

**REGISTERED COMPANY NUMBER: 6416481 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1123440**

**FOOTSTEPS FOUNDATION**  
**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

Mercer Lewin Ltd  
Chartered Accountants  
6-7 Citibase  
New Barclay House  
234 Botley Road  
Oxford  
OX2 0HP

# **FOOTSTEPS FOUNDATION**

## **CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023**

	<b>Page</b>
<b>Report of the Trustees</b>	<b>1 to 2</b>
<b>Independent Examiner's Report</b>	<b>3</b>
<b>Statement of Financial Activities</b>	<b>4</b>
<b>Balance Sheet</b>	<b>5</b>
<b>Notes to the Financial Statements</b>	<b>6 to 10</b>

## **FOOTSTEPS FOUNDATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023**

The trustees, who are also the directors for the purposes of company law, present their report on the unaudited financial statements of the charity for the year ended 31 December 2023.

#### **OBJECTIVES AND ACTIVITIES**

Footsteps Foundation was formed to provide support to disabled children, who benefit from the provision of intensive physiotherapy provided at The Footsteps Centre, South Oxfordshire. Footsteps Foundation pays for a percentage of physiotherapy costs for families with household incomes of £75,000 or lower, on a means tested basis. The Foundation organises fundraising activities to enable the achievement of this objective and has the support of many charitable trusts & foundations, local business and individuals. Applications for support from the Footsteps Foundation are received from families and reviewed regularly currently, around 55% of all families receive support. The Foundation also provides orthopaedic shoes and therapy equipment to those in need. In 2019, The Helping Hands project was set up in order to support those families on lower incomes with supplementary costs of attending the centre as families have to travel from all over the UK, they often have to find large sums for fuel or accommodation.

The trustees confirm that they have paid due regard to the Charity Commission's publications and guidance on Public Benefit.

#### **ACHIEVEMENT AND PERFORMANCE**

In the fifteenth year of operation, Footsteps Foundation raised funding of £179,801 (2022: £168,442), funding 168 (2022:120) three-week and two-week physiotherapy sessions totalling 2742 (2022:2275) hours, as well as 137 (2022: 99) hour-long weekly sessions for a total of 75 (2022: 62) children. We support children over the course of many years, which is beneficial for their long-term development and families often see remarkable improvements in mobility, independence and confidence from children who attend The Footsteps Centre.

Footsteps Foundation is hoping to maintain income and expenditure levels to support the same number of children with their intensive physiotherapy in 2024 as well as to assist families with essential physiotherapy equipment, orthopaedic shoes and travel & accommodation costs of coming to the Footsteps Centre.

#### **FINANCIAL REVIEW**

##### **Financial position**

This was the fifteenth full year of the Foundation's operation and donated income of £179,801 (2022: £168,442), has been offset by expenditure of £206,438 (2022: £188,680) to fund physiotherapy on the Footsteps programme. At the end of the year, Footsteps Foundation had £317,875 in unrestricted funds.

##### **Funding**

We would like to thank all of the funders that make this crucial work possible. Some of our larger funders include: Julia & Hans Rausing Trust, The Joyce Chapman Charitable Trust, The Sobell Foundation, Adint Charitable Trust, The James Tudor Foundation, The 29th May 1961 Charitable Trust and Theodore Roussel Memorial Trust.

##### **Reserves**

Families book sessions and apply to Footsteps Foundation up to 18 months in advance, meaning that the reserves policy of the Foundation has always been where possible to keep one years' charitable expenditure in reserve.

#### **PLANS FOR FUTURE PERIODS**

The Foundation hopes to expand its programme of donations to allow for a greater number of children to benefit from the intensive physiotherapy. The Foundation will be attempting to find sponsors/donors on a long term basis.

## **FOOTSTEPS FOUNDATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023**

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

The Foundation is incorporated as a company limited by guarantee and is governed by the terms of its memorandum and articles of association.

The day to day management of the Foundation is delegated to Mrs P Hoyer Millar, one of the Trustees, and the Foundation's administrator.

The Footsteps Foundation has owned 50% of the equity capital since 1 June 2016 of Footsteps Ltd which manages the provision of services for physiotherapy for children. The Foundation has given grants to children who attend Footsteps Ltd and have paid certain costs in terms of provision of those services. The other 50% of the equity capital was owned by the founding physiotherapists who as at 30th April 2024 have transferred these shares to the Footsteps Foundation. Footsteps Ltd as of that date is a wholly owned subsidiary of Footsteps Foundation.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

6416481 (England and Wales)

**Registered Charity number**

1123440

**Registered office**

6-7 Citibase, New Barclay House  
234 Botley Road  
Oxford  
OX2 0HP

**Trustees**

P M Hoyer Millar  
C G Hoyer Millar Chairman  
T R Halfhead  
T Hoyer Millar  
A E L Dawson

**Independent Examiner**

Mercer Lewin Ltd  
Chartered Accountants  
6-7 Citibase  
New Barclay House  
234 Botley Road  
Oxford  
OX2 0HP

Approved by order of the board of trustees on 17th May 2024 and signed on its behalf by:

  
C G Hoyer Millar - Trustee

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FOOTSTEPS FOUNDATION**

### **Independent examiner's report to the trustees of Footsteps Foundation ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

### **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.



Andrew Churchill Stone

Mercer Lewin Ltd  
Chartered Accountants  
6-7 Citibase  
New Barclay House  
234 Botley Road  
Oxford  
OX2 0HP

Date: 20 May 2024

**FOOTSTEPS FOUNDATION**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		172,801	7,000	179,801	168,442
<b>EXPENDITURE ON</b>					
Raising funds		569	-	569	855
<b>Charitable activities</b>					
Physiotherapy support		165,730	40,139	205,869	162,185
Other		-	-	-	25,640
<b>Total</b>		166,299	40,139	206,438	188,680
<b>NET INCOME/(EXPENDITURE)</b>					
Transfers between funds	7	6,502 (3,214)	(33,139) 3,214	(26,637) -	(20,238) -
<b>Net movement in funds</b>		3,288	(29,925)	(26,637)	(20,238)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		314,587	37,920	352,507	372,745
<b>TOTAL FUNDS CARRIED FORWARD</b>		317,875	7,995	325,870	352,507

The notes form part of these financial statements

# FOOTSTEPS FOUNDATION

## BALANCE SHEET 31 DECEMBER 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
<b>CURRENT ASSETS</b>					
Debtors	5	1,750	-	1,750	1,750
Cash at bank and in hand		317,625	7,995	325,620	352,257
		319,375	7,995	327,370	354,007
<b>CREDITORS</b>					
Amounts falling due within one year	6	(1,500)	-	(1,500)	(1,500)
<b>NET CURRENT ASSETS</b>		317,875	7,995	325,870	352,507
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		317,875	7,995	325,870	352,507
<b>NET ASSETS</b>		317,875	7,995	325,870	352,507
<b>FUNDS</b>	7				
Unrestricted funds				317,875	314,587
Restricted funds				7,995	37,920
<b>TOTAL FUNDS</b>				325,870	352,507

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

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 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 and were signed on its behalf by:

*Anthony 2024*  
*C G Hoyer Millar*  
C G Hoyer Millar - Trustee

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**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.

**ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**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.

**FUND ACCOUNTING**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. TRUSTEES' REMUNERATION AND BENEFITS**

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

**TRUSTEES' EXPENSES**

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



# FOOTSTEPS FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2023

### 3. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2023	2022
Administrative	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

### 4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	<u>119,187</u>	<u>49,255</u>	<u>168,442</u>
<b>EXPENDITURE ON</b>			
Raising funds	855	-	855
<b>Charitable activities</b>			
Physiotherapy support	124,181	38,004	162,185
Other	<u>25,640</u>	<u>-</u>	<u>25,640</u>
<b>Total</b>	<u>150,676</u>	<u>38,004</u>	<u>188,680</u>
<b>NET INCOME/(EXPENDITURE)</b>	(31,489)	11,251	(20,238)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	346,076	26,669	372,745
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>314,587</u>	<u>37,920</u>	<u>352,507</u>

### 5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Other debtors	<u>1,750</u>	<u>1,750</u>

**FOOTSTEPS FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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

	2023 £	2022 £
Accruals and deferred income	<u>1,500</u>	<u>1,500</u>

**7. MOVEMENT IN FUNDS**

	At 1/1/23 £	Net movement in funds £	Transfers between funds £	At 31/12/23 £
<b>Unrestricted funds</b>				
Unrestricted fund	314,587	6,502	(3,214)	317,875
<b>Restricted funds</b>				
Restricted fund	37,920	(33,139)	3,214	7,995
<b>TOTAL FUNDS</b>	<u>352,507</u>	<u>(26,637)</u>	<u>-</u>	<u>325,870</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted fund	172,801	(166,299)	6,502
<b>Restricted funds</b>			
Restricted fund	7,000	(40,139)	(33,139)
<b>TOTAL FUNDS</b>	<u>179,801</u>	<u>(206,438)</u>	<u>(26,637)</u>

**Comparatives for movement in funds**

	At 1/1/22 £	Net movement in funds £	At 31/12/22 £
<b>Unrestricted funds</b>			
Unrestricted fund	346,076	(31,489)	314,587
<b>Restricted funds</b>			
Restricted fund	26,669	11,251	37,920
<b>TOTAL FUNDS</b>	<u>372,745</u>	<u>(20,238)</u>	<u>352,507</u>

**FOOTSTEPS FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**7. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted fund	119,187	(150,676)	(31,489)
<b>Restricted funds</b>			
Restricted fund	49,255	(38,004)	11,251
<b>TOTAL FUNDS</b>	<u>168,442</u>	<u>(188,680)</u>	<u>(20,238)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/1/22 £	Net movement in funds £	Transfers between funds £	At 31/12/23 £
<b>Unrestricted funds</b>				
Unrestricted fund	346,076	(24,987)	(3,214)	317,875
<b>Restricted funds</b>				
Restricted fund	26,669	(21,888)	3,214	7,995
<b>TOTAL FUNDS</b>	<u>372,745</u>	<u>(46,875)</u>	<u>-</u>	<u>325,870</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted fund	291,988	(316,975)	(24,987)
<b>Restricted funds</b>			
Restricted fund	56,255	(78,143)	(21,888)
<b>TOTAL FUNDS</b>	<u>348,243</u>	<u>(395,118)</u>	<u>(46,875)</u>

## **FOOTSTEPS FOUNDATION**

### **NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2023**

#### **8. RELATED PARTY DISCLOSURES**

Since the 1st June 2016 Footsteps Foundation has held 50% of the share capital of Footsteps Ltd (company number: 05081728) it's registered office being 6-7 Citibase, New Barclay House, 234 Botley Road, Oxford, England, OX2 0HP.

As at the 30th April 2024 the remaining 50% was transferred to Footsteps Foundation meaning that Footsteps Ltd is now a wholly owned trading subsidiary.

The Foundation covers the costs and expenditure for families who are unable to access the intensive physiotherapy that is provided by Footsteps Ltd without the grants provided. This is done on a means tested basis and the grants are paid directly to Footsteps Ltd. For 2023 £139,038.96 (2022: £115,365.84) was paid to Footsteps Ltd for this purpose.

Footsteps Foundation also pays for the rental of the premises occupied by both the Foundation and Footsteps Ltd. This amount is then reimbursed by Ltd, in 2023 this amount was £32,906 (2022: £24,375).