

DANIEL'S DEN LIMITED
A company Limited by Guarantee
A Registered Charity

Director's report and Financial Statement
For the year ended 31 August 2012

Company Registration number
5303714

Registered Charity Number
1147172



DANIEL'S DEN LIMITED
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2012

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DANIEL'S DEN LIMITED

COMPANY INFORMATION

Daniel's Den is a company limited by guarantee with Companies House Number 5303714

Directors: Joanna Gordon
Angela Anterkyi
Cheryl Tate
Ron Hebert
Beate Simpson

Company Secretary: Joanna Gordon

Company Registration No. 5303714

Registered Office: 38 Berkhamsted Avenue
Wembley
Middlesex HA9 6DT

Independent Examiners: David Neil Jost FCCA
57 Northumberland Avenue
Welling
Kent
DA16 2QW

Bankers: HSBC Bank plc
584 High Road
Wembley
Middlesex HA0 2DB

DANIEL'S DEN LIMITED
INDEPENDENT EXAMINERS' REPORT
ON THE ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2012

I report on the accounts for the year ended 31 August 2012 set out on pages 9 and 10, which have been prepared under the historical cost convention, and the accounting policies set out on page 11.

Respective responsibilities of the Directors and the Independent Examiner

As described on page 8, the company's directors for the company Daniel's Den Limited are responsible for the preparation of the accounts, and they consider that an independent examination is needed. It is our responsibility to carry out procedures designed to enable me to report my opinion.

Basis of Independent Examiners report

My examination was conducted in accordance with the Statement of Standards for Reporting Accountants and includes a review of the accounting records kept by the company and a comparison of the accounts presented with those records. It also includes consideration of any usual items or disclosures in the accounts, and seeking explanations from you as directors concerning any such matters. The procedure undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion as to whether the accounts present as 'true and fair view' and the report is limited to those matters set out in the statement below

Independent Examiners Statement

In connection with my examination, no matter has come to my attention;

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
 - a) to keep accounting records in accordance with Section 386 of the Companies Act 2006; and
 - b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Reporting by Charities have not been met; or
- 2) which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts reached.

David Neil Jost FCCA
57 Northumberland Avenue
Welling
Kent
DA16 2QW



16th December 2012

DANIEL'S DEN LIMITED
REPORT OF THE DIRECTORS

The directors present their annual report and accounts for the year ended 31 August 2012

Name, registered office and constitution

The full name is Daniel's Den Limited. The company was incorporated on 3 December 2004 under the Company Act 1985, with company registration number 5303714

The registered office is 38 Berkhamsted Avenue, Wembley Middlesex HA9 6DT and the governing Document is Articles of Association.

It became a registered charity in May 2012 and its Registered Charity Number is: 1147172

Objectives and activities

The charity is constituted as a company limited by guarantee and also a registered charity and It is governed by Articles of Association.

The company's objects and principal activities continue to be that of carrying on all or any of the business of enhancing the development and education of children and in this connection to carry on any business for profit, directly or indirectly, whether by itself and in its own name or through subsidiary associates or allied companies in the United Kingdom or elsewhere.

Its mission is to encourage and enrich family life and has a vision to enable parents and children having the opportunity to 'know and be known' in their local community; people building 'relationships that matter' within and beyond their cultural/ethnic group; parent and toddler groups being available in all localities; and family life being valued in all levels of society both locally and nationally.

Achievements

The most significant event of the year was the development of the different teams within Daniel's Den. This was due to the fact that the managing director spent most of the year convalescing after 2 major operations. During the year volunteers have been rising up to take on new roles and responsibilities and we can all say it has been a year of growth and change. Some of our activities were curtailed but it was a joy to celebrate our 15th anniversary during the year. This led to a new logo and now with out formal registration as a charity we are looking to expand

Services to other groups, companies and individuals

Daniel's Den motto is TEAM – Together Everyone Achieves More and this is truly lived out throughout the years.

It provides a variety of services for families in the community, primarily those with under 5years olds. Its main services are namely: parent and toddler groups, parenting classes, partnership programmes; resource bank; speakers and events; outings; socialisation and information distribution centre.

The centre provides play and craft activities, social events; bible based story and songs session; nativity plays; outdoor trip to Odds Farm; provision of help, advice and support (both formally and informally) to toddlers, mums, dads, granddads, grandmas and carers, with the aim to bring the whole family together in fun ways, in order to further their mission which is to encourage and enrich family lives.

Daniel's Den participated in various activities including Music Week; 15th Anniversary Celebrations Nov 2011; Healthy Eating Week March 2012; National Volunteer week 2012; Sports Week in celebration of the Olympics June 2012.

Effectiveness of funding policies

The organisation relies and operates on funding contracts from the funders identified in the accounts, whose support is valued in order to meet its objectives.

Additional fundraising activities have been conducted during the year to generate income to meet the demands of their service. These included personalised plates and an ongoing table top sale.

Policies

The centre ensures *Criminal Record Bureau (CRB)* in place that every member of staff, session leaders and volunteers to ensure their suitability to work with children or other vulnerable members of society.

The centre ensures Equal Opportunities and Diversity policy is in place that every child, member of staff, users of the service and volunteers are treated fairly and equally. No one is excluded from the services by reason of age, gender, ethnic origin, race, religious persuasion or disability.

The Conflict of Interest Policy sets out the procedures for managing and/or declaring conflict of personal or professional situation within the organisation. This document should be read in conjunction with the Conflict of Interest Register.

Publicity

The newsletter, the website www.danielsden.org.uk and our Facebook page continue to be useful tools and are updated regularly with information on the work, upcoming events, programmes and activities, including training courses and seminars. These provide excellent links to working parents, parent and toddler groups in Brent, schools and children/family organisations.

Friends of Daniel's Den continue to express their interest to be kept informed about the work of Daniel's Den but also to know of ways in which they can help and support i.e. financially, voluntarily etc. The idea is being developed into setting up the 'Friends of Daniel's Den' and this will be a network of supporters.

Daniel's Den will continue to engage with other organisations and individuals that work with children and families in order to provide activities that promote their aims and objectives.

Through the year the profile of the work was raised too and we welcomed several visitors.

Daniel's Den has been featured in several presentations, publications etc i.e. Brent council website and Net mums. Through these many new enquiries are received.

Two members of staff were honoured to be invited to represent the organisation at the Queens Annual garden Party at Buckingham Palace.

Details of related groups

The organisation has an excellent working relationship with the Brent Parent and Toddler Network; St Pauls Church Ealing; care for the family; Wembley Plaza Hotel; Brent Children's Information Service; St Michael's Church, Wembley; 1277 – Make Them Count - National Strategy group for church based toddler groups; Brent Council Parenting Strategy Group and Sarah Teather MP for Brent Central

Training and Development

All directors, members of staff, session leaders and volunteers have undertaken a series of training courses, all relevant to the development of the organisation. Much of this has been done 'in house' during the course of this year.

It is the intention to design and produce a set of 12 parenting postcards which will support and encourage parents/carers in the up bringing of their child.

Significant changes and developments and plans for the future.

Important developments during the period include the 5-year vision plan demonstrate how the targets set are being met, and in some cases, surpassed. The directors are working at putting the relevant structures in place to facilitate this.

The ongoing aim is to produce a parents information pack i.e. handbook of how to get the most out of the session. This will include information about the activities, ways in which parents can help their child engage in these, health and safety etc. The services will also be available to all parents of newborn babies through the Registrars office at Brent town Hall.

As well as developing the Brent Parent and Toddler Network, the organisation will be looking to network with other groups on a national basis providing a network of support and advice. Their aim is to plant more 'Daniel's Dens' around the London borough of Brent thus making many parent and toddler groups within walking distance to their homes.

The main change will take place in September as we relocate our main centre and office to St Andrews in Sudbury.

Risk Management

Daniel's Den is exposed to the usual financial risks of any organisation and the directors have conducted a review of the major risks to which the company is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the company faces.

Internal control risks are minimised by the implementation of procedures for the authorisation of transactions and projects. The centre insures against employee liability and public indemnity liability and makes certain compliance with health and safety of staff, volunteers, workers, users and visitors of the centre, while at work and in the premises.

Responsibilities of directors and trustees

Companies' Acts require the Board of Directors to prepare financial statement for each financial year, which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources. In preparing those financial statements the Board of Directors is required to follow best practice. -

- Select suitable accounting policies and then apply them consistently,
- Make judgements and estimates that are reasonable and prudent,
- Prepare the financial statements on the going concern basis unless it inappropriate to presume that the charitable company will continue in business;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The directors are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and which are sufficient to show and explain the transactions and enable them to ensure that the financial

statements comply with the Companies Act 2006. They are also responsible for the safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

AM. Anterkyi

Angela Anterkyi

Director

Approved by the directors on February 16th 2013

DANIEL'S DEN LIMITED
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD ENDING 31 AUGUST 2012

	2012 Total £	2011 Total £
INCOMING RESOURCES		
Giving, gifts and donations	10,089.77	12,114
Grants	9,050.00	7,842
Session fees	2,137.28	2304
Events and trips	700.00	-
Fundraising	122.98	1052
Bank interest	2.47	2
Other income	-	
Total Incoming Resources	22,102.50	23,539
RESOURCES EXPENDED		
Salaries	10,760.54	9,308
Employers NIS	3,398.88	2,014
Office supplies and photocopying	-	2,274
Events and trips	1,489.55	1,923
Donations	1,432.00	1,095
Rent and utility costs	1,000.00	1,387
Telephone and internet	753.51	827
Insurance	682.33	914
Professional fees	500.00	470
Travel	401.95	115
Teaching materials	374.94	1,053
Postage	368.53	298
Refreshments	368.14	584
Sundries	365.47	231
Information, books & publications	-	310
Advertising	84.00	1075
Bank charges	72.91	7
Brent Parent and Toddler Network	62.32	-
Repairs and maintenance	-	37
Training	10.00	849
Total Resources Expended	22,252.39	24,771
Net Incoming/Outgoing Resources	(149.89)	(1,232)
 Fund balance at 01/09/11	 6,932.03	
Fund balance at 31/08/12	6,782.14	

DANIEL'S DEN LIMITED

BALANCE SHEET

AS AT 31 AUGUST 2012

	As at 31/08/2012	As at 31/08/2011
CURRENT ASSETS		
Cash in Hand and at the Bank	6,782.14	6,932.03
Net asset surplus (deficit)	6,782.14	6,932.03
REPRESENTED BY FUNDS		
Unrestricted	2,588.02	(2,769.78)
Designated	6,358.95	9,271.83
Restricted	(2,164.83)	429.98
Endowment	-	-
Total	6,782.14	6,932.03

For the financial year ended 31 August 2012, the company was entitled to exemption from audit under section 477 of the companies Act 2006, and no notice has been deposited under Section 476.

The directors acknowledge their responsibilities for: -

- a) ensuring that the company keeps proper accounting records which comply with the requirements of Section 386 of the Companies Act 2006; and
- b) preparing accounts which give a true and fair view of the company and of its surplus for the year then ended in accordance with the requirements of Section 394 and 395 of the Companies Act 2006, and which otherwise comply with the requirements of the Companies Act relating to the accounts, so far as applicable to the company.

This financial statement is approved by the directors of Daniel's Den Limited on ?

And signed on their behalf by.



Angela Anterkyi – Director



Joanna Gordon – Director

DANIEL'S DEN LIMITED

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES

FOR THE PERIOD ENDING 31 AUGUST 2012

1. ACCOUNTING POLICIES

a) Basis of Accounting

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE) effective June 2002, and the historical cost convention, in accordance with applicable Accounting Standards and in accordance with Statement of Recommended Practice (Accounting and Reporting by Charities) and applicable legislations issued in October 2000

b) Incoming Resources

All Incoming Resources are accounted for in the accounts in the year they are receivable.

c) Resource Expended

All expenditure is accounted for on an accrual basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be attributed, they have been apportioned on a basis consistent with the use of the resources spent.

d) Taxation

As a company limited by guarantee (with charitable objects), the company is potentially exempt for income and corporation taxation in respect of income and capital gains received within the categories covered by Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied to exclusively charitable purposes.

e) Tangible Fixed Assets and Depreciation

The company has no fixed assets

f) Share Capital Commitments

The company is limited by guarantee and does not issue shares.

g) Funds

General funds are unrestricted funds which are available for use at the discretion of the directors in furtherance of the general objectives of the organisation for particular purposes. The costs of raising and administering such funds are charged against the specific fund.

h) Status

Daniel's Den Limited is a registered company (with charitable objects) limited by guarantee with Companies House No 5303714 and is a registered charity with the Charity Commission No 1147172