

COMPANY REGISTRATION NUMBER: NI025861  
CHARITY REGISTRATION NUMBER: NIC102156

**Northern Ireland Child Minding Association**  
**Company Limited by Guarantee**  
**Financial Statements**  
**31 March 2019**



Finegan Gibson Ltd  
Chartered accountants & statutory auditor  
Causeway Tower  
9 James Street South  
Belfast  
BT2 8DN



# **Northern Ireland Child Minding Association**

**Company Limited by Guarantee**

## **Financial Statements**

**Year ended 31 March 2019**

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	<b>Page</b>
Trustees' annual report (incorporating the director's report)	<b>1</b>
Independent auditor's report to the members	<b>11</b>
Statement of financial activities (including income and expenditure account)	<b>15</b>
Statement of financial position	<b>16</b>
Statement of cash flows	<b>17</b>
Notes to the financial statements	<b>18</b>

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# **Northern Ireland Child Minding Association**

**Company Limited by Guarantee**

**Trustees' Annual Report (Incorporating the Director's Report)**

**Year ended 31 March 2019**

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2019.

## **Reference and administrative details**

<b>Registered charity name</b>	Northern Ireland Child Minding Association
<b>Charity registration number</b>	NIC102156
<b>Company registration number</b>	NI025861
<b>Principal office and registered office</b>	NICMA Elizabeth House 116-118 Holywood Road Belfast BT4 1NY

## **The trustees**

N Shearer (Treasurer)  
S Gray (Chairperson)  
K Hanna  
C Cooke  
M Kinghan

<b>Company secretary</b>	M Baumann
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<b>Auditor</b>	Finegan Gibson Ltd Chartered accountants & statutory auditor Causeway Tower 9 James Street South Belfast BT2 8DN
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<b>Bankers</b>	Danske Bank 35 High Street Newtownards BT23 7HS
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<b>Solicitors</b>	Worthingtons 2 Court Street Newtownards BT23 7NX
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# **Northern Ireland Child Minding Association**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2019**

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#### **Structure, governance and management**

##### ***Governing Document***

Northern Ireland Childminding Association is a company limited by guarantee governed by its updated Memorandum and Articles of Association dated 21 May 2005. Northern Ireland Childminding Association is a registered charity with the Charity Commission for Northern Ireland. Northern Ireland Childminding Association is a membership organisation with currently 1700 members each of whom agrees to contribute £1 in the event of the charity winding up.

##### ***Appointment of trustees***

The Chairman and the Trustees recruit and select new Trustees as needed. New Trustees are recruited on the relevance of their professional skills, and their potential to be able to make a helpful contribution to the governance of the charity. As part of the recruitment process they are made aware of a Trustees' legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity.

Once the potential new Trustee has agreed to be considered for appointment to the role, the Trustees meet to review and to vote on the candidates' suitability for appointment. If there is unanimous agreement, their names are then proposed for appointment.

##### ***Trustee induction and training***

New Trustees undergo Induction to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making process, the business plan and recent financial performance of the charity. An Induction Manual is provided for Trustees.

##### ***Arrangements for setting pay and remuneration of key management personnel***

The charities directors who are the Board of Trustees (BOT) and the Senior Management Team (SMT) comprise the key management personnel of the charity. The SMT are responsible for directing, controlling, running and operating the charity on a day to day basis. All directors (BOT) give of their time freely and no director received remuneration in the year. Details of directors' expenses and related party transactions are disclosed in note 13 to the accounts.

The pay of the senior staff is reviewed annually and normally increased in accordance with average earnings. In view of the nature of the charity, the directors benchmark against pay levels in other similar size charities run on a voluntary basis. The remuneration bench-mark is the mid-point of the range paid for similar roles adjusted for a weighting of up to 30% for any additional responsibilities. If recruitment has proven difficult in the recent past a market addition is also paid with the pay maximum no greater than the highest benchmarked salary for a comparable role.

##### ***Organisation structure and how charity makes decisions***

The board of trustees, which can have up to 12 members, administers the charity and meets quarterly. A Director is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Director has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and direct charitable activities.

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# Northern Ireland Child Minding Association

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2019

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#### ***Risk management***

The trustees have a risk management strategy which comprises:

- an annual review of the principal risks and uncertainties that the charity faces;
- the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
- the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

Potential Risk	Steps to mitigate risk
The charity lacks direction, strategy and forward planning	<ul style="list-style-type: none"><li>• Create a strategic plan which sets out the key aims, objectives and policies</li><li>• Create financial plans and budgets</li><li>• Use job plans and targets</li><li>• Monitor finances and operational performance</li><li>• Get feedback from beneficiaries and funders</li></ul>
Trustee body lacks relevant skills or commitment	<ul style="list-style-type: none"><li>• Review and agree skills required</li><li>• Draw up competence framework and job descriptions</li><li>• Implement trustee training and induction</li><li>• Review and agree recruitment processes</li></ul>
Trustee body dominated by one or two individual, or by connected individuals	<ul style="list-style-type: none"><li>• Consider the structure of the trustee body and its independence</li><li>• Agree mechanisms to manage potential conflicts of interest</li><li>• Review and agree recruitment and appointment process in line with governing document</li><li>• Agree procedural framework for meetings and recording decisions</li></ul>
Conflicts of interest	<ul style="list-style-type: none"><li>• Agree protocol for disclosure of potential conflicts of interest</li><li>• Put in place procedures for standing down on certain decisions</li><li>• Review recruitment and selection processes</li></ul>
Ineffective organisational structure	<ul style="list-style-type: none"><li>• Use organisation chart to create a clear understanding of roles and duties</li><li>• Delegation and monitoring should be consistent with good practice and constitutional or legal requirements</li><li>• Review structure and the need for constitutional change</li><li>• Create financial systems to identify restricted funds and their application</li></ul>
Loss of key staff	<ul style="list-style-type: none"><li>• Succession planning</li><li>• Document systems, plans and projects</li><li>• Implement training programmes</li><li>• Agree notice periods and handovers</li><li>• Review and agree recruitment processes</li></ul>
Reporting to trustees (accuracy, timeliness and relevance)	<ul style="list-style-type: none"><li>• Put in place proper strategic planning, objective setting and budgeting processes</li><li>• Timely and accurate project reporting</li><li>• Timely and accurate financial reporting</li><li>• Access and review projects and authorisation procedures</li><li>• Have regular contact between trustees and senior staff and managers</li></ul>

# **Northern Ireland Child Minding Association**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2019**

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#### **Objectives and activities**

The purposes of the charity are:

(A) To promote in Northern Ireland (the area of benefit) the provision of facilities for the daily care, recreation and education of children under school age and the care and recreation of children of school age outside school hours.

(B) To advance within the area of benefit the education and training of childminders and other persons and organisations providing day care facilities for children both of school age and under school age and to conduct research into all aspects of the care, recreation and education of such children, and publish the useful results of such research.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit.

The strategies employed to achieve the charity's aims and objectives are to:

#### **STRATEGIC AIMS**

##### **1. CHILDREN & CHILDCARE**

I. To promote the provision of high quality childcare and education within registered, home based settings for children aged 0 - 14 years

II. To encourage legal Childminding

III. To work in effective partnerships with relevant external bodies in order to influence and develop policy

IV. To ensure that home based childcare is recognised and valued as beneficial to children, families, communities and government

##### **2. TRAINING & QUALITY**

I. To provide a programme of training and quality initiatives to support and enhance the quality of home based childcare

II. To deliver a high quality training service appropriate to the lifelong learning needs and aspirations of registered Childminders in Northern Ireland.

III. To maintain a highly trained, motivated workforce appropriate to the needs of the Childminding sector.

IV. To provide a high quality learning environment to meet the needs of all Childminders.

V. To provide support and guidance to ensure all Childminders meet minimum standard requirements

##### **3. SUPPORT SERVICES**

I. To provide a support network to registered Childminders and approved Home Childcarers

II. To provide a *Childminding Information & Advice service* to Childminders, Approved Home Childcarers, parents and those involved in early years

III. To represent the views of the Childminding sector in order to inform the development of future childcare policy

##### **4. GENERAL**

I. To have in place a financial strategy which will provide sufficient resources to allow NICMA to achieve its aims

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# Northern Ireland Child Minding Association

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2019

II. To recruit, support and develop staff and volunteers to ensure a motivated, efficient team, running to its full potential, which will achieve the organisations aims and objectives.

#### Achievements and performance

##### CHILDREN & CHILDCARE

AIMS	ACTIVITIES/OUTCOMES
The provision of Childminding Networks attached to 3 SureStart initiatives	<ul style="list-style-type: none"> <li>3 Childminding Networks managed by SureStart operating according to local need</li> </ul>
Support the recruitment of new childminding provision in areas of identified need	<ul style="list-style-type: none"> <li>Development work in communities to promote registered Childminding as a profession; events held to provide information on Childminding as a career and promote childminding to parents especially in areas of TSN.</li> <li>Delivery of Pre-registration Briefing Sessions across Trusts; 30 sessions held with 660 prospective childminders invited and 479 attending.</li> </ul>
To create an improved public image and profile of childminding	<ul style="list-style-type: none"> <li>To continue to update promotional information and develop new website</li> </ul>
Respond to current funding initiatives	<ul style="list-style-type: none"> <li>Funding applications developed and submitted</li> </ul>

##### TRAINING & QUALITY

AIMS	ACTIVITIES/OUTCOMES
Provide training to NICMA's 21 Childminding Support groups, 8 Drop in centres and 4 buddy Groups as requested	<ul style="list-style-type: none"> <li>Training delivered to groups and SureStart Networks as required</li> </ul>
Deliver Core Mandatory training to prospective childminders	<ul style="list-style-type: none"> <li>Deliver Core Mandatory training for prospective childminders in all 5 Trust areas</li> <li>Health &amp; Safety 10 courses – 153 learners</li> <li>Safeguarding 10 courses – 151 learners</li> <li>Intro Paediatric First Aid 10 courses – 114 learners</li> </ul>
Deliver Refresher Core Mandatory training to existing Childminders	<p>Courses delivered</p> <ul style="list-style-type: none"> <li>Health &amp; Safety 33 courses – 380 learners</li> <li>Safeguarding 35 courses – 520 learners</li> </ul>
Submit grant applications for training opportunities	<ul style="list-style-type: none"> <li>Northern Childcare Partnership</li> <li>Belfast Childcare Partnership</li> <li>Southern Childcare Trust</li> <li>Western Childcare Trust</li> </ul>
Continue to have representation on the Regional Early Years Practice Group	<ul style="list-style-type: none"> <li>4 meetings attended</li> </ul>

# Northern Ireland Child Minding Association

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2019

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## SUPPORT SERVICES

AIMS	ACTIVITIES/OUTCOMES
Maintain an up to date Information & Advice Service to all members, both in Support Groups, Childminding Networks, individuals, Home Childcarers and parents	<ul style="list-style-type: none"><li>• Membership Services offered to 1700 members throughout the year</li><li>• 176 new members</li></ul>
Support childminders with the registration and Inspection process	<ul style="list-style-type: none"><li>• Telephone, email and group support with regard to the Minimum Standards to 2,000+ childminders</li></ul>
Unregistered Childminding	<ul style="list-style-type: none"><li>• Address the issue of unregistered childminding – ongoing</li></ul>
Increase the % of registered childminders who are NICMA members	<ul style="list-style-type: none"><li>• To continue to update promotional information to all relevant groups / individuals</li></ul>
State of the Childminding Sector Report	<ul style="list-style-type: none"><li>• Recommendations being followed up</li></ul>
Promote Website	Completed with ongoing updating
Use of Social Media/communication	<ul style="list-style-type: none"><li>• Communication with members, non-members and general public. Regular updating Ezine produced bi-monthly</li></ul>
Deliver AGM/Conference	<ul style="list-style-type: none"><li>• Delivered</li></ul>
NICMA Childminding Week	<ul style="list-style-type: none"><li>• Facilitating range of events to promote and raise awareness of Childminding including press coverage</li></ul>



# **Northern Ireland Child Minding Association**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

#### **Year ended 31 March 2019**

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##### **Financial review**

###### **Summary of Annual Accounts and Report 31 March 2019**

NICMA's financial position for the year ending 31 March 2019 is reported in the statement of financial activities indicated as follows:

During 2018/19 NICMA's key grant income awards were sourced from:

- The Department of Health offering support towards our core services.
- The Health and Social Care Board, who continued with their support towards Childminding Development and supported the development of new childminders into the sector by providing funds which enabled NICMA to deliver and facilitate core training in the 3 key areas. Thus enabling prospective childminders to meet the requirements of the Minimum Standards for registration.
- The Department of Education, who through the Childcare Partnerships, continued to support Childminding Networks in selected SureStart areas.

The grant income represented 42% of our total income in the year.

Other income generated from members in the form of membership fees and publication sales represented a further 41% of the annual total.

Most of the remaining 17% of NICMA's income was generated from the sale of Publications and within the Training Department in the form of fees from both training candidates attending core training courses and from self-funding childminders adding to their continuous professional development (CPD).

##### ***Investment powers and policy***

The trustees, having regard to the liquidity requirements of the charity, have kept available funds in an interest-bearing deposit account and seek to achieve a rate on deposit which matches or exceeds inflation measured by the retail prices index.

##### ***Reserves policy and going concern***

Reserves are utilised to bridge the timing gap between spending and receiving of income and to cover short term bridging finance; this is becoming a more frequent occurrence in delivering grant aided functions. Holding adequate reserves safeguards the provision of our services in the event of unexpected significant financial pressures. The trustees are confident that the level of reserves for such eventualities as outlined above should not impact on our ability to service our commitment to have available three to six months expenditure as outlined by the charities commission. For the year ended 31 March 2019 the value of meeting the three to six month obligations would be between £146,000 and £292,000.

Total reserves held at 31 March 2019 amounted to £196,665. Unrestricted reserves freely available to spend, in line with the charity's objects therefore excluding fixed assets, restricted reserves and designated reserves amounted to £194,859 which is within the target level. The trustees believe this reserve in addition to future core contracts and agreements represents a sufficient level of reserve to ensure that the going concern assumption is appropriate.

Grant income levels from our funders have remained static over recent years. Whilst costs in the corresponding periods have increased funders are anticipating service delivery levels to be maintained at original standards. Previously Senior Management and the Board of Trustees decided to underwrite

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# Northern Ireland Child Minding Association

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2019

the additional costs from the Associations reserves, as costs continue to increase the use of reserves in this manner has been reflected in both this and previous years accounts. This is a principle which Trustees will continue to keep under review. Continuing to operate on the basis of utilizing reserves in this manner is not an option which should continue and is an area of strategic importance which has been identified.

#### Plans for future periods

NICMA's future plans will focus on the following areas:

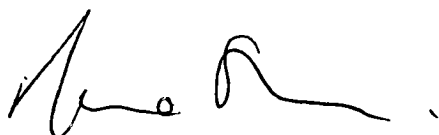
Recruitment of new childminders	Develop a recruitment strategy, incorporating the use of social media
Retention of members	Evaluate and enhance membership services Provide personal support to all members Consider the development of new Childminding Networks
Quality Improvement within the sector	Using the State of the Childminding Sector 2017 report, use evidence to develop funding applications to offer a range of training and quality assurance
Restructuring of Organisation	Process started and staff offered Voluntary Redundancy and new staffing agreed by Board, with completion in the 2019/20 financial year
Possibility of moving premises	Conversations with present landlord started and process all completed in the 2019/20 financial year
The above were agreed by Board to proceed and a project sub group of Board set up to look at timeframe, costs and options.	
The board agreed that the reserves should be used for the above to proceed.	
Underpinning all of the above will be a need to continue to source funding for current initiatives as well as new projects.	

#### Report Summary

To conclude NICMA's total Income dropped marginally in the year by £6.5k and overall expenditure also reduced by £22.8k. Despite savings in year, the organisation had a deficit for the year of £24,543 (£40,810 ,2018), which is a continual improving position year on year, for the last three years.

Due to prudent practices by NICMA BOT and SMT, the organisation had accumulated significant reserves which allowed the organisation to continue to provide support to our membership base and promote best practice in the sector, in the current financial climate.

The Board of Trustees and Senior Management Team have agreed to source additional revenue streams going forward in order to continue the essential work that is carried out by the organisation for childminders, children and parents in Northern Ireland.



Norma Shearer -Treasurer

# **Northern Ireland Child Minding Association**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2019**

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#### **Trustees' responsibilities statement**

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, 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 applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

#### **Auditor**

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditor is deemed to have been re-appointed in accordance with section 487 of the Companies Act 2006.

#### **Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

# **Northern Ireland Child Minding Association**

**Company Limited by Guarantee**

**Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2019**

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The trustees' annual report was approved on 20 December 2019 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to be 'S Gray', written over a horizontal line.

S Gray (Chairperson)  
Trustee

# **Northern Ireland Child Minding Association**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Northern Ireland Child Minding Association**

**Year ended 31 March 2019**

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#### **Opinion**

We have audited the financial statements of Northern Ireland Child Minding Association (the 'charity') for the year ended 31 March 2019 which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out below, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

In common with many other organisations of a similar size and nature, the charity uses its auditors to assist with the preparation of their organisation's financial statements.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

# **Northern Ireland Child Minding Association**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Northern Ireland Child Minding Association** *(continued)*

**Year ended 31 March 2019**

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#### **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

# **Northern Ireland Child Minding Association**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Northern Ireland Child Minding Association** *(continued)*

**Year ended 31 March 2019**

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#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
  - Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
  - Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
  - Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
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# Northern Ireland Child Minding Association

Company Limited by Guarantee

## Independent Auditor's Report to the Members of Northern Ireland Child Minding Association *(continued)*

Year ended 31 March 2019

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- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### Use of our report

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Paul Dolan ACA (Senior Statutory Auditor)

For and on behalf of  
Finegan Gibson Ltd  
Chartered accountants & statutory auditor  
Causeway Tower  
9 James Street South  
Belfast  
BT2 8DN

20 December 2019



# Northern Ireland Child Minding Association

Company Limited by Guarantee

## Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2019

		Unrestricted funds £	2019 Restricted funds £	Total funds £	2018 Total funds £
	Note				
<b>Income and endowments</b>					
Donations and legacies	5	255	–	255	3,273
Charitable activities	6	5,900	232,225	238,125	241,572
Other trading activities	7	274,984	47,227	322,211	322,657
Investment income	8	458	–	458	126
<b>Total income</b>		<u>281,597</u>	<u>279,452</u>	<u>561,049</u>	<u>567,628</u>
<b>Expenditure</b>					
Expenditure on charitable activities	9	301,847	283,745	585,592	608,438
<b>Total expenditure</b>		<u>301,847</u>	<u>283,745</u>	<u>585,592</u>	<u>608,438</u>
<b>Net expenditure and net movement in funds</b>		<u>(20,250)</u>	<u>(4,293)</u>	<u>(24,543)</u>	<u>(40,810)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward as previously reported		216,915	4,293	221,208	278,259
Prior year adjustment	23	–	–	–	(16,241)
Total funds brought forward as restated		<u>216,915</u>	<u>4,293</u>	<u>221,208</u>	<u>262,018</u>
<b>Total funds carried forward</b>		<u>196,665</u>	<u>–</u>	<u>196,665</u>	<u>221,208</u>

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

The notes on pages 18 to 30 form part of these financial statements.

# Northern Ireland Child Minding Association

Company Limited by Guarantee

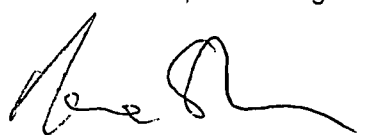
## Statement of Financial Position

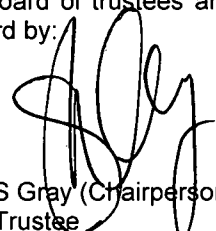
31 March 2019

	Note	2019 £	2018 (restated) £
<b>Fixed assets</b>			
Tangible fixed assets	14	1,806	2,396
<b>Current assets</b>			
Debtors	15	77,290	27,292
Cash at bank and in hand		296,465	322,887
		<u>373,755</u>	<u>350,179</u>
<b>Creditors: amounts falling due within one year</b>	17	178,896	131,367
<b>Net current assets</b>		<u>194,859</u>	<u>218,812</u>
<b>Total assets less current liabilities</b>		<u>196,665</u>	<u>221,208</u>
<b>Net assets</b>		<u>196,665</u>	<u>221,208</u>
<b>Funds of the charity</b>			
Restricted funds		—	4,293
Unrestricted funds		<u>196,665</u>	<u>216,915</u>
<b>Total charity funds</b>	20	<u>196,665</u>	<u>221,208</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 20 December 2019, and are signed on behalf of the board by:

  
N Shearer (Treasurer)  
Trustee

  
S Gray (Chairperson)  
Trustee

The notes on pages 18 to 30 form part of these financial statements.

# Northern Ireland Child Minding Association

Company Limited by Guarantee

## Statement of Cash Flows

Year ended 31 March 2019

	Note	2019 £	2018 (restated) £
<b>Cash flows from operating activities</b>			
Net expenditure		(24,543)	(40,810)
<i>Adjustments for:</i>			
Depreciation of tangible fixed assets		985	1,382
Other interest receivable and similar income		(458)	(126)
Interest payable and similar charges		3,486	2,805
<i>Changes in:</i>			
Trade and other debtors		(49,998)	30,876
Trade and other creditors		37,849	4,901
Cash generated from operations		(32,679)	(972)
Interest paid		(3,486)	(2,805)
Interest received		458	126
Net cash used in operating activities		<u>(35,707)</u>	<u>(3,651)</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible assets		(395)	(2,759)
Net cash used in investing activities		<u>(395)</u>	<u>(2,759)</u>
<b>Net decrease in cash and cash equivalents</b>		(36,102)	(6,410)
<b>Cash and cash equivalents at beginning of year</b>		<u>322,887</u>	<u>329,297</u>
<b>Cash and cash equivalents at end of year</b>	<b>16</b>	<u><u>286,785</u></u>	<u><u>322,887</u></u>

The notes on pages 18 to 30 form part of these financial statements.

# **Northern Ireland Child Minding Association**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

**Year ended 31 March 2019**

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#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in Northern Ireland and a registered charity in Northern Ireland. The address of the registered office is NICMA, Elizabeth House, 116-118 Holywood Road, Belfast, BT4 1NY.

#### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act (Northern Ireland) 2008.

The charity meets the definition of a public benefit entity under FRS 102.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

There are no material uncertainties about the charity's ability to continue.

##### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Northern Ireland Child Minding Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

---

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

# Northern Ireland Child Minding Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

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#### 3. Accounting policies *(continued)*

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings                      -     25% straight line

##### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### **Financial instruments**

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

# Northern Ireland Child Minding Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

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#### 3. Accounting policies *(continued)*

##### Financial instruments *(continued)*

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The Charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

# Northern Ireland Child Minding Association

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

## 5. Donations and legacies

	Unrestricted Funds	Total Funds 2019	Unrestricted Funds	Total Funds 2018 <i>(restated)</i>
	£	£	£	£
<b>Donations</b>				
Donations	<u>255</u>	<u>255</u>	<u>3,273</u>	<u>3,273</u>

## 6. Charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds 2019
	£	£	£
Pathway fund	—	15,823	15,823
Department of Health	—	54,480	54,480
Southern Health & Social Care Trust	—	24,809	24,809
Surestart	—	30,376	30,376
Health and Social Care Board	5,900	106,737	112,637
	<u>5,900</u>	<u>232,225</u>	<u>238,125</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2018 <i>(restated)</i>
	£	£	£
Pathway fund	—	—	—
Department of Health	—	52,993	52,993
Southern Health & Social Care Trust	—	24,809	24,809
Surestart	—	49,317	49,317
Health and Social Care Board	8,917	105,536	114,453
	<u>8,917</u>	<u>232,655</u>	<u>241,572</u>

## 7. Other trading activities

	Unrestricted Funds	Restricted Funds	Total Funds 2019
	£	£	£
Members' subscriptions	231,085	—	231,085
Training and service income	21,711	47,227	68,938
Publications	22,188	—	22,188
	<u>274,984</u>	<u>47,227</u>	<u>322,211</u>



# Northern Ireland Child Minding Association

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

## 7. Other trading activities *(continued)*

	Unrestricted Funds	Restricted Funds	Total Funds 2018 <i>(restated)</i>
	£	£	£
Members' subscriptions	242,820	–	242,820
Training and service income	13,437	55,547	68,984
Publications	10,853	–	10,853
	<u>267,110</u>	<u>55,547</u>	<u>322,657</u>

## 8. Investment income

	Unrestricted Funds	Total Funds 2019	Unrestricted Funds	Total Funds 2018 <i>(restated)</i>
	£	£	£	£
Bank interest	<u>458</u>	<u>458</u>	<u>126</u>	<u>126</u>

## 9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2019 £	Total fund 2018 £
Membership, training & support for childminders	470,741	58,074	528,815	575,449
Governance costs	–	56,777	56,777	32,989
	<u>470,741</u>	<u>114,851</u>	<u>585,592</u>	<u>608,438</u>

## 10. Analysis of support costs

	£	Total 2019 £	Total 2018 £
Staff costs	20,827	20,827	22,599
Premises	23,293	23,293	27,438
Communications and IT	9,061	9,061	7,714
General office	4,893	4,893	21,150
Governance costs	56,777	56,777	26,247
	<u>114,851</u>	<u>114,851</u>	<u>105,148</u>

# Northern Ireland Child Minding Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

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#### 11. Net expenditure

Net expenditure is stated after charging/(crediting):

	2019	2018 <i>(restated)</i>
	£	£
Depreciation of tangible fixed assets	985	1,382
Fees payable for the audit of the financial statements	<u>4,474</u>	<u>4,999</u>

#### 12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2019	2018 <i>(restated)</i>
	£	£
Wages and salaries	324,583	361,580
Social security costs	20,478	17,388
Employer contributions to pension plans	<u>35,568</u>	<u>45,526</u>
	<u>380,629</u>	<u>424,494</u>

The average head count of employees during the year was 19 (2018: 21).

No employee received employee benefits of more than £60,000 during the year (2018: Nil).

#### Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £163,534 (2018: £152,195).

#### 13. Trustee remuneration and expenses

The charity trustees were not paid or received any other benefits from employment with the Charity in the year (2018: £Nil). They were reimbursed travel expenses during the year totalling £475 (2018: £478). No charity trustee received payment for professional or other services supplies to the charity (2018: £Nil).

# Northern Ireland Child Minding Association

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

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## 14. Tangible fixed assets

	Fixtures and fittings £
<b>Cost</b>	
At 1 April 2018 (as restated)	16,318
Additions	395
Disposals	(3,683)
<b>At 31 March 2019</b>	<b>13,030</b>
<b>Depreciation</b>	
At 1 April 2018	13,922
Charge for the year	985
Disposals	(3,683)
<b>At 31 March 2019</b>	<b>11,224</b>
<b>Carrying amount</b>	
<b>At 31 March 2019</b>	<b>1,806</b>
At 31 March 2018	2,396

## 15. Debtors

	2019 £	2018 (restated) £
Trade debtors	23,450	11,919
Prepayments and accrued income	40,987	5,373
Other debtors	12,853	10,000
	<u>77,290</u>	<u>27,292</u>

## 16. Cash and cash equivalents

Cash and cash equivalents comprise the following:

	2019 £	2018 (restated) £
Cash at bank and in hand	296,465	322,887
Bank overdrafts	(9,680)	—
	<u>286,785</u>	<u>322,887</u>

# Northern Ireland Child Minding Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2019

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##### 17. Creditors: amounts falling due within one year

	2019	2018 <i>(restated)</i>
	£	£
Bank loans and overdrafts	9,680	—
Trade creditors	66,722	5,314
Accruals and deferred income	101,076	113,744
Social security and other taxes	564	7,432
Other creditors	854	4,877
	<u>178,896</u>	<u>131,367</u>

##### 18. Deferred income

	2019	2018 <i>(restated)</i>
	£	£
At 1 April 2018	109,278	91,012
Amount released to income	(109,278)	(91,012)
Amount deferred in year	94,534	109,278
At 31 March 2019	<u>94,534</u>	<u>109,278</u>

##### 19. Pensions and other post retirement benefits

###### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £35,568 (2018: £45,526).

# Northern Ireland Child Minding Association

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

## 20. Analysis of charitable funds

### Unrestricted funds

	At 1 April 2018	Income	Expenditure	Transfers	Prior year adjustments	At 31 March 2019
	£	£	£	£	£	£
General funds	209,915	281,597	(301,847)	–	–	189,665
Designated Fund	7,000	–	–	–	–	7,000
	<u>216,915</u>	<u>281,597</u>	<u>(301,847)</u>	<u>–</u>	<u>–</u>	<u>196,665</u>

	At 1 April 2017	Income	Expenditure	Transfers	Prior year adjustments	At 31 March 2018
	£	£	£	£	£	£
General funds	271,259	279,426	(299,077)	(25,452)	(16,241)	209,915
Designated Fund	7,000	–	–	–	–	7,000
	<u>278,259</u>	<u>279,426</u>	<u>(299,077)</u>	<u>(25,452)</u>	<u>(16,241)</u>	<u>216,915</u>

The purpose of the designated fund is for the future website re-design costs.

# Northern Ireland Child Minding Association

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

## 20. Analysis of charitable funds *(continued)*

### Restricted funds

	At 1 April 2018 £	Income £	Expenditure £	Transfers £	Prior year adjustments £	At 31 March 2019 £
Sure Start						
Programmes	—	30,376	(30,376)	—	—	—
SHSCT	—	24,809	(24,809)	—	—	—
HSCB Funding (including Training)	4,293	47,227	(51,520)	—	—	—
Department of Health	—	54,480	(54,480)	—	—	—
HSCB via CCP	—	106,737	(106,737)	—	—	—
Pathway Fund	—	15,823	(15,823)	—	—	—
	<u>4,293</u>	<u>279,452</u>	<u>(283,745)</u>	<u>—</u>	<u>—</u>	<u>—</u>

	At 1 April 2017 £	Income £	Expenditure £	Transfers £	Prior year adjustments £	At 31 March 2018 £
Sure Start						
Programmes	—	49,316	(49,316)	—	—	—
SHSCT	—	24,809	(30,613)	5,804	—	—
HSCB Funding (including Training)	—	55,547	(70,075)	18,821	—	4,293
Department of Health	—	52,993	(52,993)	—	—	—
HSCB via CCP	—	105,537	(106,364)	827	—	—
Pathway Fund	—	—	—	—	—	—
	<u>—</u>	<u>288,202</u>	<u>(309,361)</u>	<u>25,452</u>	<u>—</u>	<u>4,293</u>

# Northern Ireland Child Minding Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

#### 21. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Tangible fixed assets	1,806	—	1,806
Current assets	373,755	—	373,755
Creditors less than 1 year	(178,896)	—	(178,896)
<b>Net assets</b>	<u>196,665</u>	<u>—</u>	<u>196,665</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Tangible fixed assets	2,396	—	2,396
Current assets	297,186	52,993	350,179
Creditors less than 1 year	—	(48,700)	(48,700)
<b>Net assets</b>	<u>299,582</u>	<u>4,293</u>	<u>303,875</u>

#### 22. Taxation

The Company is a registered charity, and as such is entitled to tax exemptions on income and profits in furtherance of the charity's primary objectives.

#### 23. Prior year adjustment

The unrestricted fund balance brought forward has been adjusted to reflect an increase in deferred income due to a change in accounting treatment of membership income. Brought forward unrestricted reserves have been decreased and brought forward deferred income has been increased by £82,667. Funds brought forward at 1<sup>st</sup> April 2017 have also been adjusted by £66,426 being the increase in deferred income in 2017.

#### 24. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2019 £	2018 (restated) £
Not later than 1 year	37,638	20,500
Later than 1 year and not later than 5 years	210,775	54,667
	<u>248,413</u>	<u>75,167</u>

#### 25. Contingencies

A contingent liability exists to repay grants received should certain conditions not be fulfilled by the charity. In the opinion of the Trustees, the terms of the letters of offer have been, or will be, complied with and no liability is expected.

# **Northern Ireland Child Minding Association**

**Company Limited by Guarantee**

**Notes to the Financial Statements** *(continued)*

**Year ended 31 March 2019**

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## **26. Related parties**

There were no other related party transactions incurred during the year (2018: Nil), other than the reimbursement of expenses made to trustees (see note.13).