

COMPANY NUMBER: 04028768

REGISTERED CHARITY NUMBER: 1083268

LISTER STEPS LIMITED

UNAUDITED ANNUAL REPORT &

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 JULY 2024

	Pages
Trustees' Annual Report	1 to 5
Statement of Trustees' Responsibilities	7
Independent Examiners Report	8
Statement of Financial Activities	9
Balance Sheet	10
Statement of Cash Flows	11
Notes forming part of the Financial Statements	From 12

The trustees, present their report with the financial statements of the charity for the year ended 31 July 2024.

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.

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 continued to support wellbeing by organising and providing facilities for dance, exercise, crafting and art classes and opportunities to socialise in a calm and relaxing environment.

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 retain qualified staff and to recruit replacements, something experienced by the whole childcare sector. This resulted in staff often doing unpaid overtime, not taking leave regularly, stress and burnout. Trustees discussed reducing childcare numbers, instituting welfare reviews, regular staff engagement and trying to ensure staffing levels were maintained.

The trustees regard our childcare facility and services as a great achievement. Occupancy levels were maintained although this places strain on staff resources. Our regular summer play scheme continued to play a key role in retaining child registrations and attract new customers, including parents from across the area and from diverse backgrounds.

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.

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 £525,526 (2023: £776,221) of which £89,605 (2023: £228,226), related to funding for projects upon which restrictions are placed.

Total expenditure in the year was £617,851 (2023: £668,501), leaving a deficit for the year of £92,325 (2023: surplus £107,720).

At 31 July 2024 the charitable company's reserves stood at £103,570 (2023: £195,893) of which £8,991 (2023: £27,716) 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 £94,579. 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 Steps' 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.

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.

FROM THE CHIEF EXECUTIVE

The Chief Executive is responsible for overseeing the overall direction of Lister Steps, ensuring the effective management of the resources available to us and taking the lead on the achievement of our charitable mission and objectives.

The Chief Executive ensured during 2023/24 that the Mission was at the front of all the work done and that all the activities planned and delivered fell within the charitable remit. They have worked alongside the Board of Trustees to discuss and agree long term strategies and short term action plans, taking the lead in the preparation of all funding bids and liaising closely with charitable supporters to generate in kind and pro-bono support for our work.

This year was particularly difficult in terms of managing cashflow and ensuring all departments had the resources they needed to operate to a high quality standard. One of the greatest challenges faced, like the majority of Charities, was the availability of funding to support our cause. One of the major disappointments this year was being rejected by NLRC for a large bid to support our work in the community. This was a significant disappointment because of the excellent relationship we have developed with National Lottery Heritage Fund over the timeline of our heritage project.

The greatest hope for our future lies in the opportunity to focus on our long-term goals and sustainability, ensuring the continued success of our work. We hope that we can apply for extension funding from the National Lottery Heritage Fund (NLHF) to enhance our organizational resilience and strength is particularly encouraging.

FROM THE FINANCE MANAGER AND DEPUTY CHIEF EXECUTIVE

This role involves navigating the company finances to ensure pressure points are highlighted and deadlines are met. Highlighting potential improvements for revenue streams, working more efficiently across the business, and identifying potential grants and funding opportunities are a key aspect of the role.

The year leading up to 31 July 2024 was extremely challenging. We continued to experience cashflow problems and were unable to reduce our indebtedness. The nursery carries high levels of bad debt, and there were months when meeting payroll obligations was difficult. However, working towards the potential NLHF extension was a particularly enjoyable challenge.

With the increase in income from the nursery and the ever-growing events and community projects at The Old Library, the future feels much more optimistic. As Deputy Chief Executive, prioritizing the line management of the Events Coordinator and Community Engagement Officer is essential. Ensuring their roles are clearly defined, achievable, and that their wellbeing is paramount is crucial.

It is largely due to these two excellent employees, who constantly drive revenue, and all the staff here, who work tirelessly and often voluntarily, that The Old Library is evolving into the wonderful, community-driven organization it was always intended to be.

FROM THE COMPANY SECRETARY

The Company Secretary ensures compliance with Companies House and the Charity Commission to ensure best governance.

During the year, the Company Secretary played a pivotal role in ensuring the charity's smooth operation, particularly by facilitating effective communication between the trustees and the senior management team.

During periods when the Board of Trustees lacked a formally-elected chair, the Company Secretary held regular meetings with the Chief Executive to provide support and maintain clear communication. Additionally, the Company Secretary worked diligently to recruit new trustees and support both trustee applicants and new trustees.

As the 'Nominated Individual' for Ofsted, the Company Secretary successfully collaborated with the Childcare Manager to offer support, stay updated on developments in the Nursery, and ensured the charity remained compliant with Ofsted requirements.

Although the Board of Trustees remained small during 2023/24, the members worked well to manage some difficult issues facing the charity. An ethos of mutual respect, trust, support and team work has developed ensuring the trustees are able to develop solutions to the issues facing the charity. However, it has proved difficult to recruit and keep trustees on the Board. Some meetings we were not quorate and made use of the in quoracy amendment to our Articles of Association which was adopted at the last AGM. The small number of trustees makes it difficult to run sub-committees and to delegate work amongst trustees. We recognise that we would benefit from a more diverse Board which would represent different communities and client groups. The charity will continue to increase the membership, skills and diversity of the Board of Trustees.

FROM THE NURSERY MANAGER

2024 was a particularly challenging year for the nursery. The loss of its 'Good' status (reinstated in August 2024) led to reduced enrolment numbers and income, along with personnel losses leading to low staff morale due to long hours, stress, and anxiety about the future. However, changes were implemented, resulting in increased enrolment and income, and staff now have a more hopeful and secure outlook for the future. The nursery continues to be of key importance in delivering community benefit and ensuring the continuing financial viability of the charity.

FROM THE EVENTS CO-ORDINATOR

The Events Co-ordinator is responsible for supervising the café, ensuring cleanliness, quality assurance, and customer service. They manage bank staff and volunteers, handle financial record-keeping and reporting, and serve as the licensee. In this role, they train all staff on bar operations within the legal framework, maintain bar stock, and ensure staff are aware of their responsibilities during events. The Events Co-ordinator also promotes The Old Library as a wedding venue and liaises with clients and outside agencies to ensure the smooth delivery of events, including live music, quiz nights, and family parties throughout the year.

The organisation successfully delivered several weddings throughout the year, all of which turned a healthy profit and received highly complimentary client feedback. However, this success was achieved despite low staffing levels, with some bank staff having to work long shifts. Further development of this vital income stream and community offering will depend on either employing more staff or increasing prices.

Family and community events organized by the charity have been successful in generating revenue and attracting new visitors. These events, especially during good weather, enhance our presence in the community by being visible to passers-by.

A major challenge continues to be marketing. With tight budgets and a small number of staff and volunteers, the charity relies heavily on social media to publicize its activities, which doesn't always reach all parts of the community. Additionally, the café is not generating as much revenue as it should due to inconsistent staffing in the kitchen, leading to times when food is unavailable or the quality of our offerings is below standard.

COMMUNITY EVENTS

Despite staff turnover, the Old Library has continued to organize a successful program of community activities, workshops, meet-ups, and family and community events. Feedback gathered during 2024 via an online survey indicates there is still room for improvement. Many respondents mentioned they only rarely or infrequently visited the Old Library, primarily for leisure, recreation, and as a place to meet. Training or using the building as a workspace were not common reasons for visits. However, visitors did report gaining a sense of community and belonging from their visits, appreciating the ability to meet friends in a relaxing and calm environment. History and heritage, as well as books and reading, remained important reasons for visiting. The atmosphere was described as welcoming, with comments such as "it's a nice building" and "friendly." Nonetheless, respondents expressed a desire for a wider variety of activities, more weekend openings, and especially more events and activities for children and young people.

FRIENDS OF THE OLD LIBRARY

This group was formed in 2024 and consists of passionate volunteers who provide feedback on their experiences with the organisation's services, suggest areas for improvement, and offer ideas for future initiatives. The group meets monthly with a trustee representative and the Community Engagement worker to discuss how we can better serve our community. This group is a valuable source of community input and helps us demonstrate our ongoing commitment to serving the community in which we work.

The group currently consists of 5 volunteers. Efforts have been made to identify all volunteers, friends, and supporters, offering them the chance to meet the Friends and become more involved with the work and life of The Old Library. However, recruiting community members to the group remains a challenge. We hope to increase membership to broaden our community voice. The group is planning a community open day in January 2025, bringing together our community groups and other community partners to attract more people to the organisation and showcase what we offer. Additionally, the group is keen to help distribute promotional materials to share our work in the local community and attend events to gather feedback for their meetings.

REFERENCE AND ADMINISTRATIVE DETAILS

Name	Lister Steps Limited	
Company Number	4028768	
Charity Number	1083268	
Registered Office	The Old Library Green Lane Tuebrook Liverpool Merseyside L13 7EB	
Trustees	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 2023) (Appointed 22nd January 2024) (Resigned 24th October 2023) (Resigned 9th October 2023) (Resigned 28th June 2024) (Resigned 20th February 2024)
Secretary	A J May	(Appointed 7th July 2000)
Independent Examiner	Claire Riley MAAT FCCA MAR Kilshaw Limited 99 Stanley Road Bootle Liverpool L20 7DA	
Bankers	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 13 February 2025 and signed by J M Spencer on their behalf.

Jerry Spencer

J M Spencer
Trustee
14 Feb 2025

Date

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

Jerry Spencer

J M Spencer
Trustee

14 Feb 2025

Date

Lister Steps Limited

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

Year ended 31 July 2024

I report on the accounts of the Charitable Company for the year ended 31 July 2024.

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 _____

13 Feb 2025

Dated _____

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 2024

		Unrestricted Funds 2024 £	Restricted Funds 2024 £	TOTAL Funds 2024 £	TOTAL FUNDS 2023 £
	Notes				
Income and endowments from:					
Donations and Legacies	3a	2,147	-	2,147	1,047
Charitable activities	3b	433,572	89,605	523,177	656,111
Other income	3c	202	-	202	119,063
Total income		435,921	89,605	525,526	776,221
Expenditure on:					
Charitable activities	4	509,520	108,331	617,851	668,500
Total expenditure		509,520	108,331	617,851	668,500
Net income/(expenditure), net movement in funds		(73,599)	(18,726)	(92,325)	107,721
Total funds brought forward	11,12	168,178	27,717	195,895	88,173
Total funds carried forward		94,579	8,991	103,570	195,894

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 2024		31 JUL 2023	
		£	£	£	£
Fixed assets					
Tangible fixed assets	5		202,651		230,267
Current assets					
Debtors	6	35,045		26,162	
Cash at bank and in hand		3,609		16,714	
		38,654		42,877	
Current liabilities					
Creditors: amounts falling due < 1 year	7	(77,736)		(77,250)	
Net current (liabilities)			(39,082)		(34,373)
Total assets less current liabilities			163,569		195,894
Creditors:					
Amounts falling due > 1 year	8		(60,000)		-
Net Assets			103,569		195,894
Funds:					
Unrestricted funds	10, 11		94,578		168,177
Restricted funds	10, 12		8,991		27,717
Net Assets			103,569		195,894

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

J M Spencer
Trustee

14 Feb 2025

Date _____

	Notes	31 JUL 2024		31 JUL 2023	
		£	£	£	£
Cash flows from operating activities					
Cash generated from operations	14		(27,010)		(7,380)
Investing activities					
Purchase of tangible fixed assets		(1,184)		(1,820)	
Net cash investing activities			(1,184)		(1,820)
Cash flows from financing activities					
Repayment of overdraft		-		-	
Repayment of loan		-		-	
Net cash generated from financing activities			-		-
Net increase in cash and cash equivalents			(28,194)		(9,198)
Cash and cash equivalents at beginning of year			16,714		25,912
Cash and cash equivalents at end of year			(11,480)		16,714
Represented by:					
Cash at bank and in hand			3,609		16,714
Overdrawn bank balance			(15,089)		
			(11,480)		16,714

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 2024 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 2024 £	Restricted Funds 2024 £	TOTAL Funds 2024 £	TOTAL FUNDS 2023 £
a Donations and Legacies				
Donations	2,147	0	2,147	1,047

Donations and legacies in 2023 relate wholly to unrestricted funds.

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	TOTAL Funds 2024 £	TOTAL FUNDS 2023 £
b Charitable activities				
Heritage Lottery Fund	-	69,699	69,699	218,909
Power to Change	-	-	-	9,357
National Trust	-	1,000	1,000	-
Rushworths Charity	-	250	250	-
John Moores Foundation Grant	-	9,992	9,992	-
LCVS	-	3,162	3,162	-
Police Donation	-	5,502	5,502	-
Café & events income	68,540	-	68,540	58,645
Nursery & club income	343,544	-	343,544	351,156
Office and room rental	21,488	-	21,488	18,044
	433,572	89,605	523,177	656,111

Charitable activities in 2023 related to £427,845 unrestricted funds and £228,266 restricted funds.

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	TOTAL Funds 2024 £	TOTAL FUNDS 2023 £
c Other income				
Commission	76	-	76	-
Interest income	126	-	126	-
Loan write off (see note 8)	-	-	-	119,063
	202	-	202	119,063

Other Income in 2023 relate wholly to unrestricted funds.

4 Expenditure on Charitable Activities

	Direct Charitable Expenditure 2024 £	Support & Governance Cots 2024 £	TOTAL Costs 2024 £	TOTAL Costs 2023 £
To provide facilities for recreation and child day-care activities	108,331	509,520	617,851	668,500

a Analysed as follows:

Direct charitable expenditure:

	TOTAL Costs 2024 £	TOTAL Costs 2023 £
Staff salary costs	107,581	177,337
Pension	-	3,258
Nursery costs	-	-
Café costs	-	-
Events costs	750	9,600
Volunteer expenses	-	-
Office costs	-	1,084
Training	-	2,504
Premises costs	-	-
Repairs and renewals	-	-
Travel expenses	-	-
Advertising and marketing	-	2,069
Consultancy	-	-
Website costs	-	-
Sundry expenses	-	3,645
Professional fees	-	8,446
Human resources costs	-	-
Computer costs	-	7,688
HMRC interest and penalties	-	274.42
Bank and card charges	-	2,032
Bank interest	-	780
Loan interest	-	-
Accountancy and independent examination	-	3,579
Depreciation	-	-
	108,331	222,297

£108,331 (2023: £222,297) of the above expenditure relates to restricted funding.

<u>Support & Governance costs:</u>	TOTAL Costs 2024 £	TOTAL Costs 2023 £
Staff salary costs	345,107	309,847
Pension	6,770	4,888
Nursery costs	4,952	3,947
Café costs	2,027	1,540
Events costs	22,952	15,138
Volunteer expenses	-	-
Office costs	565	-
Training	1,308	-
Premises costs	52,344	57,671
Repairs and renewals	12,591	20,227
Travel expenses	-	337
Advertising and marketing	5,511	-
Consultancy	-	-
Website costs	-	-
Sundry expenses	826	-
Professional fees	8,500	-
Human resources costs	-	-
Computer costs	8,653	3,521
HMRC interest and penalties	2,050	-
Bank and card charges	2,218	-
Bank interest	922	-
Loan interest	1,966	-
Accountancy and independent examination	1,455	-
Depreciation	28,801	29,090
	509,520	446,203
Total expenditure on charitable activities	617,851	668,500
b Staff Costs	2024 £	2023 £
Gross wages and salaries	428,300	458,887
Social security costs	24,388	28,297
Pension costs	6,770	8,146
	459,458	495,330
c Particulars of employees		
The average number of employees during the year was as follows:	2024	2023
Charitable activities	18	16
Management and administration	3	3
	21	19

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 (2023: £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	11,641	19,480	647,608
Additions	-	-	1,184	-	1,184
Disposals	-	-	-	-	-
Gross book value at carried forward	132,995	483,492	12,824	19,480	648,791
Depreciation brought forward	14,183	383,618	6,366	13,174	417,341
Charge for the year	5,320	19,340	2,564	1,577	28,800
On disposals	-	-	-	-	-
Depreciation at carried forward	19,503	402,957	8,930	14,751	446,141
Net book value carried forward	113,492	80,535	3,894	4,729	202,651
Net book value at brought forward	118,812	99,874	5,274	6,306	230,267

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

	2024 £	2023 £
Trade debtors	35,045	26,162
	35,045	26,162

7 Creditors: amounts falling due within one year

	2024 £	2023 £
Bank overdraft	15,089	-
Trade creditors	8,782	28,322
Accruals	3,017	4,579
Pension	1,350	3,569
Taxation and social security	44,747	40,780
Other creditors	4,750	-
	77,736	77,250

8 Creditors: amounts falling due after more than one year

The following loans are included within creditors:

	2024 £	2023 £
Due between one to two years	-	-
Due between two to five years	60,000	-
Over 5 years	-	-
	60,000	-

The organisation received a loan of £60,000 in August 2023 from Key Fund Investments Limited with interest being charged at a rate of 4% per annum. The loan was to provide working capital to help develop a project, with a revolving facility termination date 60 months from the date of the agreement, with a final repayment date 96 months from the date of the agreement. Capital repayments are due to start in August 2026, however, this may be requested to start earlier to reduced the interest payable.

9 Financial instruments

	2024 £	2023 £
<u>Carrying amount of financial assets:</u>		
Debt instruments measured at cost	<u>38,654</u>	<u>42,877</u>
<u>Carrying amount of financial liabilities:</u>		
Measured at cost	<u>137,736</u>	<u>77,250</u>

10 Analysis of Net Assets between Funds

	2024			
	Tangible Fixed Assets £	Net Current Assets £	Creditors More than one year £	Total £
Unrestricted Funds				
General funds	202,651	(39,082)	(60,000)	103,569
Restricted funds				
Heritage Lottery Fund	-	-	-	-
Total	202,651	(39,082)	(60,000)	103,569
	2023			
	Tangible Fixed Assets £	Net Current Assets £	Creditors More than one year £	Total £
Unrestricted Funds				
General funds	230,266	(62,090)	-	168,176
Restricted funds				
Heritage Lottery Fund	-	27,717	-	27,717
Total	230,266	(34,373)	-	195,893

11 Unrestricted Funds

	MOVEMENT IN THE YEAR			
	2024			
	Reserves at Beginning of the year £	Income £	Expenditure £	Total £
General funds	168,177	435,922	(509,520)	94,578
	MOVEMENT IN THE YEAR			
	2023			
	Reserves at Beginning of the year £	Income £	Expenditure £	Total £
General funds	66,426	547,955	(446,204)	168,177

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				
2024				
Reserves at Beginning of the year	Income	Expenditure	Total	
£	£	£	£	
Heritage Lottery Fund	27,717	69,699	(97,416)	-
National Trust	-	1,000	(1,000)	-
Rushworths Charity	-	250	(250)	-
John Moores Foundation Grant	-	9,992	(4,163)	5,828.67
LCVS	-	3,162	-	3,162.00
Police Donation	-	5,502	(5,502)	-
	27,717	89,605	(108,331)	8,991

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

Description of Funds

Heritage Lottery Fund

PH Holt Foundation

Sport England

Power to Change

National Trust

Rushworths Charity

John Moores Foundation Grant

LCVS- Targeted Engagement Grant

Police Donation

Contribution towards capital and revenue elements of the old library- Lister Steps Carnegie Community Hub Project.

Update IT System, server, hardware and installation costs.

Contribution towards woman's fitness.

Contribution towards staff costs.

Contribution towards staff cost and resources for Heritage Day.

Contribution towards ukulele resources.

Contribution towards staff cost and resources for Lunch club project.

Sharing social media stats for messages shared within our community.

Contribution towards staff costs.

13 Cash generated from operations

	2024	2023
	£	£
Surplus/(Deficit) for the year	(92,325)	107,720
Adjustments for:		
Depreciation	28,801	29,090
Movements in working capital		
(Increase)/ Decrease in debtors	(8,883)	(22,691)
Increase/(Decrease) in creditors	45,397	(121,499)
Cash generated from operations	(27,010)	(7,380)

14 Related Party Transactions

There were no material related party transactions during the year which require disclosure (2023: none).

15 Guarantees

As at 31 July 2024, 7 members had given a guarantee of £1 each in the event of the charitable company winding-up. Total: £7 (2023: 7 members £7).

16 Operating Lease Commitments

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

Lister Steps Limited

Detailed statement of financial activities

Year ended 31 July 2024

	2024	2023
	£	£
INCOME		
Grant income	89,605	228,266
Café and events income	68,540	58,645
Nursery and club income	343,544	351,156
Donations	2,147	1,047
Office and room rental	21,488	18,044
Other income	202	0
Loan write off		119,063
Total Income	525,526	776,221
EXPENDITURE		
Charitable activities		
Staff salary costs	452,688	487,184
Pension	6,770	8,146
Nursery costs	4,952	3,947
Café costs	2,027	1,540
Events costs	23,702	24,738
Volunteer expenses	0	0
Office costs	565	1,084
Training	1,308	2,504
Premises costs	52,344	57,671
Repairs and renewals	12,591	20,227
Travel expenses	0	337
Advertising and marketing	5,511	2,069
Consultancy	0	0
Website costs	0	0
Sundry expenses	826	3,645
Professional fees	8,500	8,446
Human resources costs	0	0
Computer costs	8,653	11,209
HMRC interest and penalties	2,050	274
Bank and card charges	2,218	2,032
Bank Interest	922	780
Loan Interest	1,966	0
Accountancy and independent examination	1,455	3,579
Depreciation	28,801	29,090
Total Expenditure on Charitable activities	617,851	668,501
Net (expenditure) for year	(92,325)	107,720

(This page does not form part of the statutory financial statements)