	Share of NNS Autumn 2010 proceeds	31.50		31.50
Anonymous	Bumps & Babes (from Jan 2010) venue hire	25.00		25.00
Anonymous	NCTeenies (from Jan 2010) stationery	40.00		40.00
Josie Caird	Share of NNS Autumn 2010 proceeds	52.50		52.50
Katherine Carter	Share of NNS Autumn 2010 proceeds	129.75		129.75
Kathryn Steers	Share of NNS Autumn 2010 proceeds	52.12		52.12
Kathye King	Newsletter Autumn 2010 (September) advertising (Expense claim EC199)	5.29		5.29
Kerry Radden	Campaigning travel (Expense claim EC150)	11.00		11.00
Louise Giles-Thornbory	Share of NNS Autumn 2010 proceeds	18.00		18.00
Maggie Fisher	Share of NNS Autumn 2010 proceeds	40.50		40.50
Melanie J Cornish	Share of NNS Autumn 2010 proceeds	30.37		30.37
Michelle Maynard	Share of NNS Autumn 2010 proceeds	67.50		67.50
Michelle Tobia	Share of NNS Autumn 2010 proceeds	86.25		86.25
NCT UK Office	Branch Sharing (Qtr4: 09/10)	560.77		560.77
NCT UK Office	Branch Transfer of Funds (Qtr4: 09/10)	1,277.26		1,277.26
NCT UK Office	VAT (Qtr4: 09/10)	71.70		71.70
Paula Downey-Jones	Bumps & Babes (from Jan 2010) printing (Expense claim EC203)	0.28		0.28
Paula Downey-Jones	Committee postage (Expense claim EC203)	1.95		1.95

CONTINUED OVERLEAF

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OPEN ITEM DETAILS				
	Description	Net	VAT	Total
Creditors continued				
Paula Downey-Jones	Committee printing (Expense claim EC203)	1.60		1.60
Paula Downey-Jones	Committee printing (Expense claim EC203)	5.32		5.32
Paula Downey-Jones	Committee refreshments (Expense claim EC203)	5.00		5.00
Sarah McAndrew	Breastfeeding counselling equipment & services (Expense claim EC202)	6.58		6.58
Sarah McAndrew	Bumps & Babes (from Jan 2010) advertising (Expense claim EC202)	3.51		3.51
Sarah McAndrew	Bumps & Babes (from Jan 2010) postage (Expense claim EC204)	1.00		1.00
Sarah McAndrew	Bumps & Babes (from Jan 2010) refreshments (Expense claim EC201)	19.31		19.31
Sarah McAndrew	Postnatal classes training expenses (Expense claim EC202)	52.50		52.50
Sarah McAndrew	Postnatal classes travel (Expense claim EC202)	38.85		38.85
Staines Congregational Church	Bumps & Babes (from Jan 2010) venue hire (Purchase PU211)	100.00		100.00
Staines Congregational Church	NCTeenies (from Jan 2010) venue hire (Purchase PU211)	100.00		100.00
		<u>2,837.11</u>	<u>0.00</u>	<u>2,837.11</u>
Prepaid Income				
Aqua Tots	Newsletter Winter 2010 (December) advertising (Invoice 50869)	27.65		27.65
Baby & Me./Danielle Lewis	Newsletter Winter 2010 (December) advertising (Invoice 50895)	21.27		21.27
Baby Steps	Newsletter Spring 2011 (March) advertising (Invoice 50878)	27.65		27.65
Baby Steps	Newsletter Winter 2010 (December) advertising (Invoice 50878)	27.65		27.65
Clarendon Children's Centre	Newsletter Spring 2011 (March) advertising (Invoice 50884)	38.30		38.30
Clarendon Children's Centre	Newsletter Winter 2010 (December) advertising (Invoice 50884)	38.30		38.30
Knowle Green Day Nursery	Newsletter Winter 2010 (December) advertising (Invoice 50867)	27.65		27.65
Leana Dee Dancing	Newsletter Spring 2011 (March) advertising (Invoice 50882)	17.65		17.65
Leana Dee Dancing	Newsletter Winter 2010 (December) advertising (Invoice 50882)	17.65		17.65
Odds Farm Park	Newsletter Winter 2010 (December) advertising (Invoice 50864)	44.34		44.34
Paint A Baby	Newsletter Spring 2011 (March) advertising (Invoice 50889)	79.14		79.14
St James Independent School for Boys	Newsletter Spring 2011 (March) advertising (Invoice 50886)	36.17		36.17
St James Independent School for Boys	Newsletter Winter 2010 (December) advertising (Invoice 50886)	36.17		36.17
Staines Prep - Sunflower Nursery	Newsletter Winter 2010 (December) advertising (Invoice 50863)	17.66		17.66
		<u>457.25</u>	<u>0.00</u>	<u>457.25</u>
	LESS prepaid debtors			<u>93.61</u>
				<u>363.64</u>