

FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)
TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023

FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)

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FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND
ADVISERS
FOR THE PERIOD ENDED 30 MARCH 2023**

Trustees	P Brown M Drake (resigned 3 May 2023) N Garrard (appointed 1 June 2022, resigned 10 May 2024) A Hodson R Portham, Chair J Shinn (appointed 15 November 2023, resigned 13 March 2024)
Company registered number	03584750
Charity registered number	1071829
Registered office	St Margarets Millfleet King's Lynn Norfolk PE30 5EG
Independent auditors	Whitings LLP Statutory Auditor Greenwood House Greenwood Court Skyliner Way Bury St Edmunds Suffolk IP32 7GY
Bankers	Lloyds Bank 25 Gresham Street London EC2V 7HN
Solicitors	Fraser Dawbarns 21 Tuesday Market Place King's Lynn Norfolk PE30 1JW

FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE PERIOD ENDED 30 MARCH 2023

The Trustees present their annual report together with the audited financial statements of the charitable company for the period 1 April 2022 to 30 March 2023. These financial statements are in respect of the period 1 April 2022 to 30 March 2023. The previous period and comparative was for the 8 months ended 31 March 2022.

The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charitable company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

a. Constitution

Forward Day Centre Limited ('FDC') is a company limited by guarantee and is governed by its Memorandum and Articles of Association dated 19 June 1998 (amended in 2002 & 2017). It is also registered as a charity with the Charity Commission (number 1071829). The Trustees of FDC are the only people with voting rights.

b. Recruitment and Appointment of Trustees

All members are invited to meet each year at the Annual General Meeting to elect the Board of Trustees, who are also directors of the company. One third of the Trustees stand down each year by rotation. The rules state that there must be a minimum of 3 Trustees. There is no upper limit to the number of Trustees. Trustees come from a variety of backgrounds, and include several with a close or professional knowledge of the world of disability.

On appointment trustees receive an induction and training to aid their understanding of Forward Day Centre.

The pay of senior staff is reviewed annually by the Trustees and assessed against comparable market rates for similar charitable institutions, having regard to the particular circumstances of Forward Day Centre.

c. General Management

Forward' has become accepted as the operational name of FDC. 'Ezone' has become accepted as the operational name for FDC's industrial unit. The management team report to the trustees during monthly board meetings where strategic decisions can be considered and made. The day to day responsibility for the provision of services rests with the Chief Executive Officer and the senior management team.

Major risks have been reviewed and systems and procedures have been established to manage these risks.

d. Public benefit

The Trustees have had due regard to the Charity Commission's guidance on public benefit and are satisfied that the charity fulfils the public benefit requirement.

The Trustees are of the belief that public benefit is provided by the charity for the advancement of education and relief of those in need by ill-health, disability or other disadvantage.

FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 30 MARCH 2023

Objectives and activities

a. Mission Statement

"To empower, enable and support vulnerable adults, especially those with learning disabilities, and those they interact with, so they can lead the life they choose within the community."

b. Forward Aim

- To enable members to be independent,
- To support members towards employment,
- To empower members to consider options and make choices,
- To involve members in their local community,
- To enable members to be in control of their lives,
- To always take care of the people around us.

c. Forward Objectives

- To develop and deliver a diverse programme of activities to support members to achieve their individual goals
- To listen to members opinions and requests and enable their opinions to be heard
- To be aware of the different ways members communicate and to communicate by the most appropriate means for each individual
- To provide suitable and varied environments with level access, specialised equipment and adaptations where needed
- To support members in a person-centred way and tailor learning to support their individual needs
- To employ a diverse, innovative and skilled workforce to support members to achieve their personal goals
- To provide the necessary training to provide the skills the workforce requires
- To support members to travel independently by using public transport
- To support members towards independence in money handling skills
- To consult and take into account members and staff opinions on service changes and new projects
- To ensure members are consulted and their opinions listened to before making company decisions
- Tackling disadvantage and discrimination to bring about permanent and positive change
- To advocate for members when necessary
- To work in partnership with parents, carers and other outside agencies
- To provide a safe service
- To encourage a culture where members and staff can express themselves and report any concerns they have; including a robust safeguarding and whistleblowing policy
- To provide a series of social events and times for relaxation

FORWARD DAY CENTRE LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 30 MARCH 2023

Objectives and activities (continued)

d. Our Values

- Providing the best for members
- Opportunity - with no prejudices or limits being set on members' potential
- Communication – a basic human right; we will make sure that everyone's way of communicating is valued
- Dignity and Respect – supporting members in a confidential and dignified manner that respects their beliefs, preferences, values and culture
- Equality and Diversity - ensuring members are treated fairly and equally, specific to their needs and choices including areas of race, gender, disability, religion or belief, sexual orientation and age
- Inclusive - supporting members to be part of their local community
- Innovation, Empowerment and Determination - to enable members to succeed
- Listening - to develop our services in accordance with members' needs and wishes
- Quality and Accountability - throughout the organisation
- Partnership - respecting and working with other organisations

Achievements and performance

a. Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

b. Achievements

Forward continues to cater for a broad range of needs and aspirations for its service user members by promoting choice, independence and challenging attitudes that discriminate against people with disabilities.

FORWARD DAY CENTRE LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 30 MARCH 2023

Achievements and performance (continued)

c. Donations

Forward has benefited from the generosity of local West Norfolk people during this period in the form of donations and attending our fundraising events. We would like to thank everyone who kindly donated money to the charity or supported our projects through grants, awards or donations. Your kindness and support do make a huge difference to the people we support and enables members to progress, accomplish and experience new activities. We would like to thank the following: -

- Samphire Quilters (£300)
- Snettisham Garden Club (£53)
- Millfleet Shop (Collection Pots £131.68)
- West Norfolk Wins (£229.50)
- Tracy O'Dwyer (Staff Member) Organised Raffle (£178)

Members have been refurbishing and maintaining the 4 planters within The Vancouver Quarter. The charity received funds for this from The Vancouver Quarter to help maintain and keep the planters looking great throughout the year. The Members and Staff involved in this have thoroughly enjoyed it. It is something that will be continuing throughout 2023/2024 also.

During the period March 2022 to August 2023, Forward freed itself from the last remaining, mostly self-imposed, restrictions of the pandemic to offer Members a comprehensive range of activities, either in the community or centre based. This enabled Members to mix without the limitations of being in a bubble system and staff to stop wearing facemasks, and it was a gradual process to enable some Members who were anxious about change to adjust to the new circumstances. Consequently, when Christmas arrived, after much lobbying by Members, Forward celebrated with Christmas parties. Logistics, and because Forward had grown in size, meant that we had got to the point where two Christmas parties were needed, so we used the Dukes Head Hotel for the first time which enabled Members to walk to the party, instead of Forward having to organise transport. As ever, the parties were a truly memorable and joyous success.

So, after a period of standing still, due to the pandemic, April 2022 to March 2023 was a period of change and development at Forward. This began with the long-needed renovation of the mens and ladies toilets at Millfleet. In addition, a new sensory room and de-escalation room were built to give Members the opportunities of calm environments and activities that involved sensory equipment like bubble tubes, fibre optic curtains and tactile equipment.

Studio 1 benefitted from a stud wall to separate the workshop from the rest of the room, this included a window for borrowed light from the rest of the room. This also helped with the health and safety aspect of this area; new doors were put into the corridor and extra ventilation.

Because we needed more provision to extend our charitable purpose to those people on Forward's waiting list, and because in the event of a return to a situation where we needed to return to Covid rules, we continued to search for the right premises. We were particularly interested in raising the profile of people with learning disabilities and autism so opted for a high street presence that allowed for a gift shop at the front of the building with provision for sixteen Members working in day service activities at the back. This was an immense opportunity for members to learn employment skills and engage with the community. The shop also enabled us to sell products made at Ezone, and gifts made by local people. Ezone squirrel bars and hedgehog boxes were very popular. The shop opened just before Christmas and got off to a promising start, January was expectantly slow, but it was also a learning curve for everyone involved and a very positive experience that we feel will become more beneficial as time goes on.

During this period Forward also redesigned the allotment and plans were made for clearing any clutter and broken wooden planters which had reached the end of their use.

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TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 30 MARCH 2023

Achievements and performance (continued)

d. In Conclusion

Forward is a sum of its parts. Members are progressing and supported to a very high standard to achieve their goals by a very focused, imaginative, and caring Support Team. Forward's services are developing to enable Members to have the very best opportunities to progress, whether this is through sensory environments for complex needs, independent living facilities, promoting healthy living or opportunities to learn employment skills.

We would like to thank the Team Leaders and all the Staff team who continue to support Members with their activities and wellbeing and make the day services a vibrant, safe and stimulating environment.

We would also wish to thank the Senior Management team, for providing a safe and innovative service for Staff and Members.

We also need to extend our thanks to Parents and Carers who we continue to work closely with.

Forward continues to work in conjunction with Norfolk County Council (NCC) Learning Disabilities Team, and this has been especially so during the pandemic. We would like to thank the West Norfolk Learning Disability Social Work team and NCC for their continued support throughout this time.

We would especially like to thank Members who buy Forward's services and continue to help develop them, they are an absolute pleasure and privilege to work with.

Going Forward

In the period April 2023 to March 2024 Forward will put the finishing touches to some of the areas we have changed. This will also include a new entrance gate from the Forward front car park to the main room for Members who prefer to come into the centre through a quieter route, other than the main doors.

We will apply for grants to pay for new sensory equipment. We will also create new opportunities for Members to make music with modern electronic equipment.

Ezone will create a heatproof ceiling on its conservatory, so it doesn't bring so much heat into the unit during hot summers.

We look forward to developing the shop and allotments with all the benefits that they will bring.

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TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 30 MARCH 2023

Achievements and performance (continued)

e. Training

Forward continued with an extensive programme of training of Staff during the period April 2022 to March 2023 as detailed below.

	Number of staff 2023
Safeguarding	9
Manual handling	24
Diabetes	6
Emergency first aid	34
Equality & diversity	9
Positive behavioural support	32
Safe administration of medicines	14
Food hygiene	13
Epilepsy	7
Communication	6
Health & safety	1
Challenging behaviour	7
Fire training	4
Autism and learning disabilities	3
Person centred care	1
Deprivation of liberty	5
Dementia	1
Record keeping	5
Mental capacity	6

Financial review

a. Results

The financial results are not immediately comparable to the previous accounting period as the previous period was 8 months long. However, using an average monthly basis it is encouraging to see that the average monthly incoming resources increased from £97,717 in 2022 to £102,713 in 2023. Resources expended on an average monthly basis also increased from £81,895 to £99,205. The net surplus for the period was £42,104 (2022 - £126,577).

FORWARD DAY CENTRE LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 30 MARCH 2023

b. Reserves

The Trustees policy is to hold unrestricted funds not committed at around 3 months of the resources expended. At present the Emergency Operating Reserve has been increased to £210,000. At this level the trustees feel able to maintain the current activities of the charity in the event of a significant drop in future funding. In the current economic climate these are an appropriate target level. It is noted that other unrestricted reserves are held sufficient to cover at least 3 months of expenditure.

c. Strategic Corporate Objectives for the Coming Year to April 2024

- To listen to the views of Members and discuss issues in Forum meetings with them so that they can make informed decisions about the service Forward provides and take concerns and initiatives to Norfolk County Council through the Locality meeting
- To extend the opportunities for Members to exercise fuller choice in programs in accordance with Forward's aims and objectives
- To design programs and activities that support members to progress towards their chosen aims and objectives
- To create a kitchen that is suitable for creating products for sale in Forwards shop, including popcorn, chocolate raisins and sweets
- To maintain four Vancouver centre planters to a high standard
- To develop Studio 2 into a training area that enables Members to do course work that compliments the practical work they do
- To further develop courses at No.33 in relation to the shop
- To mend the leaking roof at Studio 2
- To promote healthy living throughout Forward's activities
- To promote recycling, upcycling and awareness of the environment amongst members
- To continue to build delivery of public service contracts to provide income to finance and develop our charitable work.
- To continue to train all staff in Positive Behavioral Support

FORWARD DAY CENTRE LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 30 MARCH 2023

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the charitable company 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 Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

The auditors, Whitings LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:

R Portham
(Chair of Trustees)



P Brown
(Trustee)



Date: 14/3/24

FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FORWARD DAY CENTRE LIMITED

Opinion

We have audited the financial statements of Forward Day Centre Limited (the 'charitable company') for the period ended 30 March 2023 which comprise the Statement of financial activities, the Balance sheet, the 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 Financial Reporting Standard 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 charitable company's affairs as at 30 March 2023 and of its incoming resources and application of resources, including its income and expenditure for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, 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.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FORWARD DAY CENTRE LIMITED
(CONTINUED)

Other information

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company 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 charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FORWARD DAY CENTRE LIMITED
(CONTINUED)

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 Auditors' 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management about any known or suspected instances of non-compliance with laws and regulations and fraud;
- Enquiry of management around actual and potential litigation and claims;
- Reviewing compliance with laws and regulations;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations; and
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, and evaluating the business rationale of significant transactions outside the course of normal business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' report.

FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FORWARD DAY CENTRE LIMITED
(CONTINUED)

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditors' 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 charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Whitings LLP

Whitings LLP
Statutory Auditor
Greenwood House
Greenwood Court
Skyliner Way
Bury St Edmunds
Suffolk
IP32 7GY

Date: 14/08/2024

Whitings LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

FORWARD DAY CENTRE LIMITED
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STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE PERIOD ENDED 30 MARCH 2023

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and grants	3	1,499	4,434	5,933	50,664
Charitable activities	4	1,206,506	-	1,206,506	728,739
Other trading activities	5	19,798	-	19,798	2,257
Investments	6	328	-	328	75
Total income		1,228,131	4,434	1,232,565	781,735
Expenditure on:					
Raising funds	7	10,981	-	10,981	717
Charitable activities	8	1,150,975	28,505	1,179,480	654,441
Total expenditure		1,161,956	28,505	1,190,461	655,158
Net movement in funds		66,175	(24,071)	42,104	126,577
Reconciliation of funds:					
Total funds brought forward		921,305	72,450	993,755	867,178
Net movement in funds		66,175	(24,071)	42,104	126,577
Total funds carried forward	19	987,480	48,379	1,035,859	993,755

The Statement of financial activities includes all gains and losses recognised in the period.

The notes on pages 18 to 37 form part of these financial statements.

FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 03584750

BALANCE SHEET
AS AT 30 MARCH 2023

	Note	30 March 2023 £	31 March 2022 £
Fixed assets			
Tangible assets	14	533,345	462,674
		<u>533,345</u>	<u>462,674</u>
Current assets			
Debtors	15	143,291	78,031
Cash at bank and in hand		404,345	492,740
		<u>547,636</u>	<u>570,771</u>
Creditors: amounts falling due within one year	16	(45,122)	(39,690)
Net current assets		<u>502,514</u>	<u>531,081</u>
Total assets less current liabilities		<u>1,035,859</u>	<u>993,755</u>
Total net assets		<u><u>1,035,859</u></u>	<u><u>993,755</u></u>

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FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 03584750

BALANCE SHEET (CONTINUED)
AS AT 30 MARCH 2023

	Note	30 March 2023 £	31 March 2022 £
Charity funds			
Restricted funds	19	48,379	72,450
Unrestricted funds	19	987,480	921,305
Total funds		<u>1,035,859</u>	<u>993,755</u>

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the period in question in accordance with section 476 of the Companies Act 2006.

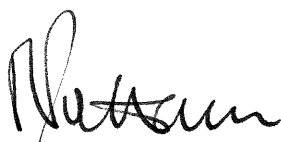
However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

R Portham
(Chair of Trustees)



P Brown
(Trustee)



Date:

14/8/24

The notes on pages 18 to 37 form part of these financial statements.

FORWARD DAY CENTRE LIMITED
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STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDED 30 MARCH 2023

	2023 £	2022 £
Cash flows from operating activities		
Net cash used in operating activities - note 22	(4,609)	150,682
Cash flows from investing activities		
Dividends, interests and rents from investments	328	70
Purchase of tangible fixed assets	(84,115)	(13,093)
Net cash used in investing activities	(83,787)	(13,023)
Cash flows from financing activities		
Net cash provided by financing activities	-	-
Change in cash and cash equivalents in the period	(88,396)	137,659
Cash and cash equivalents at the beginning of the period	492,740	355,081
Cash and cash equivalents at the end of the year - note 24	404,344	492,740

The notes on pages 18 to 37 form part of these financial statements

FORWARD DAY CENTRE LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023

1. General information

The charitable company was incorporated in England & Wales and the address of its registered office is St Margarets, Millfleet, King's Lynn, Norfolk, PE30 5EG.

The charity is also a company limited by guarantee. 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.

These financial statements are in respect of the period 1 April 2022 to 30 March 2023. The previous period and comparative was for the 8 months ended 31 March 2022.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: 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) (published October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Forward Day Centre Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The accounts have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the level of expected income and expenditure for the 12 months from the date of signing these accounts and are satisfied that the charity will continue as a going concern. The Trustees have noted they expect a deficit position to be reported for the year ended 31 March 2024, but that they have considered the position of the charity and are satisfied that they have enough reserves to ensure they remain a going concern.

2.3 Income

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

FORWARD DAY CENTRE LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity are apportioned between those activities on a basis consistent with the use of resources. Support costs which contribute to both support and charitable activities are apportioned based on the proportion of staff numbers working on support functions.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

2.5 Grants

Income from grants whether 'capital or 'revenue' is recognised when the charity has entitlement to the funds, any performance conditions attached to the grant have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charitable company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

2. Accounting policies (continued)

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	- buildings not depreciated, improvements at 7% straight line
Short-term leasehold property	- 7% p.a. reducing balance
Fixtures and fittings	- 25% p.a. reducing balance
Office equipment	- 25% p.a. reducing balance

No depreciation has been charged on freehold property where the remaining useful economic life of the properties is so long, and the residual value so high, that such depreciation charges would be deemed to be immaterial. Internal improvements to freehold property has however been depreciated at 7% straight line.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

2.8 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.10 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

FORWARD DAY CENTRE LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

2. Accounting policies (continued)

2.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charitable company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.12 Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.13 Operating leases

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

2.14 Pensions

The charitable company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charitable company to the fund in respect of the period.

2.15 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

FORWARD DAY CENTRE LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

3. Income from donations, legacies and grants

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Donations	907	900	1,807	2,231
Infection Control Fund grants	-	-	-	19,453
Other grants	-	3,534	3,534	28,694
Similar incoming resources	592	-	592	286
	<u>1,499</u>	<u>4,434</u>	<u>5,933</u>	<u>50,664</u>
<i>Total 2022</i>	<u>2,517</u>	<u>48,147</u>	<u>50,664</u>	

4. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Client care income	1,204,952	1,204,952	728,739
Event contributions	1,554	1,554	-
	<u>1,206,506</u>	<u>1,206,506</u>	<u>728,739</u>
<i>Total 2022</i>	<u>728,739</u>	<u>728,739</u>	

FORWARD DAY CENTRE LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Room hire income	1,920	1,920	915
Curriculum enrichment	4,428	4,428	1,169
	<u>6,348</u>	<u>6,348</u>	<u>2,084</u>
<i>Total 2022</i>	<u>2,084</u>	<u>2,084</u>	

Income from non charitable trading activities

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Vending machine income	-	-	123
Shop income	13,450	13,450	50
	<u>13,450</u>	<u>13,450</u>	<u>173</u>
<i>Total 2022</i>	<u>173</u>	<u>173</u>	

FORWARD DAY CENTRE LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

6. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Bank interest receivable	328	328	75
	<u>75</u>	<u>75</u>	
<i>Total 2022</i>	<u>75</u>	<u>75</u>	

7. Expenditure on raising funds

Other trading expenses

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Vending machine costs	1,310	1,310	402
Shop costs	9,671	9,671	315
	<u>10,981</u>	<u>10,981</u>	<u>717</u>
	<u>717</u>	<u>717</u>	
<i>Total 2022</i>	<u>717</u>	<u>717</u>	

FORWARD DAY CENTRE LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Governance costs	20,924	-	20,924	8,196
No.33 Centre	78,867	1,712	80,579	-
Ezone	142,840	-	142,840	34,335
Day Centre	908,344	26,793	935,137	611,910
	<u>1,150,975</u>	<u>28,505</u>	<u>1,179,480</u>	<u>654,441</u>
<i>Total 2022</i>	<u>633,473</u>	<u>20,968</u>	<u>654,441</u>	

9. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £	Total funds 2022 £
Governance Costs	-	20,924	20,924	8,196
No.33 Centre	67,343	13,236	80,579	-
Ezone	141,084	1,756	142,840	34,335
Day Centre	712,809	222,328	935,137	611,910
	<u>921,236</u>	<u>258,244</u>	<u>1,179,480</u>	<u>654,441</u>
<i>Total 2022</i>	<u>503,832</u>	<u>150,609</u>	<u>654,441</u>	

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

9. Analysis of expenditure by activities (continued)

Analysis of support costs

	Governance Costs 2023 £	No.33 Centre 2023 £	Ezone 2023 £	Day Centre 2023 £	Total funds 2023 £	Total funds 2022 £
Staff costs	-	12,961	-	194,422	207,383	129,750
Depreciation	-	-	-	5,707	5,707	2,244
Office costs	-	275	1,756	22,199	24,230	10,419
Governance costs	20,924	-	-	-	20,924	8,196
	<u>20,924</u>	<u>13,236</u>	<u>1,756</u>	<u>222,328</u>	<u>258,244</u>	<u>150,609</u>
<i>Total 2022</i>	<u>8,196</u>	<u>-</u>	<u>507</u>	<u>141,906</u>	<u>150,609</u>	

10. Governance costs

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Audit fees	5,400	5,400	2,700
Accountancy fees	6,703	6,703	4,423
Legal fees	8,371	8,371	1,073
Trustee liability insurance	450	450	-
	<u>20,924</u>	<u>20,924</u>	<u>8,196</u>

Audit and accountancy fees are both charged by the charitable company's auditor.

FORWARD DAY CENTRE LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

11. Staff costs

	2023 £	2022 £
Wages and salaries	825,321	480,554
Social security costs	63,832	35,249
Contribution to defined contribution pension schemes	33,359	22,760
	<u>922,512</u>	<u>538,563</u>

The average number of persons employed by the charitable company during the period was as follows:

	2023 No.	2022 No.
Forward and Futures project staff	38	38
Administration and support staff	7	6
	<u>45</u>	<u>44</u>

No employee received remuneration amounting to more than £60,000 in either year.

Remuneration and benefits received by key management personnel were £164,531 (2022 - £104,147). 4 employees (2022 - 4) are deemed to be key management personnel.

12. Trustees' remuneration and expenses

During the period, no Trustees received any remuneration, other benefits or expenses (2022 - none).

13. Taxation

The charitable company is exempt from corporation tax on its charitable activities.

FORWARD DAY CENTRE LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

14. Tangible fixed assets

	Freehold property £	Short-term leasehold property £	Fixtures and fittings £	Office equipment £	Total £
Cost or valuation					
At 1 April 2022	423,692	104,404	99,078	42,317	669,491
Additions	53,093	17,957	2,076	10,989	84,115
Disposals	-	-	(9,799)	(15,937)	(25,736)
At 30 March 2023	476,785	122,361	91,355	37,369	727,870
Depreciation					
At 1 April 2022	-	95,281	85,192	26,344	206,817
Charge for the period	1,971	1,564	3,785	5,280	12,600
On disposals	-	-	(9,713)	(15,179)	(24,892)
At 30 March 2023	1,971	96,845	79,264	16,445	194,525
Net book value					
At 30 March 2023	474,814	25,516	12,091	20,924	533,345
At 31 March 2022	423,692	9,124	13,885	15,973	462,674

15. Debtors: Amounts falling due within one year

	30 March 2023 £	31 March 2022 £
Trade debtors	106,137	32,640
Prepayments and accrued income	37,154	24,197
Grants receivable	-	21,194
	143,291	78,031

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**NOTES TO THE FINANCIAL STATEMENTS
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16. Creditors: Amounts falling due within one year

	30 March 2023	<i>31 March 2022</i>
	£	<i>£</i>
Trade creditors	7,770	<i>6,497</i>
Other taxation and social security	13,451	<i>11,608</i>
Other creditors	5,491	<i>3,595</i>
Accruals and deferred income	18,410	<i>17,990</i>
	45,122	<i>39,690</i>

17. Pension commitments

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £33,359 (2022 - £22,760). No contributions (2022 - £4,114) were payable to the fund at the balance sheet date.

18. Operating lease commitments

At 30 March 2023 the charitable company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	30 March 2023	<i>31 March 2022</i>
	£	<i>£</i>
Not later than 1 year	24,000	<i>-</i>
Later than 1 year and not later than 5 years	3,000	<i>-</i>
	27,000	<i>-</i>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

19. Statement of funds

Statement of funds - current period

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 March 2023 £
Unrestricted funds					
Designated funds					
Emergency operating reserve	140,000	-	-	70,000	210,000
Fixed asset reserve	462,673	-	-	70,672	533,345
Building repair fund	23,161	-	144	-	23,305
Brickwork fund	22,362	-	-	-	22,362
Millfleet refurbishments	36,115	-	(20,563)	-	15,552
	<u>684,311</u>	<u>-</u>	<u>(20,419)</u>	<u>140,672</u>	<u>804,564</u>
General funds					
General Funds - all funds	<u>236,994</u>	<u>1,228,130</u>	<u>(1,141,536)</u>	<u>(140,672)</u>	<u>182,916</u>
Total Unrestricted funds	<u>921,305</u>	<u>1,228,130</u>	<u>(1,161,955)</u>	<u>-</u>	<u>987,480</u>

FORWARD DAY CENTRE LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
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19. Statement of funds (continued)

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 March 2023 £
Restricted funds					
Vancouver planters grant	-	900	(856)	-	44
NCF sensory equipment grant	-	3,534	(82)	-	3,452
Autism/toilets grant	4,500	-	(184)	-	4,316
Screwfix toilet refurbishment grant	5,000	-	(204)	-	4,796
Town centre premises grant	16,194	-	(2,325)	-	13,869
Soundbeam grant	1,315	-	(222)	-	1,093
Loft insulation grant	458	-	(64)	-	394
Helping people into voluntary work	4,600	-	(4,600)	-	-
Funky gift shop grant	7,490	-	(693)	-	6,797
Magic carpet interactive flooring grant	3,328	-	(921)	-	2,407
Milfleet new toilet grant	1,139	-	(410)	-	729
IT equipment fund	342	-	(90)	-	252
Infection control fund	28,084	-	(17,854)	-	10,230
	<u>72,450</u>	<u>4,434</u>	<u>(28,505)</u>	<u>-</u>	<u>48,379</u>
Total of funds	<u><u>993,755</u></u>	<u><u>1,232,564</u></u>	<u><u>(1,190,460)</u></u>	<u><u>-</u></u>	<u><u>1,035,859</u></u>

FORWARD DAY CENTRE LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023

19. Statement of funds (continued)

The Emergency operating reserve was established to cover the operating expenses for a period of 2 months in the events of a significant drop in income.

The Fixed Asset reserve represents the balance of unrestricted reserves attributable to the investment in fixed assets.

The building repair fund has been designated for the replacement of the windows at Millfleet.

The brickwork fund has been designated for the repair work to the brickwork at Millfleet.

The Millfleet refurbishments fund has been designated for refurbishments of the Millfleet toilets and the creation of a large sensory room.

The soundbeam fund has been established by way of a grant towards the purchase of soundbeam equipment.

The loft insulation fund has been established by way of a grant towards loft insulation at Millfleet.

The Helping people into voluntary work fund was received from Norfolk Community Foundation to cover research into the placements and the cost of support staff to enable people to take up voluntary placements within the community.

The funky gift shop fund was received to convert the front lobby area of Millfleet into a gift shop where members can sell items they make, and gifts that they will choose from wholesalers to the general public.

The magic carpet interactive flooring grant was received to provide equipment to support group interaction.

The Millfleet access gate grant was received to install a locking mechanism to the gate at the entrance of the back car park.

The Millfleet new toilet grant was received to convert an unusable part of Millfleet into an access toilet.

The IT equipment fund was received to assist in procuring computer equipment.

The Infection Control Fund grant was received from Norfolk County Council in response to the Covid-19 pandemic and serves to cover costs in respect of testing for Covid-19 and ensuring practices comply with the relevant government guidance.

The Forward Momentum Grant fund was to start a project to support young people aged eighteen and over by providing guidance and work experience to support them towards employment.

The Screwfix toilet refurbishment Grant fund was opened following receipt of a grant from Screwfix to put towards modernising the toilets in the Millfleet main room.

The Town Centre Premises fund grant was received in order to fund the lease and development of a trading premises in Kings Lynn town centre.

The Vancouver planters grant was received towards the refurbishment and upkeep of four planters in the Vancouver Quarter, King's Lynn.

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**NOTES TO THE FINANCIAL STATEMENTS
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19. Statement of funds (continued)

The NCF sensory equipment grant was received towards equipment to be included in the sensory room at Millfleet.

The autism/toilets grant was received towards autism/toilet facilities at Millfleet.

Statement of funds - prior period

	<i>Balance at 1 August 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2022 £</i>
Unrestricted funds					
Designated funds					
Emergency operating reserve	140,000	-	-	-	140,000
Fixed asset reserve	454,131	-	-	8,542	462,673
Building repair fund	23,409	-	(248)	-	23,161
Brickwork fund	22,362	-	-	-	22,362
Millfleet refurbishments	-	-	-	36,115	36,115
	<u>639,902</u>	<u>-</u>	<u>(248)</u>	<u>44,657</u>	<u>684,311</u>
General funds					
General Funds - all funds	<u>182,004</u>	<u>733,588</u>	<u>(633,941)</u>	<u>(44,657)</u>	<u>236,994</u>
Total Unrestricted funds	<u>821,906</u>	<u>733,588</u>	<u>(634,189)</u>	<u>-</u>	<u>921,305</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

19. Statement of funds (continued)

	<i>Balance at 1 August 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2022 £</i>
Restricted funds					
Forward momentum Grant	-	3,000	(3,000)	-	-
Autism/toilets grant	-	4,500	-	-	4,500
Screwfix toilet refurbishment grant	-	5,000	-	-	5,000
Town centre premises grant	-	16,194	-	-	16,194
Soundbeam grant	1,493	-	(178)	-	1,315
Loft insulation grant	509	-	(51)	-	458
Helping people into voluntary work	4,600	-	-	-	4,600
Funky gift shop grant	7,847	-	(357)	-	7,490
Magic carpet interactive flooring grant	4,422	-	(1,094)	-	3,328
Milfleet Access Gate Grant	473	-	(473)	-	-
Milfleet new toilet grant	1,466	-	(327)	-	1,139
IT equipment fund	414	-	(72)	-	342
Infection control fund	24,047	19,453	(15,416)	-	28,084
	<u>45,271</u>	<u>48,147</u>	<u>(20,968)</u>	<u>-</u>	<u>72,450</u>
Total of funds	<u><u>867,177</u></u>	<u><u>781,735</u></u>	<u><u>(655,157)</u></u>	<u><u>-</u></u>	<u><u>993,755</u></u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

20. Summary of funds

Summary of funds - current period

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 March 2023 £
Designated funds	684,311	-	(20,419)	140,672	804,564
General funds	236,994	1,228,130	(1,141,536)	(140,672)	182,916
Restricted funds	72,450	4,434	(28,505)	-	48,379
	<u>993,755</u>	<u>1,232,564</u>	<u>(1,190,460)</u>	<u>-</u>	<u>1,035,859</u>

Summary of funds - prior period

	Balance at 1 August 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Designated funds	639,902	-	(248)	44,657	684,311
General funds	182,004	733,588	(633,941)	(44,657)	236,994
Restricted funds	45,271	48,147	(20,968)	-	72,450
	<u>867,177</u>	<u>781,735</u>	<u>(655,157)</u>	<u>-</u>	<u>993,755</u>

21. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 30 March 2023 £	Restricted funds 30 March 2023 £	Total funds 30 March 2023 £
Tangible fixed assets	484,344	49,001	533,345
Current assets	548,258	(622)	547,636
Creditors due within one year	(45,122)	-	(45,122)
Total	<u>987,480</u>	<u>48,379</u>	<u>1,035,859</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

21. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 31 March 2022 £</i>	<i>Restricted funds 31 March 2022 £</i>	<i>Total funds 31 March 2022 £</i>
Tangible fixed assets	438,007	24,667	462,674
Current assets	521,183	49,588	570,771
Creditors due within one year	(37,885)	(1,805)	(39,690)
Total	<u>921,305</u>	<u>72,450</u>	<u>993,755</u>

22. Reconciliation of net movement in funds to net cash flow from operating activities

	30 March 2023 £	31 March 2022 £
Net income for the period (as per Statement of Financial Activities)	<u>42,104</u>	<u>126,577</u>
Adjustments for:		
Depreciation charges	12,600	4,549
Dividends, interests and rents from investments	(328)	(70)
Loss on the sale of fixed assets	844	-
Decrease/(increase) in debtors	(65,261)	21,135
Increase/(decrease) in creditors	5,432	(1,509)
Net cash provided by/(used in) operating activities	<u>(4,609)</u>	<u>150,682</u>

23. Analysis of cash and cash equivalents

	30 March 2023 £	31 March 2022 £
Cash in hand	404,344	492,740
Total cash and cash equivalents	<u>404,344</u>	<u>492,740</u>

FORWARD DAY CENTRE LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 MARCH 2023**

24. Analysis of changes in net debt

	At 1 April 2022	Cash flows	At 30 March 2023
	£	£	£
Cash at bank and in hand	492,740	(88,395)	404,345
	<u>492,740</u>	<u>(88,395)</u>	<u>404,345</u>