

Maidenhead Neighbourhood Forum

Accounts 2022-2023

Status: Final

Officers:

Andrew Ingram and Ian Rose (Co-Chairs)

Sue Ingram (Secretary)

Nicola Stingelin (Treasurer)

Bankers:

National Westminster Bank plc, Account Nr 56393571, Maidenhead, Account Nr 56393571

Accounts prepared by:

Nicola Stingelin, Treasurer

Address: 27 South Road, Maidenhead SL6 1NU

Independent Examiner's Report

I have reviewed the accounting records of the Maidenhead Neighbourhood Forum as presented to me by its officers and sought explanation for any unusual items or disclosures. No matter has come to my attention which gives me reason to believe that a requirement to present accurate accounts has not been met or to which, in my opinion, attention should be drawn in order to reach a proper understanding of the accounts.

The procedures I have undertaken do not, however, provide all the evidence that would be required in an audit and consequently no opinion is given as to whether these accounts present a "true and fair view" of the affairs of the Maidenhead Neighbourhood Forum.

Richard J. Curry, Associate of the Chartered Institute of Management Accountants

Address: The Boynings, 31 Altwood Road, Maidenhead, Berkshire, SL6 4PB

Approved

The accounts to be approved at an Annual General Meeting to take place on 22 June 2023.

Sue Ingram, Secretary

Address: Ashbury House, Boyndon Road, Maidenhead SL6 4EU.

Summary

Maidenhead Neighbourhood Forum (MNF) is an unincorporated body, established to create a Neighbourhood Plan for the seven unparished wards of Maidenhead. After some process delays MNF was formally designated by the Royal Borough of Windsor and Maidenhead in January 2023 and authorised to prepare a Neighbourhood Plan.

Funding in 2022-2023 was secured late in the financial year, wholly from a central government grant awarded via its agent Groundwork UK on behalf of Locality. A key condition of grant award was that all unused funding had to be returned to Groundwork UK after the end of the financial year (31st March 2023). This has been done.

A Locality requirement to only issue grants via an incorporated body led MNF to enter an agreement with an established local charitable body - Maidenhead Waterways Restoration (FoMW), a Company Limited by Guarantee No. 06166868 and a Registered Charity No. 1119150.

Under this agreement, FoMW acts as 'accountable body' (an arrangement foreseen by Locality), holding and administering grant funding awarded to MNF. Thus the £5,419.00 grant awarded to MNF in the year was managed on MNF's behalf by FoMW in accordance with MNF's confirmed requests. Although the vast majority of MNF income and expenditure in the year 2022-2023 were indeed handled by MNF's 'accountable body', a few transactions (annotated below with footnotes) went through the MNF business current account held with National Westminster.

These accounts are prepared on a cash basis and treat all expenditure by FoMW on behalf of MNF as if it had been incurred directly by MNF.

Regarding the pattern of MNF expenditure during the year, the late receipt of grant funding led to MNF's expenditure being concentrated in the last quarter of the year.

Maidenhead Neighbourhood Forum

<u>Income & Expenditure for year ended 31st March 2023</u>			
		<u>2022/2023</u>	<u>2021/2022</u>
Income	Grant from Groundworks UK	£5,419.00	£1,054.00
	Donations from Management team ¹	£30.00	-
<u>Total Income</u>		<u>£5,449.00</u>	<u>£1,054.00</u>
Expenditure	Operating expenses for the year ended 31 st March (see notes)	£3,883.59	£683.99
	Unused grant returned to Groundwork UK	£ 1,605.41	£370.01
<u>Total Expenditure</u>		<u>£5,589.00</u>	<u>£1,054.00</u>
Excess of Expenditure over Income		£-40.00	£0.00

¹ Paid into MNF NatWest account on 21st June 2022

Balance sheet for the financial year	2022/2023	2021/2022
Reserves (NatWest account) opening balance 1st April	£50.00	£50.00
Reserves (NatWest account) closing balance 31st March	£10.00	£50.00

Notes to the accounts

Grant

The 2022/23 Locality grant awarded via Groundwork UK was £5,419.00, received on behalf of MNF by FoMW on 9th December 2022 acting in its role as 'accountable body',

Actual Spend

Operating expenses to 31st March 2023 totalled £3,983.59 (as detailed below). This included £100.00 paid to United Reformed Church as room hire deposit for a meeting held on 30th March 2023. This deposit was refunded shortly after the end of the financial year, reducing net expenditure to £3,883.59. The unused funding returned via FoMW to Groundwork UK was accordingly £1,605.41.

Repayment

The unspent grant of £1,605.41 was repaid to Groundwork UK by FoMW on 26 April 2023. Groundwork acknowledged receipt and confirmed that MNF's financial obligations for 2022-2023 have been fulfilled.

Operating Expenses for the Year Ended 31 March 2023

Date	Amount	Payee	Item Description
15-Jun-22	£70.00 ²	Desborough Bowling Club	MNF room hire
25-Feb-23	£228.00	Desborough Bowling Club	MNF room hire and refreshments
25-Feb-23	£25.96	MNF Sec	MNF stationery, name badges
08-Mar-23	£100.00	United Reformed Church	MNF room hire deposit
10-Mar-23	£1,243.20	M Jarvis	MNF gazebo and related equipment
10-Mar-23	£48.49	Ian Rose	MNF printer ink
15-Mar-23	£64.00	United Reformed Church	MNF room hire payment
16-Mar-23	£967.68	Baylis Community Media CIC	MNF advertising
17-Mar-23	£69.99	MNF sec	MNF stationery
23-Mar-23	£30.00	MNF sec	MNF stationery
24-Mar-23	£266.27	MailChimp	MNF Data Management services
	£570.00	Stretton Graphics	MNF Banner
	£300.00	Tomato Communications	Community Event Facilitator
Total Expenditure	£3,983.59		

² Paid from MNF NatWest account on 21st June 2022 due to a delay in payment of the award.

Signed:

Chairperson

La M Rose

Date: 15 June 2023

Treasurer

Wick Stinger

Date: 15 June 2023