

Down Syndrome Training and Support Service Limited

Charity number 1130994

A company limited by guarantee number 06915555

Annual Report and Financial Statements for the year ended 31 May 2024



Down Syndrome Training and Support Service Limited

Annual Report and Financial Statements for the year ended 31 May 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

Down Syndrome Training and Support Service Limited

Trustees' report for the year ended 31 May 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Jenn Casper-Smith		
Heather Chattell		
Lauren Drake		
Farzana Kauser		
Robert Kennedy		Resigned September 2023
Rachel Cruickshank-Sutton		Appointed 5 July 2023
Noreen Metcalf		Resigned February 2024
Jennifer Rowlands		Appointed 24 January 2024

Charity number 1130994 Registered in England and Wales

Company number 06915555 Registered in England and Wales

Registered and principal address	Bankers	
The Pamela Sunter Centre	HSBC Bank plc	Charity Bank Limited
2 Whitley Street	47 Market Street	Fosse House
Bingley	Bradford	182 High Street
West Yorkshire	BD1 1LW	Tonbridge
BD16 4JH		Kent TN9 1BE

Independent examiner

Alan Dodd FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 26 May 2009. It is governed by a memorandum and articles of association, as amended on 26 November 2019. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Down Syndrome Training and Support Service Limited

Trustees' report (continued) for the year ended 31 May 2024

Objectives and activities

The charity's objects

- (1) To assist in the care of children with Down syndrome by the provision of support, advice and training to those who are responsible for their care and to health educational specialists, with the aim of improving the health and education of children with Down syndrome.
- (2) To provide support, training and relief to families who care for children with Down syndrome.
- (3) To promote awareness of Down syndrome in the area.
- (4) To organise regular sessions open to all families of children with Down syndrome and other events such as summer trips, evening event, etc.
- (5) To develop a library of informative and educational items, including producing newsletters, booklets, posters, etc.
- (6) To recruit voluntary workers.
- (7) To liaise with health and educational professionals.
- (8) To train parents and helpers through courses and conferences for the benefit of the entire group as well as individual families.
- (9) To advertise the Charity.
- (10) To provide social, and skills for life, opportunities for young adults with Down syndrome.

The charity's main activities

The charity's main activities are to provide training and support for parents and professionals living and working alongside children and young people who have Down syndrome. Training in the specific learning needs of people with Down syndrome include speech and language sessions and early development group sessions. Independent Living Skills project for young adults, physiotherapy for people with Down syndrome, weekly gym session for people aged 13+ with Down Syndrome. Home visits, library of information and resources and monthly newsletters are provided. Activities include Saturday sessions, dance and youth club and Summer trips. We are very grateful to the institutions who have provided funding for our many ongoing projects to benefit the lives of people with Down syndrome.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit, and in particular the advancement of education, advancement of health or the saving of lives, the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantages.

Achievements and performance

Welcome to our 2023/2024 annual progress report.

We have so much to celebrate and a reminder of this is the number of children who are now entering mainstream secondary school/secondary schools with resourced provision; children who we have known since birth and whom experienced intervention through attending our early development groups for five years prior to starting school. Such children are wonderful role models for our charity. We are really proud to witness how well these young people are developing and maturing.

This is what our charity is about – building a *real* future for our children - by providing the training to improve practice across all services: education, health and social care. There are many challenges for families and for us, as a charity aiming to make a difference to the journey, but it is so worth it!

The full report (available to download from our website) covers all of the training, services and activities we have provided over the year; how it has been funded and feedback from the many families and professionals who have benefitted.

Down Syndrome Training and Support Service Limited

Trustees' report (continued) for the year ended 31 May 2024

Achievements and performance (continued)

STAFFING

September 2023 brought a reduction in our staffing team with both Louise and Wendy R taking long term leave due to personal commitments. In July we had already said a fond goodbye to Ruth and early in the term Izzi made the decision to focus her working life on her new position as manager in an early years setting.

We advertised for an additional Early Years Practitioner and Trainer and employed Melanie in January 2024. Wendy U commenced training both Mel and Laura to deliver training, observations, assessments and consultations and steadily we have increased our capacity in this area.

In addition we advertised for a new Adult Support Officer and following interview decided to employ both Nicky and Catherine. Both staff are working hard to develop our 'I Can Work' project and our Independent Living Skills project.

Karen took over from Wendy R as Family Support Officer and Heidi increased her hours to full time.

It has been a challenging year restructuring and training our team but as we move towards the next academic year we are in a much stronger position to meet demands.

DIRECTORS

At our AGM in October 2023 Robert Kennedy and Mel Ratcliffe stood down and Rachael Cruickshank-Sutton and Jenny Rowlands were elected. In early 2024 Noreen Metcalfe stood down. We currently have 6 directors.

TRAINING

Following discussions at our October 2023 AGM one of our targets for the year was to 'improve the promotion and training for ALL across the Yorkshire region'. This target will continue in the coming academic year. Our training course 'Introduction to Down syndrome' has been delivered each term for free with very good attendance. Both Laura and Mel have been trained to deliver the course and can now go into schools to deliver training, support and observations, increasing our capacity. However, our other training courses had poor uptake and the decision, following a survey across families and schools, was to cancel all other courses. The majority of our training was recorded during lockdown and can be downloaded from our website and this is proving to be a popular choice.

We also undertook a survey on our workshops for families and these will continue to be offered face to face and online.

'Outstanding course delivered and presented perfectly'

Attendee on our Introduction to Down Syndrome course.

HEALTH

In May 2024 we held a really successful conference day covering occupational therapy, physiotherapy and speech & language therapy. Our three very experienced speakers, Holly Dunne, Wendy Scaife and Lauren Drake were really well received with excellent feedback. Attendees were a good mixture of parents and professionals (8 parents and 8 professionals).

We hope to organise another conference next year.

PHYSIOTHERAPY, OCCUPATIONAL THERAPY AND COUNSELLING

We now offer monthly appointment with a physio, Holly and an OT, Wendy and have funding to support families, including adults with Down syndrome, in need of counselling.

Down Syndrome Training and Support Service Limited

Trustees' report (continued) for the year ended 31 May 2024

Achievements and performance (continued)

EARLY DEVELOPMENT GROUPS AND SPEECH & LANGUAGE GROUPS

Our early development groups and speech and language groups have continued to provide the excellent service we have honed over the years. Evaluations of both services was outstanding and several comments are included in this report. A large funding bid from Awards 4 All currently funds speech and language and our early development groups are funded by the National Lottery until March 2025. A new funding bid to the National Lottery will request funding for both of these services.

'I feel supported and it makes me as a parent carer feel accepted. We can be ourselves and we are in the same boat as the other families . We share stories and advice. My child's keyworker from pre-school has attended and used the skills learnt in the group in my sons pre-school . So his work is consistent to ensure it becomes learnt and embedded.'

Parent of a child in our Early Development Groups

'My son is finding it much easier to communicate how he is feeling and what he wants. This is also enabling him to make friends much more easily.'

Parent of child in our speech & language groups

FAMILY SUPPORT SERVICE

Our family support activities include: Saturday sessions, WisH Club, summer trip, dance, sibling support and support for dads.

We now have several parent volunteers helping to deliver our Saturday sessions at Bingley Methodist Church. The dads group and Sibz Zone are in need of a review and our youth club, the WisH Club, has continued to grow with 36 members; 15 new this year. The Going Out Club is proving very popular and recently we have started a weekly Gym Club at Keighley Leisure Centre.

ADULT SUPPORT SERVICES

In the New Year we employed two new members of staff, Nicky and Catherine as Adult Support Officers, their role is to deliver the 'I Can Work' and Independent Living Skills projects. The living space created in the basement is working well and both projects have begun to take shape this year. One of our targets will be to fully establish these services.

FUNDING

We have had success this year in securing many additional grants and donations towards our target of £70,000; raising £71 404 during the calendar year 2023. A large fundraising event at Keighley Rugby Union Football Club in July 2023 was repeated July 2024 and moving forward we hope this can become an annual fundraising event - Chromosome Rocks; we are very proud of the effort and achievement of this venture.

Our funding is detailed over the next few pages. Our main aim next year is to secure core funding for our early development groups, speech & language groups, core salaries and the lease of the building. We sincerely hope that we can secure further funds from the National Lottery.

Down Syndrome Training and Support Service Limited

Trustees' report (continued) for the year ended 31 May 2024

Financial review

The net income for the year was £7,346, including net income of £2,184 on unrestricted funds and net income of £5,162 on restricted funds after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £81,603.

DOWN SYNDROME TRAINING & SUPPORT SERVICE LTD (DST&SS) plans its fundraising in advance having a 5-year business plan which is reviewed October each year.

1. FREE RESERVES

Were DOWN SYNDROME TRAINING & SUPPORT SERVICE LTD to close the organisation would incur a number of winding up costs. An approximate cost of closure will be reviewed annually and made available to the directors. These costs would be covered within the free reserves amount.

There are also a number of events that could occur during a year that are generally not budgeted for and would be typically funded from reserves, operating with a year trading in reserves ensures the charity can comply with all legal and ethical commitments. It is assumed that most capital purchases will be funded from specific grants for capital purchases.

In addition, we have free reserves to:

1. Meet contractual liabilities should the organisation have to close. This includes redundancy pay, amounts due to creditors and commitments under leases.
2. Meet unexpected costs like break down of essential office machinery, unexpected building repairs, staff cover in case of long-term illness, maternity leave, parental leave, and legal costs defending the charities interest.
3. To replace equipment as it wears out.

We rely on funders, fundraising and our members for funds to continue our services. The lead time from applying for funding to receiving funds is a minimum of 6 months and can be up to 12 months. To reduce the impact on services and staffing, the Board have agreed that it would be prudent to retain free reserves totalling between 9 and 12 months of running costs.

This sets the limit for 2024/25 based on budgeted expenditure of £14,590 each month to a lower limit of approximately £131,000 and an upper limit of £175,000. In the event of reserves dipping below the lower limit, we will aim to restore the reserves by at least 25% each year meaning that over a four year period this was restored to full level. This could be achieved by increased fund raising, increasing earned income or reducing expenditure.

Actual free reserves as at May 2024 were £81,603. Our free reserves were therefore just below 6 months of budgeted running costs, and the trustees will endeavour to seek further funding to increase free reserves accordingly.

As at May 2024 we had £64,206 in restricted funding.

Down Syndrome Training and Support Service Limited

Trustees' report (continued) for the year ended 31 May 2024

Reserves policy (continued)

2. FINANCIAL CRISIS

Whilst the Directors have to take a prudent position and allow for redundancy in the event of a financial crisis the charity does have a good relationship with its staff and the options of part-time working and short term lay-offs would also be considered.

3. EXCEEDING UPPER LIMIT

If reserves exceeds the upper limit (£175,000) of expenditure DST&SS will consider the likely expenditure over the next two years and aim to amend the amount back in line by the end of two years.

This could be achieved by reducing fund raising, allocating less time staff time to earned income activities, considering new projects, reducing prices, or increasing “free” activities and so increasing expenditure. Increasing “free” activities could be one off in areas like courses or family social events.

Due attention will be paid to identifying funding that would sustain the expansion after the reserves had been brought below a year of trading expenditure.

4. MONITORING AND REVIEWING OF RESERVRS POLICY

The trustees will consider current costs of closure and examine the level of reserves each year when setting the following years budget.

This reserves policy will be reviewed every year.

Down Syndrome Training and Support Service Limited

Trustees' report (continued) for the year ended 31 May 2024

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. 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;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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 accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 20/9/2024

Jenn Casper-Smith (Trustee)

Down Syndrome Training and Support Service Limited

Independent examiner's report to the trustees of Down Syndrome Training and Support Service Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 May 2024, which are set out on pages 10 to 19.

Responsibilities and basis of report

As the charity's trustees of the charitable 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 charitable 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 ('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 material 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.

Alan Dodd FCCA

20/9/2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Down Syndrome Training and Support Service Limited
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 May 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Donations, membership, and other voluntary income	(2)	42,111	-	42,111	41,550
Grants	(2)	750	111,904	112,654	81,976
Sales and fees		12,462	595	13,057	14,423
Gift Aid		4,323	-	4,323	2,258
Bank interest		2,050	-	2,050	796
Total income		61,696	112,499	174,195	141,003
Expenditure on:					
Salaries, NIC and pension	(3)	47,758	63,150	110,908	102,718
Payroll charges		957	-	957	1,344
Staff travel and subsistence		50	240	290	762
Training and conference costs		1,091	33	1,124	2,057
Volunteer expenses		256	56	312	66
Rent and rates		2,109	3,103	5,212	6,088
Utilities		32	1,932	1,964	2,574
Other premises costs		1,066	1,196	2,262	2,735
Office running costs		2,570	1,194	3,764	1,375
Printing and stationery		1,080	-	1,080	1,647
Postage and delivery		1,138	1,091	2,229	2,026
Internet and phone		51	1,512	1,563	2,089
Subscriptions and licences		1,254	323	1,577	547
Materials and resources		14	5,169	5,183	2,678
Events and activities		2,047	21,814	23,861	21,861
Insurance		-	2,305	2,305	1,010
Professional fees		-	13	13	13
Independent examination		-	1,122	1,122	1,392
DBS checks		63	257	320	382
Other expenses		96	-	96	153
Depreciation		707	-	707	-
Total expenditure		62,339	104,510	166,849	153,517
Net income / (expenditure)		(643)	7,989	7,346	(12,514)
Transfers between funds		2,827	(2,827)	-	-
Net movement in funds		2,184	5,162	7,346	(12,514)
Fund balances brought forward		81,539	59,044	140,583	153,097
Fund balances carried forward	(4)	83,723	64,206	147,929	140,583

All incoming resources and resources expended derive from continuing activities.

Down Syndrome Training and Support Service Limited

Balance sheet

as at 31 May 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 2,120	-	2,120	-
Total fixed assets	<u>2,120</u>	<u>-</u>	<u>2,120</u>	<u>-</u>
Current assets				
Debtors and prepayments	(6) 7,408	938	8,346	2,939
Cash at bank and in hand	(7) 74,808	65,201	140,009	140,140
Total current assets	<u>82,216</u>	<u>66,139</u>	<u>148,355</u>	<u>143,079</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 613	1,933	2,546	2,496
Total current liabilities	<u>613</u>	<u>1,933</u>	<u>2,546</u>	<u>2,496</u>
Net current assets / (liabilities)	<u>81,603</u>	<u>64,206</u>	<u>145,809</u>	<u>140,583</u>
Net assets	<u>83,723</u>	<u>64,206</u>	<u>147,929</u>	<u>140,583</u>
Funds				
Unrestricted funds	83,723	-	83,723	81,539
Restricted funds	-	64,206	64,206	59,044
Total funds	<u>83,723</u>	<u>64,206</u>	<u>147,929</u>	<u>140,583</u>

For the year ending 31 May 2024 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) 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 and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 20/9/2024

Jenn Casper-Smith (Trustee)

Down Syndrome Training and Support Service Limited

Notes to the accounts

for the year ended 31 May 2024

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Office equipment: over 3 years

Down Syndrome Training and Support Service Limited
Notes to the accounts
for the year ended 31 May 2024

1 Accounting policies continued

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Down Syndrome Training and Support Service Limited
Notes to the accounts continued
for the year ended 31 May 2024

2 Grants and donations	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Anton Jurgens Charitable Trust	-	6,500	6,500	-
Austin and Hope Pilkington Trust	-	1,000	1,000	-
Barbara Ward Children's Foundation	-	6,720	6,720	-
CAF Bank	-	500	500	-
Co-op Community Fund	-	6,371	6,371	-
David Solomon Charitable Trust	-	1,000	1,000	-
Edward Gosling Foundation	-	2,880	2,880	-
Garfield Weston	-	10,000	10,000	10,000
Jeans for Genes	750	-	750	-
National Lottery Awards for All	-	17,597	17,597	-
National Lottery Community Fund	-	48,859	48,859	50,119
Screwfix Foundation	-	2,827	2,827	-
Scurragh Wainwright Charity	-	4,380	4,380	-
Sovereign Healthcare	-	2,400	2,400	-
The Seeding Foundation	-	870	870	-
Albert Hunt Trust	-	-	-	2,000
Alfred Sharp Fund	-	-	-	2,070
Arnold Clark Community Fund	-	-	-	1,000
Duke of York Community Initiative	-	-	-	775
Happy Days Children's Charity	-	-	-	1,000
Hedley Foundation	-	-	-	1,000
Ironmongers	-	-	-	3,921
Liz & Terry Bramhall Foundation	-	-	-	5,691
Magdalen Hospital Trust	-	-	-	1,000
Marsh Charitable Trust	-	-	-	500
St James Place Charitable Foundation	-	-	-	2,000
The Charles and Elsie Sykes Trust	-	-	-	4,000
Warburton's Community Grants	-	-	-	400
Yorkshire Young Achievers Foundation	-	-	-	500
Other donations, membership and other voluntary income	42,111	-	42,111	37,550
	<u>42,861</u>	<u>111,904</u>	<u>154,765</u>	<u>123,526</u>

3 Staff costs and numbers	2024	2023
	£	£
Gross salaries	108,743	101,611
Social security costs	6,185	4,936
Employment allowance	(5,323)	(4,879)
Pensions	1,303	1,050
	<u>110,908</u>	<u>102,718</u>

The average number of employees during the year was 10.9, being an average of 3.4 full time equivalent (2023: 12, 3.7 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2024	2023
	£	£
Costs of the scheme to the charity for the year	1,303	1,050

Down Syndrome Training and Support Service Limited

Notes to the accounts continued

for the year ended 31 May 2024

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Albert Hunt Trust	1,497	-	1,497	-	-
Alfred Sharp Fund	1,169	-	1,169	-	-
Antoin Jurgens Charitable Trust	-	6,500	4,392	-	2,108
Austin and Hope Pilkington Trust	-	1,000	-	-	1,000
Aviva Community Fund	3,529	-	408	-	3,121
Barbara Ward Children's Foundation	-	3,600	1,504	-	2,096
Barbara Ward Children's Foundation	-	3,120	1,210	-	1,910
Bentley	-	500	500	-	-
Birkdale Trust	5,357	-	5,357	-	-
The Charles and Elsie Sykes Trust	4,000	-	4,000	-	-
Co-op Community Fund	-	6,371	654	-	5,717
David Solomon Charitable Trust	-	1,000	1,000	-	-
Edward Gostling Foundation	-	2,880	2,340	-	540
Garfield Weston	3,695	10,000	11,088	-	2,607
George A Moore Foundation	880	-	880	-	-
Hedley Foundation	622	-	622	-	-
Ironmongers	1,869	-	1,869	-	-
Liz and Terry Bramhall Foundation	4,480	-	4,480	-	-
Morrison's Foundation	2,009	-	865	-	1,144
National Lottery Community Fund	29,232	48,859	51,253	-	26,838
National Lottery Awards for All	-	18,192	4,337	-	13,855
Screwfix Foundation	-	2,827	-	(2,827)	-
Wainwright Trust	-	4,380	4,380	-	-
Sovereign Healthcare	-	2,400	-	-	2,400
The Seedling Foundation	-	870	-	-	870
Warburton's Community Grants	400	-	400	-	-
Happy Day's Children's Charity	305	-	305	-	-
	<u>59,044</u>	<u>112,499</u>	<u>104,510</u>	<u>(2,827)</u>	<u>64,206</u>

Down Syndrome Training and Support Service Limited
Notes to the accounts continued
for the year ended 31 May 2024

4 Fund name	Purpose of restriction
Albert Hunt Trust	Saturday sessions and Sibz group
Alfred Sharp Fund	Early Years Support Packs
Antoin Jurgens Charitable Trust	Staff, activity and food costs for the youth club
Austin and Hope Pilkington Trust	For the I Can Work project
Aviva Community Fund	For the I Can Work project
Barbara Ward Children's Foundation	Provision of dance classes for dance 21
Barbara Ward Children's Foundation	Provision of dance classes for dance 5-16
Bentley	Activity and food costs for the youth club
Birkdale Trust	For speech and language provision
The Charles and Elsie Sykes Trust	Early Years Support Packs
Co-op Community Fund	For the I Can Work project
David Solomon Charitable Trust	Towards costs of speech and language therapy
Edward Gostling Foundation	Costs of counselling for parents and young people
Garfield Weston	Towards core running costs
George A Moore Foundation	Towards the costs of family counselling
Hedley Foundation	Youth Club food and activities
Ironmongers	Youth Club
Liz and Terry Bramhall Foundation	I can Work project
Morrison's Foundation	All-dance sessions
National Lottery Community Fund	Early development groups, capacity and running costs
National Lottery Awards for All	Speech and language costs, including core costs of provision
Screwfix Foundation	To upgrade the fire alarm system. Transfer relates to the capitalised expenditure - the asset is available for the general use of the charity.
Wainwright Trust	Training costs
Sovereign Healthcare	Towards costs of counselling sessions
The Seedling Foundation	Costs of purchasing two packs for new families
Warburton's Community Grants	Dance outfits for dance 21
Happy Day's Children's Charity	Summer trip

Down Syndrome Training and Support Service Limited
Notes to the accounts continued
for the year ended 31 May 2024

5 Tangible assets	Office equipment	Total
<u>Cost</u>	£	£
At 1 June 2023	1,680	1,680
Additions	2,827	2,827
At 31 May 2024	4,507	4,507
<u>Depreciation</u>		
At 1 June 2023	1,680	1,680
Charge for year	707	707
At 31 May 2024	2,387	2,387
<u>Net book value</u>		
At 31 May 2024	2,120	2,120
At 31 May 2023	-	-
6 Debtors and prepayments	2024	2023
	£	£
Debtors	1,167	194
Prepayments	2,856	487
Accrued income	-	
Other debtors	4,323	2,258
	8,346	2,939
7 Cash at bank and in hand	2024	2023
	£	£
Cash at bank	139,782	139,831
Cash in hand	227	309
	140,009	140,140
8 Creditors and accruals	2024	2023
	£	£
Accruals	2,246	
Deferred income	300	
	2,546	-
		2496

Deferred income comprises income received in respect of courses delivered after 31 May 2024.

Down Syndrome Training and Support Service Limited
Notes to the accounts continued
for the year ended 31 May 2024

9 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

Details of remuneration and benefits		2024	2023
		£	£
Lauren Drake	Speech and Language Therapy services	5,740	4,795
Lauren Drake	Training event	70	-
		<u>5,810</u>	<u>4,795</u>

Legal authority for the payment

The legal authority for the payment is via a provision within the charity's governing document.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £40,342 (previous year: £40,312).

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2024	2023
	£	£
Within one year	2,917	5,000
In the second to fifth years inclusive	-	2,917
Over five years from the balance sheet date	-	-
	<u>2,917</u>	<u>7,917</u>

Down Syndrome Training and Support Service Limited
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the year ended 31 May 2024

	2024 Unrestricted funds £	2023 Unrestricted funds £	2024 Restricted funds £	2023 Restricted funds £	2024 Total funds £	2023 Total funds £
Income						
Donations, membership, and Grants	42,111	37,550	-	4,000	42,111	41,550
Sales and fees	750	1,275	111,904	80,701	112,654	81,976
Gift Aid	12,462	14,423	595	-	13,057	14,423
Bank interest	4,323	2,258	-	-	4,323	2,258
	2,050	796	-	-	2,050	796
Total income	61,696	56,302	112,499	84,701	174,195	141,003
Expenditure						
Salaries, NIC and pension	47,758	43,331	63,150	59,387	110,908	102,718
Payroll charges	957	1,344	-	-	957	1,344
Staff travel and subsistence	50	-	240	762	290	762
Training and conference costs	1,091	1,683	33	374	1,124	2,057
Volunteer expenses	256	22	56	44	312	66
Rent and rates	2,109	2,338	3,103	3,750	5,212	6,088
Utilities	32	78	1,932	2,496	1,964	2,574
Other premises costs	1,066	532	1,196	2,203	2,262	2,735
Office running costs	2,570	595	1,194	780	3,764	1,375
Printing and stationery	1,080	1,620	-	27	1,080	1,647
Postage and delivery	1,138	113	1,091	1,913	2,229	2,026
Internet and phone	51	466	1,512	1,623	1,563	2,089
Subscriptions and licences	1,254	284	323	263	1,577	547
Materials and resources	14	152	5,169	2,526	5,183	2,678
Events and activities	2,047	2,280	21,814	19,581	23,861	21,861
Insurance	-	523	2,305	487	2,305	1,010
Professional fees	-	-	13	13	13	13
Independent examination	-	101	1,122	1,291	1,122	1,392
DBS checks	63	-	257	382	320	382
Other expenses	96	153	-	-	96	153
Depreciation	707	-	-	-	707	-
Total expenditure	62,339	55,615	104,510	97,902	166,849	153,517
Net income / (expenditure)	(643)	687	7,989	(13,201)	7,346	(12,514)
Transfers between funds	2,827	-	(2,827)	-	-	-
Net movement in funds	2,184	687	5,162	(13,201)	7,346	(12,514)
Fund balances brought forward	81,539	80,852	59,044	72,245	140,583	153,097
Fund balances carried forward	83,723	81,539	64,206	59,044	147,929	140,583