

# FOOTPRINTS CONDUCTIVE EDUCATION CENTRE LTD

England & Wales · Charity number 1093006

## Details

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|                |                                                         |
|----------------|---------------------------------------------------------|
| Other names    | RUTLAND HOUSE SCHOOL FOR PARENTS LIMITED                |
| Status         | Registered                                              |
| Legal form     | Charitable company                                      |
| Company number | <a href="#">04186674</a>                                |
| Registered     | 2002-07-17                                              |
| Register       | <a href="#">View on the Charity Commission register</a> |

## Contact

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|         |                                                                              |
|---------|------------------------------------------------------------------------------|
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| Phone   | 01159586641                                                                  |
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| Website | <a href="http://www.footprintscec.org">www.footprintscec.org</a>             |

## Activities

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**Objects:** TO IMPROVE THE LIVES OF DISABLED CHILDREN AND THEIR FAMILIES THROUGH PROVIDING EDUCATIONAL, WELFARE AND HEALTH SERVICES

**Activities:** Provision of supervised learning and play for severely disabled, young children and their parents

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Children/young People, People With Disabilities, Other Defined Groups

## Geography

- Derbyshire
- Nottingham City
- Nottinghamshire

## Finances

| Period end | Income   | Expenditure | Assets   | Employees |
|------------|----------|-------------|----------|-----------|
| 2025-03-31 | £545,952 | £442,103    | £374,471 | 8         |
| 2024-03-31 | £369,173 | £359,024    | -        | -         |
| 2023-03-31 | £203,861 | £291,995    | -        | -         |
| 2022-03-31 | £338,317 | £289,268    | -        | -         |
| 2021-03-31 | £338,317 | £289,268    | -        | -         |

## Trustees

| Name                       | Role  | Appointed  |
|----------------------------|-------|------------|
| <b>Robert Evans</b>        | Chair | 2021-07-07 |
| MICHAEL GARETH THOMAS      |       | 2026-06-04 |
| Nicholas Jepson            |       | 2018-02-02 |
| Richard Barry Andrews      |       | 2021-05-05 |
| Ryan Clarkson              |       | 2023-11-10 |
| Sarah Marie Compton- Sandy |       | 2026-05-13 |
| Stephen Mark Daw           |       | 2026-01-30 |

**FOOTPRINTS CONDUCTIVE EDUCATION CENTRE LTD**

England & Wales - Charity number 1093006

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# Accounts

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**REGISTERED COMPANY NUMBER: 04186674 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1093006**

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2025  
for  
Footprints Conductive Education Centre Ltd

Contents of the Financial Statements  
for the Year Ended 31 March 2025

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Report of the Trustees  
for the Year Ended 31 March 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

04186674 (England and Wales)

**Registered Charity number**

1093006

**Registered office**

Farnborough Road, Nottingham NG11 9DG

**Trustees**

Robert Evans - Chair

Ryan Clarkson - Treasurer

Richard Andrews

Nicholas Jepson

Alex Clark (appointed 16 May 2024)

Max Hayes – Young Trustee

Carole Luckwell – Trustee Advisor

Jenny Byrne – Trustee Advisor

David Allum - Trustee Advisor

Helena Bee (resigned 6 December 2024)

**Company Secretary**

Richard Andrews

**Our Vision**

Footprints is a Conductive Education Centre based in Nottingham and our purpose is to empower families with children living with disabilities across the East Midlands – our children and families are at the heart of everything we do.

We transform the lives of children and their families through Conductive Education, a holistic education approach developed to help children living with disabilities consciously learn the life skills that come more naturally to others. We create a safe, positive, supportive and fun environment and our skilled team work together with children and families to develop physical, communication, social, self-help and thinking skills.

We have ambitious plans for continued and sustainable growth of our charity, increasing and developing the services we provide to children and families, furthering our support and enabling more children to fulfil their potential.

**Structure, Governance and Management Nature of Governing Document**

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 26 March 2001. As amended by certificate of incorporation on change of name dated 25 April 2018. It has no share capital, and the liability of each member in the event of winding up is limited to £1.

**New Footprints Centre**

In June 2024 we announced we had secured our new charity home and would be moving location and transforming our new site. As one of our key Business Plan principles, we worked hard to secure a new site which was suitable for our needs now and in the future.

The transformation of our new Footprints Centre started in Autumn 2024, with the support from organisations and volunteers across the East Midlands and a number of grants.

We have received a number of grants in this financial year for the site transformation, and the majority of the works and spend will take

place in the financial period 25/26.

Our new Footprints Centre will be the first time in our long charity history that we will be in control of our own site. Our new home will enable us to provide more and better support and services for the children and families we support, and not only that, enable us to connect with more like-minded organisations and truly embed us into the community around us.

Our new Footprints Centre will be entirely accessible and inclusive, with much improved facilities, including more session rooms, a dedicated family room, sensory room, community coffee bar and community hall.

### **Recruitment and Appointment of Trustees**

Trustee vacancies are advertised on our website and social media platforms, including LinkedIn. Interested parties are asked to complete an application form and provide contact details for references. Following receipt of the forms, Senior Management meets with the prospective trustee to talk about the organisation and the role they will undertake as a trustee of the charity. They are then invited to visit the Footprints Centre and observe a Conductive Education session, and to meet the team at Footprints.

If the candidate remains interested and has the right skills and attributes to support the charity, one of the current trustees undertakes an informal interview, and provides an update to the wider board of trustees as to their suitability at the next meeting. The final stage of recruitment of trustees involves the candidate completing a confidentiality agreement and will be invited to observe the next meeting of the Board of Trustees where a formal vote is then taken for the appointment.

During this period, we welcomed a new Trustee, with their focus on IT, and also welcomed our first Young Trustee in October 2024, with us joining the Young Trustees Movement. We continue to have a team of Trustee Advisors, roles developed as part of our growth plans, with each advisor responsible for guidance and overseeing different elements of our charity.

### **Senior Management**

The day-to-day operation of the charity is delegated by the trustees to the Business and Charity Manager and the Senior Management Team.

Our Senior Management Team consists of Stephen Frew as Business and Charity Manager, Erika Juhasz as Head of Service, Josie Park as Head of Income and Fundraising and Claire Clarkson as Head of Communications and PR.

### **Team Growth**

During this period we successfully advertised and recruited two level three apprentice roles into our team for the first time. Working with Nottingham College, a Level 3 Early Years Apprentice and Level 3 Business Administration Apprentice joined our team, with both roles providing a unique opportunity, growing and developing our team at a crucial time for our charity, families and everyone we're connected with.

### **Placements and Work Experience**

We continued to be very open to welcoming students to our charity for their placements and work experience, ensuring we followed all relevant processes and due diligence checks beforehand.

A placement at our centre provides students with crucial and wide-ranging, hands-on work experience, and also provides additional resource within our team. One such placement during this period included a student who spent time during 2023 and 2024 completing work experience with us, in conjunction with her college course. This young person came to our Conductive Education sessions herself when she was younger and volunteered as part of our Speech and Communication sessions for older children living with Down Syndrome.

In Summer 2024, we worked with University of Nottingham to welcome for the first time University Intern Placements to our team. We worked with two young people who focused on communication and fundraising and successfully completed their placements. They have both since become advocates and volunteers for our charity.

### **Finance Team**

In December 2022, we appointed Amos Accounting to manage our day-to-day financial activity. This change was made to provide more stringent processes and management of our financial accounts, including year-end reporting. This change has gone well and our finance team work hand in hand with the charity team and especially our Business and Support Manager.

### **Our Families and Children**

We work with children living with mobility and communication difficulties, supporting babies, children and young people, living with conditions including cerebral palsy and Down Syndrome.

Our services include -

- Weekly structured and nurturing Conductive Education sessions for children from 6 months to school age, in a supportive, small group environment, delivered by our expert team.
- 'Gym Club' for children over 5, enabling children to continue to practice their movement and co-ordination skills, socialise and grow in confidence during the often-difficult transition to mainstream education.
- Specifically designed weekly speech and communication sessions for older children living with Down Syndrome up to 11 years, along with structured motor development activities.
- In June 2023, we first trialled swimming sessions in a hydrotherapy pool for our pre-school aged children, following a number of grants we received for the funding. We developed this further after this initial period and this is now a weekly core service we provide for all

children in our pre-school service. With the right funding in place, this is something we hope to extend to the older children in our service in the future.

- In partnership with Epic Partners (a Nottingham based charity), in March 2024 we launched Epic Bounce for children aged 4-12 years who live with disabilities. These sessions involve sensory play with rebound trampolining and are funded by Sport England, following a joint grant from both our charities. These creative sessions have continued and developed throughout this period, following successful feedback and outcomes for the children and young people attending.

During this period, we also worked again with Epic Partners and Notts County Foundation to launch the We Belong programme, developed in partnership for young people aged 5-18 years, with inclusive sports, movement and activities.

Our Education Team, together with children and families in group sessions, ensure a collaborative partnership working approach throughout all of our services, giving families the knowledge, confidence and strength to cope with the disabilities their child lives with and understand how they can help.

During this period, we supported an average of 120 children and their families, both in face-to-face sessions on a weekly basis but also in other crucial ways, including a dedicated key worker, online support group, community coffee mornings with dedicated advice and guidance, social events including a Christmas party, and specialised communication channels.

In summer 2024 our BBC Children in Need annual Families survey found that as a result of attending Footprints Conductive Education Centre –

- 100% felt their child had increased levels of movement
- 96% felt their child had increased level of coordination skills
- 100% felt their child's ability to understand others had improved
- 84% felt their child's ability to communicate and make themselves understood had improved
- 88% felt their child had increased levels of engagement
- 87% felt their child had increased levels of self-motivation
- 88% felt their child had increased levels of social interactions and relationships

### **Public Benefit**

Parents or carers of children who live with physical disabilities (and who may also have associated difficulties that affect their learning) frequently find it hard to find and are disappointed with the range of treatment, support and educational options available.

We provide regular, early intervention support at a time when families may be struggling, feeling isolated or finding it difficult to come to terms with their child's diagnosis (or often where there is no formal diagnosis). At Footprints our families are full participants in the teaching process and are therefore empowered to support their child. Their input is recognised as the most important influence in their child's development and with our support, helps them feel focused, confident and in control of how they can help their child further to fulfil their potential, improving wellbeing and reducing anxiety and isolation.

We also collaborate and work in liaison with other third parties that the families may need support with. An example is supporting the transition to school placements, to both mainstream and special education needs schools, with 100% of our families telling us that they felt supported with the transition and integration into primary education. With the ever-growing demand on the Special Educational Needs support in these settings, these connections are hugely important for the continued development of the children.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### **Grants and Trusts**

As a charity, Footprints is funded entirely from Grants and Trusts, fundraising and charity partners. During this period, we were in the second year of our new BBC Children in Need grant (successfully applied for in October 2023). This grant provides £29,679 a year for 3 years, and is a meaningful achievement for our charity, as we continue to proudly communicate that we're funded by BBC Children in Need.

The Jones (1986) Charitable Trust has formed a vital part of our core funding for many years. The £33,750 we received this year was used to support our pre-school Conductive Education sessions, one of our core services. We continue to be supported by the Samworth Trust, a relationship which has been in place for a number of years, and we're very lucky to have one of the Samworth family as one of our supporters.

We have proactively and successfully applied for a number of grants, which contributed to our core services and projects. These include –

- Grant of £33,750 from the Jones Trust, to contribute towards our core services
- Grant of £5,000 from the Lady Hind Trust for core funding
- Grant of £4,774 from the Masonic Charity Foundation for the hire of the hydrotherapy pool for our pre-school swimming sessions
- And an unrestricted grant of £7,000 from BWSF (The Barbara Ward Children's Foundation) to contribute towards our core services

We also received some smaller grants which have funded specific projects, including-

- £3,510 from Sport England for our partnership with Epic Partners to run weekly Epic Bounce sessions for young people living with disabilities

-£4,140 from University of Nottingham for two University interns who joined our team for summer placements

We have also proactively and successfully applied for a number of grants, which have helped to contribute to our new Footprints Centre and site transformation. These include –

-£50,000 from Winifred Eileen Kemp Trust to contribute to the transformation of our new Footprints Centre and site

-£5,000 from Screwfix Foundation to contribute to the transformation of our new Footprints Centre and site

-£150,000 received from BNA Charitable Incorporated Organisation to contribute to the transformation of our new Footprints Centre and site

We have received a number of grants in this financial year for the site transformation, and the majority of the works and spend will take place in the financial period 25/26.

We are hugely grateful for all of the grants, trusts and donations we received and would like to thank all of our supporters, who enable us to transform the lives of children living with disabilities, and their families.

### **Patron and Ambassador Network**

Richard Whitehead MBE has been Footprints' charity patron since 2018 and is a highly engaged advocate of the charity, fully aligned with our purpose and ambition. In Autumn 2021 Richard launched his own charity, The Richard Whitehead Foundation, who we work closely and collaborate with.

We also have a strong and committed network of Champion Ambassadors. These are people who champion our charity and represent us in their daily lives. This includes fundraising activities, making connections, volunteering time and representing Footprints at different events.

During the preceding period, we expanded our wider charity team, to not only include Champion Ambassadors, but also to introduce Celebrity Ambassadors, people with a strong, positive and well developed online and social media presence, providing us with the opportunity to reach more businesses and individuals across the UK.

During this period, we widened our Ambassador network further, introducing the Young Ambassadors concept, young people who bring inspiration, energy and spirit to our team, helping us to raise awareness of our charity and inspiring our young people.

During this period, and after careful due diligence, the below individuals joined our wider team –

- In June 2024, Scarlett joined our team as our first Young Ambassador and used to come to Footprints when she was younger. Now a teenager, Scarlett is raising awareness of Footprints and eye gaze technology which she uses to communicate.
- And in August 2024, Pat Lally became our next Celebrity Ambassador. Pat is an actor and voice over artist and has supported Footprints for a number of years.

This expanded team, together with our Support and Education Team and Board of Trustees, means we have a highly effective network working together towards a common purpose. And in the future, we will expand our network to include more ambassadors who advocate and champion Footprints.

### **Charity and Support Partnerships**

We continue to work with support and charity partners, big and small, to grow and develop our service and every penny contributed to our charity is utilised to transforming our childrens and families' lives.

We also provide unique and rewarding ways for companies to achieve their Corporate Social and Environmental, Social and Governance responsibilities, and can provide volunteering, workshops, training and other opportunities in return.

The charity partners we worked with during this period included –

- Proactively seeking organisations to partner and work with as their charity of the year, including Nottingham City Business Club, Cygnet and Scape
- Forming and further developing Charity Partnerships with organisations, including Capital One, Nottingham Forest, Gleeds, East Midlands Business Desk, T Bailey Asset Management and Inhouse Corporate Services
- CSL Group, one of our ongoing charity partners, who again ran a year-long calendar of fundraising events, including individual challenges and team office-based events
- ADI Conference and Event held in February 2025, for the second year running, bringing together our charity and one of our Support Partners Cromwell Safety, raising money and giving us access to range of new supporters and network
- Rotary Clubs, including Nottingham and Wollaton, who we have partnered and worked with in numerous ways, including hosting meetings, networking, attending events and Christmas activities

In addition, we worked in collaboration with local charities and organisations, including Boccia England, Wheelchair Football Association, Nottinghamshire Down Syndrome Support Group, Children's Sensory Processing, Notts County Foundation and Epic Partners. These types of collaborations with like-minded organisations who share the same mission, mean we are able to support each other, share resources when applicable and provide more services and support to the children and families we support.

### **Recognition**

During this period, we were delighted to actively enter and receive a number of accolades, including –

- May 2024 – Partnership with CSL Group shortlisted at Business Charity Awards
- October 2024 – Charity of the Year Runner up at Charity Today Awards
- November 2024 – Education Category Runner up at Scottish Power Foundation Awards
- December 2024 – Accessible and Inclusion Runner Up at Visit Notts Tourism Awards

We're incredibly proud for our charity and our life changing work to be recognised in this way and to receive these accolades.

### **Volunteering**

We continue to be supported by a number of dedicated volunteers and fundraisers, and we provide charity guidelines to everyone representing us, which ensures they are appropriately supported and in turn follow fundraising guidelines. During this period, supporters held traditional fundraising activities for us, including community markets, school fundraising, walking/running challenges and donations. This year volunteers have been more important than ever in our charity's history. Helping to clear, tidy and transform our new Footprints Centre, Volunteers has been essential for us to be able to carry out this work. Providing volunteering days and activities also allow colleagues from organisations to fulfil their volunteering days as part of CSR responsibilities. These also provide our charity with an opportunity to develop relationships, for more people to find out about Footprints, our services and become new advocates.

### **Fundraising Activities and Events**

During this period, we continued to provide a platform for corporates and organisations, named 'Sponsor a Space'. This is an opportunity for organisations to donate £5,066, either split monthly or annually, which pays for a family to attend our centre and have access to our transformative services for a year.

We have a number of businesses who continue to currently sponsor a space for a family at our centre and increasing this as a predictable income stream continues to be one of our priorities in the coming year.

We continue to have an Online Shop linked to our website. Launched in October 2023, selling Footprints branded merchandise on the online shop provides an additional income stream and is also a visual way to raise awareness of our charity. We continue to develop the merchandise items, including Christmas designed items and specific coloured clothing for children attending our sessions. We listen to our families and supporters feedback and ideas, and work in collaboration with one of our Support Partners, Cromwell Safety.

One of the highlights of our fundraising calendar was again the Robin Hood Half and Mini Marathon in September 2024. Based in Nottingham, this event raised over £10,000 and also saw our Patron Richard Whitehead MBE officially start the race and then run the half marathon for the third-year running, all to support Footprints, increasing our awareness and visibility across our region. We also launched a competition to design the running blades which Richard would wear for this half marathon. Receiving over 80 entries, this was a fantastic opportunity to raise awareness, connect with schools and achieve regional media coverage.

During this period, we continued to provide a number of successful fundraising activities, including sky diving at a local airfield, Tough Mudder and the Rutland Night Walk.

We were able to again recruit a team of runners for the London Landmarks Half Marathon in April 2024, a popular event in our fundraising calendar. We supported our team before, during and after the event and the day raised £3,907 for us. March 2024 saw us hold our second Celebration Dinner, an opportunity to thank our supporters, network and partners, and celebrate together. The event was a huge success an opportunity for organisations to connect, with the evening raising over £2,000.

We also diversified our fundraising and added the below events during this period, including –

- Footprints Afternoon Tea event
- Footprints Chinese Banquet event
- Footprints Fire Walk event
- Footprints Fantasia Magic Show event
- Footprints Charity Song development and recording
- London to Brighton bike ride with our charity partners
- One of our supporters taking part in the London Marathon

### **Education and Research**

We strive to continue to grow our network and reach our objective of being at the forefront of Conductive Education in the UK. We took part in the worldwide Conductive Education Conference in March 2025 and made the event available to all of the team, either online or in person.

We are also part and an active member of the PCA, Professional Conductors Association, bringing people working in Conductive Education together.

We also recognised other events which we are proud to support, including Conductive Education Awareness Week, Down Syndrome Awareness week, Prematurity awareness day, Carers Week, World Mental Health Day and Volunteers Week. This enables us to show our support to our families and also strengthens our network, of both supporters, connected organisations and families looking for support. We proactively support education and research into Conductive Education and children's disabilities and needs. We have close links with the Universities in Nottingham and ensure we support related research and provide relevant information to our families.

We continued to be part of the Disabled Children's Partnership, a UK wide coalition of more than 90 charities and organisations to

campaign for improved health and social care for children living with disabilities. And a member of the Council for Disabled Children, whose mission is to provide a collective voice that champions rights and have a society in which children with disabilities needs are met, aspirations supported, and rights respected.

## **Major Risks and Management of Those Risks**

### **Income Generation**

As with many charities, we are reliant on income generated from fundraising, public donations and grants and trusts. In light of the continued financial climate and cost of living challenges, we are acutely aware of the reliance on these income streams. The most significant financial risk that we face is that some of the funding ends, putting significant financial pressure on the organisation. To ensure that this financial risk is mitigated as far as possible, diversifying income streams is one of the main operational objectives within our 2020 – 2025 business plan, and will continue to be so on future business plans.

During this period, we have made excellent progress against the objectives and key principles in our Business Plan. We have also continued to diversify our fundraising activities and developed platforms to make it easier to donate online to us, as one offs, but also encouraging donations on a regular basis, weekly, monthly and annually, providing guaranteed income streams.

### **Covering Base Costs**

With the current increase in cost of living for employees, increased gas and electricity and food prices, and the general increase of equipment and resources needed to run the organisation, there is a constant pressure to find more to cover even the basic costs. To ensure this financial risk is mitigated as far as possible we continuously monitor the actual spend against budget and monthly we reforecast to the end of the year to allow us to make real time decisions in response to the ever-changing financial situation. This is done in conjunction with our Finance Team, Business and Charity Manager and Board of Trustees.

### **Personnel Resourcing**

We operate in the very specialised and niche area of Conductive Education, which has its roots in a Hungarian practice, with some Conductors therefore studying and qualifying in Hungary and wider Europe. Currently Birmingham City University is the only place you can complete a BA Honours Degree in Conductive Education in the UK, in addition to NICE Conductive College in Birmingham where you can also complete the Multidisciplinary Conductor Course if you already have an undergraduate degree.

The unique training and profession poses a risk of a skills shortage across all Conductive Education Centres, not just presently but for the future generation of Conductors. This is one of the reasons why we encourage and support placements and work experience at our centre, as we expose new people to the highly effective and fulfilling profession of Conductive Education.

We are also working with a number of schools and other Conductive Education Centres across the UK to share best practice and support. In terms of general team recruitment, as a charity there are always budgetary restraints on the salary or wage for positions, but we continue to invest in our team, including a new and extensive online training and learning platforms for all of our support and education team, including volunteers. We are committed to provide and support ongoing opportunities for training, skills and professional development.

### **Looking Forward**

We are excited for our future, the growth of our charity and in turn the services we provide to children and families across the East Midlands.

Our aspirations include -

- Transforming and relocating to our new Footprints Centre, enabling us to reach more children and families who are in need and will benefit from our services
- Continuing to review and evolve the services and facilities we provide, including the launch of additional services, including inclusive wellbeing activities, family coffee and information events and sleep workshops
- Further developing our Board of Trustees, our team and volunteer network, including training investment, to maximise our effectiveness and the work we do
- Growing and expanding the charity and support partners we work with, providing mutual benefits of working together and collaborating, as well as raising income
- Deepening connections with organisations and groups in the childrens disability sphere, to allow us to input ours and our families voice into relevant regulations and updates
- Increasing the awareness of our charity across the East Midlands, to include press coverage on regional TV, print and radio, and development of our ambassador network

Approved by order of the board of trustees on the 22<sup>nd</sup> December 2025 and signed on its behalf by:



Director  
Ryan Clarkson

## **Footprints Conductive Education Centre Ltd**

### **Independent Examiners Report to the trustees of Footprints Conductive Educations Centre Ltd**

The charities trustees are responsible for the preparation of the accounts. The charities trustees consider that an audit is not required for this year under section 144(2) of the charities act 2011 and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act
- 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
- State whether particular matters have come to my attention

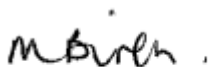
My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of accounts presented within those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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.

In connection with my examination, no matters have come to my attention;

This gives me reasonable cause to believe that all material respects the requirements below:

- To keep accounting records in accordance with the section 130 of the 2011 Act; and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

Signature –



Professional Body or qualification – MAAT

Address – 31 West Street, Swadlincote, DE11 9DN

Date – 22<sup>nd</sup> December 2025

Statement of Financial Activities  
for the Year Ended 31 March 2025

|                                    | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 31.3.25<br>Total<br>funds<br>£ | 31.3.24<br>Total<br>funds<br>£ |
|------------------------------------|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |       |                            |                          |                                |                                |
| Donations and legacies             | 2     | 45,750                     | 4,987                    | 50,737                         | 84,150                         |
| Charitable Activities              | 3     | 25,932                     | 250,619                  | 276,551                        | 132,248                        |
| Other Fundraising activities       | 4     | 217,591                    |                          | 217,591                        | 150,707                        |
| Investment income                  |       | 1,073                      |                          | 1,073                          | 2,068                          |
| <b>Total</b>                       |       | <b><u>290,346</u></b>      | <b><u>255,606</u></b>    | <b><u>545,952</u></b>          | <b><u>369,173</u></b>          |
| <b>EXPENDITURE ON</b>              |       |                            |                          |                                |                                |
| <b>Charitable activities</b>       |       |                            |                          |                                |                                |
| Unrestricted                       | 5     | 164,326                    |                          | 164,326                        | 271,901                        |
| Restricted                         |       |                            | 277,777                  | 277,777                        | 87,123                         |
| <b>Total</b>                       |       | <b><u>164,326</u></b>      | <b><u>277,777</u></b>    | <b><u>442,103</u></b>          | <b><u>359,024</u></b>          |
| <b>NET INCOME/(EXPENDITURE)</b>    |       | 126,020                    | (22,171)                 | 103,849                        | 10,149                         |
| <b>RECONCILIATION OF FUNDS</b>     |       |                            |                          |                                |                                |
| Total funds brought forward        |       | 246,080                    | 24,542                   | 270,622                        | 260,473                        |
| <b>TOTAL FUNDS CARRIED FORWARD</b> |       | <b><u>372,100</u></b>      | <b><u>2,371</u></b>      | <b><u>374,471</u></b>          | <b><u>270,622</u></b>          |

Footprints Conductive Education Centre Ltd

Balance Sheet

31 March 2025

|                                     | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 31.3.25<br>Total<br>funds<br>£ | 31.3.24<br>Total<br>funds<br>£ |
|-------------------------------------|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>CURRENT ASSETS</b>               |       |                            |                          |                                |                                |
| Debtors                             | 6     |                            | 118,330                  | 118,330                        | 2,643                          |
| Shawbrook Bank - Building           |       |                            | 71,729                   | 71,729                         | 71,729                         |
| Cash at bank and in hand            |       | 103,762                    | 138,056                  | 241,818                        | 209,663                        |
|                                     |       |                            |                          | 431,877                        | 284,035                        |
| <b>CREDITORS</b>                    |       |                            |                          |                                |                                |
| Amounts falling due within one year | 7     | (7,068)                    | (50,338)                 | (57,406)                       | (13,413)                       |
|                                     |       |                            |                          |                                |                                |
| <b>NET CURRENT ASSETS</b>           |       |                            |                          | <u>374,471</u>                 | <u>270,622</u>                 |
| <b>FUNDS</b>                        |       |                            |                          |                                |                                |
| Funds                               |       |                            |                          | <u>374,471</u>                 | <u>270,622</u>                 |
| <b>TOTAL FUNDS</b>                  |       |                            |                          | <u>374,471</u>                 | <u>270,622</u>                 |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 22<sup>nd</sup> December 2025 and were signed on its behalf by:

.....

Director  
Ryan Clarkson

Notes to the Financial Statements  
for the Year Ended 31 March 2025

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

**Taxation**

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

**Hire purchase and leasing commitments.**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

**2. DONATIONS AND LEGACIES - Income**

|                                       | Unrestricted<br>£ | Restricted<br>£ |
|---------------------------------------|-------------------|-----------------|
| The Lady Hind Trust                   | 5,000             |                 |
| The Jones 1986 Charitable Trust       | 33,750            |                 |
| The Barbara Ward Childrens Foundation | 7,000             |                 |
| Star Trust                            |                   | 4,987           |

**3. CHARITABLE ACTIVITIES - Income**

|                                          | Unrestricted<br>£ | Restricted<br>£ |
|------------------------------------------|-------------------|-----------------|
| Activities contributions                 | 25,932            |                 |
| BBC Children in Need                     |                   | 28,195          |
| The Masonic Charitable Foundation        |                   | 4,774           |
| Winifred Eileen Kemp Trust               |                   | 50,000          |
| Bruce Wake Charitable Trust              |                   | 4,000           |
| Sports England                           |                   | 3,510           |
| University of Nottingham                 |                   | 4,140           |
| Barclays Community Football Fund         |                   | 1,000           |
| BNA Charitable Incorporated Organisation |                   | 150,000         |
| Screwfix Foundation                      |                   | 5,000           |

**4. OTHER TRADING ACTIVITIES - Income**

|                                              | Unrestricted<br>£ | Restricted<br>£   |
|----------------------------------------------|-------------------|-------------------|
| Local fundraising, events and appeals income | <u>217,591</u>    | <u>          </u> |

**5. CHARITABLE ACTIVITIES**

|                              | Unrestricted<br>£ | Restricted<br>£ |
|------------------------------|-------------------|-----------------|
| Staff Costs                  | 113,174           | 171,269         |
| Fundraising & communications | 24,373            |                 |
| IT Costs                     | 2,560             |                 |
| Office costs                 | 9,315             |                 |
| Premises cost                |                   | 51,776          |
| Clifton Premises cost        |                   | 47,076          |
| Professional fees            | 14,900            |                 |
| Staff Training & Expenses    |                   | 7,656           |
| Sundries                     | 4                 |                 |

**6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                       | 31.3.25<br>£ | 31.3.24<br>£ |
|-----------------------|--------------|--------------|
| Debtors & Prepayments | 118,330      | 2,643        |

**7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                                 | 31.3.25<br>£  | 31.3.24<br>£  |
|---------------------------------|---------------|---------------|
| Trade creditors                 | 50,338        | 8,165         |
| Social security and other taxes | 7,068         | 5,248         |
|                                 | <u>57,406</u> | <u>13,413</u> |

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Detailed Statement of Financial Activities  
for the Year Ended 31 March 2025

|                                       | 31.3.25<br>£          | 31.3.24<br>£         |
|---------------------------------------|-----------------------|----------------------|
| <b>INCOME AND ENDOWMENTS</b>          |                       |                      |
| <b>Donations and legacies</b>         |                       |                      |
| Donations                             | 50,737                | 84,150               |
| Government Grants                     | 0                     | 0                    |
| Grants from other charities           | <u>250,619</u>        | <u>111,665</u>       |
|                                       | 301,356               | 195,815              |
| <b>Other trading activities</b>       |                       |                      |
| Local Fundraising                     | 217,591               | 150,707              |
| <b>Investment income</b>              |                       |                      |
| Interest Receivable                   | 1,073                 | 2,068                |
| <b>Charitable activities</b>          |                       |                      |
| Activities contributions              | 25,932                | 20,583               |
| <b>Total income</b>                   | <b>545,952</b>        | <b>369,173</b>       |
| <b>EXPENDITURE</b>                    |                       |                      |
| Wages                                 | 284,443               | 274,196              |
| <b>Charitable activities</b>          |                       |                      |
| Fundraising & Communications          | 24,373                | 17,905               |
| IT Costs                              | 2,560                 | 2,615                |
| Premises Costs (split out on page 12) | 98,852                | 36,070               |
| Professional Fees                     | 14,900                | 8,708                |
| Staff Training & Expenses             | 7,656                 | 5,831                |
| Office Costs                          | 9,315                 | 13,625               |
| Sundries (HMRC interest)              | 4                     |                      |
| <b>Finance</b>                        |                       |                      |
| Bank charges                          | <u>0</u>              | <u>74</u>            |
| <b>Total Endowments</b>               | <b>442,103</b>        | <b>359,024</b>       |
| <b>Net expenditure</b>                | <u><b>103,849</b></u> | <u><b>10,149</b></u> |

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# Accounts

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**REGISTERED COMPANY NUMBER: 04186674 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1093006**

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2024  
for  
Footprints Conductive Education Centre Ltd

Contents of the Financial Statements  
for the Year Ended 31 March 2024

|                                            | Page     |
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| Report of the Trustees                     | 1 to 7   |
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| Notes to the Financial Statements          | 11 to 12 |
| Detailed Statement of Financial Activities | 13       |

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

04186674 (England and Wales)

**Registered Charity number**

1093006

**Registered office**

The Iona School, 310 Sneinton Dale, Nottingham, NG3 7DN

**Trustees**

Robert Evans (Appointed Chair July 2023)  
Helena Bee (Appointed 17<sup>th</sup> November 2023)  
Ryan Clarkson (Appointed 23<sup>rd</sup> October 2023)  
Richard Andrews  
Nicholas Jepson  
Carole Luckwell  
Jenny Byrne (resigned 28<sup>th</sup> March 2024, now  
Trustee Advisor)  
James Jones (resigned 25<sup>th</sup> October 2023)  
Rebecca Brooksbank (resigned 1<sup>st</sup> April 2023)  
David Allum (resigned 24<sup>th</sup> November 2023, now  
Trustee Advisor)

**Company Secretary**

Richard Andrews

Our Vision

Footprints is a Conductive Education Centre based in Nottingham and our purpose is to empower families with children living with disabilities across the East Midlands – our children and families are at the heart of everything we do.

We transform the lives of children and their families through Conductive Education, a holistic education approach developed to help children living with disabilities consciously learn the life skills that come more naturally to others. We create a safe, positive, supportive and fun environment and our skilled team work together with children and families to develop physical, communication, social, self-help and thinking skills.

We have ambitious plans for continued and sustainable growth of our charity, to increase and develop the services we provide to children and families, furthering our support and enabling more children to fulfil their potential.

## Structure, Governance and Management

### ***Nature of Governing Document***

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 26 March 2001. As amended by certificate of incorporation on change of name dated 25 April 2018. It has no share capital, and the liability of each member in the event of winding up is limited to £1.

### ***Recruitment and Appointment of Trustees***

Trustee vacancies are advertised on our website and social media platforms, including LinkedIn. Interested parties are asked to complete an application form and provide contact details for references. Following receipt of the forms, Senior Management meets with the prospective trustee to talk about the organisation and the role they will undertake as a trustee of the charity. They are then invited to observe a Conductive Education session and to meet the team at Footprints.

If the candidate remains interested and has the right skills and attributes to support the charity, one of the current trustees undertakes an informal interview, and provides an update to the wider board of trustees as to their suitability at the next meeting.

The final stage of recruitment of trustees involves the candidate completing a confidentiality agreement and will be invited to observe the next meeting of the Board of Trustees where a formal vote is then taken for the appointment.

During this period, two of Footprints' Trustees have become Trustee Advisors, a new role developed as part of our growth plans, with each advisor responsible for guidance and overseeing different elements of our charity.

### ***Senior Management***

The day-to-day operation of the charity is delegated by the trustees to the Business and Charity Manager and the Senior Management Team.

Our Senior Management Team consists of Stephen Frew as Business and Charity Manager, Erika Juhasz as Head of Service, Josie Park as Head of Income and Fundraising and Claire Clarkson as Head of Communications and PR.

### ***Placements and Work Experience***

We continued to be very open to welcoming students to our charity for their placements and work experience, ensuring we followed all relevant processes and due diligence checks beforehand. A placement at our centre provides students with crucial and wide ranging, hands on work experience, and also provides additional resource within our team.

One such placement during this period included a student who spent time during summer 2023 doing work experience with us, following the completion of her first year at college. This young person actually came to our Conductive Education sessions herself when she was younger and joined us again in Autumn 2023 to volunteer as part of our Speech and Communication sessions for older children living with Down Syndrome.

### ***Finance Team***

In December 2022, we appointed Amos Accounting to manage our day to day financial activity. This change was made to provide more stringent processes and management of our financial accounts, including year-end reporting. This change has gone well and our finance team work hand in hand with the charity team and especially our Business and Support Manager.

## Our Families and Children

We work with children living with mobility and communication difficulties, supporting babies and children up to the age of 11 years old, with conditions including cerebral palsy and Down Syndrome.

Our services include -

- Weekly structured and nurturing Conductive Education sessions for children from 6 months to school age, in a supportive, small group environment, delivered by our expert team.

Report of the Trustees  
for the Year Ended 31 March 2024

- Gym Club' for children over 5, enabling children to continue to practice their movement and co-ordination skills, socialise and grow in confidence during the often-difficult transition to mainstream education.
- Specifically designed weekly speech and communication sessions for older children living with Down Syndrome up to 11 years, along with structured motor development activities.
- In June 2023, we trialled swimming sessions for our pre school aged children, following a number of grants we received for the funding. We developed this further after the summer following this very successful trial and is now a weekly service we provide for all children in our pre-school service. With the right funding in place, this is something we hope to extend to the older children in our service in the future.
- In partnership with Epic Partners (a Nottingham based charity), in March 2024 we launched Epic Bounce for children aged 4-12 years who live with disabilities. These sessions involve sensory play with rebound trampolining and are funded by Sport England, following a joint grant from both our charities.

Our Education Team, together with children and families in group sessions, ensure a collaborative partnership working approach, giving families the knowledge, confidence and strength to cope with the disabilities their child lives with and understand how they can help.

During the period of April 2023 to March 2024 we supported an average of 70 children and their families, both face to face in sessions on a weekly basis but also in other crucial ways, including a dedicated key worker, online support group, social events including a Christmas party, and specialised communication channels.

In summer 2023 our BBC Children in Need annual Families survey found that as a result of attending Footprints Conductive Education Centre –

- 96% felt their child had increased levels of movement
- 97% felt their child had increased level of coordination skills
- 94% felt their child's ability to understand others had improved
- 90% felt their child's ability to communicate and make themselves understood had improved
- 100% felt their child had increased levels of engagement
- And 94% felt their child had increased levels of self-motivation

Public Benefit

Parents or carers of children who live with physical disabilities (and who may also have associated difficulties that affect their learning) frequently find it hard to find and are disappointed with the range of treatment, support and educational options available. We provide regular, early intervention support at a time when families may be struggling, feeling isolated or finding it difficult to come to terms with their child's diagnosis (or often where there is no formal diagnosis).

At Footprints our families are full participants in the teaching process and are therefore empowered to support their child. Their input is recognised as the most important influence in their child's development and with our support, helps them feel focused, confident and in control of how they can help their child further to fulfill their potential, improving wellbeing and reducing anxiety and isolation.

We also collaborate and work in liaison with other third parties that the families may need support with. An example is supporting the transition to school placements, to both mainstream and special education needs schools. With the ever-growing demand on the Special Educational Needs support in these settings, these connections are hugely important for the continued development of the children.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Grants and Trusts

As a charity, Footprints is funded entirely from Grants and Trusts, fundraising and charity partners.

During this period, we were at the end of a three-year grant from BBC Children in Need. This helped to fund our pre school Conductive Education services, which we provide for babies from six months of age up until school age, and also helped fund our 'gym club', for children of school age living with mobility difficulties.

In October 2023, we were pleased to receive confirmation that our new and updated grant application to BBC Children in Need had been successful and we will receive £29,679 a year from them for the next 3 years.

Report of the Trustees  
for the Year Ended 31 March 2024

This is a meaningful achievement for our charity, as we were able to continue to proudly communicate that we're funded by BBC Children in Need.

The Jones (1986) Charitable Trust has formed a vital part of our core funding for many years. The £45,000 we received this year was used to support our pre school Conductive Education service, one of our core services.

We continue to be supported by the Samworth Trust, a relationship which has been in place for a number of years, and we're very lucky to have one of the Samworth family as one of our supporters. During the preceding period the Samworth Trust donated £5,000 for the redevelopment and launch of our new website. This was launched in April 2023 and is crucial for the development and growth of our charity to reach new supporters, partners and families in need of our help.

We have also proactively and successfully applied for a number of grants, which have helped to contribute to our core services and projects. These include –

- £62,645 grant from Scottish Power Foundation in February 2024, for our Communication and Connection project
- £5,000 in May 2023 from Persimmon Homes for contribution to our core costs
- Grant of £4,966 in July 2023 from the Masonic Charity Foundation for the hire of the hydrotherapy pool for the our relaunched pre school swimming sessions
- Grant of £24,150 from People's Postcode Lottery in November 2023 for core funding
- And £5,000 from Bupa Foundation in December 2023 for core funding
- We also received some smaller grants which have funded specific projects and equipment, including –
  - £1,680 donation from DTD Charity for individual mirrors used in our Conductive Education sessions
  - £385 from the Lashes Foundation, to help with the relaunch of hydrotherapy swimming sessions for our pre school children

We are hugely grateful for all of the grants, trusts and donations we received and would like to thank all of our supporters, who enable us to transform the lives of children living with disabilities, and their families.

Patron and Ambassador Network

Richard Whitehead MBE has been Footprints charity patron since 2018 and is a highly engaged advocate of the charity, fully aligned with our purpose and ambition. In Autumn 2021 Richard launched his own charity, The Richard Whitehead Foundation, who we work closely and collaborate with.

We also have a strong and committed network of Champion Ambassadors. These are people who champion our charity and represent us in their daily lives. This includes fundraising activities, making connections, volunteering time and representing Footprints at different events.

During this period, we have expanded our wider charity team, to not only include Champion Ambassadors, but also developed this to introduce Celebrity Ambassadors. These are people with a strong, positive and well developed online and social media presence, providing us with the opportunity to reach more businesses and individuals across the UK.

During this period, and after careful due diligence, the below individuals joined our wider team –

- In June 2023, Andrew Self became our first Celebrity Ambassador. Andrew is a dancer, appearing on the BBC Show 'The Greatest Dancer', and has a number of jobs including working as a choreographer and hairdresser
- And in August 2023, former England Rugby player Neil Back became our second Celebrity Ambassador. Neil captained both the Leicester and England rugby teams during his career and was part of the winning England World Cup team in 2003

This expanded team, together with our Support and Education Team and Board of Trustees, means we have a highly effective network working together towards a common purpose. And in the future, we will look to expand our ambassador network to include more Celebrity Ambassadors and also our first Young Ambassador, increasing our reach, networking and supporter potential.

Charity and Support Partnerships

We continue to work with support and charity partners, big and small, to grow and develop our service and every penny contributed to our charity is utilised to transforming our childrens and families' lives. We also provide unique and rewarding ways for companies to achieve their Corporate Social and Environmental, Social and Governance responsibilities, and can provide workshops, training and other opportunities in return.

Report of the Trustees  
for the Year Ended 31 March 2024

The charity partners we worked with during this period included –

- Developing a new Charity Partnership with John Pye Auctions, including a monthly donation, providing meeting room space and further ongoing support
- CSL Group, one of our ongoing charity partners who ran a year-long calendar of fundraising events, including individual challenges and team office-based events
- ADI Conference and Event held in February 2024, bringing together our charity and one of our Support Partners Cromwell Safety, raising money and giving us access to range of new supporters and network
- Forming and developing Charity Partnerships with other organisations, including T Bailey Asset Management, Inhouse Corporate Services, Scape and Persimmon Homes
- Rotary Clubs, including Nottingham and Hucknall, who we have partnered and worked with in numerous ways, including hosting meetings, attending events and Christmas activities

In addition, we worked in partnership with local charities and organisations, including the Nottinghamshire Down Syndrome Support Group, Children's Sensory Processing and Epic Partners. These types of collaborations mean we are able to support each other, share resources when applicable and are also an important source of referrals to our service.

In November 2023, we were thrilled to be awarded the 'Make a Difference Award' at the Nottingham Baby and Toddler Awards. After being shortlisted in this category, we received the highest number of votes to receive this fantastic accolade, and in the future will look for other opportunities to recognise our charity and transformative services.

Fundraising Activities And Events

During this period, we developed a new fundraising proposition for corporates and organisations, named 'Sponsor a Space'. This is an opportunity for organisations to donate £5,066, either split monthly or annually, which pays for a family to attend our centre and have access to our transformative services for a year. We have a number of businesses who are currently sponsoring a space for a family at our centre and increasing this as a predictable income stream will be one of our priorities in the coming year.

Following the successful launch of our new Footprints website in April 2023, with clearer information and resources for our families, in October 2023 we launched our Online Shop. During 2023 we trialled sourcing and producing Footprints merchandise, as not only an additional income stream, but also a visual way to raise awareness of our charity. Following the successful soft launch, we developed this further by adding a number of merchandise items, including clothing, bags, mugs and soft toys to an online shop, linked from the website. We work in collaboration with one of our Support Partners, Cromwell Safety, and will continue to develop the range of products available, and also make use of seasonal events, for example producing Christmas merchandise.

We continue to be supported by a number of dedicated volunteers and fundraisers and we provide charity guidelines to everyone representing us, which ensures they are appropriately supported and in turn follow fundraising guidelines. During this period, supporters held traditional fundraising activities for us, including community markets, school fundraising, walking/running challenges and donations.

One of the highlights of our fundraising calendar was in September 2023, when we brought together a team of runners for the Robin Hood Half and Mini Marathon. Based in Nottingham, this event raised just over £13,000, and also saw our Patron Richard Whitehead MBE officially start the race and then run the half marathon for the second year running, all to support Footprints, increasing our awareness and visibility across our region.

During this period, we diversified our fundraising activities, with sky diving at a local airfield taking place across the year and our first Tough Mudder event at Belvoir Castle in June 2023. We also took part in a fully inclusive event, The Rutland NightWalk, a 10k accessible fundraising walk around Rutland Water. These have all proven to be popular and exciting activities and have helped us to reach new supporters.

In June 2023 one of our parents organised and held the annual 'Footprints Cup' at a local football club. This event brought together people from the sporting world, the Down Syndrome support group and our supporters, and raised nearly £6,000.

We were able to again recruit a team of runners for the London Landmarks Half Marathon in April 2023, a popular event in our fundraising calendar. We supported our team before, during and after the event and the day raised over £6,000 for us.

March 2024 saw us hold our very first Celebration Dinner, an opportunity to thank our supporters, network and partners, and celebrate together. The event was a huge success, with Richard Whitehead in attendance, an opportunity for organisations to connect, and raised over £2,800.

And November 2023 was all about the return of the Little Footprints Ball. An epic event, organised by one of our long-term Champion Ambassadors, involving a live and silent auction and which raised an incredible amount for Footprints, of over £25,000.

### Education and Research

We strive to continue to grow our network and reach our objective of being at the forefront of Conductive Education in the UK. We took part in the worldwide Conductive Education Conference in March 2024 and made the event available to all of the team, either online and in person.

We also recognised other events which we are proud to support, including Conductive Education Awareness Week, Down Syndrome Awareness week, Carers Week, World Mental Health Day and Volunteers Week. This enables us to show our support to our families and also strengthens our network, of both supporters, connected organisations and families looking for support.

We proactively support education and research into Conductive Education and childrens' disabilities and needs. We have close links with the Universities in Nottingham and ensure we support related research and provide relevant information to our families.

In August 2023, we joined the Disabled Children's Partnership, a UK wide coalition of more than 90 charities and organisations to campaign for improved health and social care for children living with disabilities. And in May 2023, we became a member of the Council for Disabled Children, whose mission is to provide a collective voice that champions rights and have a society in which children with disabilities needs are met, aspirations supported, and rights respected.

### Major Risks And Management Of Those Risks

#### *Income Generation*

As with many charities, we are reliant on income generated from fundraising, public donations and grants and trusts. In light of the continued financial climate and cost of living challenges, we are acutely aware of the reliance on these income streams. The most significant financial risk that we face is that some of the funding ends, putting significant financial pressure on the organisation. To ensure that this financial risk is mitigated as far as possible, diversifying income streams is one of the main operational objectives within our 2020 – 2025 business plan. Following the restructuring of our office team, recruiting a full time Charity and Business Manager and strengthening and simplifying our Fundraising and Communication team, we are in the middle of this business plan and making good progress against our objectives and key principles.

We have also continued to diversify our fundraising activities and developed platforms to make it easier to donate online to us, as one offs, but also encouraging donations on a regular basis, weekly, monthly and annually, providing guaranteed income streams.

#### *Covering Base Costs*

With the current increase in cost of living for employees, increased gas and electricity and food prices, and the general increase of equipment and resources needed to run the organisation, there is a constant pressure to find more to cover even the basic costs.

To ensure this financial risk is mitigated as far as possible we continuously monitor the actual spend against budget and on a monthly basis we reforecast to the end of the year to allow us to make real time decisions in response to the ever-changing financial situation. This is done in conjunction with our Finance Team, Business and Charity Manager and Board of Trustees.

#### *Personnel Resourcing*

We operate in the very specialised and niche area of Conductive Education, which has its roots in a Hungarian practice, with some Conductors therefore studying and qualifying in Hungary and wider Europe. Currently Birmingham City University is the only place you can complete a BA Honours Degree in Conductive Education in the UK, in addition to NICE Conductive College in Birmingham where you can also complete the Multidisciplinary Conductor Course if you already have an undergraduate degree.

The unique training and profession poses a risk of a skills shortage across all Conductive Education Centres, not just presently but for the future generation of Conductors. This is one of the reasons why we encourage and support placements and work experience at our centre, as we expose new people to the highly effective and

Report of the Trustees  
for the Year Ended 31 March 2023

fulfilling profession of Conductive Education. We are also working with a number of schools and other Conductive Education Centres across the UK to share best practice and support.

In terms of general team recruitment, as a charity there are always budgetary restraints on the salary or wage for positions, but we continue to invest in our team, including a new and extensive online training and learning platform for all of our support and education team, including volunteers.

We are committed to provide and support ongoing opportunities for training, skills and professional development. Examples include access to on the job training and workshops, Chartered Institute of Marketing accredited university courses and also supported Masters Degrees.

Looking Forward

We are excited for our future, the growth of our charity and in turn the services we provide to children and families across the East Midlands. Our aspirations include -

- Reaching more children and families who are in need and will benefit from our services
- Reviewing and evolving the services and facilities we have, including the launch of additional services, including inclusive wellbeing activities, family coffee and information events and sleep workshops
- Further developing our Board of Trustees, our team and volunteer network, including training investment, to maximise our effectiveness and the work we do
- Growing and expanding the charity and support partners we work with, providing mutual benefits of working together and collaborating, as well as raising income
- Deepening connections with organisations and groups in the childrens disability sphere, to allow us to input ours and our families voice into relevant regulations and updates
- Increasing the awareness of our charity across the East Midlands, to include press coverage on regional TV, print and radio, and development of our ambassador network
- Continued focus on one of our charity's key principles, finding a home for our charity which is suitable now and, in the future,, and we hope to have made strong progress in this in the next financial year

Approved by order of the board of trustees on 18 December 2024 and signed on its behalf by:

Ra Clarkson

Trustee

## **Footprints Conductive Education Centre Ltd**

### **Independent Examiners Report to the trustees of Footprints Conductive Educations Centre Ltd**

The charities trustees are responsible for the preparation of the accounts. The charities trustees consider that an audit is not required for this year under section 144(2) of the charities act 2011 and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act
- 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
- State whether particular matters have come to my attention

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of accounts presented within those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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.

In connection with my examination, no matters have come to my attention;

This gives me reasonable cause to believe that all material respects the requirements below:

- To keep accounting records in accordance with the section 130 of the 2011 Act; and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

Full Name – Lisa Amos

Signature – 

Professional Body or qualification – MAAT

Address – 31 West Street, Swadlincote, DE11 9DN

Date – 2<sup>nd</sup> December 2024

Statement of Financial Activities  
for the Year Ended 31 March 2024

|                                    | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 31.3.24<br>Total<br>funds<br>£ | 31.3.23<br>Total<br>funds<br>£ |
|------------------------------------|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |       |                            |                          |                                |                                |
| Donations and legacies             | 2     | 84,150                     |                          | 84,150                         | 34,313                         |
| <b>Charitable activities</b>       |       |                            |                          |                                |                                |
| Charitable Activities              | 3     | 20,583                     | 111,665                  | 132,248                        | 69,522                         |
| Other trading activities           | 4     | 150,707                    |                          | 150,707                        | 100,026                        |
| Investment income                  |       | 2,068                      |                          | 2,068                          | 0                              |
|                                    |       | <hr/>                      | <hr/>                    | <hr/>                          | <hr/>                          |
| <b>Total</b>                       |       | <u>257,508</u>             | <u>111,665</u>           | <u>369,173</u>                 | <u>203,861</u>                 |
| <b>EXPENDITURE ON</b>              |       |                            |                          |                                |                                |
| Raising funds                      |       |                            |                          |                                |                                |
| <b>Charitable activities</b>       |       |                            |                          |                                |                                |
| Unrestricted                       | 5     | 271,901                    | -                        | 271,901                        | 252,682                        |
| Restricted                         |       | <hr/> -                    | <u>87,123</u>            | <u>87,123</u>                  | <u>39,313</u>                  |
|                                    |       | <hr/>                      | <hr/>                    | <hr/>                          | <hr/>                          |
| Total                              |       | <u>271,901</u>             | <u>87,123</u>            | <u>359,024</u>                 | <u>291,995</u>                 |
| <b>NET INCOME/(EXPENDITURE)</b>    |       | (14,393)                   | 24,542                   | 10,149                         | (88,134)                       |
| <b>RECONCILIATION OF FUNDS</b>     |       |                            |                          |                                |                                |
| Total funds brought forward        |       | 260,473                    | -                        | 260,473                        | 348,607                        |
|                                    |       | <hr/>                      | <hr/>                    | <hr/>                          | <hr/>                          |
| <b>TOTAL FUNDS CARRIED FORWARD</b> |       | <u>246,080</u>             | <u>24,542</u>            | <u>270,622</u>                 | <u>260,473</u>                 |

Footprints Conductive Education Centre Ltd

Balance Sheet

31 March 2024

|                                     | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 31.3.24<br>Total<br>funds<br>£ | 31.3.23<br>Total<br>funds<br>£ |
|-------------------------------------|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>CURRENT ASSETS</b>               |       |                            |                          |                                |                                |
| Debtors                             | 6     | 2,643                      |                          | 2,643                          | 896                            |
| Shawbrook Bank - Building           |       |                            | 71,729                   | 71,729                         | 120,382                        |
| Cash at bank and in hand            |       | <u>103,672</u>             | <u>105,991</u>           | <u>209,663</u>                 | <u>152,328</u>                 |
|                                     |       | 106,315                    | 177,720                  | 284,035                        | 273,606                        |
| <b>CREDITORS</b>                    |       |                            |                          |                                |                                |
| Amounts falling due within one year | 7     | (13,413)                   |                          | (13,413)                       | (13,133)                       |
| <b>NET CURRENT ASSETS</b>           |       | <u>92,902</u>              | <u>177,720</u>           | <u>270,622</u>                 | <u>260,473</u>                 |
| <b>FUNDS</b>                        |       |                            |                          |                                |                                |
| Funds                               |       |                            |                          | <u>270,622</u>                 | <u>260,473</u>                 |
| <b>TOTAL FUNDS</b>                  |       |                            |                          | <u>270,622</u>                 | <u>260,473</u>                 |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 18 December 2024 and were signed on its behalf by:

RSC Parker

Trustee

**1. ACCOUNTING POLICIES****Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

**Taxation**

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

**Hire purchase and leasing commitments.**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

**2. DONATIONS AND LEGACIES - Income**

|                                      | Unrestricted<br>£ | Restricted<br>£ |
|--------------------------------------|-------------------|-----------------|
| The Lady Hind Trust                  | 5,000             |                 |
| The Jones 1986 Charitable Trust      | 45,000            |                 |
| Players of People's Postcode Lottery | 24,150            |                 |
| Persimmon Homes                      | 5,000             |                 |
| Bupa Foundation                      | 5,000             |                 |

**3. CHARITABLE ACTIVITIES - Income**

|                                        | Unrestricted<br>£ | Restricted<br>£ |
|----------------------------------------|-------------------|-----------------|
| Activities contributions               | 20,583            |                 |
| BBC Children in Need                   |                   | 24,837          |
| The Masonic Charitable Foundation      |                   | 4,966           |
| Thomas Wall Trust                      |                   | 5,000           |
| ScottishPower Foundation               |                   | 62,645          |
| JN Derbyshire Trust                    |                   | 2,000           |
| The Toy Trust                          |                   | 4,735           |
| Thomas Farr Charity                    |                   | 2,000           |
| Ignite Futures                         |                   | 500             |
| Westfield Health Giving Back Committee |                   | 4,982           |

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2024

**4. OTHER TRADING ACTIVITIES - Income**

|                                              | Unrestricted<br>£ | Restricted<br>£   |
|----------------------------------------------|-------------------|-------------------|
| Local fundraising, events and appeals income | <u>150,707</u>    | <u>          </u> |

**5. CHARITABLE ACTIVITIES**

|                              | Unrestricted<br>£ | Restricted<br>£ |
|------------------------------|-------------------|-----------------|
| Staff Costs                  | 193,902           | 80,294          |
| Fundraising & communications | 14,076            | 3,829           |
| IT Costs                     | 2,615             |                 |
| Office costs                 | 10,625            | 3,000           |
| Premises cost                | 36,070            |                 |
| Professional fees            | 8,708             |                 |
| Staff Training & Expenses    | 5,831             |                 |
| Bank Charges                 | 74                |                 |

**6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|               | 31.3.24<br>£ | 31.3.23<br>£ |
|---------------|--------------|--------------|
| Other debtors | 0            | 0            |
| Prepayments   | 2,643        | 896          |

**7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                                 | 31.3.24<br>£  | 31.3.23<br>£  |
|---------------------------------|---------------|---------------|
| Trade creditors                 | 8,165         | 2,044         |
| Social security and other taxes | 5,248         | 4,964         |
| Other creditors                 | 0             | 6,125         |
|                                 | <u>13,413</u> | <u>13,133</u> |

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Detailed Statement of Financial Activities  
for the Year Ended 31 March 2024

|                                 | 31.3.24<br>£         | 31.3.23<br>£           |
|---------------------------------|----------------------|------------------------|
| <b>INCOME AND ENDOWMENTS</b>    |                      |                        |
| <b>Donations and legacies</b>   |                      |                        |
| Donations                       | 84,150               | 34,313                 |
| Government Grants               | 0                    | 0                      |
| Grants from other charities     | <u>111,665</u>       | <u>48,011</u>          |
|                                 | 195,815              | 82,324                 |
| <b>Other trading activities</b> |                      |                        |
| Local Fundraising               | 150,707              | 100,026                |
| <b>Investment income</b>        |                      |                        |
| Interest Receivable             | 2,068                |                        |
| <b>Charitable activities</b>    |                      |                        |
| Activities contributions        | 20,583               | 21,511                 |
| <b>Total income</b>             | <b>369,173</b>       | <b>203,861</b>         |
| <b>EXPENDITURE</b>              |                      |                        |
| Wages                           | 274,196              | 222,708                |
| <b>Charitable activities</b>    |                      |                        |
| Fundraising & Communications    | 17,905               | 8,603                  |
| IT Costs                        | 2,615                | 5,357                  |
| Premises Costs                  | 36,070               | 36,591                 |
| Professional Fees               | 8,708                | 12,064                 |
| Staff Training & Expenses       | 5,831                | 2,215                  |
| Office Costs                    | <u>13,625</u>        | <u>4,456</u>           |
|                                 | 84,754               | 69,286                 |
| <b>Support costs</b>            |                      |                        |
| <b>Finance</b>                  |                      |                        |
| Bank charges                    | <u>74</u>            | <u>1</u>               |
| <b>Total Endowments</b>         | <b>359,024</b>       | <b>291,995</b>         |
| <b>Net expenditure</b>          | <u><u>10,149</u></u> | <u><u>(88,134)</u></u> |

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# Accounts

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**REGISTERED COMPANY NUMBER: 04186674 (England and Wales)**  
**REGISTERED CHARITY NUMBER:**

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2023  
for  
Footprints Conductive Education Centre

Contents of the Financial Statements  
for the Year Ended 31 March 2023

|                                            | Page     |
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| Report of the Trustees                     | 1 to 7   |
| Examiners Report                           | 8        |
| Statement of Financial Statements          | 9        |
| Balance Sheet                              | 10       |
| Notes to the Financial Statements          | 11 to 12 |
| Detailed Statement of Financial Activities | 13       |

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

04186674 (England and Wales)

**Registered Charity number**

1093006

**Registered office**

The Iona School, 310 Sneinton Dale, Nottingham, NG3 7DN

**Trustees**

Richard Andrews

David Allum

Robert Evans

Nicholas Jepson

Jenny Byrne

Carole Luckwell

Rebecca Brooksbank (Resigned 31<sup>st</sup> December 2022)

James Jones (Resigned 20<sup>th</sup> July 2022)

**Company Secretary**

Rebecca Brooksbank

**Our Vision**

Footprints is a Conductive Education Centre based in Nottingham and our purpose is to empower families with disabled children across the East Midlands – our children and families are at the heart of everything we do.

We transform the lives of children and their families through Conductive Education, a holistic education approach developed to help children living with disabilities consciously learn the life skills that come more naturally to others. We create a safe, positive, supportive and fun environment and our skilled team work together with children and families to develop physical, communication, social, self-help and thinking skills.

We have ambitious plans for our charity to grow, to increase and develop the services we provide to children and families, furthering our support and enabling more children to fulfil their potential.

In July 2022, we celebrated our 20-year anniversary of being a charity – we celebrated with our past and present families and reflected on our long history of supporting children living with disabilities and looked ahead to our exciting future.

## Footprints Conductive Education Centre

### Report of the Trustees for the Year Ended 31 March 2023

#### Structure, Governance and Management

##### *Nature of governing document*

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 26 March 2001. As amended by certificate of incorporation on change of name dated 25 April 2018. It has no share capital, and the liability of each member in the event of winding up is limited to £1.

##### *Recruitment and appointment of trustees*

Trustee vacancies are advertised on our website and social media platforms, including LinkedIn. Interested parties are asked to complete an application form and provide contact details for references. Following receipt of the forms, Senior Management meets with the prospective trustee to talk about the organisation and the role they will undertake as a trustee of the charity. They are then invited to observe a Conductive Education session and to meet the team at Footprints.

If the candidate remains interested and has the right skills and attributes to support the charity, one of the current trustees undertakes an informal interview and provides an update to the wider Board of trustees as to their suitability at the next meeting.

The final stage of recruitment of trustees involves the candidate completing a confidentiality agreement and will be invited to observe the next meeting of the Board of Trustees where a formal vote is then taken for the appointment.

##### *Senior Management*

The day-to-day operation of the charity is delegated by the trustees to the Business and Charity Manager and the Senior Management Team. During the year ended 31 March 2023, following a comprehensive recruitment process, Stephen Frew was appointed as the Business and Charity Manager in August 2022. Prior to this, Nathalie Bailey-Flitter and Andrea Kelly were employed as the job share manager until April 2022, after which the process to recruit a full-time business manager began.

Our Senior Management Team consists of Erika Juhasz as Head of Service, Josie Park as Head of Income (recruited January 2023) and Claire Clarkson as Head of Communications and PR.

##### *Strengthening our Team*

In January 2023, we recruited a Multi-Disciplinary Conductor to our team, someone who previously spent time at our centre as part of their training. This appointment strengthened our Education Team and also provided us with additional resource for our sessions, increasing the number of families we're able to support.

We also strengthened our fundraising team in January 2023, recruiting for a newly created role, Head of Income and also a Fundraising Manager, to the support side of our team. This investment reflected our need to increase our resource in income generation, supporting our ambition to diversify our fundraising activities and raise funds, to enable us to provide more services.

##### *Placements and Work Experience*

We continued to be very open to welcome students to our charity for their placements and work experience, ensuring we followed all relevant processes and due diligence checks beforehand. A placement at our centre provides students with crucial and wide ranging, hands on work experience, and also provides additional resource within our team. One such placement during this period included a Nottingham Trent University student who spent a month with us in March 2023 as part of her Childhood Psychology degree.

## Footprints Conductive Education Centre

### Report of the Trustees for the Year Ended 31 March 2023

#### *Finance Team*

In December 2022, we appointed Amos Accounting to manage our day to day financial activity. This change was made to provide more stringent processes and management of our financial accounts, including year-end reporting. This finance team work hand in hand with the charity team and especially our Business and Support Manager.

#### Our Families and Children

We work with children living with mobility and communication difficulties, supporting babies and children up to the age of 11 years old, with conditions including cerebral palsy and Down Syndrome.

Our services include -

- Weekly structured and nurturing Conductive Education sessions for children from 6 months to school age, in a supportive, small group environment, delivered by our expert team.
- After school 'Gym Club' for children over 5, to help them develop skills they need to continue to progress in their formal education and broader society.
- Specifically designed weekly speech sessions for older children living with Down Syndrome up to 11 years, along with structured motor development activities.

Our Education Team, together with children and families in group sessions, ensure a collaborative partnership working approach, giving families the knowledge, confidence and strength to cope with the disabilities their child lives with and understand how they can help.

During the period of April 2022 to March 2023 we supported an average of 60 children and their families, both in a classroom setting on a weekly basis but also in other crucial ways, including a dedicated key worker, online support group, social events including a Christmas party, and specialised communication channels.

In summer 2022 our BBC Children in Need annual Families survey found that as a result of attending Footprints Conductive Education Centre –

- 84% felt their child had increased levels of movement
- 88% felt their child had increased level of coordination skills
- 82% felt their child's ability to understand others had improved
- 84% felt their child's ability to communicate and make themselves understood had improved
- 96% felt their child had increased levels of engagement
- And 92% felt their child had increased levels of self-motivation

#### Public Benefit

Parents or carers of children who live with physical disabilities (and who may also have associated difficulties that affect their learning) frequently find it hard to find and are disappointed with the range of treatment, support and educational options available. We provide regular, early intervention support at a time when families may be struggling, feeling isolated or finding it difficult to come to terms with their child's diagnosis (or often where there is no formal diagnosis).

Report of the Trustees  
for the Year Ended 31 March 2023

At Footprints our families are full participants in the teaching process and are therefore empowered to support their child. Their input is recognised as the most important influence in their child's development and with our support, helps them feel focused, confident and in control of how they can help their child further to fulfill their potential, improving wellbeing and reducing anxiety and isolation.

We also collaborate and work in liaison with other third parties that the families may need support with. One example of this is supporting the transition to school placements, to both mainstream and special schools. With the ever-growing demand on the Special Educational Needs support in these settings, these connections are hugely important for the continued development of child.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Grants and Trusts

As a charity, Footprints is funded entirely from Grants and Trusts, fundraising and charity partners.

During this period, we are in the middle of a three-year grant from BBC Children in Need, which provided £34,313 a year. This helps to fund our pre school Conductive Education services, which we provide for babies from six months of age, up until school age. The grant also helps fund our 'gym club', for children of school age living with mobility difficulties. These after school sessions enable children to continue to practice their movement and co-ordination skills, socialise and grow in confidence during the often-difficult transition to mainstream education.

We continue to be supported by the Samworth Trust, a relationship which has been in place for a number of years, and we're very lucky to have one of the Samworth family as one of our supporters. During this period the Samworth Trust donated £5,000 for the redevelopment and launch of our new website

(launched in April 2023), crucial for the development and growth of our charity to reach new supporters and families in need of our help.

The Jones (1986) Charitable Trust has formed a vital part of our core funding for many years. The £33,750 we received this year was used to support our pre school Conductive Education service, one of our core services.

We received £3,261 in summer 2022 from The National Lottery Community Fund, following a successful grant application for our Transition to School project. This involved creating a transition plan for those reaching school age in September 2023, in conjunction with parents and schools, ensuring all relevant information is transferred about the child's progress and achievement. This project included a transition plan, report, family and school visits.

In July 2022, we were thrilled to be nominated and receive £1,000 from Benefact Group's Movement for Good awards. This required our supporters to nominate our charity to receive the award.

We are hugely grateful for all of the grants, trusts and donations we received and would like to thank all of our supporters, who enable us to transform the lives and children living with disabilities, and their families.

Patron and Ambassador Network

Richard Whitehead MBE has been Footprints charity patron since 2018 and is a highly engaged advocate of the charity, fully aligned with our purpose and ambition. In Autumn 2021 Richard launched his own charity, The Richard Whitehead Foundation, who we work closely and collaborate with.

We also have a strong and committed network of Champion Ambassadors. These are people who champion our charity and represent us in their daily lives. This includes fundraising activities, making connections, volunteering time and representing Footprints at different events.

## Footprints Conductive Education Centre

### Report of the Trustees for the Year Ended 31 March 2023

In March 2023, we announced Lucie Gregory as our newest Champion Ambassador. Lucie is one of the parents, who attends our service, so as well as fundraising support, she provides a vital connection to the Footprints Families.

This together with our Support and Education Team, and Board of Trustees, means we have a highly effective network working together towards a common purpose. And in the future, we will look to expand our ambassador network to include Celebrity Ambassadors, increasing our reach, networking and supporter potential.

### Charity and Support Partnerships

We work alongside support and charity partners, big and small, to grow and develop our service and every penny contributed to our charity is utilised to transforming our childrens and families lives.

Charity partners during this period included –

- Hot Property event in November 2022, for the East Midlands property and construction industry, raised £25,000 after we successfully pitched to be their charity for the year
- CSL Group, a company who ran a year long calendar of fundraising events, including individual challenges and team office-based events
- Starbucks Nottingham franchise who fundraised in store for us and ran fundraising events
- Rotary Clubs, including Nottingham, Wollaton and Hucknall, who we have partnered with and have fundraised in numerous ways, including donations and Christmas activities
- New partnerships with local organisations, including popular Southbank Bar in the city centre, Gedling Inn and Carlton Operatic Society

In addition, we work in partnership with local support groups, including the Nottinghamshire Down Syndrome Support Group. These types of collaborations mean we are able to support each other, share resources when applicable and are also an important source of referrals to our service.

### Fundraising Activities

We continue to be supported by a number of volunteers and fundraisers and we provide charity guidelines to everyone representing us, which ensures they are appropriately supported and in turn follow fundraising guidelines.

During this period, supporters held traditional fundraising activities for us, including bake sales, markets, school fundraising, walking/running challenges and donations.

One of the highlights of our fundraising calendar was in September 2022, when we brought together a team of runners for the Robin Hood Half and Mini Marathon. Based in Nottingham, this event raised just over £9,000, and also saw our Patron Richard Whitehead MBE officially start the race and then run the half marathon, all to support Footprints, increasing our awareness and visibility across our region.

During this period, we also diversified our fundraising activities, launching two new events in March 2023, skydiving at a local airfield and Tough Mudder at Belvoir Castle. These have both proven to be popular and exciting activities and have helped us to reach new supporters.

In June 2022 one of our parents organised and held the annual 'Footprints Cup' at a local football club. This event brought together sports people, the Down Syndrome support group and our supporters and raised over £6,000.

Report of the Trustees  
for the Year Ended 31 March 2023

We were thrilled to recruit a team of runners for the London Landmarks Half Marathon in April 2022, a popular event in our fundraising calendar. We supported our team before, during and after the event and the day raised over £7,000 for us.

Finally, we continued to utilise online methods of fundraising which provided a regular source of income. These include the Lotteries (text based launched in March 2023 and traditional online lottery), Amazon Smile (until February 2023) and Give as You Live.

Education and Research

We strive to continue to grow our network and reach our objective of being at the forefront of Conductive Education in the UK. We took part in the worldwide Conductive Education Conference in March 2023 and made the event available to all of the team, either online and in person. One of our Conductors and trained Sleep Practitioner also presented a workshop on sleep hygiene, a much-needed service which we hope to provide to our families in future months.

We also recognised other events which we are proud to support, including Conductive Education Awareness Week, Down Syndrome Awareness week, Carers Week, World Mental Health Day and Volunteers Week. This enables us to show our support to our families and also strengthens our network, of both supporters, connected organisations and families looking for support.

We proactively support education and research into Conductive Education and childrens' disabilities and needs. We have close links with the Universities in Nottingham and ensure we support related research and provide relevant information to our families.

In August 2022, we were proud to be registered as a Disability Confident Committed employer, one of the first registrations and partnerships we hope to make.

Major risks and management of those risks

*Impact of Covid-19*

We were again affected by the post Covid-19 environment in this period, like all charities and businesses.

During the post pandemic period, families found it increasingly hard to access services and found long waiting lists. Importantly our service remained consistent, even throughout lockdown periods.

The pandemic period also continued to affect our fundraising abilities, with initially no face to face events allowed during the lockdown and then a subsequent general unease from the public about attending in person events. Again, we adapted and developed online fundraising platforms, such as raffles and encouraged the use of JustGiving for personal fundraising activities.

Once we were able to return to face to face sessions and events, we worked to and provided stringent covid measures to ensure the safety of our team, volunteers and most importantly our children and families.

*Income Generation*

As with many charities, we are reliant on income generated from fundraising, public donations and grants and trusts. In light of the continued financial climate and cost of living challenges, we are acutely aware of the reliance on these income streams. The most significant financial risk that we face is that some of the funding ends, putting significant financial pressure on the organisation.

To ensure that this financial risk is mitigated as far as possible, diversifying income streams is one of the main operational objectives within our 2020 – 2025 business plan. We have recently restructured our office team, including recruiting a full time Charity and Business Manager and strengthening and simplifying our Fundraising and Communication team.

We also diversified our fundraising activities and developed plans to make it easier to donate online to us, as one offs, but also encouraging donations on a regular basis, weekly, monthly and annually, providing guaranteed income streams.

Report of the Trustees  
for the Year Ended 31 March 2023

*Covering Base Costs*

With the current increase in cost of living for employees, increased gas and electricity and food prices, and the general increase of equipment and resources needed to run the organisation, there is a constant pressure to find more to cover even the basic costs.

To ensure this financial risk is mitigated as far as possible we continuously monitor the actual spend against budget and on a monthly basis we reforecast to the end of the year to allow us to make real time decisions in response to the ever-changing financial situation. This is done in conjunction with our Finance Team, Business and Charity Manager and Board of Trustees.

*Personnel Resourcing*

We operate in the very specialised and niche area of Conductive Education, which has its roots in a Hungarian practice, with some Conductors therefore studying and qualifying in Hungary and wider Europe. Currently Birmingham City University is the only place you can complete a BA Honours Degree in Conductive Education in the UK, in addition to NICE Conductive College in Birmingham where you can also complete the Multidisciplinary Conductor Course if you already have an Undergraduate degree.

The unique training and profession poses a risk of a skills shortage across all Conductive Education Centres, not just presently but for the future generation of Conductors. This is one of the reasons why we encourage and support placements and work experience at our centre, as we expose new people to the highly effective and fulfilling profession of Conductive Education.

In terms of general team recruitment, as a charity there are always budgetary restraints on the salary or wage for positions, but we continue to invest in our team, both in the Education Team and in our Support Team.

We are committed to provide and support ongoing opportunities for training, skills and professional development. Examples include access to on the job training and workshops, Chartered Institute of Marketing accredited university courses and also supported Masters Degrees. We hope in the near future to provide our charity team and wider access to a suite of online learning and training.

Looking Forward

We are excited for our future, the growth of our charity and in turn the services we provide to children and families across the East Midlands. Our aspirations include -

- Reaching more children and families who are in need and will benefit from our services
- Reviewing and evolving the services and facilities we have, including the launch of additional services, including hydrotherapy sessions, family wellbeing coffee events and sleep workshops
- Further developing our Board of Trustees, our team and volunteer network, including training investment, to maximise our effectiveness and the work we do
- Growing and expanding the charity and support partners we work with, providing mutual benefits of working together and collaborating, as well as raising income
- Connection with organisations and groups in the childrens disability sphere, to allow us to input ours and our families voice into relevant policies and regulations
- Increasing the awareness of our charity across the East Midlands, to include launching our newly developed website, press coverage on regional TV, print and radio, and development of our ambassador network, to include Celebrity Ambassadors

Approved by order of the board of trustees on 5<sup>th</sup> February 2024 and signed on its behalf by:

R. Clarkson

Trustee

## **Footprints Conductive Education Centre Ltd**

### **Independent Examiners Report to the trustees of Footprints Conductive Educations Centre Ltd**

The charities trustees are responsible for the preparation of the accounts. The charities trustees consider that an audit is not required for this year under section 144(2) of the charities act 2011 and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act
- 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
- State whether particular matters have come to my attention

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of accounts presented within those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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.

In connection with my examination, no matters have come to my attention;

This gives me reasonable cause to believe that all material respects the requirements below:

- To keep accounting records in accordance with the section 130 of the 2011 Act; and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

Full Name – Lisa Amos

Signature – 

Professional Body or qualification – MAAT

Address – 31 West Street, Swadlincote, DE11 9DN

Date - 31/01/2024

Footprints Conductive Education Centre

Statement of Financial Activities  
for the Year Ended 31 March 2023

|                                    | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 31.3.23<br>Total<br>funds<br>£ | 31.3.22<br>Total<br>funds<br>£ |
|------------------------------------|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |       |                            |                          |                                |                                |
| Donations and legacies             | 2     | 43,011                     | 5,000                    | 48,011                         | 40,613                         |
| <b>Charitable activities</b>       |       |                            |                          |                                |                                |
| Charitable Activities              | 3     | 21,511                     | 34,313                   | 55,824                         | 62,221                         |
| Other trading activities           | 4     | 100,026                    | -                        | 100,026                        | 93,020                         |
| Investment income                  |       | <u>-</u>                   | <u>-</u>                 | <u>-</u>                       | <u>516</u>                     |
| <b>Total</b>                       |       | <u>164,548</u>             | <u>39,313</u>            | <u>203,861</u>                 | <u>196,370</u>                 |
| <b>EXPENDITURE ON</b>              |       |                            |                          |                                |                                |
| Raising funds                      |       |                            |                          |                                |                                |
| <b>Charitable activities</b>       |       |                            |                          |                                |                                |
| Unrestricted                       | 5     | 252,682                    | -                        | 252,682                        | 212,265                        |
| Restricted                         |       | <u>-</u>                   | <u>39,313</u>            | <u>39,313</u>                  | <u>29,605</u>                  |
| <b>Total</b>                       |       | <u>252,682</u>             | <u>39,313</u>            | <u>291,995</u>                 | <u>241,870</u>                 |
| <b>NET INCOME/(EXPENDITURE)</b>    |       | (88,134)                   | -                        | (88,134)                       | (45,500)                       |
| <b>RECONCILIATION OF FUNDS</b>     |       |                            |                          |                                |                                |
| Total funds brought forward        |       | 348,607                    | -                        | 348,607                        | 394,107                        |
| <b>TOTAL FUNDS CARRIED FORWARD</b> |       | <u>260,473</u>             | <u>-</u>                 | <u>260,473</u>                 | <u>348,607</u>                 |

Footprints Conductive Education Centre

Balance Sheet

31 March 2023

|                                                  | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 31.3.23<br>Total<br>funds<br>£ | 31.3.22<br>Total<br>funds<br>£ |
|--------------------------------------------------|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>CURRENT ASSETS</b>                            |       |                            |                          |                                |                                |
| Debtors                                          | 6     | 896                        | -                        | 896                            | 2,474                          |
| Shawbrook Bank - Building                        |       | -                          | 120,382                  | 120,382                        | -                              |
| Cash at bank and in hand                         |       | <u>152,328</u>             | <u>-</u>                 | <u>152,328</u>                 | <u>369,583</u>                 |
|                                                  |       | 153,224                    | 120,382                  | 273,606                        | 372,057                        |
| <b>CREDITORS</b>                                 |       |                            |                          |                                |                                |
| Amounts falling due within one year              | 7     | (13,133)                   | -                        | (13,133)                       | (23,450)                       |
|                                                  |       | <u>-</u>                   | <u>-</u>                 | <u>-</u>                       | <u>-</u>                       |
| <b>NET CURRENT ASSETS</b>                        |       | <u>140,091</u>             | <u>120,382</u>           | <u>260,473</u>                 | <u>348,607</u>                 |
| <b>TOTAL ASSETS LESS CURRENT<br/>LIABILITIES</b> |       | <u>140,091</u>             | <u>120,382</u>           | <u>260,473</u>                 | <u>348,607</u>                 |
| <b>NET ASSETS</b>                                |       | <u>140,091</u>             | <u>120,382</u>           | <u>260,473</u>                 | <u>348,607</u>                 |
| <b>FUNDS</b>                                     |       |                            |                          |                                |                                |
| Funds                                            |       |                            |                          | <u>260,473</u>                 | <u>348,607</u>                 |
| <b>TOTAL FUNDS</b>                               |       |                            |                          | <u>260,473</u>                 | <u>348,607</u>                 |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 5th February 2024 and were signed on its behalf by:

Ro Clarkson

Trustee

## 1. ACCOUNTING POLICIES

### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

### Taxation

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

### Hire purchase and leasing commitments.

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

## 2. DONATIONS AND LEGACIES - Income

|                                 | Unrestricted<br>£ | Restricted<br>£ |
|---------------------------------|-------------------|-----------------|
| Samworth                        | -                 | 5,000           |
| The Lady Hind Trust             | 5,000             | -               |
| The Jones 1986 Charitable Trust | 33,750            | -               |
| Boots Charitable Trust          | 1,000             | -               |
| Lottery                         | 3,261             | -               |

## 3. CHARITABLE ACTIVITIES - Income

|                          | Unrestricted<br>£ | Restricted<br>£ |
|--------------------------|-------------------|-----------------|
| BBC Children in Need     | -                 | 34,313          |
| Activities contributions | 21,511            | -               |

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023

**4. OTHER TRADING ACTIVITIES - Income**

|                                                | Unrestricted<br>£ | Restricted<br>£ |
|------------------------------------------------|-------------------|-----------------|
| Local fundraising and street collection income | <u>100,026</u>    | <u></u>         |

**5. CHARITABLE ACTIVITIES**

|                              | Unrestricted<br>£ | Restricted<br>£ |
|------------------------------|-------------------|-----------------|
| Staff Costs                  | 183,395           | 39,313          |
| Fundraising & communications | 8,603             | -               |
| IT Costs                     | -                 | 5,357           |
| Office costs                 | 4,456             | -               |
| Premises cost                | 36,591            | -               |
| Professional fees            | 12,064            | -               |
| Staff expense                | 2,215             | -               |
| Bank Charges                 | 1                 | -               |

**6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|               | 31.3.23<br>£ | 31.3.22<br>£ |
|---------------|--------------|--------------|
| Other debtors | -            | 150          |
| Prepayments   | <u>896</u>   | <u>2,324</u> |
|               | <u>896</u>   | <u>2,474</u> |

**7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                                 | 31.3.23<br>£  | 31.3.22<br>£  |
|---------------------------------|---------------|---------------|
| Trade creditors                 | 2,044         | 1,838         |
| Social security and other taxes | 4,964         | 2,968         |
| Other creditors                 | 6,125         | 1,794         |
| Accrued expenses                | <u>-</u>      | <u>16,850</u> |
|                                 | <u>13,133</u> | <u>23,450</u> |

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Footprints Conductive Education Centre

Detailed Statement of Financial Activities  
for the Year Ended 31 March 2023

|                                                | 31.3.23<br>£    | 31.3.22<br>£    |
|------------------------------------------------|-----------------|-----------------|
| <b>INCOME AND ENDOWMENTS</b>                   |                 |                 |
| <b>Donations and legacies</b>                  |                 |                 |
| Donations                                      | 34,313          | 42,099          |
| Government Grants                              | -               | 363             |
| Grants from other charities                    | <u>48,011</u>   | <u>39,250</u>   |
|                                                | 82,324          | 81,712          |
| <b>Other trading activities</b>                |                 |                 |
| Local Fundraising and street collection income | 100,026         | 93,020          |
| <b>Investment income</b>                       |                 |                 |
| Interest Receivable                            | -               | 516             |
| <b>Charitable activities</b>                   |                 |                 |
| Activities contributions                       | 21,511          | 20,972          |
| Sundry Income                                  | <u>-</u>        | <u>150</u>      |
|                                                | <u>21,511</u>   | <u>21,122</u>   |
| <b>Total incoming resources</b>                | 203,861         | 196,370         |
| <b>EXPENDITURE</b>                             |                 |                 |
| <b>Investment management costs</b>             |                 |                 |
| Wages                                          | 222,708         | 192,604         |
| <b>Charitable activities</b>                   |                 |                 |
| Fundraising & Communications                   | 8,603           | 3,050           |
| IT Costs                                       | 5,357           | 558             |
| Premises Costs                                 | 36,591          | 30,616          |
| Professional Fees                              | 12,064          | 9,121           |
| Staff Expenses and Training                    | 2,215           | 169             |
| Office Costs                                   | <u>4,456</u>    | <u>5,751</u>    |
|                                                | 69,286          | 49,265          |
| <b>Support costs</b>                           |                 |                 |
| <b>Finance</b>                                 |                 |                 |
| Bank charges                                   | <u>1</u>        | <u>1</u>        |
| Total resources expended                       | <u>291,995</u>  | <u>241,870</u>  |
| <b>Net expenditure</b>                         | <u>(88,134)</u> | <u>(45,500)</u> |

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# Accounts

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Company registration number: 04186674

Charity registration number: 1093006

# Footprints Conductive Education Centre Ltd

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2022

# **Footprints Conductive Education Centre Ltd**

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# **Footprints Conductive Education Centre Ltd**

## **Reference and Administrative Details**

|                                    |                                                                                                                                                                                     |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                    | Rebecca Brooksbank, Chair<br>Richard Andrews, Vice Chair<br>Jenny Byrne<br>Carole Luckwell<br>Robert Evans<br>David Allum<br>Nicholas Jepson                                        |
| <b>Secretary</b>                   | Rebecca Brooksbank                                                                                                                                                                  |
| <b>Senior Management Team</b>      | Emma-Jane Graham, Manager (Job Share), until February 2022<br>Nathalie Bailey-Flitter, Manager (Job Share), until April 2022<br>Andrea Kelly, Manager (Job Share), until April 2022 |
| <b>Charity Registration Number</b> | 1093006                                                                                                                                                                             |
| <b>Company Registration Number</b> | 04186674                                                                                                                                                                            |
| <b>Registered Office</b>           | Footprints Conductive Education Centre<br>The Iona School, 310 Sneinton Dale<br>Nottingham<br>NG3 7DN                                                                               |
| <b>Independent Examiner</b>        | John O'Brien, employee of<br>Community Accounting Plus<br>Units 1 & 2 North West<br>41 Talbot Street<br>Nottingham<br>NG1 5GL                                                       |

# Footprints Conductive Education Centre Ltd

## Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

### Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

|           |                                                    |
|-----------|----------------------------------------------------|
| Trustees: | Rebecca Brooksbank, Chair                          |
|           | Richard Andrews, Vice Chair (appointed 5 May 2021) |
|           | Jenny Byrne                                        |
|           | Carole Luckwell                                    |
|           | Robert Evans (appointed 7 July 2021)               |
|           | David Allum (appointed 7 July 2021)                |
|           | Nicholas Jepson                                    |
|           | Alison Brooks, until 12 January 2022               |
|           | James Jones, until 20 July 2022                    |
|           | David Winnett, until 5 May 2021                    |

### Our Vision

Footprints is a Conductive Education Centre based in Nottingham and our purpose is to empower families with disabled children – our children and families are at the heart of everything we do.

We transform the lives of children and their families through Conductive Education, a holistic approach where we create a safe, positive, supportive and fun environment. Our skilled team work together with children and families to develop physical, communication, social, self-help and thinking skills.

### Structure, Governance and Management

#### *Nature of governing document*

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 26th March 2001. As amended by certificate of incorporated on change of name dated 25th April 2018. It has no share capital, and the liability of each member in the event of winding up is limited to £1.

#### *Recruitment and appointment of trustees*

Trustee vacancies are advertised on our website and social media platforms. Interested parties are asked to complete an application form and provide contact details for references.

Following receipt of the forms Senior Management meets with the prospective trustee to talk about the organisation and the role they will undertake as a trustee of the charity. They are then invited to observe a Conductive Education session and to meet the team at Footprints.

If the candidate remains interested and has the right skills and attributes to support the charity one of the current trustees undertakes an informal interview and provides an update to the wider Board of trustees as to their suitability at the next meeting.

# Footprints Conductive Education Centre Ltd

## Trustees' Report

The final stage of recruitment of trustees involves the candidate completing a confidentiality agreement and will be invited to observe the next meeting of the Board of Trustees where a formal vote is then taken for the appointment.

### *Senior Management*

The day-to-day operation of the charity is delegated by the trustees to the Senior Management. During the year ended 31st March 2022 there were three job share managers who undertook this role; Emma-Jane Graham (until February 2022), Nathalie Bailey-Flitter (until April 2022) and Andrea Kelly (until April 2022).

In February 2022 the Board of Trustees took the decision to restructure the Senior Management position into one full time post to better support the charity. The Managers decided that the time had come to move on from Footprints and we thank them for their valuable contribution and wish them all the best for the future.

We then led a thorough recruitment process to find a full time Business Manager to take up this vacant position. There were a number of strong candidates who all showed skills and attributes suitable for this role and after deliberation the successful candidate Stephen Frew was appointed in August 2022.

### Our Families and Children

Together with their families, we work with children with mobility and communication difficulties, supporting babies and pre-school children with conditions such as cerebral palsy. We also run projects to help children with Down syndrome improve their skills in all areas of early development, including dedicated speech sessions. In addition, we provide a 'gym club' for school age children, to continue to improve mobility and communication skills.

During the period of March 2021 to March 2022 we supported an average of 55 children and their families, both in a classroom setting on a weekly basis but also in other crucial ways, including a dedicated key worker, online support group and specialised communication channels.

In summer 2021 our BBC Children in Need Families survey found that as a result of attending Footprints Conductive Education Centre –

- 97% felt their child had increased levels of movement and coordination skills
- 86% felt their child's ability to understand others had improved
- 94% felt their child's ability to communicate and make themselves understood had improved
- 100% felt their child had increased levels of engagement
- And 89% felt their child had increased levels of self-motivation

### Public Benefit

Parents or carers of children who have physical disabilities (and whom may also have associated difficulties that affect their learning) are frequently confused and/or disappointed with the range of treatment or educational options available. We provide regular, early intervention support at a time when parents may be struggling, feeling isolated or finding it difficult to come to terms with their child's diagnosis (or often where there is no formal diagnosis).

Here parents/carers are participants in the teaching process and are therefore empowered to support their child. Their input is recognized as the most important influence in their child's development which helps them feel focused, confident and in control of their families' destiny thus reducing anxiety, stress, isolation and depression.

# **Footprints Conductive Education Centre Ltd**

## **Trustees' Report**

We also work in liaison with other third parties that the parents/carers may need support with. One example of this is transitioning the children to school as and when the time arises. With more and more children coming through our services entering mainstream schools and the ever-growing demand on the Special Educational Needs support in these settings these connections are important for the continued development of child.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### Grants and Trusts

As a charity, Footprints is funded entirely from Grants and Trusts, fundraising and charity partners.

We are in the middle of a three-year grant from BBC Children in Need, which provides £31,369 a year. This money helps to fund our preschool Conductive Education services, which we provide for babies from six months of age, up until school age. The grant also helps fund our 'gym club', for children of school age with motor challenges. These after school sessions enable children to continue to practice their movement and co-ordination skills, socialise and grow in confidence during the often-difficult transition to mainstream education.

We continue to be supported by the Samworth Trust and we are very lucky to have one of the Samworth family as one of our charity ambassadors.

The Jones (1986) Charitable Trust has formed a vital part of our core funding for many years. The £33,750 we received this year was used to support our preschool service, which is one of our main services.

Thanks to donations from Boots Charitable Trust of £7,054 and The Star Trust of £2,676 we successfully launched our Safer Eating and Drinking Project. Eating and drinking is a skill many of us take for granted. However, for many of the children who attend Footprints this is something that either physically or emotionally due to traumas such as feeding and oxygen tubes they are not able to do. The Safer Eating and Drinking Project helps give parents and carers the tools to take steps to help their child learn this lifelong skill in a safe and supportive environment.

We are grateful for all of the donations, grants and trusts we received and would like to thank all of our supporters, who enable us to transform childrens and families lives.

### Patron and Ambassador Network

Richard Whitehead MBE has been Footprints charity patron since 2018 and is an engaged advocate of the charity, fully aligned with its purpose and ambition. In Autumn 2021 Richard launched his own charity, The Richard Whitehead Foundation, who we work closely and collaborate with.

We also have a strong and committed network of charity ambassadors. These are people who champion our charity and represent us in their daily lives. This includes fundraising activities, volunteering time and representing Footprints at different events.

This together with our office and classroom team and Board of Trustees, means we have a highly effective network working together towards a common purpose.

# **Footprints Conductive Education Centre Ltd**

## **Trustees' Report**

### Charity and Support Partnerships

We work alongside support and charity partners, big and small, to grow and develop our service and every penny contributed to our charity is utilised to transforming our childrens and families lives.

Charity partners during this period included -

- Challenge Life Fitness, a Nottinghamshire fitness group and a new charity partner, who raised over £5,00 for us during a walking challenge
- Starbucks Nottingham franchise who fundraise in store for us and run different events
- CSL Group, a company who ran a year long calendar of fundraising events, including individual challenges and team office-based events
- Bupa Dental, another new charity partner, who provided volunteers for classroom refurbishments and continued to support throughout the year, providing essential resources for our children

In addition, we work in partnership with local support groups, including the Nottinghamshire Down Syndrome Support Group. These types of collaborations mean we are able to support each other, share resources when applicable and are also an important source of referrals to our service.

### Fundraising Activities

We continue to be supported by a number of volunteers and fundraisers and we provide charity guidelines to everyone representing us. This ensures they are appropriately supported and in turn follow fundraising guidelines.

During this period, supporters held traditional fundraising activities for us, including bake sales, markets, school fundraising, donations, and also online activities when face to face events weren't possible.

In June 2021 one of our parents organised and held the annual 'Footprints Cup' at a local football club. This event brought together sports people, the Down syndrome support group and our supporters and raised over £5,000.

The Little Footballs Ball, a bi annual event, run by one of our long-standing ambassadors, was hosted at a venue in Nottingham in November 2021 and was supported by local business people and charity supporters. Along with other fundraising activities by this ambassador, nearly £37,000 was raised in this period.

We were also able to hold our own fundraising face to face events, one of which was an afternoon tea, which was well attended and raised nearly £1,500 in January 2022.

In August 2021, the London Landmarks Half Marathon was able to return, and we recruited a Footprints Team of runners who we supported before, during and after the event. This activity raised over £7,000 for us.

Finally, we continued to utilise online methods of fundraising which provided a regular source of income. These include the Weather Lottery, Amazon Smile and Give as You Live.

### Education and Research

We strive to continue to grow our network, both in the Conductive Education specialty but also in the charity sector. We took part in the worldwide Conductive Education Conference towards the end of 2021 and made the online event available to all of the team.

We also recognise other events, which we are proud to support, including Conductive Education Awareness Week and Down Syndrome Awareness week. This enables us to show our support for our families and also strengthen our network.

# Footprints Conductive Education Centre Ltd

## Trustees' Report

The charity supports education and research into Conductive Education and childrens' disabilities. We have close links with the Universities in Nottingham and ensure we share and support research and provide relevant information to our families.

### Major risks and management of those risks

#### *Impact of Covid-19*

We were again affected by Covid-19 in this period, like all charities and businesses. Our face to face sessions were once again halted from January – March 2021 and we adapted our approach and reverted back to online sessions, following our usual classroom-based timetable.

Not only did we ensure the ongoing provision of Conductive Education, we utilised digital technology and provided much needed support to our families who felt even more isolated at that time.

During and post the pandemic period, families have found it increasingly hard to access services and found long waiting lists. Importantly our service has remained consistent, even throughout lockdown periods.

The pandemic period also continued to affect our fundraising abilities, with no face to face events allowed during the lockdown and a subsequent general unease from the public about attending in person events. Again, we adapted and developed online fundraising platforms, such as raffles and encouraged the use of JustGiving for personal fundraising activities.

When we were able to return to face to face sessions and events, we worked to and provided stringent covid measures to ensure the safety of our team, volunteers and most importantly our children and families.

Last year we designated £60,000 for the Covid Recovery Fund to ensure that the charity could continue to operate effectively and efficiently in the aftermath of the Covid-19 pandemic. Not only was it essential to ensure a safe for all service but also to ensure the well-being both physically and emotionally of the team. This has been achieved during the year and utilised £18,336 of the designated fund. The remaining fund value of £41,664 has been released back to general funds.

#### *Income Generation*

As with many charities, we are largely reliant on income generated from fundraising, public donations and grants and trusts. In light of the current financial climate we are acutely aware of the reliance on these income streams. The most significant financial risk that we face is that the funding dries up putting significant financial pressure on the organization.

To ensure that this financial risk is mitigated as far as possible we have this as one of the main operational objectives within the 2020 – 2025 strategy.

#### *Covering Base Costs*

With the current increase in cost of living for employees, the fuel increases pushing up gas and electricity prices and the general increase of equipment and resources needed to run the organization there is a constant pressure to find more to cover even the basic costs.

To ensure this financial risk is mitigated as far as possible we continuously monitor the actual spend against budget and on a monthly basis we reforecast to the end of the year to allow us to make real time decisions in response to the ever-changing financial terrain.

#### *Personnel Resourcing*

# **Footprints Conductive Education Centre Ltd**

## **Trustees' Report**

We operate in the very specialised and niche area of Conductive Education which has its roots in a Hungarian practice. As such many Conductors study and qualify in Hungary and wider Europe with only a limited training and qualifying here in the UK. This poses a skills shortage across all Conductive Education Centers not just presently but for the future generation of Conductors also.

Outside of the Conductive Education team recruitment remains challenging for us. Due to being a charity there are always budgetary restraints on the salary or wage for positions. Team that up with requiring employees to work on-site and not just from home, recruitment continues to be very much an employee led market providing challenges on finding the right people for our organisation.

We continue to invest in our team, both the Education and Support Team. Successful recruitment in late 2021 included the hiring of a new position of Business Support Officer and also Community Fundraiser. And in early 2022 we recruited a Classroom Assistant and a new Head of Communications and PR.

We are keen to provide and support ongoing opportunities for skills and professional development. Examples include access to Chartered Institute of Marketing accredited university courses and also Masters Degrees.

A designated grant remains at the end of the financial year totaling £39,537 to enable us to focus on the continual development of the team and safe-guarding our team resource for the future thus mitigating this key risk as far as possible.

### Financial Review

This year results show a deficit of £45,500 and although it is considered a worrying sign for charities to be recording deficits in the accounts it is in line with our expectations and predictions.

The 'year of Covid' which largely covered the accounts for the previous financial year showed a surplus that wasn't expected within the challenges that every organization faced that year. However, having secured Covid related funding and while utilising some of the government incentives the results were vastly improved and it was at the close of the 2021 financial year we recognized that 2022 and 2023 were going to be difficult climates due to the risks already discussed above.

Upon initial projections for the financial year covered by these accounts we anticipated a deficit in the region of £80,000 and therefore the closing deficit hasn't been as significant as expected. The business plan that was brought into effect from the end of 2020 concentrates on a return to basics, re-establishing foundations and engaging with the changed post-Covid environment. All of these require an investment which it is imperative to make to ensure the recovery of Footprints CEC.

Going forward into the next financial year we are also predicting a deficit as we continue the work started in this financial year and this can be supported with the reserves that we hold and the continued reserves policy of holding free reserves equivalent to the value of approximately six months expenditure relating to fixed costs and contractual obligations. However, this investment of the reserves is to be used to support the Business Plan 2020 – 2025 which focuses on growth and development for the future.

# **Footprints Conductive Education Centre Ltd**

## **Trustees' Report**

### Looking Forward

We are excited for our future, the growth of our charity and in turn the services we provide to children and families across the East Midlands. Our aspirations include -

- Reaching more children and families who are in need and will benefit from our services
- Growing the charity and support partners we work with, providing mutual benefits of working together and collaborating
- Reviewing and evolving the services and facilities we have, ensuring they are fit for purpose now and in future
- Further investing in our team and structure, to maximise our effectiveness and the work we do
- Developing a new website, which will become the hub of information for our families, new referrals and also current and prospective partners

# Footprints Conductive Education Centre Ltd

## Trustees' Report

### Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

### Statement of Trustees' Responsibilities

The trustees (who are also the directors of Footprints Conductive Education Centre Ltd for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations. The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on .....<sup>17th November 2022</sup> and signed on its behalf by:



Rebecca Brooksbank  
Company secretary and trustee

## **Footprints Conductive Education Centre Ltd**

### **Independent Examiner's Report to the trustees of Footprints Conductive Education Centre Ltd**

#### **Independent examiner's report to the trustees of Footprints Conductive Education Centre Ltd ('the Company')**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022.

#### **Responsibilities and basis of report**

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....  
John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus  
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

Date:.....

## Footprints Conductive Education Centre Ltd

### Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

|                                    | Note | Unrestricted<br>£     | Restricted<br>£       | Total<br>2022<br>£    | Total<br>2021<br>£    |
|------------------------------------|------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Income and Endowments from:</b> |      |                       |                       |                       |                       |
| Donations and legacies             | 2    | 40,613                | -                     | 40,613                | 88,605                |
| Charitable activities              | 3    | 21,122                | 41,099                | 62,221                | 143,891               |
| Other trading activities           | 5    | 93,020                | -                     | 93,020                | 105,576               |
| Investment income                  | 6    | 516                   | -                     | 516                   | 245                   |
| Total Income                       |      | <u>155,271</u>        | <u>41,099</u>         | <u>196,370</u>        | <u>338,317</u>        |
| <b>Expenditure on:</b>             |      |                       |                       |                       |                       |
| Charitable activities              | 7    | <u>(212,265)</u>      | <u>(29,605)</u>       | <u>(241,870)</u>      | <u>(289,268)</u>      |
| Total Expenditure                  |      | <u>(212,265)</u>      | <u>(29,605)</u>       | <u>(241,870)</u>      | <u>(289,268)</u>      |
| Net (expenditure)/income           |      | <u>(56,994)</u>       | <u>11,494</u>         | <u>(45,500)</u>       | <u>49,049</u>         |
| Net movement in funds              |      | (56,994)              | 11,494                | (45,500)              | 49,049                |
| <b>Reconciliation of funds</b>     |      |                       |                       |                       |                       |
| Total funds brought forward        |      | <u>284,107</u>        | <u>110,000</u>        | <u>394,107</u>        | <u>345,058</u>        |
| Total funds carried forward        | 12   | <u><u>227,113</u></u> | <u><u>121,494</u></u> | <u><u>348,607</u></u> | <u><u>394,107</u></u> |

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 12.

The notes on pages 14 to 22 form an integral part of these financial statements.

# Footprints Conductive Education Centre Ltd

## Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

|                                    | Note | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2021<br>£    |
|------------------------------------|------|----------------------------|--------------------------|-----------------------|
| <b>Income and Endowments from:</b> |      |                            |                          |                       |
| Donations and legacies             | 2    | 88,605                     | -                        | 88,605                |
| Charitable activities              | 3    | 20,870                     | 123,021                  | 143,891               |
| Other trading activities           | 5    | 105,576                    | -                        | 105,576               |
| Investment income                  | 6    | 245                        | -                        | 245                   |
| Total income                       |      | <u>215,296</u>             | <u>123,021</u>           | <u>338,317</u>        |
| <b>Expenditure on:</b>             |      |                            |                          |                       |
| Charitable activities              | 7    | <u>(164,612)</u>           | <u>(124,656)</u>         | <u>(289,268)</u>      |
| Total expenditure                  |      | <u>(164,612)</u>           | <u>(124,656)</u>         | <u>(289,268)</u>      |
| Net income/(expenditure)           |      | 50,684                     | (1,635)                  | 49,049                |
| Transfers between funds            |      | <u>(110,000)</u>           | <u>110,000</u>           | -                     |
| Net movement in funds              |      | (59,316)                   | 108,365                  | 49,049                |
| <b>Reconciliation of funds</b>     |      |                            |                          |                       |
| Total funds brought forward        |      | <u>343,423</u>             | <u>1,635</u>             | <u>345,058</u>        |
| Total funds carried forward        | 12   | <u><u>284,107</u></u>      | <u><u>110,000</u></u>    | <u><u>394,107</u></u> |

The notes on pages 14 to 22 form an integral part of these financial statements.

# Footprints Conductive Education Centre Ltd

(Registration number: 04186674)  
Balance Sheet as at 31 March 2022

|                                                       | Note | 2022<br>£       | 2021<br>£      |
|-------------------------------------------------------|------|-----------------|----------------|
| <b>Current assets</b>                                 |      |                 |                |
| Debtors                                               | 9    | 2,474           | 714            |
| Cash at bank and in hand                              | 10   | <u>369,583</u>  | <u>397,321</u> |
|                                                       |      | 372,057         | 398,035        |
| <b>Creditors: Amounts falling due within one year</b> | 11   | <u>(23,450)</u> | <u>(3,928)</u> |
| <b>Net assets</b>                                     |      | <u>348,607</u>  | <u>394,107</u> |
| <b>Funds of the charity:</b>                          |      |                 |                |
| <b>Restricted income funds</b>                        |      |                 |                |
| Restricted funds                                      | 12   | 121,494         | 110,000        |
| <b>Unrestricted income funds</b>                      |      |                 |                |
| Unrestricted funds                                    |      | <u>227,113</u>  | <u>284,107</u> |
| <b>Total funds</b>                                    | 12   | <u>348,607</u>  | <u>394,107</u> |

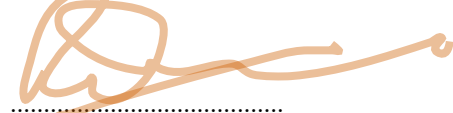
For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 11 to 22 were approved by the trustees, and authorised for issue on 17th November 2022 and signed on their behalf by:



Richard Andrews  
Trustee

The notes on pages 14 to 22 form an integral part of these financial statements.

# **Footprints Conductive Education Centre Ltd**

## **Notes to the Financial Statements for the Year Ended 31 March 2022**

### **1 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### **Basis of preparation**

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

#### **Going concern**

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

#### **Exemption from preparing a cash flow statement**

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

#### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

## **Footprints Conductive Education Centre Ltd**

### **Notes to the Financial Statements for the Year Ended 31 March 2022**

#### ***Investment income***

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Government grants**

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets costing £1000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life.

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

## **Footprints Conductive Education Centre Ltd**

### **Notes to the Financial Statements for the Year Ended 31 March 2022**

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Pensions and other post retirement obligations**

##### **Pensions**

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

# Footprints Conductive Education Centre Ltd

## Notes to the Financial Statements for the Year Ended 31 March 2022

### 2 Income from donations and legacies

|                                                          | Unrestricted<br>funds<br>General<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|----------------------------------------------------------|---------------------------------------|--------------------|--------------------|
| Donations and legacies;                                  |                                       |                    |                    |
| Donations from companies, trusts and similar<br>proceeds | 1,000                                 | 1,000              | 2,989              |
| Grants, including capital grants;                        |                                       |                    |                    |
| Government grants                                        | 363                                   | 363                | 13,361             |
| Grants from other charities                              | 39,250                                | 39,250             | 72,255             |
|                                                          | <u>40,613</u>                         | <u>40,613</u>      | <u>88,605</u>      |

### 3 Income from charitable activities

|                          | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|--------------------------|---------------------------------------|--------------------------|--------------------|--------------------|
| Activities contributions | 20,972                                | -                        | 20,972             | 20,870             |
| Grants                   | -                                     | 41,099                   | 41,099             | 123,021            |
| Sundry income            | 150                                   | -                        | 150                | -                  |
|                          | <u>21,122</u>                         | <u>41,099</u>            | <u>62,221</u>      | <u>143,891</u>     |

### 4 Grants & donations

|                                    | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>£    |
|------------------------------------|----------------------------|--------------------------|---------------|
| HMRC (JRS)                         | 363                        | -                        | 363           |
| Boots Charitable Trust             | -                          | 7,054                    | 7,054         |
| DW Greenwood Charitable Settlement | 500                        | -                        | 500           |
| Arnold Clark                       | 1,000                      | -                        | 1,000         |
| BBC Children in Need               | -                          | 31,369                   | 31,369        |
| The Star Trust                     | -                          | 2,676                    | 2,676         |
| The Jones 1986 Charitable Trust    | 33,750                     | -                        | 33,750        |
| The Lady Hind Trust                | 5,000                      | -                        | 5,000         |
|                                    | <u>40,613</u>              | <u>41,099</u>            | <u>81,712</u> |

# Footprints Conductive Education Centre Ltd

## Notes to the Financial Statements for the Year Ended 31 March 2022

### 5 Income from other trading activities

|                                                | Unrestricted<br>funds<br>General<br>£ | Total<br>funds<br>£ | Total<br>2021<br>£ |
|------------------------------------------------|---------------------------------------|---------------------|--------------------|
| Local fundraising and street collection income | 93,020                                | 93,020              | 101,187            |
| Property rental income                         | -                                     | -                   | 4,389              |
|                                                | <u>93,020</u>                         | <u>93,020</u>       | <u>105,576</u>     |

### 6 Investment income

|                                         | Unrestricted<br>funds<br>General<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|-----------------------------------------|---------------------------------------|--------------------|--------------------|
| Interest receivable and similar income; |                                       |                    |                    |
| Interest receivable on bank deposits    | 516                                   | 516                | 245                |
|                                         | <u>516</u>                            | <u>516</u>         | <u>245</u>         |

### 7 Expenditure on charitable activities

|                              | Unrestricted<br>funds<br>General<br>£ | Restricted<br>funds<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|------------------------------|---------------------------------------|--------------------------|--------------------|--------------------|
| Staff costs                  | 164,709                               | 27,895                   | 192,604            | 167,313            |
| Fundraising & communications | 3,050                                 | -                        | 3,050              | 2,439              |
| IT costs                     | 558                                   | -                        | 558                | 15,185             |
| Office costs                 | 4,821                                 | 930                      | 5,751              | 4,141              |
| Premises costs               | 29,836                                | 780                      | 30,616             | 21,559             |
| Professional fees            | 9,121                                 | -                        | 9,121              | 6,903              |
| Staff expenses               | 169                                   | -                        | 169                | 1,619              |
| Elm Avenue                   | -                                     | -                        | -                  | 20,101             |
| Bank charges                 | 1                                     | -                        | 1                  | 8                  |
| Grant repaid                 | -                                     | -                        | -                  | 50,000             |
|                              | <u>212,265</u>                        | <u>29,605</u>            | <u>241,870</u>     | <u>289,268</u>     |

### 8 Staff costs

The aggregate payroll costs were as follows:

# Footprints Conductive Education Centre Ltd

## Notes to the Financial Statements for the Year Ended 31 March 2022

|                                          | 2022<br>£      | 2021<br>£      |
|------------------------------------------|----------------|----------------|
| <b>Staff costs during the year were:</b> |                |                |
| Wages and salaries                       | 163,028        | 158,272        |
| Social security costs                    | 6,718          | 5,893          |
| Pension costs                            | 3,786          | 3,148          |
|                                          | <u>173,532</u> | <u>167,313</u> |

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

|                             | 2022<br>No | 2021<br>No |
|-----------------------------|------------|------------|
| Average number of employees | <u>13</u>  | <u>13</u>  |

10 (2021 - 8) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £3,786 (2021 - £3,148).

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

The total employee benefits of the key management personnel of the charity were £32,465 (2021 - £35,886).

### 9 Debtors

|               | 2022<br>£    | 2021<br>£  |
|---------------|--------------|------------|
| Trade debtors | -            | 714        |
| Prepayments   | 2,324        | -          |
| Other debtors | 150          | -          |
|               | <u>2,474</u> | <u>714</u> |

### 10 Cash and cash equivalents

|              | 2022<br>£      | 2021<br>£      |
|--------------|----------------|----------------|
| Cash on hand | 220            | 627            |
| Cash at bank | 369,363        | 396,694        |
|              | <u>369,583</u> | <u>397,321</u> |

### 11 Creditors: amounts falling due within one year

# Footprints Conductive Education Centre Ltd

## Notes to the Financial Statements for the Year Ended 31 March 2022

|                                    | 2022<br>£     | 2021<br>£    |
|------------------------------------|---------------|--------------|
| Trade creditors                    | 1,838         | 1,200        |
| Other taxation and social security | 2,968         | 1,142        |
| Other creditors                    | 1,794         | 1,586        |
| Accruals                           | 16,850        | -            |
|                                    | <u>23,450</u> | <u>3,928</u> |

### 12 Funds

|                                 | Balance at 1<br>April 2021<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£  | Balance at<br>31 March<br>2022<br>£ |
|---------------------------------|---------------------------------|----------------------------|----------------------------|-----------------|-------------------------------------|
| <b>Unrestricted funds</b>       |                                 |                            |                            |                 |                                     |
| <i>General</i>                  |                                 |                            |                            |                 |                                     |
| General Fund                    | 164,107                         | 155,271                    | (173,466)                  | 41,664          | 187,576                             |
| <i>Designated</i>               |                                 |                            |                            |                 |                                     |
| Covid Recovery Fund             | 60,000                          | -                          | (18,336)                   | (41,664)        | -                                   |
| Change Management Fund          | <u>60,000</u>                   | <u>-</u>                   | <u>(20,463)</u>            | <u>-</u>        | <u>39,537</u>                       |
|                                 | <u>120,000</u>                  | <u>-</u>                   | <u>(38,799)</u>            | <u>(41,664)</u> | <u>39,537</u>                       |
| <b>Total unrestricted funds</b> | <u>284,107</u>                  | <u>155,271</u>             | <u>(212,265)</u>           | <u>-</u>        | <u>227,113</u>                      |
| <b>Restricted funds</b>         |                                 |                            |                            |                 |                                     |
| New building fund               | 110,000                         | -                          | -                          | -               | 110,000                             |
| Pre-school services & Gym Club  | -                               | 31,369                     | (25,853)                   | -               | 5,516                               |
| Safe Eating & Drinking Project  | <u>-</u>                        | <u>9,730</u>               | <u>(3,752)</u>             | <u>-</u>        | <u>5,978</u>                        |
| <b>Total restricted funds</b>   | <u>110,000</u>                  | <u>41,099</u>              | <u>(29,605)</u>            | <u>-</u>        | <u>121,494</u>                      |
| <b>Total funds</b>              | <u>394,107</u>                  | <u>196,370</u>             | <u>(241,870)</u>           | <u>-</u>        | <u>348,607</u>                      |

|                           | Balance at 1<br>April 2020<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£ | Balance at<br>31 March<br>2021<br>£ |
|---------------------------|---------------------------------|----------------------------|----------------------------|----------------|-------------------------------------|
| <b>Unrestricted funds</b> |                                 |                            |                            |                |                                     |
| <i>General</i>            |                                 |                            |                            |                |                                     |
| General Fund              | 343,423                         | 165,296                    | (114,612)                  | (230,000)      | 164,107                             |
| <i>Designated</i>         |                                 |                            |                            |                |                                     |
| Covid Recovery Fund       | -                               | -                          | -                          | 60,000         | 60,000                              |
| Change Management Fund    | <u>-</u>                        | <u>-</u>                   | <u>-</u>                   | <u>60,000</u>  | <u>60,000</u>                       |
|                           | <u>-</u>                        | <u>-</u>                   | <u>-</u>                   | <u>120,000</u> | <u>120,000</u>                      |

## Footprints Conductive Education Centre Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2022

|                                 | Balance at 1<br>April 2020<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£   | Balance at<br>31 March<br>2021<br>£ |
|---------------------------------|---------------------------------|----------------------------|----------------------------|------------------|-------------------------------------|
| <b>Total unrestricted funds</b> | <u>343,423</u>                  | <u>165,296</u>             | <u>(114,612)</u>           | <u>(110,000)</u> | <u>284,107</u>                      |
| <b>Restricted</b>               |                                 |                            |                            |                  |                                     |
| New building fund               | -                               | -                          | -                          | 110,000          | 110,000                             |
| Pre-school services & Gym Club  | 1,635                           | 34,143                     | (35,778)                   | -                | -                                   |
| Covid 19 Crisis                 | -                               | 63,633                     | (63,633)                   | -                | -                                   |
| Digital Transformation          | -                               | 21,000                     | (21,000)                   | -                | -                                   |
| PPE                             | -                               | 4,245                      | (4,245)                    | -                | -                                   |
| <b>Total restricted funds</b>   | <u>1,635</u>                    | <u>123,021</u>             | <u>(124,656)</u>           | <u>110,000</u>   | <u>110,000</u>                      |
| <b>Total funds</b>              | <u>345,058</u>                  | <u>288,317</u>             | <u>(239,268)</u>           | <u>-</u>         | <u>394,107</u>                      |

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

New building fund: to provide a home that is suitable for Footprints CEC now and for the future.

The Pre-school services & Gym Club Fund: Providing educational and social activities to users of the services.

Covid 19 Crisis Fund: To ensure the charity can continue to operate effectively and efficiently in the aftermath of the Covid pandemic while income remains adversely affected and costs have increased to make a safe service provision for users.

Digital Transformation Fund: To support staff to deliver the service through improved digital resources.

Safer Eating and Drinking Project funded by The Star Trust and Boots Charitable Trust to provide techniques for families whose children struggle to eat and/or drink either for physical or emotional reasons thus helping them to achieve this life skill.

Designated funds:

Covid Recovery Fund: To ensure the charity can continue to operate effectively and efficiently in the aftermath of the Covid pandemic while income remains adversely affected and costs have increased to make a safe service provision for users.

Change Management: To support and train staff to the highest level.

The release of funds from Designated to General reflects the decision of the Trustees to amalgamate the unrestricted funds.

### 13 Analysis of net assets between funds

|                     | Unrestricted    |                 |                 | 2022<br>Total funds |
|---------------------|-----------------|-----------------|-----------------|---------------------|
|                     | General<br>£    | Designated<br>£ | Restricted<br>£ | £                   |
| Current assets      | 211,026         | 39,537          | 121,494         | 372,057             |
| Current liabilities | <u>(23,450)</u> | <u>-</u>        | <u>-</u>        | <u>(23,450)</u>     |
| Total net assets    | <u>187,576</u>  | <u>39,537</u>   | <u>121,494</u>  | <u>348,607</u>      |

# Footprints Conductive Education Centre Ltd

## Notes to the Financial Statements for the Year Ended 31 March 2022

|                     | Unrestricted   |                |                | 2021           |
|---------------------|----------------|----------------|----------------|----------------|
|                     | General        | Designated     | Restricted     | Total funds    |
|                     | £              | £              | £              | £              |
| Current assets      | 168,035        | 120,000        | 110,000        | 398,035        |
| Current liabilities | (3,928)        | -              | -              | (3,928)        |
| Total net assets    | <u>164,107</u> | <u>120,000</u> | <u>110,000</u> | <u>394,107</u> |

### 14 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

|                          | 2022         | 2021         |
|--------------------------|--------------|--------------|
|                          | £            | £            |
| Independent examination  | 865          | 840          |
| Other financial services | 1,835        | 2,215        |
|                          | <u>2,700</u> | <u>3,055</u> |

### 15 Taxation

The charity is a registered charity and is therefore exempt from taxation.

### 16 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

### 17 Related party transactions

There were no related party transactions in the year.

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# Accounts

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Company registration number: 04186674

Charity registration number: 1093006

# Footprints Conductive Education Centre Ltd

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

# **Footprints Conductive Education Centre Ltd**

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| Notes to the Financial Statements    | 12 to 21 |

## **Footprints Conductive Education Centre Ltd**

### **Reference and Administrative Details**

|                                    |                                                                                                                               |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                    | Jenny Byrne                                                                                                                   |
|                                    | Alison Brooks                                                                                                                 |
|                                    | Carole Luckwell                                                                                                               |
|                                    | Nicholas Jepson                                                                                                               |
|                                    | Rebecca Brooksbank                                                                                                            |
|                                    | James Jones                                                                                                                   |
|                                    | David Allum                                                                                                                   |
|                                    | Robert Evans                                                                                                                  |
|                                    | Richard Andrews                                                                                                               |
|                                    | Rebecca Brooksbank                                                                                                            |
| <b>Secretary</b>                   | Rebecca Brooksbank                                                                                                            |
| <b>Senior Management Team</b>      | Emma-Jane Graham                                                                                                              |
|                                    | Nathalie Bailey-Flitter                                                                                                       |
| <b>Principal Office</b>            | Footprints Conductive Education Centre<br>The Iona School, 310 Sneinton Dale<br>Nottingham<br>NG3 7DN                         |
| <b>Company Registration Number</b> | 04186674                                                                                                                      |
| <b>Charity Registration Number</b> | 1093006                                                                                                                       |
| <b>Independent Examiner</b>        | John O'Brien, employee of<br>Community Accounting Plus<br>Units 1 & 2 North West<br>41 Talbot Street<br>Nottingham<br>NG1 5GL |

## **Footprints Conductive Education Centre Ltd**

### **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

#### **Trustees**

Jenny Byrne

Alison Brooks

Carole Luckwell

Nicholas Jepson

Rebecca Brooksbank

James Jones

David Allum (appointed 7 July 2021)

Robert Evans (appointed 7 July 2021)

Richard Andrews (appointed 5 May 2021)

David Winnett (resigned 5 May 2021)

#### **Structure, governance and management**

##### ***Nature of governing document***

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 26/3/2001. As amended by certificate of incorporation on change of name dated 25/4/2018. It has no share capital and the liability of each member in the event of winding up is limited to £1.

##### ***Recruitment and appointment of trustees***

Trustee vacancies are advertised on our website and social media platforms.

##### ***Major risks and management of those risks***

As with many charities, we are largely reliant on income generated from fundraising, public donations and grants and trusts. In light of the current financial climate we are acutely aware of the reliance on these income streams. The most significant financial risk that we face is that this funding dries up putting significant financial pressure on the organisation.

To ensure that this financial risk is mitigated we have this as one of the main operational objectives for the 2020 - 2025 strategy.

#### **Objectives and activities**

##### ***Objects and aims***

To improve the lives of disabled children and their families through providing educational, welfare and health services.

# Footprints Conductive Education Centre Ltd

## Trustees' Report

### Activities

Footprints Conductive Education Centre is a Nottingham-based charity with a significant impact. We work with babies and pre-school children with neuro disabilities and genetic conditions such as cerebral palsy and Down's syndrome. What we do transforms lives.

As a result of the worldwide coronavirus pandemic, on 17th March 2020, we took the tough decision to close Footprints' doors to protect our vulnerable children and families.

Like most charities, we saw a significant downturn in fund-raising and income and were forced to furlough some staff. However, we similarly understood that our families needed us more than ever whilst in isolation.

Being responsive, we launched weekly 'Zoom' sessions (following our usual classroom-based timetable but with staff based at home working from their laptops). Zoom technology helped ensure the ongoing provision of Conductive Education and its benefits to the children, plus this virtual delivery model provided much-needed emotional support to the parents.

Our annual Children in Need parents' survey (summer 2020) found that:

- 100% of respondents agreed that their child has thrived by attending Conductive Education sessions;
- 100% of respondents believe that grant funders and donors are vital in helping Footprints CEC change and save lives;
- 100% of respondents said that during the lockdown, support for their child outside of Footprints ranged from limited to non-existent;
- 100% of respondents felt that Footprints went above and beyond expectations by providing support for families during the lockdown.

In August 2020, we began a phased return to classroom based sessions and operated at capacity up to our Christmas break. Unfortunately, due to the worsening picture and a peak in infections, we found ourselves again having to make the heart-breaking decision to close the doors and revert to virtual sessions from January 2021.

In March 2021, we cautiously restarted group sessions (to our parents' vast relief). A welcome £21,000 donation from Global's Make Some Noise, with sound and vision equipment donated and installed by XMA and Exertis, allowed us to run group face-to-face sessions also accessible to families at home for the first time.

We are proud of how the Footprints team responded to the crisis and continued to put our children and families first. Feedback from families, and our learning, will shape the services offered now and in the future. Our mission, however, remains the same - to provide Conductive Education and other services to help children with mobility and communication problems develop the skills they need to thrive and achieve their potential. We're committed to creating a safe, positive, supportive and fun environment where parents and carers receive practical assistance, information and training to support their children in their own homes.

As a small charity, we are so grateful to our volunteer fundraisers, donors and supporters, giving time and energy to raise money to provide children with disabilities the best start. These past months have been exceptional the fantastic support received when we were close to despair has been phenomenal.

We were thankful to be offered three months PR support from Nottingham based Jennie Holland PR. Jennie's timely gift helped us through a very difficult time as a small charity, helping us to promote our #keepfootprintsafloat campaign.

The 2.6 Challenge quite literally helped us over a hurdle in April 2020. The national event replaced organised activities such as the London Landmarks Half Marathon and the London Marathon. We combined this with our fundraising campaign to Keep Footprints Afloat and were so lucky to have terrific help from:

Laurence, aged six, who ran 20 laps of his garden throughout lockdown, raising £3,041. Laurence's brother, Alistair, has Down's syndrome, and Laurence wanted to help. Joseph and his dad, Les, set off on their tandem and raised £4,303.

## **Footprints Conductive Education Centre Ltd**

### **Trustees' Report**

Elsie set herself a challenge to walk 26 steps and raised £1,300.

To help promote the 2.6 Challenge and our Keep Footprints Afloat campaign, Chesney Hawkes donated tickets for an online gig along with a video to lift our spirits!

To say that we are grateful to everyone that joined in the challenge and raised more than £12,000 within a few weeks is an understatement.

At a time when our families were feeling even more isolated than usual, the virtual pub quiz became our entertainment. Huge thanks to one of our parents, Beth Fisher, for running her Pub Quiz (which raised almost £500!) along with Helen Studholme who also organised a weekly online Children's Quiz, which quickly became popular with children and parents alike as it helped to raise spirits and was something to look forward to each week. Helen gave a lot of her time to plan and host the Friday afternoon quiz, and we're immensely grateful for her support.

Raising almost £12,000 for Footprints, Martin Young's 28 peaks in 28 days, Scarlett Baumber's three-mile challenge, Tom Jink's Head Shave and Dave Taylor's Great North Run.

Kitty's challenge to learn 'head, shoulders, knees and toes' raised more than £2,300!

Unable to plan for the Little Footprints Ball 2020, Lisa Fox set up regular online prize draws to raise funds, and from April 2020 to March 2021, she raised £21,405!

We were also very fortunate to secure BBC Children in Need funding for the third time, securing £30,000 per year (for three years) for our life-transforming project.

2020/21 and the emergence of the COVID Pandemic presented Footprints CEC with the most significant challenge in our history.

The absence of any fundraising events for an entire calendar year represented a substantial loss of income.

Thankfully, we were able to take advantage of some emergency grants distributed during the first lockdown, which helped secure our immediate future. However, we acknowledge that competition for ongoing /future grant funding is challenging, with all charities in a similar position.

#### ***Objectives, strategies and activities***

We follow the principles and practices of Conductive Education, a holistic education approach we use to help children with disabilities consciously learn the life skills that come more naturally to others. These skills include communicating, eating and drinking, problem-solving and playing, not just literacy and numeracy.

Conductive Education is not a 'therapy' or a 'treatment', but a method of teaching practical ways to manage the additional challenges that accompany a disability.

Our starting point is always what a child can achieve, not the barriers they face. We involve family members in all our education sessions as we believe this improves the outcomes for the child.

#### ***Public benefit***

Parents or carers of children who have physical disabilities (and who may also have associated difficulties that affect their learning) are frequently confused and/or disappointed with the range of treatment or educational options available. Footprints CEC provides free, early intervention support at a time when the parents may be struggling, feeling isolated or finding it difficult coming to terms with their child's diagnosis (or possibly no diagnosis but they know something is not quite right). At Footprints CEC, parents are participants in the teaching process and their work is recognised as the most important influence in their child's development.

## **Footprints Conductive Education Centre Ltd**

### **Trustees' Report**

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### **Financial review**

The difficult decision was made during the 2021 financial year to sell the property that had been acquired the previous year. There were extensive issues uncovered which prevented us from being in a position to create a suitable home for the charity for now and the future. Therefore, while the house prices were on the rise a sale was secured and the property was sold.

As the whole of the 2021 year was through the height of the Covid-19 pandemic we have been extremely cautious in ensuring that the charity operates effectively and efficiently and we are pleased to close the year with a smaller surplus than had been anticipated but a surplus none the less.

This surplus (and some additional unrestricted reserves) has been designated to two new projects (Covid recovery fund and Change Management project) that will help protect the charity during the continued fallout following the Covid-19 pandemic and the rebuilding of foundations of the charity hereafter.

#### ***Policy on reserves***

It is our policy to hold free reserves equivalent to the value of approximately six months expenditure relating to fixed costs and contractual obligations.

## **Footprints Conductive Education Centre Ltd**

### **Trustees' Report**

#### **Statement of Trustees' Responsibilities**

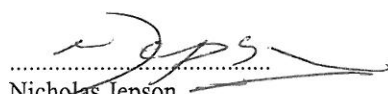
The trustees (who are also the directors of Footprints Conductive Education Centre Ltd for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on 8/12/2021 and signed on its behalf by:

  
.....  
Nicholas Jepson  
Trustee

#### **Small companies provision statement**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

## **Footprints Conductive Education Centre Ltd**

### **Independent Examiner's Report to the trustees of Footprints Conductive Education Centre Ltd**

#### **Independent examiner's report to the trustees of Footprints Conductive Education Centre Ltd ('the Company')**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021.

#### **Responsibilities and basis of report**

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

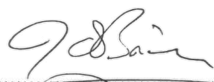
#### **Independent examiner's statement**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus  
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

Date: 8/12/2021  
Date:.....

## Footprints Conductive Education Centre Ltd

### Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

|                                    | Note | Unrestricted funds<br>£ | Restricted funds<br>£ | Total<br>2021<br>£    | Total<br>2020<br>£    |
|------------------------------------|------|-------------------------|-----------------------|-----------------------|-----------------------|
| <b>Income and Endowments from:</b> |      |                         |                       |                       |                       |
| Donations and legacies             | 2    | 88,605                  | -                     | 88,605                | 195,827               |
| Charitable activities              | 3    | 20,870                  | 123,021               | 143,891               | 126,328               |
| Other trading activities           | 5    | 105,576                 | -                     | 105,576               | 72,342                |
| Investment income                  | 6    | 245                     | -                     | 245                   | 545                   |
| Total Income                       |      | <u>215,296</u>          | <u>123,021</u>        | <u>338,317</u>        | <u>395,042</u>        |
| <b>Expenditure on:</b>             |      |                         |                       |                       |                       |
| Charitable activities              | 7    | <u>(164,612)</u>        | <u>(124,656)</u>      | <u>(289,268)</u>      | <u>(264,352)</u>      |
| Total Expenditure                  |      | <u>(164,612)</u>        | <u>(124,656)</u>      | <u>(289,268)</u>      | <u>(264,352)</u>      |
| Net income/(expenditure)           |      | 50,684                  | (1,635)               | 49,049                | 130,690               |
| Transfers between funds            |      | <u>(110,000)</u>        | <u>110,000</u>        | <u>-</u>              | <u>-</u>              |
| Net movement in funds              |      | (59,316)                | 108,365               | 49,049                | 130,690               |
| <b>Reconciliation of funds</b>     |      |                         |                       |                       |                       |
| Total funds brought forward        |      | <u>343,423</u>          | <u>1,635</u>          | <u>345,058</u>        | <u>214,368</u>        |
| Total funds carried forward        | 17   | <u><u>284,107</u></u>   | <u><u>110,000</u></u> | <u><u>394,107</u></u> | <u><u>345,058</u></u> |

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 17.

## Footprints Conductive Education Centre Ltd

### Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

|                                    | Note | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2020<br>£    |
|------------------------------------|------|----------------------------|--------------------------|-----------------------|
| <b>Income and Endowments from:</b> |      |                            |                          |                       |
| Donations and legacies             | 2    | 195,827                    | -                        | 195,827               |
| Charitable activities              | 3    | 19,123                     | 107,205                  | 126,328               |
| Other trading activities           | 5    | 72,342                     | -                        | 72,342                |
| Investment income                  | 6    | 545                        | -                        | 545                   |
| Total income                       |      | <u>287,837</u>             | <u>107,205</u>           | <u>395,042</u>        |
| <b>Expenditure on:</b>             |      |                            |                          |                       |
| Charitable activities              | 7    | <u>(140,507)</u>           | <u>(123,845)</u>         | <u>(264,352)</u>      |
| Total expenditure                  |      | <u>(140,507)</u>           | <u>(123,845)</u>         | <u>(264,352)</u>      |
| Net income/(expenditure)           |      | <u>147,330</u>             | <u>(16,640)</u>          | <u>130,690</u>        |
| Net movement in funds              |      | 147,330                    | (16,640)                 | 130,690               |
| <b>Reconciliation of funds</b>     |      |                            |                          |                       |
| Total funds brought forward        |      | <u>196,093</u>             | <u>18,275</u>            | <u>214,368</u>        |
| Total funds carried forward        | 17   | <u><u>343,423</u></u>      | <u><u>1,635</u></u>      | <u><u>345,058</u></u> |

**Footprints Conductive Education Centre Ltd**

**(Registration number: 04186674)  
Balance Sheet as at 31 March 2021**

|                                                                | Note | 2021<br>£ | 2020<br>£ |
|----------------------------------------------------------------|------|-----------|-----------|
| <b>Fixed assets</b>                                            |      |           |           |
| Tangible assets                                                | 12   | -         | 360,000   |
| <b>Current assets</b>                                          |      |           |           |
| Debtors                                                        | 13   | 714       | 627       |
| Cash at bank and in hand                                       | 14   | 397,321   | 168,591   |
|                                                                |      | 398,035   | 169,218   |
| <b>Creditors: Amounts falling due within one year</b>          | 15   | (3,928)   | (9,160)   |
| <b>Net current assets</b>                                      |      | 394,107   | 160,058   |
| <b>Total assets less current liabilities</b>                   |      | 394,107   | 520,058   |
| <b>Creditors: Amounts falling due after more than one year</b> | 16   | -         | (175,000) |
| <b>Net assets</b>                                              |      | 394,107   | 345,058   |
| <b>Funds of the charity:</b>                                   |      |           |           |
| <b>Restricted income funds</b>                                 |      |           |           |
| Restricted funds                                               | 17   | 110,000   | 1,635     |
| <b>Unrestricted income funds</b>                               |      |           |           |
| Unrestricted funds                                             |      | 284,107   | 343,423   |
| <b>Total funds</b>                                             | 17   | 394,107   | 345,058   |

## Footprints Conductive Education Centre Ltd

(Registration number: 04186674)  
Balance Sheet as at 31 March 2021

For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 8 to 21 were approved by the trustees, and authorised for issue on 7<sup>th</sup> DECEMBER 2021 and signed on their behalf by:



Rebecca Brooksbank  
Company Secretary and Trustee

## **Footprints Conductive Education Centre Ltd**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **1 Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

##### **Basis of preparation**

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

##### **Going concern**

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

##### **Exemption from preparing a cash flow statement**

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

##### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

##### **Donations and legacies**

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

##### **Grants receivable**

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

## **Footprints Conductive Education Centre Ltd**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### ***Investment income***

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Government grants**

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets costing £1000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life.

#### **Asset class**

Land & buildings

#### **Depreciation method and rate**

Shown at cost

## **Footprints Conductive Education Centre Ltd**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Pensions and other post retirement obligations**

##### **Pensions**

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

## Footprints Conductive Education Centre Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 2 Income from donations and legacies

|                                                       | Unrestricted<br>funds |                    |                    |
|-------------------------------------------------------|-----------------------|--------------------|--------------------|
|                                                       | General<br>£          | Total<br>2021<br>£ | Total<br>2020<br>£ |
| Donations and legacies;                               |                       |                    |                    |
| Donations from companies, trusts and similar proceeds | 75,244                | 75,244             | 195,827            |
| Grants, including capital grants;                     |                       |                    |                    |
| Government grants                                     | 13,361                | 13,361             | -                  |
|                                                       | <u>88,605</u>         | <u>88,605</u>      | <u>195,827</u>     |

#### 3 Income from charitable activities

|                          | Unrestricted<br>funds |                          |                    |                    |
|--------------------------|-----------------------|--------------------------|--------------------|--------------------|
|                          | General<br>£          | Restricted<br>funds<br>£ | Total<br>2021<br>£ | Total<br>2020<br>£ |
| Grants & donations       | -                     | 123,021                  | 123,021            | 107,205            |
| Activities contributions | 20,870                | -                        | 20,870             | 19,123             |
|                          | <u>20,870</u>         | <u>123,021</u>           | <u>143,891</u>     | <u>126,328</u>     |

## Footprints Conductive Education Centre Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 4 Grants & donations

|                                       | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>£     |
|---------------------------------------|----------------------------|--------------------------|----------------|
| HMRC JRS                              | 13,361                     | -                        | 13,361         |
| Nottingham Community Foundation       | 8,000                      | -                        | 8,000          |
| Postcode Trust                        | 4,572                      | -                        | 4,572          |
| Sylvia Adams Foundation               | 3,000                      | -                        | 3,000          |
| Coop Local Giving                     | 2,989                      | -                        | 2,989          |
| National Lottery Covid 19 Crisis Fund | -                          | 63,633                   | 63,633         |
| Children in Need                      | -                          | 34,143                   | 34,143         |
| Globals Make Some Noise               | -                          | 21,000                   | 21,000         |
| Samworh Foundation                    | 20,000                     | 4,245                    | 24,245         |
| The Jones 1986 Charitable Trust       | 30,000                     | -                        | 30,000         |
| Lady Hind                             | 5,000                      | -                        | 5,000          |
| Sundry                                | 1,683                      | -                        | 1,683          |
|                                       | <u>88,605</u>              | <u>123,021</u>           | <u>211,626</u> |

#### 5 Income from other trading activities

|                                                | Unrestricted<br>funds<br>General<br>£ | Total<br>2021<br>£ | Total<br>2020<br>£ |
|------------------------------------------------|---------------------------------------|--------------------|--------------------|
| Local fundraising and street collection income | 101,187                               | 101,187            | 69,425             |
| Property rental income                         | 4,389                                 | 4,389              | 2,917              |
|                                                | <u>105,576</u>                        | <u>105,576</u>     | <u>72,342</u>      |

#### 6 Investment income

|                                         | Unrestricted<br>funds<br>General<br>£ | Total<br>2021<br>£ | Total<br>2020<br>£ |
|-----------------------------------------|---------------------------------------|--------------------|--------------------|
| Interest receivable and similar income; |                                       |                    |                    |
| Interest receivable on bank deposits    | 245                                   | 245                | 545                |
|                                         | <u>245</u>                            | <u>245</u>         | <u>545</u>         |

## Footprints Conductive Education Centre Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 7 Expenditure on charitable activities

|                              | Unrestricted<br>funds | Restricted<br>funds | Total<br>2021  | Total<br>2020  |
|------------------------------|-----------------------|---------------------|----------------|----------------|
|                              | General<br>£          | £                   | £              | £              |
| Staff costs                  | 82,587                | 84,726              | 167,313        | 173,003        |
| Fundraising & communications | 2,439                 | -                   | 2,439          | 12,906         |
| IT costs                     | -                     | 15,185              | 15,185         | 1,646          |
| Office costs                 | 1,463                 | 2,678               | 4,141          | 8,776          |
| Premises costs               | -                     | 21,559              | 21,559         | 21,376         |
| Professional fees            | 6,403                 | 500                 | 6,903          | 11,779         |
| Staff expenses               | 1,619                 | -                   | 1,619          | 4,867          |
| Elm Avenue                   | 20,101                | -                   | 20,101         | 29,649         |
| Bank charges                 | -                     | 8                   | 8              | -              |
| Bad debts                    | -                     | -                   | -              | 350            |
| Grant repaid                 | 50,000                | -                   | 50,000         | -              |
|                              | <u>164,612</u>        | <u>124,656</u>      | <u>289,268</u> | <u>264,352</u> |

#### 8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 9 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

|                          | 2021<br>£    | 2020<br>£    |
|--------------------------|--------------|--------------|
| Independent examination  | 840          | 840          |
| Other financial services | 2,215        | 1,012        |
|                          | <u>3,055</u> | <u>1,852</u> |

#### 10 Staff costs

The aggregate payroll costs were as follows:

## Footprints Conductive Education Centre Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2021

|                                          | 2021<br>£      | 2020<br>£      |
|------------------------------------------|----------------|----------------|
| <b>Staff costs during the year were:</b> |                |                |
| Wages and salaries                       | 158,272        | 162,053        |
| Social security costs                    | 5,893          | 7,506          |
| Pension costs                            | 3,148          | 3,444          |
|                                          | <u>167,313</u> | <u>173,003</u> |

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

|                             | 2021<br>No | 2020<br>No |
|-----------------------------|------------|------------|
| Average number of employees | <u>13</u>  | <u>12</u>  |

8 (2020 - 8) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £3,148 (2020 - £3,444).

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

The total employee benefits of the key management personnel of the charity were £35,886 (2020 - £36,609).

#### 11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 12 Tangible fixed assets

|                       | Land and<br>buildings<br>£ | Total<br>£       |
|-----------------------|----------------------------|------------------|
| <b>Cost</b>           |                            |                  |
| At 1 April 2020       | 360,000                    | 360,000          |
| Disposals             | <u>(360,000)</u>           | <u>(360,000)</u> |
| At 31 March 2021      | -                          | -                |
| <b>Depreciation</b>   |                            |                  |
| At 31 March 2021      | <u>-</u>                   | <u>-</u>         |
| <b>Net book value</b> |                            |                  |
| At 31 March 2021      | <u>-</u>                   | <u>-</u>         |
| At 31 March 2020      | <u>360,000</u>             | <u>360,000</u>   |

## Footprints Conductive Education Centre Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 13 Debtors

|               | 2021<br>£ | 2020<br>£ |
|---------------|-----------|-----------|
| Trade debtors | 714       | 627       |

#### 14 Cash and cash equivalents

|              | 2021<br>£      | 2020<br>£      |
|--------------|----------------|----------------|
| Cash on hand | 627            | 338            |
| Cash at bank | 396,694        | 168,253        |
|              | <u>397,321</u> | <u>168,591</u> |

#### 15 Creditors: amounts falling due within one year

|                                    | 2021<br>£    | 2020<br>£    |
|------------------------------------|--------------|--------------|
| Trade creditors                    | 1,200        | 3,643        |
| Other taxation and social security | 1,142        | 2,482        |
| Other creditors                    | 1,586        | 3,035        |
|                                    | <u>3,928</u> | <u>9,160</u> |

#### 16 Creditors: amounts falling due after one year

|             | 2021<br>£ | 2020<br>£ |
|-------------|-----------|-----------|
| Other loans | -         | 175,000   |

# Footprints Conductive Education Centre Ltd

## Notes to the Financial Statements for the Year Ended 31 March 2021

### 17 Funds

|                                 | Balance at 1<br>April 2020<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£   | Balance at<br>31 March<br>2021<br>£ |
|---------------------------------|---------------------------------|----------------------------|----------------------------|------------------|-------------------------------------|
| <b>Unrestricted funds</b>       |                                 |                            |                            |                  |                                     |
| <i>General</i>                  |                                 |                            |                            |                  |                                     |
| General Fund                    | 343,423                         | 165,296                    | (114,612)                  | (230,000)        | 164,107                             |
| <i>Designated</i>               |                                 |                            |                            |                  |                                     |
| Covid Recovery Fund             | -                               | -                          | -                          | 60,000           | 60,000                              |
| Change Management Fund          | -                               | -                          | -                          | 60,000           | 60,000                              |
|                                 | -                               | -                          | -                          | 120,000          | 120,000                             |
| <b>Total Unrestricted funds</b> | <u>343,423</u>                  | <u>165,296</u>             | <u>(114,612)</u>           | <u>(110,000)</u> | <u>284,107</u>                      |
| <b>Restricted funds</b>         |                                 |                            |                            |                  |                                     |
| New building fund               | -                               | -                          | -                          | 110,000          | 110,000                             |
| Pre-school services & Gym Club  | 1,635                           | 34,143                     | (35,778)                   | -                | -                                   |
| Covid 19 Crisis                 | -                               | 63,633                     | (63,633)                   | -                | -                                   |
| Digital Transformation          | -                               | 21,000                     | (21,000)                   | -                | -                                   |
| PPE                             | -                               | 4,245                      | (4,245)                    | -                | -                                   |
| <b>Total restricted funds</b>   | <u>1,635</u>                    | <u>123,021</u>             | <u>(124,656)</u>           | <u>110,000</u>   | <u>110,000</u>                      |
| <b>Total funds</b>              | <u>345,058</u>                  | <u>288,317</u>             | <u>(239,268)</u>           | <u>-</u>         | <u>394,107</u>                      |
|                                 | Balance at 1<br>April 2019<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Transfers<br>£   | Balance at<br>31 March<br>2020<br>£ |
| <b>Unrestricted funds</b>       |                                 |                            |                            |                  |                                     |
| <i>General</i>                  |                                 |                            |                            |                  |                                     |
| General Fund                    | 130,093                         | 284,920                    | (110,857)                  | 39,267           | 343,423                             |
| <b>Restricted funds</b>         |                                 |                            |                            |                  |                                     |
| New building fund               | 66,000                          | 2,917                      | (29,650)                   | (39,267)         | -                                   |
| Pre-school services & Gym Club  | 18,275                          | 107,205                    | (123,845)                  | -                | 1,635                               |
| <b>Total restricted funds</b>   | <u>84,275</u>                   | <u>110,122</u>             | <u>(153,495)</u>           | <u>(39,267)</u>  | <u>1,635</u>                        |
| <b>Total funds</b>              | <u>214,368</u>                  | <u>395,042</u>             | <u>(264,352)</u>           | <u>-</u>         | <u>345,058</u>                      |

## Footprints Conductive Education Centre Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2021

The specific purposes for which the funds are to be applied are as follows:

**Covid Recovery Fund:** To ensure the charity can continue to operate effectively and efficiently in the aftermath of the Covid pandemic while income remains adversely affected and costs have increased to make a safe service provision for users.

**Change Management:** To support and train staff to the highest level.

**New building fund:** For moving to a new home suitable for both now and in the future.

**The Pre-school services & Gym Club Fund:** Providing educational and social activities to users of the services.

**Covid 19 Crisis Fund:** To ensure the charity can continue to operate effectively and efficiently in the aftermath of the Covid pandemic while income remains adversely affected and costs have increased to make a safe service provision for users.

**Digital Transformation Fund:** To support staff to deliver the service through improved digital resources.

#### 18 Analysis of net assets between funds

|                       | Unrestricted funds |                 | Restricted funds | Total funds                  |
|-----------------------|--------------------|-----------------|------------------|------------------------------|
|                       | General<br>£       | Designated<br>£ | £                | £                            |
| Current assets        | 168,035            | 120,000         | 110,000          | 398,035                      |
| Current liabilities   | (3,928)            | -               | -                | (3,928)                      |
| Total net assets      | <u>164,107</u>     | <u>120,000</u>  | <u>110,000</u>   | <u>394,107</u>               |
|                       | Unrestricted funds |                 | Restricted funds | Total funds at 31 March 2020 |
|                       | General<br>£       | £               | £                | £                            |
| Tangible fixed assets | 360,000            |                 | -                | 360,000                      |
| Current assets        | 167,583            |                 | 1,635            | 169,218                      |
| Current liabilities   | (9,160)            |                 | -                | (9,160)                      |
| Creditors over 1 year | <u>(175,000)</u>   |                 | -                | <u>(175,000)</u>             |
| Total net assets      | <u>343,423</u>     |                 | <u>1,635</u>     | <u>345,058</u>               |

#### 19 Related party transactions

There were no related party transactions in the year.

