

Maidenhead Neighbourhood Forum

Accounts 2019-20

Status: Draft

Bankers:

NatWest, Maidenhead

Accounts prepared by:

Matthew Shaw, Chair

Address: 2 Linden Avenue, Maidenhead SL6 6HB.

I confirm that these accounts are, to the best of my knowledge, a true and fair view of the financial affairs of Maidenhead Neighbourhood Forum.

Accounts reviewed by:

Liz Woodcock, Level 4 AAT Qualified

Address: 11 Castle Drive, Maidenhead SL6 6DB.

Approved

The accounts were approved at an Annual General Meeting that took place online on ?? May 2020.

Andy Woodcock, Secretary

Address: 11 Castle Drive, Maidenhead SL6 6DB.

Note 1 to the accounts.

The details in this note to the accounts, illustrate how the allocated funds were spent in the year in relation to the agreed budget and is provided for information only.

Grant

The Locality grant received from Groundwork UK was £4,859.

MNF's application was built up from the budget line items shown below.

		Grant application	Actual	Variance	
Website	Domain registration	£ 10			
	Software purchases (Wordpress themes & plugins)	£ 100			
	Image rights	£ 40			
	Hosting & development are provided at no cost				
	Data storage	£ 20	£ 170	£ 241.58	-£ 71.58
Leaflet	Graphic artist	£ 200			
	Printing A4 with 2 folds 20,000 x 130gsm	£ 500			
	Leaflet drop service @ 9p for 15,000 addresses	£ 1,350	£ 2,050	£ 2,050.00	
Social media	Professional advice - strategy session	£ 135			
	Professional advice - support session	£ 115			
	Professional advice - 0.5 days per month, 6 months @ £35 ph	£ 735			
	Facebook boosts/advertising	£ 200			
	Video production (rights)	£ 100	£ 1,285	£ 44.49	£ 1,240.51
Forum meetings	Room hire - 6 meetings @ £20	£ 120	£ 120	£ 288.00	-£ 168.00
Drop-in meetings	Graphic artist	£ 200			
	Display boards 10 @£20	£ 200			
	Feather flag	£ 50			
	Roller banner x 4 @£30	£ 120			
	Room hire @ £100 x 4 events	£ 400	£ 970		£ 970.00
Conference calls	Service £9 per month + extra minutes £5	£ 84	£ 84		£ 84.00
Petty cash	Fees for public Notice boards	£ 10			
	Postages	£ 30			
	Postal address service	£ 100			
	Printer toner	£ 40	£ 180	£ 60.62	£ 119.38
		£4,859	£ 634.69	£ 4,224.31	£ 4,224.31

Actual spend

In total £634.69 was spent.

The only significant overspend was to pre-pay for 12 monthly meetings at the United Reformed Church for calendar 2020. MNF has used three of the slots and expects the remaining nine can be called off into 2021 owing to the Covid-19 lockdown.

MNF has paid for its web domain mnf.org.uk to continue until August 2022.

Repayment



Unspent grant of £4,224.31 was repaid to Groundwork UK on 30th March 2020. They have acknowledged receipt and confirmed that MNF's financial obligations for 2019-20 have been fulfilled.

Note 2 to the accounts - copy of year end bank statement

 **NatWest** Statement
BUSINESS CURRENT
ACCOUNT



MAIDENHEAD NEIGHBOURHOOD FORUM
BUSINESS CURRENT

Branch Details	Your current details	Period	30 Nov 2019 to 1 Apr 2020
MAIDENHEAD 66 HIGH STREET MAIDENHEAD BERKSHIRE	 MAIDENHEAD NEIGHBOURHOOD FORUM 	Previous Balance	£4,369.32
		Paid out	£4,319.32
		Paid in	£0.00
SL6 1QA		New Balance	£50.00

Date	Type	Description	Paid in	Paid out	Balance
BROUGHT FORWARD					4,369.32
24 Mar 2020	CHEQUE	000001		75.05	4,294.27
	CHEQUE	000003		19.96	4,274.31
30 Mar 2020	CHEQUE	000002		4,224.31	50.00