



2018-2019

Report of the Board of Governors



Building Bridges, Learning Together

Introduction

We aim to continually improve the school and develop a culture of self- evaluation leading to further school improvement.

This will be characterised by:

- Effective leadership
- Child Centred Provision
- High quality Teaching and Learning
- Our connections to the community

MISSION STATEMENT

Maine Integrated Primary School aims to accommodate children with different needs, interests and abilities from all communities. We aim to celebrate difference and promote individuality within a positive environment of mutual respect. For us integration means: parents, teachers and the local community, working closely to develop the whole child, personally, socially and physically.

ANNUAL GENERAL MEETING

The next Annual General Meeting of members will be held on **Tuesday 26th November 2019 at 7:00pm.** All parents and carers of children at the school are encouraged to attend. There were no resolutions passed at the previous AGM.

OUR SCHOOL IN CONTEXT

Maine Integrated Primary School and the adjoining playgroup are situated on the outskirts of Randalstown and are within walking distance of the town centre.

The school was established in 2003 and has grown steadily to reach the current enrolment of **137** pupils. 18 PEAG funded children currently attend Maine Integrated Playgroup on the school site with an additional 13 younger children joining playgroup sessions on a part-time basis. 23 students joined P1 at the start of the 2018-19 academic year. Our enrolment trend is illustrated below:

2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
113	115	121	111	120	126	130	137

The average pupil attendance for the 2018-19 academic year was **95.6%**. The religious balance for the year was:

PROTESTANT	CATHOLIC	OTHER
23 %	50%	27%

In the 'Other' category, as is increasingly common across the integrated sector in Northern Ireland, a growing percentage of our families identify with no religion and the largest non-Christian faith community in the school is Muslim.

In the 2018-19 academic year, 13.85% of pupils were entitled to Free School Meals.

ACCOMMODATION

The primary school has functioned in modular accommodation since it opened in 2003. One of our biggest challenges had historically been with our sub-standard accommodation and facilities. We have campaigned continually to improve our facilities and accommodation and were delighted to have completed work in the 2016 term, to the value of over £800,000, as part of the DENI Schools Enhancement Programme. Along with improved classroom facilities, a dedicated administration block and a school hall, which allows for whole-school assemblies and much improved lunch facilities, the children have over 4 times as much space for outdoor play, which has made a huge improvement.

In addition, during the academic year we have been working with the Department of Education to address accommodation issues with the P1-4 classrooms. These mobiles are particularly old and in need of replacement. We are happy to report that funding of up to £358k was approved by the Department of Education in October 2019 and the current plan is for these mobiles to be replaced over the summer holidays in August 2020 (subject to works tender approval).

We continue to explore all available options and funding available for improving school accommodation and facilities. The playgroup building accommodation has been repainted, new toilets installed for the children, staff toilets improved and a new kitchen fitted for playgroup. The grants, totalling around £4.5k, were kindly provided by Childcare Partnership NI.

A National Lottery grant application for an outdoor trail and learning area on the grass area at the school. Was also successful. The work, costing an estimated £10,000, was completed during the academic year and has already been well used by children and visitors to the school.

Thanks to a £23k grant from the Integrated Education Fund (IEF), we were able to employ an additional teacher until the end of the academic year which allows the school to continue to expand and stay at a 6 class base for the 2018-2019 academic year. The IEF also funded improved marketing for the school, including a new website and promotional materials. They also funded some toys and other resources for the after school's club.

SCHOOL SECURITY

During the 2018-19 academic year we completed work to improve the security of the school property, by applying for a minor works grant to install new security access control and improve the fire alarms across all buildings. The total for the works was just over £50k and was provided by the Department of Education and work was completed during the academic year. New fencing has been installed to separate access between Playgroup and the main school and video controlled access has also been installed. The other side gates are now padlocked during school hours.

BOARD OF GOVERNORS TENURES

The Board consists of 16 voting members along with the Principal and 1 co-opted Parental Governors. The constituency of the Board in 2018 was as follows:

Name	Designation	Tenure Expires
M Woodward	Foundation Governor Chair	2020
C Adair	Foundation Governor Vice-Chair	2021
G McGarry	Foundation Governor Treasurer	2020
G Turnbull	Dept of Ed Governor Secretary	2020
A O'Boyle	Foundation Governor	2021
D Houston	Foundation Governor	2019
C Fawl	Foundation Governor	2020
A Davies	(Co-Opted) Dept of Ed Governor	2024
M Murphy-Higgins	Dept of Ed Governor	2018
T Morrow	Parent Governor	2022
S Clarke	Parent Governor	2022
A Kenny	Parent Governor	2022
C McKay	Parent Governor	2021
A Coey	Teacher Governor	2021
H McCann	Teacher Governor	2020
M O'Neill	Co-opted	2020

At the 2019 AGM, the following Governors will be stepping down from their duties on the Board and the school wishes to express our gratitude for their service and hard work during their time at the school.

- D Houston
- M Murphy-Higgins
- C McKay

DENI has been informed of the vacancies in the DENI constituency of the board, however at this time they have informed us that they are not able to make appointments due to a lack of Minister for Education. In the meantime we will co-opt governors where possible to ensure a balanced representation on the board.

SPECIAL EDUCATIONAL NEEDS

The SEN Code of Practice lies at the heart of our school's SEN policy and sets out the processes and procedures all organisations should follow to meet the needs of the children. The code describes a graduated approach that recognises that children learn in different ways and have different kinds of SEN. It is currently set out in 5 stages. The school currently has 17 pupils on stages 1-5, four of which are at stage 5. These are all reviewed on a monthly basis throughout the year. The annual review of each of these pupil's progress was conducted accordingly and the relevant paperwork for Stage 5 pupils received by the NEELB. Our SEN classroom assistant (Mrs Reid) withdrew children as part of our Reading Partners program. 100% of them made progress with 100% of the pupils increasing their reading age by 1 year or more.

We did not have an Educational Psychologist this year as she was out on maternity leave. We were only able to have 1 child assessed out of our 3 allocations. The Psychology team have assured the school that we will have an increase in our numbers allowed to be assessed in the 2019-20 year, once our psychologist returns.

DEPLOYMENT OF STAFF

- 2 classroom assistants in Foundation stage
- 3 classroom assistants assigned to the four stage 5 children
- 1 classroom assistant for Reading partners
- 1 classroom assistant trained in Lego Therapy
- 1 behavioural therapist once per week
- 1 LTSS (Literacy support) teacher withdraws 2 children 2 times per week
- RISE team work with children in P2-4 on variety of needs

All teachers and classroom assistants have attended RISE and LTSS training at Antrim Board Centre on the following aspects:

- Difficulty in spelling
- Comprehension and reading techniques
- Using ICT with SEN pupils
- Working memory

Thanks to grant funding the whole school also received training on the Fresh Little Minds Programme which equips children and staff with a variety of strategies to employ when dealing with stress and anxiety.

H McCann and T Reid were also trained in delivering a Lego Therapy programme for helping children develop their social and communication skills. Thanks to Friends of Maine we now have a supply of Lego to help us continue this next year.

H McCann has been attending Moving Forward together training which has helped develop links with other SENCo's in the area and help identify aspects which require further training. She has attended training on dealing with different types of behaviour, delivering circle time.

UPCOMING ACTIONS

H McCann(SENCo) plans to be out on maternity leave for 6 months therefore only sustaining actions will be performed during this time and the Pincipal will also be reviewing the SENCo handbook during

this time to ensure all actions are completed. H McCann aims to keep up to date with changes to the Code of Practice and attend relevant courses as part of her Keeping In Touch days.

Mental Health is an area of concern and therefore will be targeted during the year. Training for whole staff was completed in August 2019. Fresh Little Minds strategies to continue to be employed within each classroom.

Changes to legislation were due to come into action in September 2019 but this has now been postponed due to advice from the Department for Education.

COMMUNITY LINKS AND EXTRACURRICULAR ACTIVITIES

The school continued to offer a comprehensive range of after school clubs for the children throughout the academic year. Every teacher volunteered their time to supervise the children between 3-4pm with after school sessions running every day until 5.00pm. The clubs in 2018/19 included: Transfer Club, Book Club, Needlework Club, Healthy Lifestyle Club, Boys' Hockey, Girls' Hockey, ICT Club, Camogie Club, Cycling Proficiency and a school choir.

In addition to the clubs offered above, P5-7 children received IFA soccer coaching and GAA coaching through the Ulster council was also provided. The P6 and P7 pupils attended swimming lessons at the Antrim Forum throughout the year. Selected children are also able to receive music tuition on Monday mornings (Mrs McKay - string instruments) and Friday mornings (Mr Tohill - wind instruments), we have also received positive feedback regarding the singing lessons now available.

Highlights for activities to support Community Links in the 2018/19 academic year included:

- The school was honoured to be visited by the well known children's author Nick Sharratt and a number of literacy activities around this visit were conducted.
 - The School Choir attended a number of events including the Randalstown Christmas Lights switch on and an appearance on local radio.
 - The P4-7 Carol Service was held in the Church of Ireland
 - The School Open Day and Christmas Fair was a fantastic success, raising money for the school, as well as welcoming new and prospective parents into the school community.
 - Young Enterprise six-week entrepreneur/business programme was extremely successful with the P7 class winning the trophy for the North East area.
 - Amanda Montgomery from the Arts Council worked on an art project for four weeks for the P4/5 class. A Community Arts group 'Love, Life, Here' worked with the class to create a large mural that went on the wall of the P2/3 mobile.
 - We held our first 'Playgroup Fun Day' and Neilsbrook Community Playgroup, Taylorstown Playgroup and Maine Playgroup attended activities at the school including Jo Jingles, Party Animals NI and Bouncy Castle. All parents collected the children from the school and each child went home with a Goodie Bag and our flyer for Open Day.
 - Danske bank visited school on 26/9/18 and did the SMART money programme with P2-7 children
 - Tidy Randalstown planted tulips with our Eco Committee
 - Commander Flanagan from the Fire Brigade spoke to the children
 - The school held a fundraising event, coffee morning and assembly for Motor Neurone Disease NI. Some children and the Principal did a sponsored silence raising a significant amount of money for the charity.
 - A 'Hive Hackers' computer coding initiative in conjunction with PWC.
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- P7 took part in a number of sessions to complete a Heritage Project in class. This was organised in conjunction with the Arches
- Various classes have made library visits during the school year
- A 'Fun Day' for all pupils including an ice cream man and magician Paul Gomak visiting the school.
- Assemblies benefited from many special guests including Helen Boyd from Tidy Randalstown, Robert Armstrong about Bible Club, Motor Neurone Disease NI, Mission Bible Exhibition, Ian Campbell from Ten Foundations, the RNLI

FRIENDS OF MAINE

The Board of Governors would like to extend a special thanks to all those involved in fund raising as part of the Friends of Maine group. The 2018-2019 year saw a recent record for the number of events which have proven to be a social highlight in the school calendar, encouraging integration with-in the school community as well as raising crucial additional funding for the school.

MOVING FORWARD TOGETHER

The school continued to play a key role in the Area Learning Partnership known as 'Moving Forward Together' (MFT). MFT enables schools in the Antrim and Randalstown areas to work collaboratively for the benefit of all staff and pupils. As part of this group, the school was able to benefit in many ways including the following:

- Grant for £10,000 to cover a shared P7 residential trip during the 2019-20 academic year
- SENCo link teacher group
- The school coordinated and hosted First Aid training for all MFT schools
- P7 children took part in the MFT One Mile Challenge at Antrim Castle Gardens
- Peer Mediation Training
- Multiple teacher training and professional development opportunities including Leadership, Numeracy, Literacy, SENCo, ICT

The partnership has been enormously helpful to the continuing development of the school, and our MFT partnership is now regarded as a model for others in the country to follow. The professional development activities in particular have been very helpful given the current challenging financial situation for schools in Northern Ireland.

SPORTING ACHIEVEMENTS

Sport continues to play an important part in the school life, highlights from the 2018/19 academic year include:

- Boys and girls hockey teams attended the national hockey qualifying tournament at Ballymena Academy on 14/3/19. The boys qualified for the finals at Stormont for the first time in the school's history on 8/4/19 where they performed brilliantly.
- P5/6/7 children competed in the Ulster Sportshall athletics on 26/3/19 and finished as runners up out of six schools.

The Board would like to thank Creggan GAA club for the use of their facilities for the school sports day and also Phoenix Centra (Ballymena) who sponsored the event. The Board would also like to thank McCavana Timberframe Homes who sponsored and provided the school team sports kit.

SACRAMENTS

A total of 19 children received Sacraments in the 2018/19 academic year:

- Sacrament of Reconciliation: 11 children
- First Holy Communion: 3 children
- Confirmation: 5 children

The Board would like to thank Mrs McCusker, Ms Coey and Ms Bradley along with all parents for helping the children in their preparation for the Sacraments.

ADDITIONAL ACHIEVEMENTS

Massive congratulations to Foundation Governor, D Houston, who was awarded an OBE for her services to Integrated Education in the New Year's Honours list. This recognition is well-deserved for the courage, commitment, dedication and hard work shown by Deirdre over the years to establish the school and provide the local community in Randalstown with integrated education for their children.

Five children, accompanied by a parent/guardian, and the Principal were invited to attend World Commonwealth Day at Westminster Abbey on in March 2019. The group had a guided tour of the abbey and then were present for the service which was attended by the Queen and other members of the Royal family.

FINANCIAL SUMMARY

Miscampbell & Co conducted an external audit of the financial statements for year ending March 31 2019 prepared in accordance with the standards of accounting set by the Department of Education for Grant Maintained Integrated Schools Statement of Accounts and state that in their opinion, the financial statements represent a true and fair view of the school and that proper accounting records have been kept by the school throughout the relevant period.

The school's whole system of internal controls in the relevant period were such as to comply with the obligations placed on the Board of Governors by the Department for Education and they did not identify any significant weaknesses.

FINANCIAL STATEMENT

An extract from the Financial Accounts for 2018/19 are detailed on the following pages, a copy of the full accounts is available on request.

MAINE INTEGRATED PRIMARY SCHOOL

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2019

	<u>NOTE</u>	<u>2019</u> £	<u>2018</u> £
INCOME			
Department of Education Grants	3	508,705	453,350
Receipts From Other Sources	4	40,789	23,801
		<u>549,494</u>	<u>477,151</u>
EXPENDITURE			
Teaching Staff Costs	5	316,241	285,177
Non-teaching Staff Costs	6	96,425	98,212
Other Operating Payments	7	150,862	103,931
		<u>563,528</u>	<u>487,320</u>
Surplus/(Deficit) From Operations		(14,034)	(10,169)
Surplus Brought Forward		66,160	76,329
		<u>52,126</u>	<u>66,160</u>

MAINE INTEGRATED PRIMARY SCHOOL

BALANCE SHEET AS AT 31 MARCH 2019

	<u>NOTE</u>	<u>2019</u> £	<u>2018</u> £
CURRENT ASSETS			
Debtors	8	36,318	45,028
Cash at Bank and In Hand		<u>47,728</u>	<u>32,742</u>
		<u>84,046</u>	<u>77,770</u>
Creditors:			
Amounts Falling Due Within One Year	9	<u>31,920</u>	<u>11,610</u>
NET CURRENT ASSETS		<u><u>52,126</u></u>	<u><u>66,160</u></u>
FINANCED BY:			
INCOME AND EXPENDITURE ACCOUNT			
Opening Balance		66,160	76,329
Surplus/(Deficit) for the Year		<u>(14,034)</u>	<u>(10,169)</u>
Closing Balance		<u><u>52,126</u></u>	<u><u>66,160</u></u>

NOTES

NOTE 1 - STATEMENT OF COMPLIANCE

These financial statements have been prepared in accordance with the provisions of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The financial statements have been prepared under the historical cost convention.

NOTE 2 - ACCOUNTING POLICIES

Basis of preparation

The financial statements are prepared under the historical cost convention.

Financial Reporting Standard 102 - reduced disclosure exemptions

The school has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland":

- the requirements of Section 7 Statement of Cash Flows

Income

Income is the total amount of income receivable on behalf of the school for the accounting period and includes funds received towards capital expenditure by way of grants from the Department of Education.

Revenue Grants

Grants of a revenue nature are credited to income in the same period as the expenditure to which they relate.

Taxation

The school is not liable to taxation.

Significant judgements and estimates

There have been no significant judgements or estimates made in the process of applying the above accounting policies. Any estimates or assumptions are reviewed on an ongoing basis, considering the current and future market conditions.

Pensions

The school participates in the Northern Ireland Teachers Pension Scheme (NITPS) and the Northern Ireland Local Government Officers Superannuation Committee (NILGOSC) scheme. These are both defined benefit schemes.

NITPS

A full actuarial valuation by a professionally qualified actuary is obtained at intervals not exceeding four years. The scheme liability is valued using the projected unit method and the rates of contribution payable are determined by the Managers on the advice of the actuary. In the intervening years, the actuary reviews the progress of the scheme. It is not possible to identify the school's share of the underlying assets and liabilities in this scheme and thus pension costs are accounted for as if it were a defined contribution scheme and are charged to the Income and Expenditure Account as incurred.

NOTE 2 - ACCOUNTING POLICIES CONTINUED**NILGOSC**

A full actuarial valuation by a professionally qualified actuary is obtained every three years. The scheme liability is valued using the projected unit method and the rates of contribution payable are determined by the Committee on the advice of the actuary. In the intervening years, the actuary reviews the progress of the scheme. Pension costs are accounted for as if it were a defined contribution scheme and are charged to the Income and Expenditure Account as incurred. The Board of Governors consider the following factors combine to indicate that the most appropriate accounting treatment for this scheme is a defined contribution scheme:

- the fixed nature of contribution rates; and
 - the common level of contributions for employers, regardless of the workforce of these employers.
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NOTE 3 - DEPARTMENT OF EDUCATION GRANTS

	<u>2019</u>	<u>2018</u>
	£	£
Recurrent Grant	440,252	422,511
Capital Grant	58,734	22,515
VAT Grant	9,719	8,324
	<u>508,705</u>	<u>453,350</u>

NOTE 4 - RECEIPTS FROM OTHER SOURCES

	<u>2019</u>	<u>2018</u>
	£	£
Other Income	40,789	23,801
	<u>40,789</u>	<u>23,801</u>

NOTE 5 - TEACHING STAFF COSTS

	<u>2019</u>	<u>2018</u>
	£	£
Full-Time and Part-Time Teachers		
Wages & Salaries	234,512	210,835
Social Security Costs	23,283	22,626
Superannuation Costs	41,241	33,136
Employers for Childcare	1,607	-
	<u>300,643</u>	<u>266,597</u>
Substitute Teachers		
Wages & Salaries	12,701	12,074
Social Security Costs	720	1,009
Superannuation Costs	2,177	5,497
	<u>15,598</u>	<u>18,580</u>
Total Teaching Staff Costs	<u>316,241</u>	<u>285,177</u>

NOTE 6 - NON - TEACHING STAFF COSTS

	<u>2019</u>	<u>2018</u>
	£	£
<u>Caretaker, Cleaners & Admin</u>		
Wages & Salaries	40,477	46,721
Social Security Costs	1,260	1,501
Superannuation Costs	5,241	7,830
	<u>46,978</u>	<u>56,052</u>
<u>Classroom Assistants</u>		
Wages & Salaries	40,853	35,956
Social Security Costs	256	(724)
Superannuation Costs	8,338	6,928
	<u>49,447</u>	<u>42,160</u>
Total Non-Teaching Staff Costs	<u>96,425</u>	<u>98,212</u>

NOTE 7 - OTHER OPERATING PAYMENTS

	<u>2019</u>	<u>2018</u>
	£	£
Heat, Light & Power	10,795	9,085
Laundry & Cleaning Materials	2,144	2,320
Rent & Rates	5,763	5,218
Premises Related Costs	58,734	22,515
Maintenance of Buildings and Grounds	3,960	4,248
Maintenance of Equipment	807	3,607
Purchase of Equipment	3,643	6,245
Hire and Contracted Services	17,576	13,943
Stationery, Books & Materials for Instructional Purposes	15,974	8,832
Sports and Games	1,182	1,344
Transport	1,586	60
School Trips	688	883
Advertising	-	90
Printing & Stationery	1,914	1,037
Postage & Telephone	2,070	1,670
Insurance	8,121	7,761
Audit & Accountancy Fees	2,600	2,500
Bank Charges	32	15
Sundry Establishment Expenses	3,554	4,234
VAT Expenditure	9,719	8,324
	<u>150,862</u>	<u>103,931</u>

NOTE 8 - DEBTORS

	<u>2019</u>	<u>2018</u>
	£	£
Amounts Falling Due Within One Year		
Other Debtors	30,100	39,934
Prepayments and Accrued Income	5,339	4,104
EA VAT Debtor	879	-
EA Recurrent Grant Debtor	-	990
	<u>36,318</u>	<u>45,028</u>

NOTE 9 - CREDITORS

	<u>2019</u>	<u>2018</u>
	£	£
Amounts Falling Due Within One Year		
Accruals and Deferred Income	24,270	8,703
EA Recurrent Grant Creditor	7,650	-
EA VAT Creditor	-	1,092
Other Creditors	-	1,815
	<u>31,920</u>	<u>11,610</u>

NOTE 10 - REVENUE RESERVES

	<u>2019</u>	<u>2018</u>
	£	£
At 1 April 2017	66,160	76,329
Surplus/(deficit) for the year	(14,034)	(10,169)
At 31 March 2018	<u>52,126</u>	<u>66,160</u>

NOTE 11 - PENSION COMMITMENTS

The school's employees belong to two pension schemes, namely the Northern Ireland Teachers Pension Scheme (NITPS) and the Northern Ireland Local Government Officers Superannuation Committee (NILGOSC) scheme. Both are defined benefit schemes and the assets of the schemes are held in separate administered funds. It is not possible to identify the school's shares of the underlying assets and liabilities of the NITPS as required by FRS 102 Section 28.11 and as a result, the amount charged to the Income and Expenditure Account represents contributions payable to the scheme in respect of the accounting period.

Although the school may be able to identify its share of the underlying assets and liabilities of the NILGOSC scheme, contributions have been accounted for as if it were a defined contribution scheme, as contributions from employers are set at a common level, rather than reflecting the workforces of individual employers.

The pension cost represents contributions payable by the school to the schemes and amounted to:

	<u>2019</u>	<u>2018</u>
	£	£
NITPS	43,418	38,633
NILGOSC	13,579	14,758
	<u>56,997</u>	<u>53,391</u>

LIMITED COMPANY ACCOUNTS

The Board of Governors are also the Directors of Maine Integrated Primary School Limited, which oversees the other business related activities of the school, such as: Breakfast Club and After-Schools Club, as well as other fundraising activities. Below is a summary of the Limited Company accounts for year ending March 2019. Full accounts are available on request.

Profit and Loss Account ending 31st March 2019

	2019 £	2018 £
Turnover	77,733	66,485
Gross profit	77,733	66,485
Staff costs	(60,606)	(47,942)
Other charges	(12,605)	(13,319)
Profit before taxation	4,522	5,224
Tax	-	-
Profit	4,522	5,224

Balance Sheet as of 31st March 2019

	2019 £	2018 £
Current assets	49,071	39,721
Prepayments and accrued income	350	-
	49,421	39,721
Creditors: amounts falling due within one year	(28,110)	(23,320)
Net current assets	21,311	16,401
Total assets less current liabilities	21,311	16,401
Accruals and deferred income	(988)	(600)
Net assets	20,323	15,801
Capital and reserves	20,323	15,801

Maine Integrated Primary School Ltd Detailed Profit and Loss Account
for Period Ended March 31 2019

	2019	2018
	£	£
Sales		
Grant income	54,381	41,233
Parental income	180	1,650
Breakfast Club income	5,272	4,945
Snack income	3,741	2,330
Photograph income	110	-
Charity income	-	2,491
Book Fair income	807	785
Non-DENI income	957	383
After School Club income	10,985	7,737
Miscellaneous income	1,300	4,931
	<u>77,733</u>	<u>66,485</u>
Staff costs		
Gross pay	51,405	40,582
ER NIC	1,782	1,305
ER Pension	7,419	6,055
	<u>60,606</u>	<u>47,942</u>
Other charges		
General administrative expenses:		
Classroom resources	632	1,400
Subscriptions	35	1,320
After School Club expenses	1,005	500
Breakfast Club expenses	1,396	1,621
Snack expenses	1,308	1,173
Uniform expenses	-	969
Charity expenses	-	3,008
Book Fair expenses	-	785
Non-DENI expenses	149	3
Training expenses	1,286	160
Bank fees	34	49
Repairs and maintenance	5,997	1,451
Sundry expenses	139	280
	<u>11,981</u>	<u>12,719</u>
Legal and professional costs:		
Accountancy fees	624	600
	<u>624</u>	<u>600</u>
	<u>12,605</u>	<u>13,319</u>