

Pathways 4 All Limited

(A Company Limited by Guarantee)

Trustees Report and Financial Statements For The Year Ended 31 December 2020

Charity No. 1146161

Company Registration No. 07514356

Legal and Administrative Information

Name: **Pathways 4 All Limited**

Reg'd Charity No: 1146161

Trustees: Colin Barnes
John Scott
Terry McManus
Christine Taylor
John Burn
Anna McConville
Martin Wrightson

Address: The Tim Lamb Children's Centre
The Rising Sun Country Park
Whitley Road
Benton
Tyne & Wear
NE12 9SS

Bankers: Unity Trust Bank
Barclays

Independent
Examiner: Mark Thompson MAAT
VODA
Linskill Centre
Linskill Terrace
North Shields
NE30 2AY

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Documents

Pathways 4 All Ltd is a charitable company limited by guarantee, incorporated on 2nd February 2011.

It was registered as a charity on 29th February 2012. It was established under the Memorandum of Association that established its objects and powers and is governed under its Articles of Association dated 2nd February 2011.

Eligibility for membership of the charity and membership of the Board of Trustees is governed by the Memorandum and Articles of Association. Trustees are selected in accordance with our Articles of Association. Trustees must not be employed by the Charity and receive no salary or fee. No Trustee has any financial interest in the Charity. Any Conflict of interest is expected to be declared prior to any Trustees meeting and they will be exempt from any decisions made. As the Charity provides services to children and vulnerable adults our Trustees are subject to enhanced Disclosure and Barring Service checks which are completed on appointment and updated 3 yearly.

Structure and Governance

The Board of Trustees of Pathways 4 All are the charity Trustees and company Directors.

The charity currently has a Board of 7 non-executive Trustees who bring significant skills to the support of Pathways 4 All's activities.

Board Chair	Colin Barnes
Vice Chair	John Scott
Treasurer	Terry McManus
Secretary	Christine Taylor
Parent Representative	Anna McConville
User Representative	Vacancy
Non-Role Specific	Martin Wrightson
	John Burn
	Vacancy
Advisor to the Board (HR)	Kelly Angus

The Board meets a minimum of four times per year and conducts an Annual General Meeting usually in Autumn. Detailed written board reports and an agenda are prepared and circulated in advance of meetings.

Day to day management of the company is delegated to the following staff team:

Chief Executive	Lynn McManus
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The Chief Executive is appointed by Trustees and is accountable to them for the day to day management of the Charity, implementing strategic policy and plans agreed by the Board. She is a volunteer of the Charity, receiving no salary. The Chief Executive is supported in managing the Charity by the Staff Team who run the centre and the services provided there.

Centre Manager	Victoria Williamson
Programme Manager	Lorraine Brewis (Left September 2020)
Communications Officer	Leigh Johnson
Café Coordinator	Sandra Williams (Left October 2020)
Housekeeping	Catherine Laws
Funding Officer	Vacancy

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In addition sessional staff cover reception, café and playwork roles. All staff are employed on a part time basis as an efficient way to keep costs down and to attract a wide range of people to fill vacancies and build in flexibility so that the charity can respond to changes in demand.

During 2020, the staff team were all furloughed due to the Covid-19 pandemic which required that the charities' provision, The Tim Lamb Children's Centre, had to close. The closure from March 19th remained in place throughout 2020. The furlough scheme ensured the financial sustainability of the charity throughout the pandemic.

Recruitment and Appointment of Board of Trustees

The Charity follows the guidance of the Charity Commission regarding Trustee Appointment, Induction and Training. We continually take guidance and support from North Tyneside Voluntary Organisations Development Agency (VODA) also. New Trustees will attend at least one Trustees' meeting prior to election and shall be briefed by the Chair of the Board and CEO of their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the authority and responsibilities of the Board and the decision-making process. As the Charity provides services to children and vulnerable adults our Trustees receive regular Safeguarding training. In addition, they are supplied with relevant Charity Commission guidance documents including the Commission's "Strategy for dealing with Safeguarding Children and Vulnerable Adults Issues in Charities". All Trustees are updated on issues and guidance regarding charity and company law and are encouraged to attend appropriate external training events. All trustees have received a copy of Charity Commission Essential Trustee (CC3) Guidance Booklet and are referred to the Charity Commission website on appointment.

Risk Management Strategy

A risk management strategy is in place through which the Trustees seek to minimise those risks which may impact upon the charity, its activities, employees, volunteers and service users. To this end the Trustees review the Charity's policies annually, covering amongst others, finance, information technology, data protection, publicity and media, health and safety, safeguarding guidelines and volunteer agreements.

Due to the events of 2020, a further policy for pandemic / extreme events will be considered at the next trustees meeting.

Grant-making Policies

The charity does not currently engage in grant-making activity.

OBJECTIVES AND ACTIVITIES

Context

Pathways 4 All was set up by parents/carers of disabled children in recognition of the lack of services and support available to them.

- In the UK there are 800,000 disabled children under age 16. With the North East having the second highest percentage of disabled people at 25%.
- Nationally, the percentage of pupils with an Education, Health and Care (EHC) plan has increased to 3.7%, continuing a trend of increases since 2017. Whilst the percentage of pupils with SEN but no EHC plan (SEN support) has increased slightly, from 12.1% to 12.2%, continuing an increasing trend.
- Over the past five years, to January 20, the number of pupils in North Tyneside special schools increased from 528 to 620, a 17% increase. Since January 20 there has been a further 10% increase in the number of pupils in our special schools (685 at Oct 20). The percentage of children in North Tyneside with an Education Health and Care Plan (EHCP) is higher than is the case regionally and nationally.

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- For those children with an EHCP, the most prevalent Primary Needs are: Autism Spectrum Disorder; Moderate Learning Difficulty; Social Emotional and Mental Health; and Speech Language and Communication Needs.

Charitable Purpose

To further for the benefit of the community of North Tyneside and the surrounding areas, without distinction of sex, sexual orientation, disability, race or of political, religious or other opinions. The advancement of education. The promotion of good health and the provision of facilities in the interests of social welfare for recreation and other leisure time occupations with the objective of improving the conditions of life of the inhabitants

Aims and Intended Impact

From our purposely designed centre, we offer a range of support to families with disabled children or any additional needs. Structured activities are provided in the evenings, weekends and school holidays and all staff are vetted and trained accordingly to provide safe and secure respite time for parents and carers. The activities include a range of recreational, social and skills development, peer group exchange and community learning. Parent/Carer accompanied sessions give access to soft play, IT suite, trampolines, outdoor play, sensory exploration, sibling support, specialist holiday respite, specialist adapted cycles and volunteering opportunities.

Principal Activities

The company's principal activity to further its charitable purposes for the public benefit during the year was to continue to provide family recreational and social sessions (exclusive to families with disabled children) across 7 days of the week all year round except for ten days closure around public holidays.

Beneficiaries and Public Benefit

Pathways 4 All carries out charitable activities for the benefit of families with disabled children. Trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity has undertaken.

ACHIEVEMENTS AND PERFORMANCE

Family Memberships – At the start of the year, we continued to see new memberships, especially over the February half term. With us closing for Covid, all memberships were extended to cover the time which we remained closed.

Parent Coffee Forums – Early in the year attendance at the coffee mornings continued to be steady. Whilst the centre needed to remain closed due to Covid a virtual coffee morning was delivered allowing parents to chat openly about the struggles they were having. This remained in place throughout the year.

Caravans – Though bookings were in place for the caravans throughout all school holidays, due to Covid restrictions it was felt this was unsafe to pursue through the year. Therefore, all bookings have been transferred to 2021 in the hopes that restrictions would be lifted.

Annual ball – The 10th Annual Ball planned for the 10/10/2020, was postponed due to Covid restrictions. This is provisionally booked for the following year, 09/10/2021. Provided all restrictions are lifted by then we hope to go ahead with a Rio Carnival theme as planned. This is to be the last annual ball, due to the cost and time element involved in running such an event. Though we have been very successful in previous years with this event, it has become increasingly difficult to draw the number of attendees needed to make it viable and we are instead looking at different fundraising opportunities to build on the relationship with the existing donors and build new contacts as well.

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Christmas Gift Boxes – With money from The Big Lottery, which was due to be used for our 10th birthday event for families, we were able to send gift boxes out to almost 300 families. Containing selection boxes, small Christmas themed toys, messy play item, reindeer dust, hot chocolate, Christmas story or activity book and a specially designed Christmas Card, the packs were put together over 4 days by a small group of volunteers. These were very well received and appreciated with many messages of thanks sent to us via email and on social media. It was fantastic for families to know we were still thinking of them despite being closed at this time.

Garden Improvement Project Update – December 2019 saw the first of our fundraisers for the Garden Improvement Project, a £100,000 revamp that focussed on the accessibility of the garden area for wheelchair users in particular but also to ensure all weather accessibility for all. With the centre closed and fundraising events cancelled, the project relied heavily on grant support instead. Though many grants were aimed at Covid related projects, we still enjoyed success for our Garden Improvement Project, gaining grants from The Sun for £16,000 towards the new Cruiseline – a basket swing zipline hybrid; The Postcode Lottery for £20,000 towards a wheelchair accessible play tower; Morrisons Foundation for £14,500 towards the new wheelchair accessible swing and other small grants towards the project as a whole. At the end of 2020 we had reached the total £74,442 towards our target.

FINANCIAL REVIEW

We are grateful to all grant funders, trusts and foundations who have supported our charity over this year for our programmes and for improvements to our facilities.

Total income for 2020 has been impacted by the centres closure due to Covid-19 restrictions. Being closed did however mean expenditure was much reduced. For 2020, the income was £177,195, against expenditure of £107,922, including furlough receipts for staff salaries. Programme and activity cost were minimal due to closure, but some bookings had already been made and paid for which in most cases we have been able to postpone to when we can reopen.

Grant monies already secured for 2020, have been retained in all cases, used where possible, but for programmes in particular funders have agreed to extend the timescales for these programmes to run from September 2020. Funders have been kept updated regularly with the charities position relating to Covid-19.

Reserves Policy

The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. The Trustees aim to firstly hold a level of unrestricted Reserves which enables the charity to have enough financial resources to meet various liabilities which would crystallise if Pathways 4 All's funding were to be withdrawn and/or it were unable to continue operating.

At present, the Trustees estimate that the Unrestricted Reserves required for such purposes amount to approximately £60,000 equivalent to 6 months core costs.

The optimum level of unrestricted Reserves held is therefore £60,000. The charity's unrestricted Reserves at 31 December 2020 are £54,216

This policy will be reviewed by the Trustees on an annual basis as part of the charity's budgeting processes.

Principal Funding Sources

Pathways 4 All receives most of its funds from grants, trusts and foundations and from earned income (as detailed in the accounts). Whilst this exposes the charity to the risk of discontinued funding from a small number of funders, steps are continually being taken to seek to mitigate this risk. The charity is constantly developing and maintaining

ways it can earn non-grant income whilst working towards its charitable objectives, as well as pursuing as wide a variety of funders as possible and seeking to encourage gifts and donations.

FOUNDERS' STATEMENT

2020 has certainly been a difficult year for the charity but more importantly for the families we support. Obviously, we were devastated to have to close the centre during the pandemic, leaving families without their safe haven! None of us could have predicted that we would have to stay closed all year and we are so desperate to get back to normal. Though we haven't been able to open we've been in regular contact with families through our email and Facebook page, it's been heart-warming to read all the comments of how much everyone misses the centre, and surprising that people are contacting for more information about us even in the height of lockdown! Being able to use the Lottery Funding to share some Christmas joy was lovely. So many families thanked us and were overwhelmed with how much we were able to send them. As we are so used to throwing a big party each Christmas, it felt great to do something even though we couldn't meet together.

The grant success for the garden project has been a huge surprise to us, particularly in these difficult times. It's been great to share this news with the families and we can't wait for the new accessible equipment to be fitted and for the children to be back playing on it all.

We are grateful for the furlough scheme enabling us to keep staff secure financially whilst we were closed though we are saddened that some have moved on to other roles during this time. This has given the charity the financial stability to see us through the pandemic whilst sadly we've seen other charities close for good. We are hopeful of things turning around in 2021 and trust that we are in a position to reopen as soon as the guidance allows us to.

Lynn McManus

Charity Founder and Volunteer CEO

Small Company Provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

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PLANS FOR FUTURE PERIODS

When planning future activities and projects the Trustees consider the Charity Commission's guidance on public benefit. Continued incremental growth is budgeted for (as numbers of disabled children diagnosed with complex neurological conditions is increasing) with the following additional areas for development and growth.

- Development of Outdoor Area to improve wheelchair access year round – fundraising and works continuing into 2021.
- Development and Implementation of new 3 year plan 2022-2025 – working with Cranfield Trust (shorter time scale for plan as work postponed from 2020 due to centre closure)
- Staff structure review - following Covid-19 (a number of staff moved onto new roles, leaving gaps in the staff team for when we can reopen)
- Buildings Assessment – to plan for maintenance works required and produce plan of action with timings and costings for works

Matters pertaining to the Companies Act 2006

For the year ending 31 December 2020 the company was entitled to exemption from audit under section 447 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

Signed:  on behalf of Trustees

Print Name: Mr Colin Leslie Barnes

Date: 7th September 2021

INDEPENDENT EXAMINER'S REPORT

Report to the
trustees of

Pathways 4 All Limited

On accounts for
the year ended

31 December 2020

Charity no

1146161

Respective
responsibilities of
trustees and
examiner

The trustees of the organisation are responsible for the preparation of accounts; they consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts (under section 145 of the 2011 Act),
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act), and
- state whether particular matters have come to my attention.

Basis of
independent
examiner's
statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent
examiner's
statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 27th September, 2021

Name: Mark Thompson MAAT
Address: VODA
Linskill Centre
Linskill Terrace
North Shields
NE30 2AY

Pathways 4 All Limited

Statement of Financial Activities for the year ended 31 December 2020

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2020	2020	2020	2019
Receipts				£	£
Donations and legacies	4	32,416	124,692	157,108	65,099
Charitable activities		20,087		20,087	160,450
Total Receipts		52,503	124,692	177,195	225,549
Payments					
Raising funds		723		723	26,145
Charitable activities		14,864	27,632	42,496	92,637
Separate material item of expense		12,772	51,568	64,340	103,316
Other		363		363	753
Total Payments		28,722	79,200	107,922	222,851
Surplus / deficit for the year		23,781	45,492	69,273	2,698
Funds at 1 January 2020		31,435	78,460	109,895	107,197
Funds at 31 December 2020		55,216	123,952	179,168	109,895


Pathways 4 All Limited
Balance Sheet as at 31 December 2020

	2020 £	2,019 £
Fixed Assets	7	
Plant & Machinery	6,371	9,816
Fixtures & Fittings	52,983	33,652
	<u>59,354</u>	<u>43,468</u>
Current Assets		
Cash at Bank & in Hand	110,317	67,017
Prepayments	11,692	11,454
Debtors	1,617	1,661
Total Cash Balances	<u>123,626</u>	<u>80,132</u>
Current Liabilities		
Trade Creditors	3,812	13,705
Net Current Assets	119,814	66,427
Net Assets at 31 December 2020	<u>179,168</u>	<u>109,895</u>
Represented By:	8	
Restricted Funds	123,952	78,460
Unrestricted Funds	55,216	31,435
	<u>179,168</u>	<u>109,895</u>

For the year ending 31/12/2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities:

- a) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476, of the Companies Act 2006
- b) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.
- c) The accounts have been prepared in accordance with the special provisions of the Companies Act relating to small companies.

Signed ...  ... Position: Chair of Trustees

Print Name: Colin Leslie Barnes

Notes to the accounts, 2020

1. Basis of accounts

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

Pathways 4 All Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Fixed Assets are depreciated over a useful lifetime at the following rates:

Plant & Machinery	20% straight line
Fixtures & Fittings	25% straight line

2. Trustees and Staff

No Trustees were remunerated or received expenses payments.

Total Salary Costs	£	52,599
Average no of staff was		12

3. Costs of financial services

The cost for the Independent Examination for the financial period will be £350

4. Funding

Funding received through the year:	2020
The 1989 Willan Charitable Trust	10,000
R W Mann Trust	1,500
BBC Children In Need	6,825
The Joicey Trust	4,500
Community Foundation	600
Community Foundation	10,000
NewsUP-AP	16,000
Bernicia Foundation	9,767
COVID-19 Response	25,000
The Morrisons Foundation	14,500
Masonic Charitable MCF	5,000
Postcode Local Trust	20,000
Groundwork UK - TE GWUK	1,000
Total	124,692

5. Fund Analysis

Restricted Funds	Jan'20	Income	Expend	Dec'20
Masonic Charitable	4,167		4,167	-
Sir James Knott	2,000		2,000	-
Community Foundation	6,334		2,474	3,860
St James's Place	8,759		1,990	6,769
Zurich Community	2,000			2,000
Community Foundation	2,700		2,700	-
The Edward Gostlin	2,500		1,500	1,000
The 1989 Willan Charitable Trust		10,000	3,000	7,000
R W Mann Trust		1,500	1,500	-
BBC Children In Need		6,825		6,825
The Joicey Trust		4,500	4,500	-
Community Foundation		600	600	-
Community Foundation		10,000	1,334	8,666
NewsUP-AP		16,000	8,010	7,990
Bernicia Foundation		9,767		9,767
COVID-19 Response		25,000	6,250	18,750
The Morrisons Foundation		14,500	6,378	8,122
Masonic Charitable MCF		5,000	417	4,583
Postcode Local Trust		20,000	10,593	9,407
Groundwork UK - TE GWUK		1,000	1,000	-
Space 4 Us	10,000			10,000
Art Studio Project	15,000		15,000	-
Garden Project	25,000		5,787	19,213
Total	78,460	124,692	79,200	123,952

6. Related party transactions

There were no significant transactions between the project and any related parties during the period. No payments have been made to Trustees.

7. Fixed Assets

	Plant & Machinery	Fixtures & Fittings	Total
Cost			
As at 1 January 2020	63,037	111,820	174,857
Additions		56,701	56,701
Disposals			
As at 31 December 2020	63,037	168,521	231,558
Depreciation			
As at 1 January 2020	53,221	78,168	131,389
Charge for the year	3,445	37,370	40,815
Disposals			
As at 31 December 2020	56,666	115,538	172,204
Net Book Value at 31 Dec 2020	6,371	52,983	59,354
.			
Net Book Value at 31 Dec 2019	9,816	33,652	43,468