



**Footsteps Children's Services Ltd**

**Charity No. 1146996**

**Company No. 06866200**

**Trustees' Report and Unaudited Accounts**

**31 August 2022**

**Footsteps Children's Services Ltd**  
**Contents**

	<b>Pages</b>
Trustees' Annual Report	<b>2</b>
Independent Examiner's Report	<b>12</b>

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 August 2022.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Company No. 06866200**

**Charity No. 1146996**

**Registered Office**

Suite 14  
John Buddle Work Village  
Buddle Road  
Newcastle  
NE4 8AW

**Directors and Trustees**

The Directors of the charitable company are its Trustees for the purposes of charity law. The following Directors and Trustees served during the year:

L. Brady  
A.J. Johnson  
P. Lofthouse  
E. Lowther

**Accountants**

Accounting for Good CIC  
The Winlaton Centre  
North Street  
Winlaton  
Tyne and Wear  
NE21 6BY

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

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board

L. Brady  
Trustee



02 March 2023



## Trustees Report 2021-2022

The trustees are pleased to present their annual Trustees report together with financial statements of the charity for the year ended 31 August 2022 that are also prepared to meet the requirements for a Directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

### Objectives and activities

The Charity is established to act as a resource for children up to the age of 12 years living in North East of England (area of benefit) by providing advice and assistance, organising physical, social and learning activities to enable them to participate in society as independent. Mature and responsible individuals through:

- a) Advancement in life, helping children and young people to develop their skills, capacities and capabilities.
- b) Advancement in educational engagement and attainment.
- c) Improving social welfare: responding to and instigating early interventions where the whole family is supported.
- d) Reducing poverty and improving conditions of life for people living in the area of benefit

The Charity does this by providing:

- full and part-time Early Years Education
- mobile crèche facilities to support the work of voluntary and community groups,
- crèche facilities to support the delivery of adult and family learning,
- out of school and 'wrap-around' provision,
- advice and support to vulnerable families, including access to a food and clothing bank, and referral to specialist support services
- support to children with additional needs and disabilities
- Collaborative work to support families through cost of living crisis

The purpose of the Charity is also to further benefit the residents of Newcastle and the neighbourhood without distinction of sex, sexual orientation, race or of political, religious or other options by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for residents.

### **Achievements and performance**

The past year we have returned to service delivery following the Covid 19 Pandemic and the impact of Lockdowns on young children has been evident. We are experiencing an extraordinary amount of children presenting with social communication difficulties and speech and language delays, there is high level of need for children with SEND, and we are seeing the needs of local people in high areas of deprivation increase, and more people accessing our food and clothes banks.

**Footsteps Nunsmoor** continues to deliver playgroup services, children access playgroup either through morning or afternoon sessions.

We have continued to deliver 1-1 support and focused development sessions to children who require extra support to access their Early Years Entitlement, Funding from Reece Group and St James Foundation has enabled this 1-1 work, and has been used to purchase resources to support children's learning and play experiences.

**Footsteps Dolphin Street** following the most recent Ofsted inspection in April 2019 where this setting was graded Outstanding in all areas we have continued to offer a variety of services to local families we also provide emergency care packages that include food, nappies and clothing. Numbers of children accessing services continues to rise.

We have secured funding from LGA Foundation to develop our sensory room, we have been able to add padding to the walls and to the floor and buy specialist equipment. We also used this funding to develop our garden area; we replaced the turf, painted the fences and purchased sensory resources. This funding contributed to staff costs to provide enhanced ratios to provide services to children who require support to access all that nursery life has to offer.

We have continued to allocate previous Reece funding to provide a 1-1 and group sessions. This normally takes the format of three one-hour sessions per week where up to four children within the hour will receive 1-1 support for approximately 15 minutes each. Activities offered in these sessions are specific to the needs of the child, some of which have been identified by our staff team, but we also follow the plans put in place by speech and language therapists and SEN teachers. This funding also supported our food bank and helped to purchase new learning resources for the children.

All of our settings continue to provide support to children with complex needs. These range from children who are looked after, children subject to child protection plans or Early Help Plans, children with disabilities and children with complex health needs. All of these children received appropriate support with some families successfully coming off plan and some children with additional needs making significant progress.

Early Years Pupil Premium has been used to purchase resources that support children's learning based upon their interests and areas of development. We have offered activities such as bug and animal visits, as well as purchasing chick eggs and taking care of them as the children watch them hatch and care for them, before they are returned safely to the provider.

### **Footsteps Mobile Crèche**

Our mobile crèche service has remained low following Covid the reasons for this is twofold, there is simply not as many people delivering face to face training post lockdowns, a lot of providers have switched to online learning and therefore there is not the same demand for crèche provision. However, there are other threads of face to face working that are increasing and there is a demand for crèche however due to the current recruitment, crisis in Early Years we are not able to recruit enough workers to deliver our core services and our crèche provision.

We continue to provide crèche services to The Road to Recovery Trust at George Street Social; this crèche allows those recovering from addiction to access support and group activities.

### **Footsteps Westgate**

This service provides crèche to children whose parents are accessing adult learning opportunities at Westgate Community College, following a restricted service during lockdown we are back delivering on site crèche services allowing parents to access their courses face to face.

A large proportion of parents are attending English-speaking classes and therefore most of the children have English as an additional language. In offering this service at Westgate, it allows parents to access education and in turn may provide more job opportunities in the future. This can have long lasting and wide impact on the family unit as a whole, and can act as a motivator for future generations. So whilst it can be viewed that we offer a childcare service, we feel without the childcare element parents simply would not be able to progress their education, employment and some degree their lives in the same way if we did not provide the childcare. We are very proud of all that has been achieved at Westgate.

### **Footsteps Ponteland**

Our after school club at Ponteland continues to go from strength to strength, we have seen increased occupancy with the service being used every day by families requiring after school care to support their work commitments.

Ponteland was inspected by Ofsted in March 2022 and received a very positive report; the inspector noted, "Staff are warm, caring and kind. They form lovely relationships with the children who are happy settled and secure"

### **Footsteps Howdon**

This site closed in Dec 2021, following multiple lockdowns that affected the take up of places it was not financially viable to keep this site open. All staff were redeployed to vacant roles within the organisation.

### **Funding Received**

#### **Reece Group**

We have had a carry forward from an initial Reece grant in 19/20 that has been used to deliver support sessions for children with SEND, through 1-1, focused development time, and extra sessions.

**St James Place**

We received £2500 from St James Place in Dec 2021. This funding supports children with SEND in the same way the Reece funding does, but it is a different group of children.

**Joicey Trust**

We received £3500 from Joicey Trust in January 2022 this was in support of our core costs

**LGA Foundation**

We received £10,000 from LGA foundation in April 2022, this was to allow us to develop our sensory room and garden at Dolphin Street, and this fund will also provide funds to deliver 1-1 work and focused development time for children with SEND.

**Training and Development**

This year our training has been focused upon the new EYFS reforms, particularly the changes regarding curriculum, we have delivered what to expect when child development training and a safeguarding training course.

Our management team have received training on how to motivate teams, change management and an introduction to imposter syndrome.

Our teams have also had access to an external training programme provided by the local authority, NDNA and other providers. Required training such as safeguarding, first aid etc. has also been provided.

**Public benefit statement**

The Trustees have referred to the Charity Commission's guidance on public benefit when reviewing the charity's objectives and planning its future activities. This annual report will aim to demonstrate the link between our charitable activity and how this benefits our service users.

**Financial review**

Footsteps Children's Services Ltd is funded by grant income from Newcastle City Council, parent fees, agency nursery fees and crèche fees. The total income for the period was £381,011. This income is allocated across respective funds on the Statement of Financial Activities in accordance with the Statement of Recommended Practice.

The Statement of Financial Activities for the period shows a surplus across all funds of £9040. The Balance Sheet at 31 August 2022 shows total funds carried forward of £100,396 of which there are £10,090 of restricted funds.

We claimed a Bounce Back Loan of £30,000 we have begun to repay this on a monthly basis, the balance at 31 August 2022 is £23,500.

**Reserves policy**

Footsteps Children's Services Ltd has maintained a small level of free reserves over the years currently £110,486 to meet the working capital requirements of the charity in the event of a

significant drop in funding. It has established a policy whereby the unrestricted funds held by the charity should be between 3 and 6 months of annual expenditure. At 31 August 2021 Free reserves represent 4 months of running costs that the trustees believe to be prudent in light of challenges faced in securing funding.

### **Governance**

We have reviewed and replaced our Mem and Arts by special resolution this has been approved by Charities Commission and submitted to Companies House.

### **Risk Management**

The Board of Trustees understands the importance of assessing major risks that the Charity could face. Appropriate systems, controls and procedures have been established to reduce our exposure, and manage, monitor and mitigate risk and uncertainty.

An annual review of the major risks faced by the Charity is undertaken and the Trustees are satisfied that our procedures are in line with our risk management process.

Risk management is considered at regular Trustee meetings and sub groups where any changes or new risks identified are considered and responded to.

Currently the greatest risk the charity faces is the increase in minimum wage and the lack of increase in early years funding, there is simply not enough government funding attached to the Early Years Entitlement offered to parents to cover actual costs of care, this is a sector wide problem and not exclusive to our charity. There is also a current recruitment crisis within the sector, this is partly to do with very experienced workers and leaders within the sector simply feeling disillusioned by the governments approach to Early Years and how we were treated during the pandemic that they have simply walked away from the sector. It is also exceptionally difficult to recruit new workers to the sector, as there is insufficient funding to offer them an appropriate wage for the level of responsibility, they have in caring for children; they can get a far less responsible job for greater financial reward. This is sector wide and not specific to our charity, and until the government recognise that they are not investing enough money into Early Years this will continue to be a problem.

The cost of living and energy crisis, poses some risk to our current expenditure, there are rising costs for food and energy. This is having a huge impact on our families; we are working in collaboration with other organisations to help meet the needs of our local communities but we do face the same challenges concerning rent increase and energy and food costs. We have sufficient reserve to cover these costs but will also seek additional funding to support these costs. We will be completing a full review of our reserves as some of the reserve has been allocated to particular areas.



## **Finance**

Our current income streams are as follows:

Early Years Offer 2, 3 and 4-year-old offer /Newcastle, Northumberland and North Tyneside Councils.

This is our main source of income and in 21/22 accounted for 56% of our income, the funding is allocated per child and we only receive the funding if the child attends. The funding is paid by an initial % payment at the start of each term followed by a balancing payment on submission of headcount data to the local authority. We receive a projected budget set by the local authority based upon the previous year's payments, with amends being made on balancing payments to reflect actual numbers of children in attendance.

## **Inclusion Funding**

As a high proportion of the children in our care present with SEND then we also receive inclusion funding, this funding is for individual children and can only be used for their education and welfare. We do not anticipate inclusion funding in itself to drop this year, but obviously we only receive it for the children we have in attendance that qualify for the funding. If our numbers are lower than usual, then it is inevitable that some of the families that choose not to attend may also be the recipient of inclusion funding, and therefore even if there are no "cuts" locally to this funding, our income may still drop due to attendance levels. We may need to secure additional funding through grants and trusts to support our service delivery.

## **Deprivation Funding**

This funding is allocated to providers who work with families in high areas of deprivation, the purpose of this is in recognition that families living in high areas of disadvantage may require additional support to other families to help narrow the gap between the most disadvantaged and other members of the community.

This funding needs to be used on enrichment activities for children, in the past it has been used to develop outdoor spaces, as many children living in the inner city do not have safe outdoor play spaces. We have used funding to backfill staff to support families and have bought in extra activities such as music and arts specialists.

This funding is based upon the data collected from headcount from the previous year and equates to 9% of total funding awarded for eligible children each term. The annual deprivation supplement will be varied; we are notified of our supplement at the end of March annually.

Whilst this funding should be secure for this financial year, it may not be guaranteed in the future, we need to ensure are not relying on this funding to deliver our services, it would be

advantageous to attempt to secure core costs from grants and funds at around £10000 per annum to cover the income usually generated by this fund

### **Parents Fees**

This is the income generated by parents paying for our services, as we mainly cater for families living in high areas of deprivation then this income is now mainly generated from our after school provision in Ponteland.

### **Contracts**

#### **Early Years**

We currently hold contracts with Newcastle City Council, Northumberland Council for the delivery of Early Years Education 2, 3 and 4-year-old offer. We currently hold contracts with Newcastle City Council, and Northumberland Council for the delivery of Early Years Education 2, 3 and 4-year-old offer.

It is not anticipated that there will be any reductions in funding for Early Years as affordable and accessible childcare is crucial in rebuilding the economy.

#### **Westgate Crèche**

We hold a contract with Newcastle City Council Children, Education and Skills Directorate for the delivery of Crèche Provision at Westgate College, this has a contract value of £40k per annum, however gets topped up by other funding and usually generates £40-£45k per annum.

This contract was renewed for financial year 21-22 and has been secured for 22-23.

#### **Mobile Crèche**

Our mobile crèche service is offered using a booking system with associated terms and conditions.

Most of our mobile crèche supports Family Learning, ESOL and Self-Employment/Entrepreneur based courses. Due to the current situation, there has been no bookings for this service as face-to-face courses are either being deferred or delivered online.

Our mobile crèche business on average generates a gross profit of approx. £2k per annum, and provides work for six workers on an as and when required basis.

We do not anticipate an extensive return to crèche bookings for the foreseeable future.

## Summary

At Footsteps we have always been able to pride ourselves in being the very best at what we do, we offer child centred care, working through complex caseloads with passion and drive. Over time, we have seen growth not just in the number of sites that we have but also in the number of children attending and an increase in the level of need these children present with.

The past twelve months have been a period of restoration post Covid, we have reflected upon the services that we offer it is so important to never lose sight of how far you have already come and what you have already achieved Morgan Harker Nichols says "May you never forget how far you have come and the miles it took you just to get to this place"

As Marcel Proust says, "The real voyage of discovery consists not in seeking new landscapes but in having new eyes"

We have considered the impact of both lockdown measures and the current cost of living crisis in our forward planning. We see the year ahead with a new pair of eyes a fresh vision, not looking to create lots of new works, we need to re-discover what we already have, be grateful for how far we have come and be able to plan the future with new eyes.

We are seeing increasing levels of need, and it is taking so much more out of us to deliver our services to a high standard, combine with that the issues facing the sector in terms of recruitment and funding it is understandable that times are challenging but we are focused to keep moving forwards

Our organisation focus for year is teams and tasks. We will be investing time in our people, supporting our managers in the embedding and delivery of the EYFS reforms, we will be launching a leadership-training programme to provide our existing team with opportunity for professional development.

We will complete tasks associated with the embedding and creation of our curriculum, and complete regular self-evaluation to ensure that we are exceeding Ofsted requirements in terms of service delivery. We will ensure that our current SEND support remains innovative and effective in meeting the needs of children.

The CEO will be focusing their attention on the following areas:

**Sustainability:** The CEO currently acts as a PVI rep for the city on Schools Forum, a panel designed to allocate the education budget received in to the city. This allows them to ensure that the PVI sector needs are heard by the city in terms of the allocation of funding.

The CEO will be aiming to generate £30,000 through grant funding in 22/23 to date they have achieved £16,870.

The CEO has been selected as a member of the SEND Executive Board for Newcastle City Council and will act as PVI representative, The Board is responsible for SEND 0-19 Services in Newcastle upon Tyne

The CEO will continue to provide line management to the leadership team, and will be creating and delivering a leadership programme for all current and aspiring leaders within the organisation.

The CEO remains committed to leading the organisation in meeting the needs of local children and families through delivering high quality services.

Organisational goals for the year ahead would be to see an increase in diverse active Board Members.

We are keen to develop our excellent SEND work we currently deliver and would seek funding to maintain the lead role that provides advice and support to managers and training to teams across the organisation to develop this work further.

We will continue to work with Peninsula, our Human Resources and Health and Safety consultants to ensure we meet all of our legal and moral obligations for everyone we employ.

The plans we have for the future to secure, develop and review our services will be done to ensure sustainability of the organisation and we will share updates on the progress of these plans on a regular basis through existing staff meeting structures.

We seek to continue to meet our initial aims and objectives whilst being responsive to the need around us, and flexible in our approach to meet the needs of service users within our financial capacity.

**Independent Examiner's Report to the trustees of Footsteps Children's Services Ltd**

I report to the charity trustees on my examination of the financial statements of Footsteps Children's Services Ltd for the year ended 31 August 2022 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

**Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

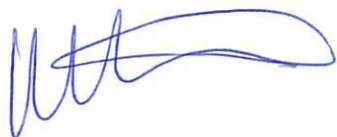
**Independent examiner's statement**

As the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of FFA FTA.

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the Charities SORP (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 financial statements to be reached.



Kay Wightman  
FFA FTA  
Accounting for Good CIC  
The Winlaton Centre  
North Street  
Winlaton  
Tyne and Wear  
NE21 6BY  
02 March 2023

**Footsteps Children's Services Ltd**  
**Statement of Financial Activities**  
**for the year ended 31 August 2022**

		<b>Unrestricted funds 2022 £</b>	<b>Restricted funds 2022 £</b>	<b>Total funds 2022 £</b>	<b>Total funds 2021 £</b>
	<b>Notes</b>				
<b>Income and endowments</b>					
<b>from:</b>					
Donations and legacies	4	687	-	687	2,309
Charitable activities	5	354,313	26,000	380,313	359,475
Investments	6	11	-	11	56
<b>Total</b>		<b>355,011</b>	<b>26,000</b>	<b>381,011</b>	<b>361,840</b>
<b>Expenditure on:</b>					
Raising funds	7	162	-	162	38
Charitable activities	8	226,080	8,315	234,395	219,130
Other	9	129,819	7,595	137,414	134,861
<b>Total</b>		<b>356,061</b>	<b>15,910</b>	<b>371,971</b>	<b>354,029</b>
Net gains on investments		-	-	-	-
<b>Net income</b>	10	<b>(1,050)</b>	<b>10,090</b>	<b>9,040</b>	<b>7,811</b>
Transfers between funds		-	-	-	-
<b>Net income before other gains/(losses)</b>		<b>(1,050)</b>	<b>10,090</b>	<b>9,040</b>	<b>7,811</b>
<b>Other gains and losses</b>					
<b>Net movement in funds</b>		<b>(1,050)</b>	<b>10,090</b>	<b>9,040</b>	<b>7,811</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		101,446	-	101,446	93,635
<b>Total funds carried forward</b>		<b>100,396</b>	<b>10,090</b>	<b>110,486</b>	<b>101,446</b>

**Footsteps Children's Services Ltd**  
**Summary Income and Expenditure Account**  
**for the year ended 31 August 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Income	381,000	361,784
Interest and investment income	11	56
<b>Gross income for the year</b>	<b>381,011</b>	<b>361,840</b>
Expenditure	370,286	353,327
Interest payable	669	62
Depreciation and charges for impairment of fixed assets	1,016	640
<b>Total expenditure for the year</b>	<b>371,971</b>	<b>354,029</b>
Net income before tax for the year	9,040	7,811
<b>Net income for the year</b>	<b>9,040</b>	<b>7,811</b>

**Footsteps Children's Services Ltd****Balance Sheet****at 31 August 2022**

<b>Company No.</b>	<b>06866200</b>	<b>Notes</b>	<b>2022</b>	<b>2021</b>
			<b>£</b>	<b>£</b>
<b>Fixed assets</b>				
Tangible assets	12	1,702	1,664	
		<u>1,702</u>	<u>1,664</u>	
<b>Current assets</b>				
Debtors	13	2,076	22,762	
Cash at bank and in hand		180,918	165,552	
		<u>182,994</u>	<u>188,314</u>	
<b>Creditors: Amount falling due within one year</b>	14	(56,710)	(65,032)	
<b>Net current assets</b>		126,284	123,282	
<b>Total assets less current liabilities</b>		127,986	124,946	
<b>Creditors: Amounts falling due after more than one year</b>	16	(17,500)	(23,500)	
<b>Net assets excluding pension asset or liability</b>		110,486	101,446	
<b>Total net assets</b>		<u>110,486</u>	<u>101,446</u>	
<b>The funds of the charity</b>				
<b>Restricted funds</b>	17			
Restricted income funds		10,090	-	
		<u>10,090</u>	<u>-</u>	
<b>Unrestricted funds</b>	17			
General funds		100,396	101,446	
		<u>100,396</u>	<u>101,446</u>	
<b>Reserves</b>	17			
<b>Total funds</b>		<u>110,486</u>	<u>101,446</u>	

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

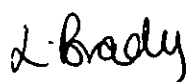
For the year ended 31 August 2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

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 responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 09 February 2023

And signed on its behalf by:



L. Brady

Trustee

02 March 2023



**Footsteps Children's Services Ltd**  
**Statement of Cash flows**  
**for the year ended 31 August 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>		
<b>Net income per Statement of Financial Activities</b>	9,040	7,811
<b>Adjustments for:</b>		
Depreciation of property, plant and equipment	1,016	640
Dividends, interest and rents from investments	(11)	(56)
Decrease/(Increase) in trade and other receivables	20,686	(17,528)
(Decrease)/Increase in trade and other payables	(7,311)	15,251
<b>Net cash provided by operating activities</b>	<u>23,420</u>	<u>6,118</u>
<b>Cash flows from investing activities</b>		
Payments for property, plant and equipment	(1,054)	(2,304)
Dividends, interest and rents from investments	11	56
<b>Net cash used in investing activities</b>	<u>(1,043)</u>	<u>(2,248)</u>
<b>Cash flows from financing activities</b>		
Repayment of borrowings	(6,000)	(500)
<b>Net cash used in financing activities</b>	<u>(6,000)</u>	<u>(500)</u>
<b>Net increase in cash and cash equivalents</b>	16,377	3,370
<b>Cash and cash equivalents at the beginning of the year</b>	165,552	162,182
<b>Cash and cash equivalents at the end of the year</b>	<u>181,929</u>	<u>165,552</u>
<b>Components of cash and cash equivalents</b>		
Cash and bank balances	180,918	165,552
	<u>180,918</u>	<u>165,552</u>

**Footsteps Children's Services Ltd**  
**Notes to the Accounts**  
**for the year ended 31 August 2022**

**1 Accounting policies**

**Basis of preparation**

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.

**Change in basis of accounting or to previous accounts**

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

**Fund accounting**

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

**Income**

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.
Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.

**Notes to the Accounts**

**Expenditure**

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Tangible fixed assets and depreciation**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Computer Equipment	33% Straight Line
Leasehold Property Improvements	20% Straight Line

**Freehold investment property**

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

**Stocks**

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

**Trade and other debtors**

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

**Cash and cash equivalents**

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

**Trade and other creditors**

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Research and development**

Expenditure on research and development is written off in the year in which it is incurred.

**Foreign currencies**

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

**Leased assets**

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation.

Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

**Pension costs**

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

**Receipt of donated goods, facilities and services**

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

## 2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

## 3 Statement of Financial Activities - prior year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
<b>Income and endowments from:</b>			
Donations and legacies	2,309	-	2,309
Charitable activities	325,975	33,500	359,475
Investments	56	-	56
<b>Total</b>	<b>328,340</b>	<b>33,500</b>	<b>361,840</b>
<b>Expenditure on:</b>			
Raising funds	38	-	38
Charitable activities	181,522	37,608	219,130
Other	128,951	5,910	134,861
<b>Total</b>	<b>310,511</b>	<b>43,518</b>	<b>354,029</b>
<b>Net income</b>	<b>17,829</b>	<b>(10,018)</b>	<b>7,811</b>
Transfers between funds	1,507	(1,507)	-
<b>Net income before other gains/(losses)</b>	<b>19,336</b>	<b>(11,525)</b>	<b>7,811</b>
<b>Other gains and losses:</b>			
<b>Net movement in funds</b>	<b>19,336</b>	<b>(11,525)</b>	<b>7,811</b>
<b>Reconciliation of funds:</b>			
Total funds brought forward	82,110	11,525	93,635
<b>Total funds carried forward</b>	<b>101,446</b>	<b>-</b>	<b>101,446</b>

## 4 Income from donations and legacies

	Unrestricted £	Total 2022 £	Total 2021 £
Fundraising	687	687	2,309
	<b>687</b>	<b>687</b>	<b>2,309</b>

## 5 Income from charitable activities

	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Grants and Contracts	354,313	26,000	380,313	359,475
	<b>354,313</b>	<b>26,000</b>	<b>380,313</b>	<b>359,475</b>

6 Income from investments

	Unrestricted	Total 2022	Total 2021
	£	£	£
Bank interest	11	11	56
	<u>11</u>	<u>11</u>	<u>56</u>

7 Expenditure on raising funds

	Unrestricted	Total 2022	Total 2021
	£	£	£
<i>Fundraising trading costs</i>			
	162	162	38
	<u>162</u>	<u>162</u>	<u>38</u>

8 Expenditure on charitable activities

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
<i>Expenditure on charitable activities</i>				
Grants and Contracts	211,349	8,287	219,636	194,636
Children's Resources	14,731	28	14,759	24,494
<i>Governance costs</i>				
	<u>226,080</u>	<u>8,315</u>	<u>234,395</u>	<u>219,130</u>

9 Other expenditure

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Other interest payable	669	-	669	62
Employee costs	76,336	-	76,336	68,883
Motor and travel costs	1,166	-	1,166	1,249
Premises costs	21,736	7,524	29,260	36,767
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	1,016	-	1,016	640
General administrative costs	17,045	71	17,116	14,439
Legal and professional costs	11,851	-	11,851	12,821
	<u>129,819</u>	<u>7,595</u>	<u>137,414</u>	<u>134,861</u>

**10 Net income before transfers**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
This is stated after charging:		
Depreciation of owned fixed assets	1,016	640
Independent Examiner's fee	1,500	1,500

**11 Staff costs**

	<b>2022</b>	<b>2021</b>
Salaries and wages	58,059	67,483
Social security costs	12,506	-
Pension costs	3,062	-
	<b>73,627</b>	<b>67,483</b>

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

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

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
Charitable Activities	24	22
	<b>24</b>	<b>22</b>

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund

**12 Tangible fixed assets**

	<b>Computer Equipment</b>	<b>Leasehold Property Improvements</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost or revaluation</b>			
At 1 September 2021	2,304	-	2,304
Additions	1,054	-	1,054
At 31 August 2022	<b>3,358</b>	<b>-</b>	<b>3,358</b>
<b>Depreciation and impairment</b>			
At 1 September 2021	640	-	640
Depreciation charge for the year	1,016	-	1,016
At 31 August 2022	<b>1,656</b>	<b>-</b>	<b>1,656</b>
<b>Net book values</b>			
At 31 August 2022	<b>1,702</b>	<b>-</b>	<b>1,702</b>
At 31 August 2021	<b>1,664</b>	<b>-</b>	<b>1,664</b>

**13 Debtors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade debtors	2,076	6,571
Other debtors	-	9,464
Prepayments and accrued income	-	6,727
	<u>2,076</u>	<u>22,762</u>

**14 Creditors:**

amounts falling due within one year

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Bank loans and overdrafts	6,000	6,000
Trade creditors	157	2,874
Other taxes and social security	1,278	-
Accruals	1,644	2,655
Deferred Income	47,631	53,503
	<u>56,710</u>	<u>65,032</u>

The business interruption loan commenced 23 July 2020, there were no repayments or interest for 12 months then six years to pay back with no early payment charge

**15 Deferred Income***Movement of the deferred income shown in Creditors: amounts falling due within one year*

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
At 1 September	53,503	39,649
Released in current year	(53,503)	(39,649)
Deferred in current year	47,630	53,503
At 31 August	<u>47,630</u>	<u>53,503</u>

**16 Creditors:**

amounts falling due after more than one year

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Bank loans and overdrafts	17,500	23,500
	<u>17,500</u>	<u>23,500</u>
Liabilities repayable in more than five years after the balance sheet date		
Amount repayable by instalments	17,500	23,500
	<u>17,500</u>	<u>23,500</u>

The business interruption loan commenced 23 July 2020, there were no repayments or interest for 12 months then six years to pay back with no early payment charge



17 Movement in funds

	At 1 September 2021	Incoming resources (including other gains/losses ) £	Resources expended £	At 31 August 2022 £
<b>Restricted funds:</b>				
<b>Restricted income funds:</b>				
Reece Group	-	10,000	(6,487)	3,513
St James's Place Charitable	-	2,500	(2,055)	445
Joicey Trust	-	3,500	(3,500)	-
LGA Foundation	-	10,000	(3,868)	6,132
<b>Total</b>	<b>-</b>	<b>26,000</b>	<b>(15,910)</b>	<b>10,090</b>
<b>Unrestricted funds:</b>				
<b>General funds</b>	<b>101,446</b>	<b>355,011</b>	<b>(356,061)</b>	<b>100,396</b>
<b>Total funds</b>	<b>101,446</b>	<b>381,011</b>	<b>(371,971)</b>	<b>110,486</b>

Purposes and restrictions in relation to the funds:

Restricted funds:

Reece Group	Providing 1:1 support for children with additional needs and resources for the sensory room.
St James's Place Charitable	Providing 1:1 support for children with additional needs
Joicey Trust	Providing a contribution towards core costs
LGA Foundation	Providing a contribution towards core costs

18 Analysis of net assets between funds

	Unrestricted funds £	Total £
Fixed assets	1,702	1,702
Net current assets	126,284	126,284
Creditors due in more than one year and provisions	(17,500)	(17,500)
	<b>110,486</b>	<b>110,486</b>

## 19 Reconciliation of net debt

	At 1 September 2021 £	Cash flows £	At 31 August 2022 £
Cash and cash equivalents	165,552	15,366	180,918
	<u>165,552</u>	<u>15,366</u>	<u>180,918</u>
Bank loans	(29,500)	6,000	(23,500)
	<u>(29,500)</u>	<u>6,000</u>	<u>(23,500)</u>
Net debt	<u>136,052</u>	<u>21,366</u>	<u>157,418</u>

## 20 Commitments

*Operating lease commitments*

Annual commitments under non-cancellable operating leases are as follows:

	2022 Land and buildings £	2022 Other £	2021 Land and buildings £	2021 Other £
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Operating leases with expiry date:

*Pension commitments*

	2022 £	2021 £
The pension cost charge to the company amounted to:	<u>3,062</u>	<u>-</u>

## 21 Related party disclosures

*Controlling party*

The company is limited by guarantee and has no share capital; thus no single party controls the company.

**Footsteps Children's Services Ltd**  
**Detailed Statement of Financial Activities**  
**for the year ended 31 August 2022**

	Unrestricted funds	Restricted funds	Total funds	Total funds
	2022	2022	2022	2021
	£	£	£	£
<b>Income and endowments from:</b>				
Donations and legacies				
Fundraising	687	-	687	2,309
	<u>687</u>	<u>-</u>	<u>687</u>	<u>2,309</u>
Charitable activities				
Grants and Contracts	354,313	26,000	380,313	359,475
	<u>354,313</u>	<u>26,000</u>	<u>380,313</u>	<u>359,475</u>
Investments				
Bank interest	11	-	11	56
	<u>11</u>	<u>-</u>	<u>11</u>	<u>56</u>
<b>Total income and endowments</b>	<b>355,011</b>	<b>26,000</b>	<b>381,011</b>	<b>361,840</b>
<b>Expenditure on:</b>				
Costs of other trading activities				
	162	-	162	38
	<u>162</u>	<u>-</u>	<u>162</u>	<u>38</u>
<b>Total of expenditure on raising funds</b>	<b>162</b>	<b>-</b>	<b>162</b>	<b>38</b>
Charitable activities				
Grants and Contracts	211,349	8,287	219,636	194,636
Children's Resources	14,731	28	14,759	24,494
	<u>226,080</u>	<u>8,315</u>	<u>234,395</u>	<u>219,130</u>
<b>Total of expenditure on charitable activities</b>	<b>226,080</b>	<b>8,315</b>	<b>234,395</b>	<b>219,130</b>
Other expenditure				
Other Interest payable	669	-	669	62
	<u>669</u>	<u>-</u>	<u>669</u>	<u>62</u>
Employee costs				
Salaries/wages	58,059	-	58,059	67,483
Employer's NIC	12,506	-	12,506	-
Pension costs	3,062	-	3,062	-
Staff recruitment	18	-	18	-
Staff training	2,276	-	2,276	1,400
Staff welfare	415	-	415	-
	<u>76,336</u>	<u>-</u>	<u>76,336</u>	<u>68,883</u>
Motor and travel costs				
Travel and subsistence	1,166	-	1,166	1,249
	<u>1,166</u>	<u>-</u>	<u>1,166</u>	<u>1,249</u>
Premises costs				
Rent	13,123	3,500	16,623	24,661

**Footsteps Children's Services Ltd**  
**Detailed Statement of Financial Activities**

Rates	394	-	394	101
Light, heat and power	3,496	-	3,496	3,490
Premises cleaning	2,092	-	2,092	2,412
Premises repairs and maintenance	2,631	4,024	6,655	6,103
	<u>21,736</u>	<u>7,524</u>	<u>29,260</u>	<u>36,767</u>
General administrative costs, including depreciation and amortisation				
Depreciation of Computer Equipment	1,016	-	1,016	640
Depreciation of Leasehold Property Improvements	-	-	-	-
Bad debts	1,152	-	1,152	68
Bank charges	148	-	148	67
Equipment expensed	27	71	98	712
General insurances	2,901	-	2,901	2,730
Software, IT support and related costs	4,665	-	4,665	4,277
Stationery and printing	4,221	-	4,221	3,301
Sundry expenses	589	-	589	1,020
Telephone, fax and broadband	3,342	-	3,342	2,264
	<u>18,061</u>	<u>71</u>	<u>18,132</u>	<u>15,079</u>
Legal and professional costs				
Audit/Independent examination fees	1,500	-	1,500	1,500
Accountancy and bookkeeping	2,381	-	2,381	2,561
Consultancy fees	6,534	-	6,534	6,871
Other legal and professional costs	1,436	-	1,436	1,889
	<u>11,851</u>	<u>-</u>	<u>11,851</u>	<u>12,821</u>
<b>Total of expenditure of other costs</b>	<u>129,819</u>	<u>7,595</u>	<u>137,414</u>	<u>134,861</u>
<b>Total expenditure</b>	<u>356,061</u>	<u>15,910</u>	<u>371,971</u>	<u>354,029</u>
Net gains on investments	-	-	-	-
<b>Net Income</b>	<u>(1,050)</u>	<u>10,090</u>	<u>9,040</u>	<u>7,811</u>
<b>Net income before other gains/(losses)</b>	<u>(1,050)</u>	<u>10,090</u>	<u>9,040</u>	<u>7,811</u>
Other Gains	-	-	-	-
<b>Net movement in funds</b>	<u>(1,050)</u>	<u>10,090</u>	<u>9,040</u>	<u>7,811</u>
<b>Reconciliation of funds:</b>				
Total funds brought forward	101,446	-	101,446	93,635
<b>Total funds carried forward</b>	<u>100,396</u>	<u>10,090</u>	<u>110,486</u>	<u>101,446</u>