

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

**CONSOLIDATED
FINANCIAL STATEMENTS**

**FOR THE
YEAR ENDED 31 MARCH 2024**

**COMPANY REGISTRATION NUMBER 07597656
CHARITY NUMBER 1143986**

COHEN ARNOLD
Chartered Accountants & Statutory Auditor
New Burlington House
1075 Finchley Road
LONDON
NW11 0PU

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024**

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**MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS
YEAR ENDED 31 MARCH 2024**

Reference and administrative details

Registered charity name Step By Step London

Charity registration number 1143986

Company registration number 07597656

**Principal office and registered
office** 39 High Road
London
England
N15 6DS

The trustees Mr L Schlesinger
Mr Y L Hager
Mrs R Margulies
Mr M Friesel
Mrs R Erblich
Mr B Hoffstatter

Independent auditor Cohen Arnold
Chartered Accountants
& Statutory Auditor
New Burlington House
1075 Finchley Road
LONDON
NW11 0PU

Bankers Barclays Bank Plc
P.O Box 544
54 Lombard Street
London EC3P 3AH

Solicitors Fladgate LLP
16 Great Queen St
London WC2B 5DG

STEP BY STEP LONDON
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TRUSTEES ANNUAL REPORT
YEAR ENDED 31 MARCH 2024

The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2024.

Chair's report

Statement from the chair:

This is my second year as chair of Step by Step, a role I am privileged to hold. I am immensely proud of what the charity has achieved this past year thanks to the hard work and dedication of all our colleagues and volunteers, expertly supported by the leadership of Esther Hoffman, Director and her senior team.

The scale of unmet needs continues to guide the charity and inform its strategic direction. As a result, we have continued to increase the number of spaces available during sessions in order to provide more hours of care and offer a wider breadth of support. At the same time, we are ever mindful that, as we strive to reach more families, we do not compromise on the outstanding quality of our work.

It has been a busy year with many highlights and much positive feedback from our families and the local council. Our core values of Collaborative working, Child centered approach, Respect, Confidentiality, Creativity and last but not least, Care, underpins all our work.

Being a Trustee is a voluntary role and along with the other 350 plus Step by Step volunteers we play our part in delivering on the charity's mission of helping families *not just survive, but thrive*. Thank you to all our volunteers who have given our children and their families vital respite and tools to continue. Thank you also to my fellow Trustees – your voluntary contribution is greatly appreciated.

Rabbi Hager
Chair of Trustees

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Structure, governance and management

The Trustees

The Trustees who served the charity during the year were as follows:

Mr B Hofstatter
Mrs R Erblich
Mr M Friesel
Mrs R Margulies
Rabbi Y L Hager
Mr L Schlesinger

Day to day management and delivery of activities is delegated to the employed staff including a Director, a senior management team and 344 sessional and part time employees, and 358 volunteers.

Governing Document

Step by Step London is a Company Limited by Guarantee and is a registered charity. Its objects are set out in its Memorandum and Articles of Association and are to improve the condition of life for children with disabilities. The Trustees are responsible for governance of the organisation, and the Chair and Treasurer take an active part in strategic management and fundraising. None of the Trustees have been paid either for expenses incurred on behalf of or for services provided to the Charity or have had any beneficial interest in the Charity.

Trustees Appointment, Induction and Training

The power to appoint new trustees is vested in the existing Trustees. New trustees are recruited on the basis of their competence, specialist skills, and those who are able to promote the objectives of the Charity. All trustees have either a child or other family member with disabilities. New trustees are appointed by a resolution of the Trustees, which is recorded in the minutes and signed by the new trustee. New trustees are inducted into the workings of the Charity by the current Trustees which include an understanding of the content of the Memorandum and Articles of Association, their legal obligations under charity act and company law, the organisational structure, safeguarding children and the recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events which enhance their knowledge and skill, thereby improving the performance of their role.

Risk Assessment

The Charity annually identifies and reviews the major risks to which it is exposed as detailed in our Business Continuity Plan updated in May 2022. The main potential risks relate to the protection and safety of vulnerable children in the Charity's care and financial risk to the Charity's funds. The charity is satisfied that these risks are robustly managed, through its policies, systems and procedures for Child Protection, Health and Safety and Financial Management and Controls.

Public Benefit

In planning activities for the year, the trustees took due heed of the Charity Commission's guidance on the requirement to provide public benefit. Services were targeted at children requiring an Orthodox Jewish setting, because of their faith and culture, but where places are available services are open to any child. The trustees have reviewed their Access to Services policy with due regard to the Charity Commission's public benefit guidance and are satisfied that they meet the requirements.

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Objectives and activities

Our Mission:

Step by Step's mission is to grant every young person with disabilities a happy, productive childhood and to support their families with respite breaks. Our mission also extends to include the benefit of our volunteers-through working with children with disabilities our volunteers learn, grow and become more sensitive.

Our Vision:

Step by Step's vision is of a community where children and young adults with disabilities enjoy a wide range of enriching experiences with their peers and where their families are well supported by respite services.

Our Objectives:

1. To Provide enjoyable activities for disabled children and young people that contribute to their social, emotional, physical and intellectual development.
2. Provide respite to the parents, carers and families of disabled children, enabling them to stay physically and emotionally healthy, keep their families intact and improve their lives.

Our Ethos:

Collaborative working

We are firm believers in collaborative working. We have seen the tremendous benefits that all gain when organisations share skills, advice and information with each other. We work closely with Hackney Social Services. We are also closely linked with Haringey Council and are a registered short breaks provider. Our partners include local children's centres, including Triangle Children's Center and other local organisations including Bikur Cholim D'Satmar, Misgav, Kef and Side by Side.

Child centered approach

All our services are designed by users / user feedback. We collect feedback from the children regularly, using communication aids when needed. The children are the ones that choose the activities that they prefer. All services are designed to give the children utmost independence and dignity in a safe way, whilst giving them the maximum benefit from sessions.

Cultivating respect

We place a big emphasis on accepting and respecting each other. In an organisation like ours, this is key. We hold a few training sessions a year for all our volunteers and carers and we strive to emulate that and never turn away a child. We accept every child, regardless of age, no matter how disabled or of their ability to pay. We will always make it work. For us, for the child and for the family of our user.

Confidentiality and Professionalism

This is the trust we have built and cultivated over the past 20+ years. We have been the leading provider of services for children with disabilities and have a continuity of providing services with those children and families. As a direct result of the standard we run by and the professionalism we strive for, we are a first choice for children and families with disabilities.

Creativity

We pride ourselves on constantly improving and innovating. We see which areas we can improve on and work with creativity to constantly better our services. By collaborating and learning all the time, we are able to rethink our processes, systems and services and make positive changes all the time.

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Care

We provide the highest quality care that we are able. We have a dedicated Head of Care who is in charge of ensuring that each child attends the services best suited to them and that the activities they do are tailored to their individual needs. The Head of Care also meets with the children and parents periodically to ensure that all sides are being heard. We collaborate with any professionals working with the child to ensure that our approach is consistent in all areas.

Achievements and performance

This year has been a year of growth in many directions. We have increased the number of spaces available for our children and have provided many more hours of free services, in addition to working on maintaining and improving the quality of our services. Positive improvements were evidenced with 94% of parents saying that they were very pleased with the level and quality of service overall.

Review of each of our services to determine effectiveness and need has shown the positive influence Step by Step has in our families lives with 97% of families saying that the family has benefited tremendously from joining Step by Step, with 90% seeing an additional 'positive change' physically and mentally in their child with disabilities.

Review of activities, performance and achievements

220+ children in service.

358 volunteers

10 000 hours + of volunteering

800+ family members directly benefiting

8+ different programmes

Sunday Club Life skills programme

Sunday Club is designed to teach vital life skills, including social skills, interpersonal skills, communication skills, hygiene for children aged 3-25. We ran 47 weeks of Sunday Club this year, for 5 groups of children 10 - 4pm. Children enjoyed a variety of activities including cooking, baking, sensory play, gardening and music sessions.

Outcomes:

1. Improved independence and life skills. Over 80 users, so reliant on others, were able to make independent choices, decide on activities they want and felt empowered.
2. Developed communication with more social awareness, regardless of how they communicate.

We run our Sunday Sessions in small divisions based upon ability, not age. This approach has proven to be the most effective and our users derive maximum benefit from having sessions split like this.

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Food and Nutrition Stay and Play sessions:

Stay and Play is an after-school club 3:30-6:30 daily. We ran 222 Stay 'n' Play sessions this past year with children who came straight from school to our Hub, and participated in a range of calm/stimulating activities. We served a hot and nourishing supper cooked onsite fresh by our in-house cook.

Outcomes:

1. Improved health/nutrition: many of our children are from low-income homes and our healthy cooked food, with a variety of vegetables were enjoyed immensely by our users
2. Reduced isolation and increased friendship: Having a disability often decreases opportunities for friendship. Our sessions offered the chance to make new friends, thereby reducing isolation and advancing social skills.
3. Healthier families with improved emotional well-being. As a result of the respite, carers and families felt supported, energised and better able to cope with their child's needs.

Children get a visual activity pack where they can choose each day which type of activity they'd like to do. Choices include sensory play, highly active play, down time etc. The children have the ability to influence the way the session runs as they want it.

Holiday Playschemes:

We ran full day OFSTED registered holiday play-schemes for 80 children and young people in the Easter, Winter and Summer Holidays including half terms, amounting to 35 days. Programs included trips to farms and soft plays, theme parks, entertainers and fun sensory activities.

Outcomes:

1. Improved family relationships and home environments as a collective 800 family members took a much needed break enabling families to recoup their strengths and be mentally healthier, lessening the risk of family breakdown.
2. Increased positive behaviours as the children benefited from daily regular routine even during school holidays ensuring regression of skills were reduced. When the children came home after a happy and fun filled day at playscheme and the families of the children had had a relaxing day and break from caring, the mental health of all concerned was improved and strengthened.

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Health and Wellbeing Sports:

Our after school- Sport EXTRA programme ran for 220 children this past year. The sessions included ice skating, swimming, hydrotherapy, dance and exercise at local sport centres, with qualified instructors. With over 10 sessions per week, each for around 12 children, our vans were busy shuttling children to and from sessions.

Outcomes:

1. Improved health and reduced obesity risks. Our participants, who often suffer from poor health due to their disabilities, were able to exercise safely and regularly supported by a volunteer carer. Our sessions improved: balance, core stability, strength and the ability to maintain/achieve healthy weight.
2. Improved confidence. Learning new skills such as ice-skating and swimming in a supportive and inclusive environment gave our participants the confidence to try new things and to see how much they are really capable of.
3. Reduced isolation. Having a disability often results in having few opportunities for leisure activities. Our users can use their newfound swimming/ice skating/biking etc. skills outside our sessions with family and peers- further reducing isolation.
4. Healthier families. Respite from these sessions left carers and families feeling supported, energised and better able to cope with their child's needs.

We hold an annual Sports Gala Event for each of our sports sessions offered. The children had the opportunity to showcase the new skills that they learned this past year. The gala event was a huge success and was attended by staff, parents and siblings. The children displayed their skills and received certificates listing their achievements.

Financial review

The charity ended the year with a surplus of £336 comprising £396,325 unrestricted funds and £23,293 restricted funds.

The trustees are extremely pleased that this was achieved, as services were expanded to accommodate some children on our waiting list. During this year, due to the cost of living crisis, it has been exceptionally difficult to rely on grant makers and foundations due to intense competition. Our social enterprise – an OFSTED registered nursery has brought in unrestricted income and this has enabled the budgeted activities expenses to be raised.

The ability to raise over £1m, is largely due to our generous funders and donors, who have been funding us consistently for many years, as well as those that have started to support our work more recently. We are indebted to these funders including long-time supporters, City Bridge Trust, The Childhood Trust, The Childwick Trust & Reaching Communities.

Going Concern

The trustees believe that the charity is able to continue as a going concern.

Reserves and Investment Policy

The Trustees aim to hold free reserves at a level of at least 3 months running costs and up to one year's running costs. This is to protect the Charity in the event that income for a project is lower than anticipated and to act as a cushion to protect services in the event of a time limited grant ending before having secured funding from a new source. At 31 March 2024 the free reserves were £396,325 covering running costs for approximately 3 months.

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Plans for future periods

Future Plans:

1. To maintain the level of service offered to families every Sunday, daily after school, and during school holidays.
2. To lease a local disused hydro pool from the council and renovate, refurbish and expand its current capabilities in order to be able to run many more sessions for our children. We will also install a hyperbaric chamber to benefit all users of the hydro pool.
3. To provide more support for the families of the children by lobbying for more care packages from the council, and supporting families by applying for grants on their behalf.
4. To introduce a Head of Care who will liaise and plan with the parents, carers, children and professionals working with each child about a proper care plan while they attend Step by Step services.

Trustees' responsibilities statement

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

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

In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

AUDITOR

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

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SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 31 January 2025 and signed on behalf of the board of trustees by:

.....
Mrs R Erbllich
Trustee

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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF STEP BY STEP LONDON
YEAR ENDED 31 MARCH 2024**

OPINION

We have audited the financial statements of Step By Step London (the 'parent company') and its subsidiary (the 'group') for the year ended 31 March 2023 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Parent Company Balance Sheets, the Consolidated Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The Financial Reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the parent company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the parent company's affairs as at 31 March 2023 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared with the requirements of the Companies Act 2006 and Charities Act 2011.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

CONCLUSIONS RELATING TO GOING CONCERN

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

OTHER INFORMATION

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such

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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF STEP BY STEP LONDON
YEAR ENDED 31 MARCH 2024**

material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees annual report and from the requirement to prepare a strategic report.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF STEP BY STEP LONDON
YEAR ENDED 31 MARCH 2024**

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We obtained an understanding of the legal and regulatory frameworks that are applicable to the group through discussion with the trustees and identified financial reporting legislation and charity legislation as being most significant to these financial statements.
- We communicated these identified frameworks amongst our audit team and remained alert to any indications of non-compliance throughout the audit. We ensured that the engagement team had sufficient competence and capability to identify or recognise non-compliance with the laws and regulations.
- We discussed with the trustees the policies and procedures regarding compliance with these legal and regulatory frameworks.
- We assessed the susceptibility of the group's financial statements to material misstatement due to non-compliance with legal and regulatory frameworks, including how fraud might occur, by enquiry with the trustees during the planning and finalisation phases stages of our audit. The susceptibility to such material misstatement was determined to be low.
- Based on this understanding, we designed our audit procedures to identify non-compliance with the identified legal and regulatory frameworks, which were part of our procedures on the related financial statement items.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.

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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF STEP BY STEP LONDON
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- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

New Burlington House
1075 Finchley Road
LONDON
NW11 0PU

31 January 2025

DAVID GOLDBERG
(Senior Statutory Auditor)
For and on behalf of
COHEN ARNOLD
Chartered Accountants
& Statutory Auditor

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**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME & EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
INCOME AND ENDOWMENTS					
Donations and legacies	4	304,833	536,569	841,402	904,154
Charitable activities	5	334,153	-	334,153	350,389
Other trading activities:					
Mini Steps London	6	280,471	-	280,471	178,366
Investment income	7	63	-	63	43
TOTAL INCOME		919,520	536,569	1,456,089	1,432,952
EXPENDITURE					
Expenditure on raising funds:					
Costs of raising donations and legacies	8	73,848	-	73,848	38,638
Expenditure on charitable activities	9-11	681,550	513,276	1,194,826	1,242,420
Mini Steps London	12	187,079	-	187,079	121,234
TOTAL		942,477	513,276	1,455,753	1,402,292
NET (DEFICIT) / SURPLUS		(22,957)	23,293	336	30,660
Transfer between funds		59,732	(59,732)	-	-
Net movement in funds		36,775	(36,439)	336	30,660
RECONCILIATION OF FUNDS					
Total funds brought forward		359,550	59,732	419,282	388,622
TOTAL FUNDS CARRIED FORWARD		396,325	23,293	419,618	419,282

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 18 to 27 form part of these financial statements.

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CONSOLIDATED BALANCE SHEET
31 MARCH 2024**

	Note	2024 £	£	2023 £
FIXED ASSETS				
Tangible fixed assets	17		<u>144,513</u>	<u>113,702</u>
CURRENT ASSETS				
Debtors	19	368,582		396,519
Cash at bank and in hand		<u>109,999</u>		<u>52,545</u>
		478,581		449,064
CREDITORS: amounts falling due within one year	20	<u>203,476</u>		<u>143,484</u>
NET CURRENT ASSETS			<u>275,105</u>	<u>305,580</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>419,618</u>	<u>419,282</u>
NET ASSETS			<u><u>419,618</u></u>	<u><u>419,282</u></u>
FUNDS OF THE CHARITY				
Restricted funds	22		23,293	59,732
Unrestricted funds	23		<u>396,325</u>	<u>359,550</u>
TOTAL CHARITY FUNDS			<u><u>419,618</u></u>	<u><u>419,282</u></u>

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

These financial statements were approved by the board of trustees and authorised for issue on, and are signed on behalf of the board by:

.....
Mrs R Erbllich
Trustee

Company Registration Number: 07597656

The notes on pages 18 to 27 form part of these financial statements.

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BALANCE SHEET

31 MARCH 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible fixed assets	17	135,730	105,929
Investments	18	1	1
		<u>135,731</u>	<u>105,930</u>
CURRENT ASSETS			
Debtors	19	368,160	394,616
Cash at bank and in hand		<u>98,128</u>	<u>51,578</u>
		466,288	446,194
CREDITORS: amounts falling due within one year	20	<u>186,930</u>	<u>140,854</u>
NET CURRENT ASSETS		<u>279,358</u>	<u>305,340</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>415,089</u>	<u>411,270</u>
NET ASSETS		<u><u>415,089</u></u>	<u><u>411,270</u></u>
FUNDS OF THE CHARITY			
Restricted funds	22	23,293	59,732
Unrestricted funds	23	<u>391,796</u>	<u>351,538</u>
TOTAL CHARITY FUNDS		<u><u>415,089</u></u>	<u><u>411,270</u></u>

The Charity's own net surplus for the year was £3,819 (2023: £26,028).

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

These financial statements were approved by the board of trustees and authorised for issue on, and are signed on behalf of the board by:

.....
Mrs R Erbllich
Trustee

Company Registration Number: 07597656

The notes on pages 18 to 27 form part of these financial statements.

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
STATEMENT OF CASH FLOWS
YEAR ENDED 31 MARCH 2024**

	2024	2023
	£	£
CASH FLOWS FROM OPERATING ACTIVITIES		
Net income	336	30,660
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	46,517	31,625
Interest receivable	(63)	(43)
<i>Changes in:</i>		
Trade and other debtors	27,938	54,067
Trade and other creditors	59,992	(37,756)
Cash generated from operations	134,720	78,553
Interest received	63	43
Net cash from operating activities	<u>134,783</u>	<u>78,596</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of tangible assets	(77,329)	(36,579)
Net cash used in investing activities	<u>(77,329)</u>	<u>(36,579)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from borrowing	-	-
Net cash from financing activities	<u>-</u>	<u>-</u>
NET INCREASE / (DECREASE) IN CASH AND CASH EQUIVALENTS	57,454	42,017
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	52,545	10,528
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>109,999</u>	<u>52,545</u>

The notes on pages 18 to 27 form part of these financial statements.

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

1. GENERAL INFORMATION

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 39 High Road, London, England, N15 6DS.

2. STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)); the companies act 2006 and the Charities Act 2011.

3. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in Sterling, which is the functional currency of the entity.

The charity constitutes a public benefit entity as defined by FRS102.

Consolidation

The group financial statements incorporate the audited financial statements of the company and its wholly owned subsidiary, Mini Steps London Limited, whose financial statements are made up to the same date as the holding company 31 March 2024.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The Trustees do not consider there are any critical judgements or sources of estimation uncertainty requiring disclosure beyond the accounting policies listed below.

Going Concern

There are no material uncertainties about the charity's ability to continue.

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured.

Grants and donations

Grants and donations are only included in the statement of financial activities when the Charity has unconditional entitlement to the resources. Donations represent voluntary amounts received during the year.

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

3. ACCOUNTING POLICIES *(continued)*

Legacies

Legacies are included in the Financial Statements as soon as their receipt can be anticipated with a high degree of certainty. This frequently coincides with the funds being received.

Fund accounting

General unrestricted funds comprise the accumulated surplus or deficit on income and expenditure account. They are available for use at the discretion of the Trustees in the furtherance of the general objectives of the Charity.

Restricted funds are funds subject to specific restricted conditions imposed by donors.

Designated funds are funds which have been set aside at the discretion of the Trustees for specific purposes. There are no Designated Funds as at the Balance Sheet date.

Expenditure

Expenditure is charged on an accruals basis and allocated to the appropriate headings in the accounts.

The majority of costs are directly attributable to specific activities. Costs incurred in respect of the charitable activities include elements of staff costs and attributable support costs.

Support costs

Support costs are those costs which are common to all areas of the organisation. These are allocated across all areas of activity on the basis of time and other resources dedicated to the respective services.

Governance costs

Governance costs are associated with the governance arrangements of the Company and Charity and relate to the general running of both. These costs include audit, legal advice for Trustees and costs associated with meeting constitutional and statutory requirements such as the cost of Trustee meetings and the preparation of the statutory accounts.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold property	over the life of the lease
Motor Vehicles	15% reducing balance
Equipment	some at 33% reducing balance, some at 25% RB
Office Equipment	20% reducing balance

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

4. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Donations			
Donations and other grants	304,833	456,685	761,518
Grants			
Public sector grants	-	79,884	79,884
	<u>304,833</u>	<u>536,569</u>	<u>841,402</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations			
Donations and other grants	518,125	345,573	863,698
Grants			
Public sector grants	-	40,456	40,456
	<u>518,125</u>	<u>386,029</u>	<u>904,154</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2024 £	Total Funds Unrestricted 2023 £
Statutory fees	154,820	154,820	216,439
User fees	179,333	179,333	133,950
	<u>334,153</u>	<u>334,153</u>	<u>350,389</u>

6. OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Total Funds 2024 £	Total Funds Unrestricted 2023 £
Mini Steps London income	280,471	280,471	178,366
	<u>280,471</u>	<u>280,471</u>	<u>178,366</u>

7. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2024 £	Total Funds Unrestricted 2023 £
Bank interest receivable	63	63	43
	<u>63</u>	<u>63</u>	<u>43</u>

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

8. COSTS OF RAISING DONATIONS AND LEGACIES

	Unrestricted Funds	Total Funds 2024	Total Funds Unrestricted 2023
	£	£	£
Fundraising costs	73,848	73,848	38,638

9. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Holiday Play Schemes	48,050	72,473	120,523	170,977
Sunday Programme	152,328	168,696	321,024	202,827
Sports Activities	133,821	111,925	245,746	219,790
Stay and Play	164,301	160,182	324,483	471,415
Support costs	183,048	-	183,048	177,411
	681,550	513,276	1,194,826	1,242,420

Of the £1,242,420 expenditure in 2023, £839,434 was charged to unrestricted funds and £402,986 to restricted funds.

10. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Support costs	Total Funds 2024	Total Funds 2023
	£	£	£	£
Holiday Play Schemes	120,523	19,638	140,161	193,497
Sunday Programme	321,024	32,246	353,270	239,805
Sports Activities	245,746	51,642	297,388	239,252
Stay and Play	324,485	79,522	404,007	569,866
	1,011,778	183,048	1,194,826	1,242,420

11. ANALYSIS OF SUPPORT COSTS

	Office costs	Other costs	Governance costs	Total 2024	Total 2023
	£	£	£	£	£
Sunday Programme	4,288	26,360	1,585	32,233	38,555
Holiday Play Schemes	2,612	16,054	1,026	19,692	23,481
Sports Activities	6,870	42,216	2,539	51,625	20,292
Stay and Play Programme	10,579	65,009	3,910	79,498	95,083
	24,349	149,639	9,060	183,048	177,411

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

12. COSTS OF OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Total Funds 2024 £	Total Funds Unrestricted 2023 £
Mini Steps London costs	<u>187,079</u>	<u>187,079</u>	<u>121,234</u>

13. NET INCOME FOR THE YEAR

This is stated after charging:

	2024 £	2023 £
Depreciation of tangible fixed assets	<u>46,517</u>	<u>31,625</u>

14. AUDITORS REMUNERATION

	2024 £	2023 £
Fees payable for the audit of the financial statements	<u>9,000</u>	<u>6,500</u>

15. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2024 £	2023 £
Wages and salaries	586,237	728,343
Social security costs	4,342	5,005
Employer contributions to pension plans	661	983
	<u>591,240</u>	<u>734,331</u>

Particulars of employees:

The average number of employees during the year is analysed as follows:

	2024	2023
Average number of staff	<u>91</u>	<u>165</u>

No employee received employee benefits of more than £60,000 during the year (2023: nil).

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £31,180 (2023: £46,535).

16. TRUSTEE REMUNERATION AND EXPENSES

No trustees received any remuneration during the year (2023: £nil). The charity did not meet any individual expenses incurred by the trustees for services provided to the charity.

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

17. TANGIBLE FIXED ASSETS

Group and company

	Freehold Property £	Motor Vehicles £	Equipment £	Office Equipment £	Total £
Cost					
At 1 April 2023	153,752	99,962	92,120	51,175	396,739
Additions	21,159	-	16,578	39,592	77,329
Transfers	-	-	-	-	-
At 31 March 2024	<u>174,911</u>	<u>99,692</u>	<u>108,698</u>	<u>90,767</u>	<u>474,068</u>
Depreciation					
At 1 April 2023	112,160	69,848	67,361	33,669	283,038
Charge for the year	17,894	4,477	12,726	11,420	46,517
At 31 March 2024	<u>130,054</u>	<u>74,325</u>	<u>80,087</u>	<u>45,089</u>	<u>329,555</u>
NET BOOK VALUE					
At 31 March 2024	<u>44,857</u>	<u>25,367</u>	<u>28,611</u>	<u>45,678</u>	<u>144,513</u>
At 31 March 2023	<u>41,592</u>	<u>29,844</u>	<u>24,759</u>	<u>17,506</u>	<u>113,701</u>

Company

	Freehold Property £	Motor Vehicles £	Equipment £	Office Equipment £	Total £
Cost					
At 1 April 2023	153,752	99,962	79,812	51,175	384,431
Additions	21,159	-	12,609	39,592	73,360
Transfers	-	-	-	-	-
At 31 March 2024	<u>174,911</u>	<u>99,692</u>	<u>92,421</u>	<u>90,767</u>	<u>457,791</u>
Depreciation					
At 1 April 2023	112,160	69,848	62,826	33,669	278,502
Charge for the year	17,894	4,477	9,767	11,420	43,558
At 31 March 2024	<u>130,054</u>	<u>74,325</u>	<u>72,593</u>	<u>45,089</u>	<u>322,061</u>
NET BOOK VALUE					
At 31 March 2024	<u>44,857</u>	<u>25,367</u>	<u>19,828</u>	<u>45,678</u>	<u>135,730</u>
At 31 March 2023	<u>41,592</u>	<u>29,844</u>	<u>16,986</u>	<u>17,506</u>	<u>105,928</u>

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

18. INVESTMENTS

Shares in group undertakings

	2024
	£
Cost or valuation at 31 March 2024	1
	<u>1</u>
Impairment at 31 March 2024	-
	<u>-</u>
Carrying amount at 31 March 2024	1
	<u>1</u>
Carrying amount at 31 March 2023	1
	<u>1</u>

Analysis of investments at 31 March 2023 between funds

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Other investments				
UK Group undertakings	1	-	1	1
	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>

The subsidiary undertaking, Mini Steps London Limited, is a wholly owned trading company, incorporated and registered in England and Wales, whose registered address is 39 High Road, London, N15 6DS, United Kingdom. The aggregate capital and reserves as at 31 March 2024 totalled £4,530. The loss for the year totalled £3,483.

19. DEBTORS

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
Amounts owed by group undertakings	-	-		1,785
Trade Debtors	150,039	179,606	150,039	179,606
Prepayments and accrued income	60,750	41,448	60,750	41,448
Other debtors	157,793	175,465	157,371	173,562
	<u>368,582</u>	<u>396,519</u>	<u>368,160</u>	<u>396,401</u>

See note 27 for related party transactions included in other debtors.

20. CREDITORS: Amounts falling due within one year

	Group		Company	
	2024	2023	2024	2023
	£	£	£	£
Trade Creditors	79,877	46,487	79,877	46,487
Accruals and deferred income	25,500	50,096	24,600	48,476
Other creditors	98,099	46,901	82,453	45,891
	<u>203,476</u>	<u>143,484</u>	<u>186,930</u>	<u>140,854</u>

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

21. PENSIONS AND OTHER POST RETIREMENT BENEFITS

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £661 (2023: £983).

22. RESTRICTED INCOME FUNDS

Group and Company

	Balance at 1 April 2023 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2024 £
Restricted Fund	<u>59,732</u>	<u>536,569</u>	<u>(513,276)</u>	<u>(59,732)</u>	<u>23,293</u>

	Balance at 1 April 2022 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2023 £
Restricted Fund	<u>76,689</u>	<u>386,029</u>	<u>(402,986)</u>	<u>-</u>	<u>59,732</u>

	Funds brought forward £	Incoming £	Outgoing £	31 March 2024 £
Capital	47,500	23,293	(47,500)	23,293
Sports Activities	1,930	111,925	(113,855)	-
Holiday Play Schemes	6,002	72,473	(78,475)	-
Stay and Play	4,300	160,182	(164,482)	-
Sundays	-	168,696	(168,696)	-
	<u>59,732</u>	<u>536,569</u>	<u>596,301</u>	<u>23,293</u>

	Funds brought forward £	Incoming £	Outgoing £	31 March 2023 £
Capital	66,357	11,429	(30,286)	47,500
Sports Activities	5,331	80,703	(84,104)	1,930
Holiday Play Schemes	-	55,533	(49,531)	6,002
Stay and Play	5,000	146,554	(147,254)	4,300
Sundays	-	91,812	(91,812)	-
	<u>76,688</u>	<u>386,031</u>	<u>(402,987)</u>	<u>59,732</u>

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

23. UNRESTRICTED INCOME FUNDS

Group

	Balance at 1 April 2023 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2024 £
General Funds	<u>359,550</u>	<u>919,520</u>	<u>(942,477)</u>	<u>59,732</u>	<u>396,325</u>

	Balance at 1 April 2022 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2023 £
General Funds	<u>311,933</u>	<u>1,046,923</u>	<u>(999,306)</u>	<u>-</u>	<u>359,550</u>

Company

	Balance at 1 April 2023 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2024 £
General Funds	<u>351,538</u>	<u>735,924</u>	<u>(755,398)</u>	<u>59,732</u>	<u>391,796</u>

	Balance at 1 April 2022 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2023 £
General Funds	<u>308,553</u>	<u>921,057</u>	<u>(878,072)</u>	<u>-</u>	<u>351,538</u>

24. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Group

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	144,513	-	144,513
Current assets	455,288	23,293	478,581
Creditors less than 1 year	(203,476)	-	(196,524)
Net assets	<u>396,325</u>	<u>23,293</u>	<u>423,882</u>

Company

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	135,730	-	135,730
Investments	1	-	1
Current assets	442,995	23,293	466,288
Creditors less than 1 year	(186,930)	-	(186,930)
Net assets	<u>391,796</u>	<u>23,293</u>	<u>415,089</u>

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

24. ANALYSIS OF NET ASSETS BETWEEN FUNDS (*continued*)

Group	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	66,202	47,500	113,702
Current assets	436,832	12,232	449,064
Creditors less than 1 year	(143,484)	-	(143,484)
Net assets	<u>359,550</u>	<u>59,732</u>	<u>419,282</u>

Company	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	58,429	47,500	105,929
Investments	1	-	1
Current assets	433,964	12,230	446,194
Creditors less than 1 year	(140,854)	-	(140,854)
Net assets	<u>351,538</u>	<u>59,732</u>	<u>411,270</u>

25. ANALYSIS OF CHANGES IN NET DEBT

Group

	At 1 April 2023 £	Cash flows £	At 31 March 2024 £
Cash in hand and at bank	52,545	57,453	109,999
	<u>52,545</u>	<u>57,453</u>	<u>109,999</u>

26. OPERATING LEASE COMMITMENTS

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2024 £	2023 £
Not later than 1 year	21,800	28,800
Later than 1 year and not later than 5 years	57,600	86,400
	<u>79,400</u>	<u>115,200</u>

27. RELATED PARTY TRANSACTIONS

Amounts owed by group undertakings in note 19 relates to Mini Steps London Limited, a wholly owned subsidiary of Step By Step London.

28. COMPANY LIMITED BY GUARANTEE

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.