

COMPANY NUMBER: 04028768

REGISTERED CHARITY NUMBER: 1083268

# **LISTER STEPS LIMITED**

**UNAUDITED ANNUAL REPORT &**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31 JULY 2023**

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The trustees, present their report with the financial statements of the charity for the year ended 31 July 2023.

The financial statements comply with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (Sorp 2019) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (as amended for accounting periods commencing from 1st January 2019).

#### **OBJECTIVES AND ACTIVITIES**

The objects of the charitable company are to promote for the benefit of the public (with particular emphasis on the public in the area of Tuebrook Merseyside) any charitable purpose without distinction of gender, race, age, disability, sexual orientation, political, religious or other opinion and in particular charitable purposes which: -

- Provide facilities in the interest of social welfare for recreation, and other leisure time occupations with the objects of improving the conditions of life in Tuebrook.
- Promote educational and training opportunities with special emphasis on providing access to such opportunities for people who are by reasons of social or economic disadvantage otherwise unable to gain such access
- Provide advice, information, and assistance in relation of citizenship so as to develop the capacity and potential of individuals as members of society and that their conditions of life may be improved.
- To relieve unemployment by the provision of advice and training to unemployed individuals concerning unemployment, self-employment and the establishment of co-operative enterprises and the provision of CV writing, job search and job club facilities for them. Provision of practical support to unemployed people by the way of accommodation, childcare facilities or assistance with travel.

Promote for public benefit regeneration in Tuebrook and surrounding areas by all the following means

- The relief of poverty.
- The protection, enhancement and conservation of the environment.
- The promotion of public safety and the prevention of crime.

#### **PUBLIC BENEFIT**

The Trustees are aware of the Charity Commission's guidance on public benefit and have fully complied with their duty in regard to this guidance when exercising their powers and duties.

#### **ACHIEVEMENTS AND PERFORMANCE**

Our Community Engagement Manager has successfully continued to deliver a wide range of activities and events. Further details can be found in the relevant sections of this report.

#### **EDUCATION**

Our intent is to support our children to enable them to achieve their full potential academically, economically and to become happy, socially confident and able to keep themselves safe. In our work with young children our biggest contribution is to give them the skills to learn, to understand how to behave in a learning setting, how to listen, take turns, and to share and express their feelings. We do this in ways that comply with the Early Years Foundation Stage requirements and are fun and enjoyable for the children.

We can integrate children with additional learning needs and work alongside other professionals such as Educational Psychologists, and Speech and Language Therapists to develop individual plans to support the child's development. We are often first to notice that something may be wrong if developmental milestones are not being met and are well placed to lead Early Help interventions and have the trust of families to do so.

We continue to have an excellent reputation for our work with children who have special educational needs. Lister Steps is regarded as valued resource by professionals. Our SENDCO (Special Educational Needs and Disabilities Co-Ordinator) supports families who have children with special needs and supervises our specially trained childcare practitioners who provide 1 to 1 care to children with special needs.

#### **FAMILIES**

Lister Steps provides free childcare to families in crisis or when there is a change in circumstances with the potential to harm the well-being of the child. During the reporting period we have supported families where serious illness, housing, domestic violence, residency status and crime have affected the main care giver. During the reporting period we supported 9 families with children on child protection or Care plans.

#### Case study

The following case study provides an example of the way in which a vulnerable child and parent received the support they desperately needed to overcome serious problems, and to prevent the child from being admitted into Care.

During the reporting period our Nursery Manager and the childcare practitioners at Lister Steps supported a single parent and her 3 year old daughter, Child X.

When X first started the Nursery, staff were informed by Social Services that the mum had a history of drug and alcohol problems and her other children had been taken into Care. Social Services were no longer involved since the mum had been coping better and she was now able to take adequate care of her youngest child.

At first there were no apparent problems, however patterns began to appear – signs of behaviour and presentation causing concern to the Nursery staff. Mum was frequently arriving to Nursery late and presented as stressed, and X became increasingly withdrawn and appeared physically neglected. The Nursery Manager had worked hard to build up a trusting relationship with mum and eventually mum felt able to confide in her, admitting that she was again using drugs and alcohol and was struggling to cope on her own. With mum's knowledge, the Manager informed Social Services of their concerns. A Social Services Case Conference and plan was quickly arranged:

- X would attend the Nursery extra days. This allowed time for Mum to access the Drug and Alcohol Services.
- Mum made contact with X's father and regular visits were arranged at the Social Services Contact Centre.
- A Child Psychologist was allocated to work with X. These sessions took place at Lister Steps.
- The Nursery Manager was appointed Key Worker and provided one- to- one support. A Safe Space was created for X, whereby the Manager had a little talk and play with her every day at a regular time.
- The Manager continued to support mum, offering encouragement and praise, and reporting on progress and positive changes X was making.
- A year later X transferred to the Reception Class at the local school. She was no longer withdrawn and settled well in her new environment. Mum has continued to receive support from specialist services and is no longer using drugs or alcohol. She has grown in confidence and copes well. Mum and X often pop into the Nursery on their way home from school for a chat with the Childcare staff at Lister Steps and are always made welcome.

## **VOLUNTEERS**

Lister Steps is registered with Volunteer Liverpool and welcome volunteers into all facets of our work. We welcome volunteers of all abilities, to work with our children and value the input people with different life experiences can give. We find that volunteers with specialist skills can complement our work. Our volunteers have made useful contributions to Lister Steps in various strands of the organisation ranging from childcare to governance, research, social media management, administration, and horticulture and ground maintenance.

Volunteers often come from the most marginalised sections of society, and we are able to support their developing personal skills, confidence and self-esteem. It has become apparent that visitors to The Old Library get involved in numerous different activities and a few have gone on from participating to volunteering and supporting our team.

Our community engagement work funded through the Heritage Lottery Fund has enabled us to extend the range of volunteering opportunities available to members of our community.

## **HEALTH AND WELL-BEING**

Lister Steps networks extensively with other statutory and voluntary agencies across the Liverpool City Region to ensure that we have a portfolio of up to date and relevant support services for our children and their families. We work very closely with local Health Visitors, Speech and Language Therapists, Educational Psychologists and SENIS to ensure children receive the specialist intervention they may need. We are also able to sign-post our parents and staff for advice on finance, budgeting, debt management, mental health, counselling etc.

The Café has become embedded in the community providing healthy, nutritious food for all the children in our care to ensure they receive at least one full meal a day – supporting families challenged by rising costs and the wider community. During the accounting period we introduced a weekly Drop-in for local residents to enjoy free hot drinks, refreshments and company. Numbers have increased steadily throughout the year and participants enjoy playing board games, socialising and keeping warm.

During the accounting period we extended the range of activities to support wellbeing – these included separate yoga sessions for children and adults, hula fitness course and women's self-defence, our beginners sewing class and art for all activities are increasingly popular.

## **COMMUNITY COHESION**

We value all of our children and families. We promote mutual respect and are inclusive. At Lister Steps we want children to be independent learners so that they can make their own choices and build and develop strong relationships and friendships with lots of people. Our services promote the fundamental values of democracy, the rule of law, individual liberty, mutual respect, and tolerance of those with different faiths and beliefs.

Our longstanding groups such as Knit and Natter, Family History, Shared Reading, Creative Writing and Narcotics Anonymous continue to use the Old Library as their local base.

Tactcare, Storybox CIC, Rejuvenate CIC and Wellbeing Together and Liverpool City Council continue to use The Old library as a base for supporting local residents and families.

## **PERFORMANCE**

Lister Steps is registered with OFSTED to provide 96 childcare places each day. The places are delivered through our Nursery and "Out of School" Club settings. We also provide play schemes during the school holidays for local children to help working parents and give children opportunities to play safely and learn new skills and hobbies.

Lister Steps offers school and college placements, internships and apprentices to local young people who wish to further their career working children and families. During the Accounting Period staff continued to benefit from access to an on-line training academy Noodle Now to support their continued professional development.

Lister Steps Childcare continued to struggle to replace qualified staff moving onto other positions. We are aware that this is a national issue as discussions with Council representatives highlighted similar problems across the childcare sector. To ensure that we remained compliant and able to offer a high-quality experience for the children in our care, the Trustees reduced our daily occupancy to ensure that all needs were met. Trustees also considered the impact this pressure was having on the childcare team members and agreed to adjust working hours – in practice this meant although working extra hours each week practitioners could enjoy a 4 day working week. This resulted in an improvement in staff morale.



The trustees regard our childcare facility and services as a great achievement. Occupancies were sustained at the highest levels given Ofsted requirements. The Summer playscheme was one of our most successful to date with new children attending and regulars coming back. The geographical reach of our services also extended across the Liverpool region as numbers of alternative registered schemes declined. We received official confirmation from Ofsted that our services are 'Good', the team continue to monitor best performance and make adaptations to our delivery to ensure the children receive the best possible early education.

Our Café is popular and serves as the doorway for local people to find out more about the activities and services we offer. The café also serves our growing events portfolio and provides catering for family events. We are awarded 5 stars in terms of environmental health standards.

Our Events offering has really taken off this year. We hosted our 1st wedding, highlighting how the building can accommodate and deliver high quality events. This led to significant positive feedback and bookings on the back of word-of-mouth recommendations. Since this we have hosted family birthday parties, christenings, family wakes and a Mehndi party. We also offer afternoon tea events especially for young families to enjoy and socialise.

We were fortunate to be approached by a group of musicians who were willing to perform voluntarily to support the charity. Their combined efforts performing as The Archives was opened with a tribute to the iconic Carnegie Hall concerts in USA. Subsequent concerts have been tributes to Sinatra and Count Bassey and have a good following. On the back of this we launched our Café Concert Series showing local talent in a more intimate setting.

We arranged a series of Christmas events including a Dickensian Afternoon Tea, Community Sing and parties for our Children. Lister Steps is extremely grateful to the following individuals, trusts and organisations for their financial support.

- National Lottery Heritage Fund
- Power to Change
- Social Investment Business
- Duncan Norman Charitable Trust
- Lady Christine Bibby
- Chrimes Family Charitable Trust

#### **FINANCIAL REVIEW**

Total income in the year was £776,221 (2022: £672,768) of which £228,226 (2022: £218,722), related to funding for projects upon which restrictions are placed.

Total expenditure in the year was £668,501 (2022: £689,637), leaving a surplus for the year of £107,720 (2022: deficit £16,869).

At 31st July 2023 the charitable company's reserves stood at £195,893 (2022: £88,173) of which £27,716 (2022: £21,747) represented restricted funds.

#### **RISK MANAGEMENT**

The Trustees are responsible for risk management. The Company Secretary is the childcare nominated person and ensures compliance with OFSTED as the regulatory body.

The Board as a whole take responsibility for risk management and ensure that agreed actions comply with the risk management policy. Policies and procedures are reviewed annually.

#### **RESERVES POLICY**

It is the policy of the charitable company to maintain unrestricted funds, which are free reserves at a level to cover redundancy provision, and three months, running costs should no further funding be received.

As at the end of the financial year the unrestricted funds totalled £167,271. The charitable company requires £84,500 for redundancy provision, and £87,060 for three months' running costs, (total £171,560).

As per the business plan, Lister Steps is hoping to hold a number of events/weddings etc in their building this will ensure unrestricted reserves increase to cover redundancy policy etc. There will also be additional income from the café which is also to increase unrestricted reserves.

#### **PLANS FOR THE FUTURE**

The Trustees are working towards a full review of Lister Step's Objectives, and are updating and rewriting our Articles of Association. In addition, we are in the process of reviewing staff job descriptions to more accurately reflect the organisation we have evolved into.

We are in the process of considering future funding options and strategy once the National Lottery Heritage project ends in 2024.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The organisation is a charitable company limited by guarantee, incorporated on 7th July 2000 and registered as a charity on 7th July 2000.

The Governing Instruments under which the charitable company operates comprise the Memorandum and Articles of Association dated 14th June 2000.

#### **RECRUITMENT AND APPOINTMENT OF NEW TRUSTEES**

The Board of Trustees aims to recruit new Trustees with a range of relevant skills and experience. Recruitment is initiated through online advertising using various platforms and sites and also Volunteer Liverpool. Prospective applicants are interviewed by the Chair of the Board of Trustees and the Board/Company Secretary. Trustees are required to undergo Disclosure and Barring Service background checks and to register with OFSTED. Election for positions on the Board takes place at the AGM or at Trustee Board meetings throughout the year.

#### COMMUNICATIONS WITH THE TEAM

Lister Steps is a value led organisation and this is reflected across our communications with the full staff team including volunteers, students and trainees on work placement. Staff are kept up to date with developments via bi-monthly full team meetings, regular memo's and team leader briefings. A trustee attends each full team meeting and team members are encouraged to input into operational reports presented at board meetings.

Team Building days, Staff development and Training days are held bi- annually and this gives the opportunity for staff, volunteers and trustees to work together.

#### EQUAL OPPORTUNITIES

Lister Steps considers equality of opportunity in all aspects of our organisation. We have an equal opportunities policy which is reviewed annually.

#### REFERENCE AND ADMINISTRATIVE DETAILS

<b>Name</b>	Lister Steps Limited	
<b>Company Number</b>	4028768	
<b>Charity Number</b>	1083268	
<b>Registered Office</b>	The Old Library Green Lane Tuebrook Liverpool Merseyside L13 7EB	
<b>Trustees</b>	A J May J M Spencer E Martin D R Barlow P A Crossland J Lee E J McCormack	(Appointed 7th July 2000) (Appointed 6th May 2022) (Appointed 22nd January 2024) (Resigned 24th October 2022) (Resigned 9th October 2022) (Resigned 28th June 2023) (Resigned 20th February 2024)
<b>Secretary</b>	A J May	(Appointed 7th July 2000)
<b>Independent Examiner</b>	Claire Riley MAAT FCCA MAR Kilshaw Limited 99 Stanley Road Bootle Liverpool L20 7DA	
<b>Bankers</b>	Lloyds	

#### Signed on behalf of the Board of Trustees

The above Trustee's Annual Report was approved by the member of Lister Steps Limited on 17 April 2024 and signed by J M Spencer on their behalf.

*Jerry Spencer*

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J M Spencer  
Trustee

Date 17 April 2024

**Lister Steps Limited**

## Statement of Trustees' Responsibilities

Year ended 31 July 2023

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Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principle in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue as a going concern;
- state whether applicable accounting standards have been followed, subject to any material departure disclosed and explained in the financial statements.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

This report has been prepared in accordance with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (Sorp 2015) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (as amended for accounting periods commencing from 1st January 2019).

**Signed on behalf of the Board of Trustees**

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J M Spencer  
Trustee

Date 17 April 2024

**Lister Steps Limited**

Independent Examiner's Report to the Trustees of Lister Steps Limited

Year ended 31 July 2023

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I report on the accounts of the Charitable Company for the year ended 31 July 2023.

**Respective responsibilities of the trustees and the examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (a) examine the accounts (under section 145 of the 2011 Act),
- (b) to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, and
- (c) to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In the course of 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 and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting Charities have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Claire Riley*

Signed \_\_\_\_\_

Dated 17 April 2024

Claire Riley MAAT FCCA  
Relevant professional qualification or body: ACCA  
On behalf of:  
MAR Kilshaw Limited  
99 Stanley Road  
Bootle  
Liverpool  
L20 7DA

**Lister Steps Limited**

## Statement of Financial Activities (Including Income and Expenditure)

Year ended 31 July 2023

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	TOTAL Funds 2023 £	TOTAL FUNDS 2022 £
<b>Income and endowments from:</b>					
Donations and Legacies	3a	1,047	-	1,047	1,962
Charitable activities	3b	427,845	228,266	656,111	667,806
Other income	3c	119,063	-	119,063	3,000
<b>Total income</b>		<b>547,955</b>	<b>228,266</b>	<b>776,221</b>	<b>672,768</b>
<b>Expenditure on:</b>					
Charitable activities	4	446,204	222,296	668,500	689,637
<b>Total expenditure</b>		<b>446,204</b>	<b>222,296</b>	<b>668,500</b>	<b>689,637</b>
<b>Net income/(expenditure), net movement in funds</b>		<b>101,751</b>	<b>5,970</b>	<b>107,721</b>	<b>(16,869)</b>
<b>Total funds brought forward</b>	11,12	66,426	21,747	88,173	105,042
<b>Total funds carried forward</b>		<b>168,177</b>	<b>27,717</b>	<b>195,894</b>	<b>88,173</b>

The notes form part of these accounts.

All the above amounts relate to continuing the activities of the charitable company.

This Statement includes all gains and losses recognisable in the year.

	Notes	31 JUL 2023		31 JUL 2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible fixed assets	5		230,267		257,537
<b>Current assets</b>					
Debtors	6	26,162		3,472	
Cash at bank and in hand		16,714		25,912	
		<b>42,876</b>		<b>29,384</b>	
<b>Current liabilities</b>					
Creditors: amounts falling due < 1 year	7	(77,250)		(79,685)	
<b>Net current (liabilities)</b>			(34,374)		(50,301)
<b>Total assets less current liabilities</b>			<b>195,893</b>		<b>207,236</b>
<b>Creditors:</b>					
Amounts falling due > 1 year	8		-		(119,063)
<b>Net Assets</b>			<b>195,893</b>		<b>88,173</b>
<b>Funds:</b>					
Unrestricted funds	10, 11		168,176		66,426
Restricted funds	10, 12		27,717		21,747
<b>Net Assets</b>			<b>195,893</b>		<b>88,173</b>

These financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

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

For the period covered by these accounts the charitable company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies

The Trustees, who are the Directors of the charitable company, acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

**Signed on behalf of the Board of Trustees**

*Jerry Spencer*

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J M Spencer  
Trustee

Date 17 April 2024

**Lister Steps Limited**

## Statement of Cashflows

Year ended 31 July 2023

	Notes	31 JUL 2023		31 JUL 2022	
		£	£	£	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	14		(7,380)		26,061
<b>Investing activities</b>					
Purchase of tangible fixed assets		(1,819)		-	
<b>Net cash investing activities</b>			<b>(1,819)</b>		<b>-</b>
<b>Cash flows from financing activities</b>					
Repayment of overdraft		-		16,839	
Repayment of loan		-		(3,824)	
<b>Net cash generated from financing activities</b>			<b>-</b>		<b>13,015</b>
<b>Net increase in cash and cash equivalents</b>			<b>(9,198)</b>		<b>39,076</b>
Cash and cash equivalents at beginning of year			25,912		(13,164)
<b>Cash and cash equivalents at end of year</b>			<b>16,714</b>		<b>25,912</b>
<b>Represented by:</b>					
Cash at bank and in hand			16,714		25,912
			<b>16,714</b>		<b>25,912</b>

**1 Limited Liability**

The charity is a company limited by guarantee. Each member's liability is limited to £1.

**2 Accounting Policies**

**Basis of accounting**

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (SORP 2015) (as amended for accounting periods commencing from 1st January 2015), Charities Act 2011 and the Companies Act 2006.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

**Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate reserves and the write off of the SIB Loan in 2023 to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

**Fund accounting**

Unrestricted funds are the Charitable Company's free reserves available for the trustees to apply in accordance with the charitable company's charitable objectives.

Restricted funds are subject to specific restrictive conditions imposed by the donor. All restricted funds are accounted for as restricted income and expenditure for the purposes is charged to the fund.

**Income recognition**

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Donations and legacies comprise donations and general grants which are recognised in the accounts when received, with the exception of known legacies which are accounted for when their receipt is certain.

Income from charitable activities is recognised on an accrual's basis. Grants receivables are recognised on the date on which their unconditional payment is confirmed by the donor.

Income from investment relates to bank interest received and is recognised when the amount is certain.

**Expenditure recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accrual's basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the Statement of Financial Activities. Support and governance costs are applied to unrestricted funds unless specifically included in the restrictions, as specified by the donor.

Expenditure on charitable activities relates to the operation of the charity comprising of direct charitable expenditure to meet the objectives of the charitable company. Support and governance costs relate to the management and operation of the organisation and also compliance with constitutional and statutory requirements in producing the annual report. These are dealt with in the Statement of Financial Activities when payment has been approved by the charitable company.

**Fixed Assets**

Capital expenditure is stated in the balance sheet at cost less accumulated depreciation. Depreciation is provided to write off the cost of each asset over its expected useful life as below:

Computers & Equipment	20% per annum straight line basis
Fixtures & Fittings	25% per annum on reducing balance basis
Leasehold Land & Buildings	Straight line basis over 25 years
Improvements to Leasehold	Straight line basis over 25 years

**Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

**Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.



Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

#### Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### Taxation

Income and gains are exempt from taxation as they are received and applied for charitable purposes only. The charitable company benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions.

### 3 Income and endowments from

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	TOTAL Funds 2023 £	TOTAL FUNDS 2022 £
<b>a Donations and Legacies</b>				
Donations	1,047	0	1,047	1,962
Donations and legacies in 2022 relate wholly to unrestricted funds.				
	Unrestricted Funds 2023 £	Restricted Funds 2023 £	TOTAL Funds 2023 £	TOTAL FUNDS 2022 £
<b>b Charitable activities</b>				
Heritage Lottery Fund	-	218,909	218,909	204,402
Chrimes Family Charitable Trust	-	-	-	1,000
Power to Change	-	9,357	9,357	-
HMRC Job Retention scheme	-	-	-	3,597
Café & events income	58,645	-	58,645	39,750
Nursery & club income	351,156	-	351,156	394,901
Office and room rental	18,044	-	18,044	10,836
Onward Community Fund	-	-	-	1,000
Skelton Charity	-	-	-	1,240
Sport England	-	-	-	10,000
West Derby Waste Land	-	-	-	1,080
	<b>427,845</b>	<b>228,266</b>	<b>656,111</b>	<b>667,806</b>

Charitable activities in 2022 related to £449,084 unrestricted funds and £218,722 restricted funds.

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	TOTAL Funds 2023 £	TOTAL FUNDS 2022 £
<b>c Other income</b>				
Apprentice income	-	-	-	2,000
Insurance claim	-	-	-	1,000
Loan write off (see note 8)	119,063	-	119,063	-
	<b>119,063</b>	<b>-</b>	<b>119,063</b>	<b>3,000</b>

Other Income in 2022 relate wholly to unrestricted funds.

**4 Expenditure on Charitable Activities**

	Direct Charitable Expenditure 2023 £	Support & Governance Cots 2023 £	TOTAL Costs 2023 £	TOTAL Costs 2022 £
To provide facilities for recreation and child day-care activities	222,296	446,204	668,500	689,637

**a Analysed as follows:**

<u>Direct charitable expenditure:</u>	TOTAL Costs 2023 £	TOTAL Costs 2022 £
Staff salary costs	177,337	419,404
Pension	3,258	6,435
Nursery costs	-	12,373
Café costs	-	15,424
Events costs	9,600	10,935
Volunteer expenses	-	309
Office costs	1,084	-
Training	2,504	1,916
Premises costs	-	65,022
Repairs and renewals	-	6,600
Travel expenses	-	11,312
Advertising and marketing	2,069	-
Consultancy	-	-
Website costs	-	-
Sundry expenses	3,645	-
Professional fees	8,446	-
Human resources costs	-	-
Computer costs	7,688	8,731
HMRC interest and penalties	274	-
Bank and card charges	2,032	-
Bank interest	780	-
Loan interest	-	-
Accountancy and independent examination	3,579	-
Depreciation	-	29,424
	<b>222,296</b>	<b>587,885</b>

£222,297 (2022: £373,036) of the above expenditure relates to restricted funding.

<u>Support &amp; Governance costs:</u>	<b>TOTAL Costs 2023 £</b>	<b>TOTAL Costs 2022 £</b>
Staff salary costs	309,847	85,622
Pension	4,888	1,637
Nursery costs	3,947	-
Café costs	1,540	-
Events costs	15,138	-
Volunteer expenses	-	-
Office costs	-	3,364
Training	-	-
Premises costs	57,671	-
Repairs and renewals	20,227	-
Travel expenses	337	-
Advertising and marketing	-	275
Consultancy	-	420
Website costs	-	120
Sundry expenses	-	47
Professional fees	-	600
Human resources costs	-	4,069
Computer costs	3,521	-
HMRC interest and penalties	-	933
Bank and card charges	-	1,488
Bank interest	-	570
Loan interest	-	1,337
Accountancy and independent examination	-	1,270
Depreciation	29,090	-
	<b>446,204</b>	<b>101,752</b>
Total expenditure on charitable activities	<b>668,500</b>	<b>689,637</b>
<b>b Staff Costs</b>	<b>2023 £</b>	<b>2022 £</b>
Gross wages and salaries	458,887	477,924
Social security costs	28,297	27,102
Pension costs	8,146	8,072
	<b>495,330</b>	<b>513,098</b>
<b>c Particulars of employees</b>		
The average number of employees during the year was as follows:	<b>2023</b>	<b>2022</b>
Charitable activities	16	15
Management and administration	3	3
	<b>19</b>	<b>18</b>

No employee received emoluments of more than £60,000 during the year.

The trustees are not remunerated for their services and are not included in the above number of employees.

No out-of-pocket expenses were reimbursed to trustees in the year (2022: £nil).

**5 Tangible fixed assets:**

	Improvements to leasehold £	Leasehold land and buildings £	Computers and equipment £	Fixtures and fittings £	Total £
Gross book value brought forward	132,995	483,492	9,821	19,480	<b>645,788</b>
Additions	-	-	1,819	-	<b>1,819</b>
Disposals	-	-	-	-	-
Gross book value at carried forward	132,995	483,492	11,640	19,480	<b>647,607</b>
Depreciation brought forward	8,863	364,278	4,038	11,072	<b>388,251</b>
Charge for the year	5,320	19,340	2,327	2,102	<b>29,089</b>
On disposals	-	-	-	-	-
Depreciation at carried forward	14,183	383,618	6,365	13,174	<b>417,340</b>
<b>Net book value carried forward</b>	<b>118,812</b>	<b>99,874</b>	<b>5,274</b>	<b>6,306</b>	<b>230,267</b>
Net book value at brought forward	124,132	119,214	5,783	8,408	<b>257,537</b>

Improvements to Leasehold included in the fixed assets is in relation to the old Library that Lister steps moved into in October 2020.

**6 Debtors**

	2023 £	2022 £
Trade debtors	26,162	3,472
	<b>26,162</b>	<b>3,472</b>

**7 Creditors: amounts falling due within one year**

	2023 £	2022 £
Trade creditors	28,322	21,864
Accruals	4,579	1,270
Loans (see note 8)	-	2,756
Pension	3,569	-
Taxation and social security	40,780	53,795
	<b>77,250</b>	<b>79,685</b>

**8 Creditors: amounts falling due after more than one year**

The following loans are included within creditors:

	2023 £	2022 £
Due between one to two years	-	18,000
Due between two to five years	-	54,000
Over 5 years	-	47,063
	<b>-</b>	<b>119,063</b>

The Organisation received a loan of £35,000 from Key Fund with interest being charged at a rate of 6.5% per annum. The loan was to provide working capital to help develop a project, repayable over 62 months covering capital & interest of £919, commencing June 2017 with a 17-month capital repayment holiday between April 2020 to August 2021. The total Balance outstanding at 31st July 2022 was £2,756.

The Organisation received a loan of £125,000 from Adventure Capital Fund and a further advancement of £15,000 in 2011 with interest being charged at a rate of 5% per annum. Repayable by monthly instalments of £1,400 covering capital & interest. The loan was for the purpose to purchase the portacabins and redevelopment/refinance to help with staffing restructure and redundancies due to restructure. The loan commenced June 2007 with a 11-months capital holiday between April 2020 to February 2021. The total outstanding balance £119,063 at 31st July 2022 has been written off by the loan provider on 29th March 2023.

The Organisation received a loan of £35,000 from Social Investment Business Foundation on April 2020 with no interest being charged. This loan was for the purpose of general overheads during COVID-19 pandemic, repayable by 3 instalments which has been paid at the year-end July 2022.

On 11 April 2023 Social Investment Business agreed to write off the balance of £119,063 in full.

9 Financial instruments

	2023 £	2022 £
<u>Carrying amount of financial assets:</u>		
Debt instruments measured at cost	<u>42,876</u>	<u>29,384</u>
<u>Carrying amount of financial liabilities:</u>		
Measured at cost	<u>77,250</u>	<u>198,748</u>

10 Analysis of Net Assets between Funds

	2023			
	Tangible Fixed Assets £	Net Current Assets £	Creditors More than one year £	Total £
<b>Unrestricted Funds</b>				
General funds	230,266	(62,090)	-	<b>168,176</b>
<b>Restricted funds</b>				
Heritage Lottery Fund	-	27,717	-	27,717
<b>Total</b>	<b>230,266</b>	<b>(34,373)</b>	<b>-</b>	<b>195,893</b>
	2022			
	Tangible Fixed Assets £	Net Current Assets £	Creditors More than one year £	Total £
<b>Unrestricted Funds</b>				
General funds	245,390	(59,901)	(119,063)	<b>66,426</b>
<b>Restricted funds</b>				
Heritage Lottery Fund	10,407	-	-	10,407
PH Holt Foundation	1,740	-	-	1,740
Sport England	-	9,600	-	9,600
	12,147	9,600	-	21,747
<b>Total</b>	<b>257,537</b>	<b>(50,301)</b>	<b>(119,063)</b>	<b>88,173</b>

11 Unrestricted Funds

	MOVEMENT IN THE YEAR			
	2023			
	Reserves at Beginning of the year £	Income £	Expenditure £	Total £
General funds	66,426	547,955	(446,204)	<b>168,177</b>
	MOVEMENT IN THE YEAR			
	2022			
	Reserves at Beginning of the year £	Income £	Expenditure £	Total £
General funds	(71,039)	454,046	(316,581)	<b>66,426</b>

General Fund is used to finance the charitable company's general activities and core costs as outlined in the Trustees' Report.

**12 Restricted Funds**

	MOVEMENT IN THE YEAR			
	2023			
	Reserves at Beginning of the year £	Income £	Expenditure £	Total £
Heritage Lottery Fund	10,407	218,909	(201,600)	<b>27,717</b>
PH Holt Foundation	1,740	-	(1,740)	-
Sport England	9,600	-	(9,600)	-
Power to Change	-	9,357	(9,357)	-
	<b>21,747</b>	<b>228,266</b>	<b>(222,297)</b>	<b>27,717</b>

	MOVEMENT IN THE YEAR			
	2022			
	Reserves at Beginning of the year £	Income £	Expenditure £	Total £
B & Q Foundation	5,000	-	(5,000)	-
Building Fund	146,696	-	(146,696)	-
Chrimes Family Charitable Trust	-	1,000	(1,000)	-
Enstone-Old Library Furnishing	1,000	-	(1,000)	-
Groundwork	62	-	(62)	-
Heritage Lottery Fund	16,092	204,402	(210,087)	<b>10,407</b>
Onward Community Fund	-	1,000	(1,000)	-
PH Holt Foundation	2,320	-	(580)	<b>1,740</b>
Postcode Neighbourhood Trust	4,538	-	(4,538)	-
Skelton Charity	-	1,240	(1,240)	-
Sport England	-	10,000	(400)	<b>9,600</b>
Torus Foundation	373	-	(373)	-
West Derby Waste Land	-	1,080	(1,080)	-
	<b>176,081</b>	<b>218,722</b>	<b>(373,056)</b>	<b>21,747</b>

**Description of Funds**

B & Q Foundation	Outdoor Play & learning equipment.
Building Fund	Contribution towards costs of renovating the old library funded by Heritage Lottery Fund.
Chrimes Family Charitable Trust	Contribution towards resources for the nursery.
Enstone- Old Library Furnishing	Private donation for cafe furniture.
Groundwork	Contribution to help with Covid lockdown additional PPE expenditure.
Heritage Lottery Fund	Contribution towards capital and revenue elements of the old library- Lister Steps Carnegie Community Hub Project.
LCVS- Targeted Engagement Grant	Sharing social media stats for messages shared within our community.
Onward Community Fund	Contribution towards 'Community Gardening' project.
PH Holt Foundation	Update IT System, server, hardware and installation costs.
Postcode Neighbourhood Trust	Learning & Development Co-ordinator salary for 12 months
Skelton Charity	Brilliant Babies project grant towards cost of new equipment for babies.
Sport England	Contribution towards woman's fitness.
Torus Foundation	Contribution towards costs of additional PPE required to open the building to the public safely.
West Derby Waste Land	Contribution towards outdoor furniture.
Power to Change	Contribution towards nursery staff.

**13 Cash generated from operations**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Surplus/(Deficit) for the year	107,720	(16,869)
<b>Adjustments for:</b>		
Depreciation	29,090	29,424
<b>Movements in working capital</b>		
(Increase)/ Decrease in debtors	(22,691)	14,585
Increase/(Decrease) in creditors	(121,499)	(1,079)
<b>Cash generated from operations</b>	<b>(7,380)</b>	<b>26,061</b>

**14 Related Party Transactions**

There were no material related party transactions during the year which require disclosure (2022: none).

**15 Guarantees**

As at 31st July 2023, 7 members had given a guarantee of £1 each in the event of the charitable company winding-up. Total: £7 (2022: 7 members £7).

**16 Operating Lease Commitments**

The charitable company is awaiting feedback from Liverpool City Council regarding the lease agreement.



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**Audit history log**

Date	Action
Thu, 18th Apr 2024 8:12:13 UTC	Mr Jeremy Mark Spencer viewed the envelope (51.9.49.186)
Thu, 18th Apr 2024 8:12:13 UTC	This envelope has been signed by all parties (51.9.49.186)
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