

SIGNPOSTS (MID-SUSSEX) LTD

England & Wales · Charity number 1098354

Details

Status Registered

Legal form Charitable company

Company number [04666008](#)

Registered 2003-07-03

Register [View on the Charity Commission register](#)

Contact

Address The Cherry Tree Centre
Fairfield Road
Burgess Hill
West Sussex
RH15 8QB

Phone 01444 616 232

Email info@signpostsmidsussex.org.uk

Website www.signpostsmidsussex.org.uk

Activities

Objects: (A) THE RELIEF OF PERSONS WITH A DISABILITY, RESIDENT IN MID-SUSSEX BY THE PROVISION OF INFORMATION, ADVICE, SUPPORT AND OPPORTUNITIES WHICH PROMOTE THEIR INCLUSION IN THE LOCAL COMMUNITY, (B) TO PROVIDE OR ASSIST IN THE PROVISION OF RECREATIONAL AND EDUCATIONAL FACILITIES FOR THE PUBLIC AT LARGE AND/OR THOSE WHO BY REASON OF YOUTH, AGE, INFIRMITY OR DISABLEMENT, POVERTY OR ECONOMIC AND SOCIAL CIRCUMSTANCES, HAVE NEED OF SUCH FACILITIES WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE

Activities: Signposts provides information, advice, support and activities for people with learning disabilities, their families, friends, carers and professionals in Mid Sussex and surrounding areas.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Education/training, Disability, Economic/community Development/employment, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** MID-SUSSEX
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-02-28	£129,828	£131,047	-	-
2024-02-29	£109,225	£118,662	-	-
2023-02-28	£99,967	£92,744	-	-
2022-02-28	£95,544	£80,711	-	-
2021-02-28	£117,964	£86,616	-	-

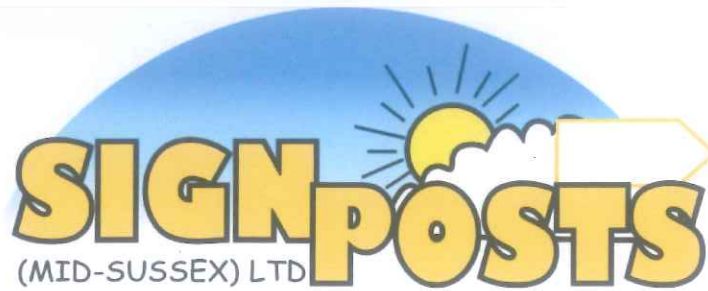
Trustees

Name	Role	Appointed
Kay Reynolds	Chair	2010-09-13
Christopher Andrew Elkins		2010-11-01
Elizabeth Anne Munnion		2006-05-11
ROSEMARY ANNE ELKINS		2008-06-11

SIGNPOSTS (MID-SUSSEX) LTD

England & Wales - Charity number 1098354

Accounts



A charitable company limited by guarantee providing information, advice, support and activities for people with learning disabilities, their carers and friends in Mid Sussex and surrounding areas.

Annual Report and Financial Statement of Accounts for the year ended 28 February 2025

Contents:

Objectives and Activities	2
Public Benefit Statement	2
Achievements and Performance	3
Financial Review	3
Reference and Administrative Information	6
Structure Governance and Management	7
Independent Examiner's Report	9
Financial Statement of Accounts	10

Introduction

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 28 February 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).

Objectives and Activities

The Charity's objective is to provide opportunities in Mid Sussex that foster the inclusion of people with disabilities in their local communities. There has been no change in the Charity's objective.

Signposts was established in 2003 to meet a gap in service provision for advice, support and information to people with learning disabilities in Mid Sussex, their carers, families and health professionals.

These services are delivered from the Charity's main hub in Burgess Hill and satellites in Haywards Heath and East Grinstead. At our main hub we provide a drop-in centre where people can socialise with each other, get advice, receive practical and emotional support, learn new skills, join groups and have one-to-one sessions with a Social Worker, a Disability Liaison Nurse or one of our staff. Customers can register to use the Drop-in service at any of our three locations, and this gives them access to advice and information, including help with Benefit claims, from our staff on a one-to-one basis. This can be done by phone or in person. At the main hub, we also run group activities to help those with learning disabilities to integrate successfully in the community and become inclusive members of society.

Signposts also provides an Outreach service which gives a range of support to those who for various reasons cannot attend one of our three Drop-in locations in person. These customers are referred by a Social Worker to access the Outreach service and can receive support for up to two hours per week. The aim is to support them to become as independent as possible, so they no longer require the Outreach service, but they can still access the Drop-in service if necessary.

Signposts continues to be a member of the Network West Sussex (NWS) Consortium which delivers the Drop-in and Outreach services across the county on behalf of West Sussex County Council (WSCC).

In addition, some directly funded people with learning disability pay Signposts to support them under our Community Support scheme. Signposts provides these customers with a support worker to help them with all activities of daily living in their home and the community and this can include social outings.

Public Benefit Statement

Signposts constitutes a public benefit entity as defined by FRS 102. In exercising their powers and duties, the Board of Trustees has complied with their duty to have due regard to the guidance for public benefit published by the Charity Commission in PB3. Signposts continues to be of great public benefit by providing the only drop-in service and resource centre in Mid Sussex and the surrounding areas for people with learning disabilities, their carers and families and other support providers.

Achievements and Performance

During the past year, Signposts has continued to support those customers who attend our Drop-in services in Burgess Hill and Haywards Heath. We have also provided Outreach support to other customers who are unable to travel to one of our drop-in sites. From July, we also provided the Drop-in service in East Grinstead and extended the Outreach service to include the East Grinstead area under our new contract with WSCC.

The new WSCC contract from 1 July 2024 covers Signposts delivering the Drop-in and Outreach services in Mid Sussex, and the Diagrama Foundation delivers the Day Opportunities in Mid Sussex. The new contract provides substantially more funding towards our rental costs each year compared to the previous arrangement.

At our main hub in The Cherry Tree Centre, we run the Drop-in service on Mondays, Wednesdays and Fridays and also other activities, including a poetry session once a month on Mondays and one of our volunteers runs a pottery group on Fridays which continues to be very popular. We also provide a Drop-in session on Thursdays at the Yews Community Centre in Haywards Heath and a Drop-in session on Wednesday afternoons at the Jubilee Community Centre in East Grinstead.

The Trustees would like to thank all the staff for their support and for doing all they could do to enable our customers to continue to live independently in the community. The workload continues to increase and become more complicated, and this has been exacerbated by the changes to Benefits and everyone's costs increasing. The Trustees would also like to thank the volunteers who help to support our customers at Signposts.

The Trustees would like to thank our customers for continuing to use the services delivered by Signposts.

The Trustees are also very grateful for a couple of small donations towards the work of the Charity.

The Trustees are most grateful for the support provided by Community People Mid Sussex (formerly Mid Sussex Voluntary Action) who run the Cherry Tree Centre in Burgess Hill.

Current and Future Developments

The Trustees are fully aware that adequate funding is needed to keep the charity running smoothly and allow for the future provision of the services and support needed by our customers. When the opportunities arise, we will bid for grants to supplement our core income from WSCC and our Community Support service.

The Cherry Tree Centre in Burgess Hill is our main hub, where we rent rooms for parts of the day for three days a week on an annual basis. We also continue to rent space at the Yews Community Centre as our satellite drop-in location in Haywards Heath; however, we are not charged for our presence in the Jubilee Community Centre in East Grinstead.

Financial Review

Income

The total Income for the year amounted to £129,828, which was £20,603 more than last year. The WSCC grant income has increased to £91,401 from £79,542 for the previous year. This increase was due to the new contract for Drop-in and Outreach services which started on 1 July 2024 and provides more funding towards our rental costs. The income for Community Support has risen to £32,302 from £24,759 last year due to an increase in charges and more customers joining the scheme. We did not apply for any additional grants this year. We received a couple of small donations totalling £105. This year our customers have contributed £1,044 towards the cost of refreshments and the facilities we provide. The Other Income of £4,866 is the Employment Allowance we receive, as it is not netted off against Employer's National Insurance.

Expenditure

The total Expenditure for the year was £131,047 which was £12,385 more than in the previous year. The Employee expenditure has increased by £8,789 compared with last year, largely due to the annual pay increase. The Rent of £17,538 was about £6,500 higher than last year, but it now includes hiring rooms in the Cherry Tree Centre for a whole year. The Other Building Cost of £2,114 was higher because it includes a year's costs of £1,981 for storing large amount of our furniture which could not be used in the Cherry Tree Centre. The Furniture and Equipment cost of £877 was £647 more than the previous year: this was mainly due to the purchase of Smart mobile phones for some of the staff. The Telephones cost was about £600 less because the previous year's costs included the installation of a new telephone line in the Cherry Tree Centre.

Overall Results

The final outturn for 2024/25 was a deficit of £1,219 with our total Reserves standing at £63,827 at 28 February 2025.

Reserves Policy and Going Concern

The Board of Trustees has examined the Charity's requirements for reserves in the light of the main risks to the organisation. This year's reserves of £63,827 continue to represent about 50% of our expected operating costs for 2025/26. This year's deficit has not reduced the Reserves of £30,000 allocated to supplement the cost of renting other premises in future years. The new contract with WSCC to deliver the Drop-in and Outreach services in Mid Sussex from 1 July 2024 for the next 3 years has ensured Signposts major source of income through to 2027.

We continue to work hard to secure all the resources needed to provide the services that our customers value, need and deserve. Cash flow forecasts and budgetary projections of income and expenditure form an essential part of every Trustees meeting, and we continue to focus on ensuring that Signposts delivers its services whilst maintaining its financial viability.

Risk Management

The Trustees are responsible for monitoring the risks faced by Signposts and for ensuring appropriate policies are in place and the necessary actions are taken to mitigate the risks. In the day-to-day operation of Signposts, risks are identified and assessed by the Services Manager and the staff and appropriate actions are taken following the Risk Assessment Policy. Risks are managed under the following headings:

- Financial integrity and sustainability
- Business continuity
- Health and Safety
- Vulnerable adult welfare
- Employment
- External activities and visits

The Trustees are satisfied that all the necessary policies are in place to address the risks faced by Signposts and that the appropriate actions are being taken to minimize the risks.

Reference and Administrative Information

Charity name:	Signposts (Mid-Sussex) Ltd	
Other name:	Signposts	
Charity No:	1098354	
Company No:	4666008	
Registered Office:	Signposts (Mid-Sussex) Ltd, Cherry Tree Centre, Fairfield Road, Burgess Hill, RH15 8QB	
Telephone and E-mail:	01444 616232	info@signpostsmidsussex.org.uk
Trustees:	Kay Reynolds	Trustee/ Chairperson
	Chris Elkins	Trustee/Treasurer
	Rosie Elkins	Trustee
	Maria Kingshott	Trustee (resigned 9 December 2024)
	Elizabeth Munnion	Trustee
Company Secretary:	Daniel Pieniazczak	
Services Manager:	Amy Hickman	
Independent Examiner:	Chris Tyler FCA DChA FCIE F1 CRT Limited, Flat 24 Wellingtonia Court, Laine Close, Brighton, BN1 6TD	
Bankers:	NatWest Bank Haywards Heath Branch, 1 Muster Green, Haywards Heath, West Sussex, RH16 4AP	

Structure Governance and Management

Signposts is a company limited by guarantee incorporated on 13 February 2003 and is governed by its Memorandum and Articles of Association.

The Trustees of the Charity also act as the Directors of the Company and are authorised to appoint additional Directors/Trustees under the terms of the Articles of Association. At least one of the Trustees is a person with a learning disability from the client base that Signposts supports; this provides the Board of Trustees with an invaluable insight into the needs of our customers. The Directors/Trustees have no financial interest in Signposts (Mid-Sussex) Ltd and receive no financial reward.

Signposts employs part-time members of staff to deliver the Charity's objective. The Board of Trustees meets quarterly and more frequently as necessary. Decisions regarding all projects and expenditure are taken by the Trustees.

New Trustees are recruited by advertising through the local volunteering website or by personal recommendation. The process begins with an initial meeting with a small group of Trustees and the Centre Manager to establish whether a person is suitable for the role of a trustee and if the person thinks the role is right for them. After checking that the candidate meets all the suitability and legal requirements to be a Director/Trustee, including a Data and Barring Service (DBS) check, the candidate meets with all the Trustees and is formally appointed at the next Annual General Meeting. The new Trustee is then given further induction, covering greater detail about Signposts and the legal aspects of being a Director/Trustee, together with a copy of the Charity Commission's booklet about being a Trustee.

Statement of Trustees' Responsibilities

The Trustees (who are also the directors of Signposts (Mid-Sussex) Ltd for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

Signature and Declaration

I declare that the Trustees have approved the report above and have authorised me to sign it on their behalf.

Date: 17 December 2025

Signed: *K. Reynolds* Kay Reynolds

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
SIGNPOSTS (MID-SUSSEX) LTD (REGISTERED NUMBER: 4666008)**

Independent examiner's report to the trustees of Signposts (Mid-Sussex) Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 28 February 2025.

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:

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.



Christopher Robert Tyler FCA DChA FCIE
F1 CRT Limited
Flat 24 Wellingtonia Court
Laine Close
Brighton
East Sussex
BN1 6TD

17th December 2025

Signposts (Mid-Sussex) Ltd

Statement of financial activities (including summary income and expenditure account) for the year ended 28 February 2025

	Note	Unrestricted Funds		Restricted Funds (Notes 10 a & b)		Total Funds	
		2025	2024	2025	2024	2025	2024
		£	£	£	£	£	£
Income and Endowments from:							
Donations, Legacies and Grants	2a	105	278			105	278
Charitable Activities	2b	124,857	105,451			124,857	105,451
Other Trading Activities	2c						
Investments	2d						
Other	2e	4,866	3,496			4,866	3,496
Total		129,828	109,225			129,828	109,225
Expenditure on:							
Raising funds	3a						
Charitable activities	3b	131,047	118,662			131,047	118,662
Other	3c						
Total		131,047	118,662			131,047	118,662
Net income/(expenditure)		-1,219	-9,437			-1,219	-9,437
Transfers between funds							
Net movement in funds		-1,219	-9,437			-1,219	-9,437
Reconciliation of funds							
Total funds brought forward		65,046	74,483			65,046	74,483
Total funds carried forward		63,827	65,046			63,827	65,046

Signposts (Mid-Sussex) Ltd

Balance Sheet at 28 February 2025

	Note	Unrestricted Funds		Restricted Funds (Notes 10 a & b)		Total Funds	Total Funds
		2025	2024	2025	2024	2025	2024
		£	£	£	£	£	£
Fixed Assets							
Tangible Assets	6						
Current Assets							
Debtors	7	22,295	17,865			22,295	17,865
Cash at bank and in hand	8	<u>44,802</u>	<u>49,442</u>			<u>44,802</u>	<u>49,442</u>
Total Current Assets		67,097	67,307			67,097	67,307
Liabilities							
Creditors:							
Amounts falling due within one year	9	<u>3,270</u>	<u>2,261</u>			<u>3,270</u>	<u>2,261</u>
Net Current Assets or Liabilities		63,827	65,046			63,827	65,046
Total Assets or Liabilities		63,827	65,046			63,827	65,046
Total Funds of the Charity						<u>63,827</u>	<u>65,046</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 28 February 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 28 February 2025 in accordance with Section 476 of the Companies Act 2006.


The Trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) 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 17 December 2025 and were signed on its behalf by:


.....

Chairperson
Kay Reynolds


.....

Treasurer
Chris Elkins

Signposts (Mid-Sussex) Ltd

Notes to the accounts for the year ended 28 February 2025

1 Accounting Policies

1a Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019)', Financial Reporting Standard FRS102 '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.

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

The Trustees/Directors consider that there are no material uncertainties about the company's ability to continue as a going concern.

1b Fund Accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charity's work or for specific projects being undertaken by the Charity.

1c Income

Income is recognised when the charity becomes entitled to the resources, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

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

1d Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured with reasonable certainty.

The costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Expenditure on charitable activities comprises costs incurred in furtherance of the purposes of the Charity and their associated support costs.

Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Signposts (Mid-Sussex) Ltd

Notes to the accounts for the year ended 28 February 2025

1e Tangible fixed assets

Individual fixed assets costing £1,000 or more are capitalised if they can be used for more than one year. They are valued at cost and are depreciated over their estimated useful economic lives on a straight-line basis over 3 years unless otherwise stated.

1f Debtors

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

1g Cash at bank and in hand

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

1h Creditors and provisions for liabilities

The charity has creditors which are measured at settlement less any trade discount. A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

1i Retirement Benefits (Pension Scheme)

The Charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

The scheme is available to all eligible employees and is managed by Smart Pension Ltd. The employer contribution in 2024/25 was 3% and the employee contribution was a minimum of 5%.

1j Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 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 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.

1k Hire purchase and finance lease agreements

Assets held under hire purchase agreements are capitalised and disclosed under tangible fixed assets at their fair value. The capital element of the future payments is treated as a liability and the interest is charged to the profit and loss account on a straight-line basis.

1l Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.

Signposts (Mid-Sussex) Ltd

Notes to the accounts for the year ended 28 February 2025

	Unrestricted Funds		Restricted Funds		Total Funds	
	2025 £	2024 £	2025 £	2024 £	2025 £	2024 £
2 Income and Endowments from:						
2a Donations, Legacies and Grants						
Donations	105	278			105	278
	<u>105</u>	<u>278</u>			<u>105</u>	<u>278</u>
2b Charitable Activities						
WSCC My Network Grant	91,401	79,542			91,401	79,542
Community Support	32,302	24,759			32,302	24,759
Lettings		196				196
Client Contributions	1,044	861			1,044	861
Miscellaneous Income	110	93			110	93
	<u>124,857</u>	<u>105,451</u>			<u>124,857</u>	<u>105,451</u>
2c Other Trading Activities						
Miscellaneous fundraising						
2d Investments						
Bank interest						
2e Other						
Employment Allowance	4,866	3,496			4,866	3,496
	<u>4,866</u>	<u>3,496</u>			<u>4,866</u>	<u>3,496</u>
Total	129,828	109,225			129,828	109,225

Signposts (Mid-Sussex) Ltd

Notes to the accounts for the year ended 28 February 2025

	Unrestricted Funds		Restricted Funds		Total Funds	
	2025	2024	2025	2024	2025	2024
	£	£	£	£	£	£
3 Expenditure on:						
3a Raising funds						
3b Charitable activities						
Employees	104,039	95,250			104,039	95,250
Staff Training	65	65			65	65
Counselling						
Rent	17,538	11,030			17,538	11,030
Service Charge Rates						
Heat & Light		2,626				2,626
Water Charges		-383				-383
Cleaning						
Buildings Insurance	1,427	1,496			1,427	1,496
Other Building Costs	2,114	1,598			2,114	1,598
Transport	92	35			92	35
Cleaning Materials	4	151			4	151
Water Machine						
Furniture & Equipment	877	230			877	230
PC/Video Equipment						
Refreshments	339	394			339	394
Course Materials	177	120			177	120
Printing & Stationery	449	483			449	483
Telephones	2,144	2,783			2,144	2,783
Postage	17	586			17	586
Advertising						
Trustees Insurance	596	443			596	443
Fees & Charges	564	753			564	753
Independent Examiner's Fees	530	600			530	600
NWS Admin Fees						
Equipment Depreciation						
Miscellaneous Expenditure	75	402			75	402
	<u>131,047</u>	<u>118,662</u>			<u>131,047</u>	<u>118,662</u>
3c Other						
Total	131,047	118,662			131,047	118,662
Net income/(expenditure)	-1,219	-9,437			-1,219	-9,437

Signposts (Mid-Sussex) Ltd

Notes to the accounts for the year ended 28 February 2025

	Unrestricted Funds		Restricted Funds		Total Funds	
	2025	2024	2025	2024	2025	2024
	£	£	£	£	£	£
4 Transactions with Trustees and related parties						
Trustee remuneration and benefits						
None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.						
Trustees' expenses						
No trustee expenses have been incurred						
Transactions with related parties						
There have been no related party transactions in the reporting period.						
5 Employees						
The average number of employees in the period (FTE's)					3.61	
No employee received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.						
The Charity considers its trustees to be the key management personnel who as stated in Note 4 receive no remuneration or benefits from the Charity.						
Staff costs:						
Salaries and wages	95,861	88,981			95,861	88,981
Social security costs	4,866	3,496			4,866	3,496
Pension contribution costs	2,593	2,307			2,593	2,307
Other employee benefits						
Staff training and admin costs	784	531			784	531
Total Staff Costs	<u>104,104</u>	<u>95,315</u>			<u>104,104</u>	<u>95,315</u>
6 Fixed Assets						
Tangible Assets						
Less depreciation						
7 Debtors						
General debtors	22,295	17,865			22,295	17,865
	<u>22,295</u>	<u>17,865</u>			<u>22,295</u>	<u>17,865</u>
8 Cash at Bank/in hand						
Cash at Bank	44,706	49,409			44,706	49,409
Cash in Hand	96	33			96	33
	<u>44,802</u>	<u>49,442</u>			<u>44,802</u>	<u>49,442</u>
9 Short term liabilities						
Creditors for goods and services	3,270	2,261			3,270	2,261
Prepayments and accruals						
	<u>3,270</u>	<u>2,261</u>			<u>3,270</u>	<u>2,261</u>
Net current assets	63,827	65,046			63,827	65,046
Total assets	<u><u>63,827</u></u>	<u><u>65,046</u></u>			<u><u>63,827</u></u>	<u><u>65,046</u></u>

Signposts (Mid-Sussex) Ltd

Notes to the accounts for the year ended 28 February 2025

10a Funds Analysis for 2024/25

Fund	Purpose and Restriction	Type	Opening Balances £	Income £	Expenditure £	Closing Balances £
<i>There were no Restricted Funds in 2024/25</i>						
General	for running costs	UR	65,046	129,828	131,047	63,827
Totals			<u>65,046</u>	<u>129,828</u>	<u>131,047</u>	<u>63,827</u>

10b Funds Analysis for 2023/24

Fund	Purpose and Restriction	Type	Opening Balances £	Income £	Expenditure £	Closing Balances £
<i>There were no Restricted Funds in 2023/24</i>						
General	for running costs	UR	74,483	109,225	118,662	65,046
Totals			<u>74,483</u>	<u>109,225</u>	<u>118,662</u>	<u>65,046</u>

Fund Types R - Restricted and UR - Unrestricted

11 Statutory Information

Signposts (Mid-Sussex) Ltd is a charitable company, limited by guarantee, registered in England and Wales and has no share capital. No one member has overall control of the charity.

In accordance with section 7 of its Memorandum of Association each member may be liable to pay up to £10 towards the costs of dissolution and the liabilities incurred by the charity while the contributor was a member.

The company's registered number and registered office address can be found in the 'Legal and Administrative Information' section of the accounts.