

REGISTERED COMPANY NUMBER: 02744192 (England and Wales)
REGISTERED CHARITY NUMBER: 1014270

**Report of the Trustees and
Financial Statements for the Year Ended 31 March 2025
for
SPRINGBOARD PROJECT
(A COMPANY LIMITED BY GUARANTEE)**

**Plus Accounting
Chartered Accountants
Preston Park House
South Road
Brighton
East Sussex
BN1 6SB**

SPRINGBOARD PROJECT

Contents of the Financial Statements for the year ended 31 March 2025

	Page
Chairman and CEO Reports	1
Treasurer's Report	2 to 3
Report of the Trustees	4 to 11
Independent Examiner's Report	12
Statement of Financial Activities	13
Statement of Financial Position	14
Statement of Cash Flows	15
Notes to the Statement of Cash Flows	16
Notes to the Financial Statements	17 to 24
Detailed Statement of Financial Activities	25 to 26

SPRINGBOARD PROJECT

Chairman and CEO Reports for the year ended 31 March 2025

Chair's Report

The challenges facing children, young people and their families show no sign of easing with ever-rising costs continuing to impact household budgets, children's services are stretched to their limits, and global uncertainty creates added worries for the next generation. In the midst of this, the need for safe, supportive spaces for children and young people has never been greater and more crucial.

Springboard remains at the heart of our community, providing vital support to children and young people facing anxiety, mental health struggles, and the pressures of family finances. With more than three decades of experience supporting children and young people with disabilities, we have built a reputation as a trusted and reliable service that families can turn to.

Looking ahead, we are determined to secure Springboard's future so we can continue to be there for families for many years to come. A key step in this journey will be the refurbishment of Springboard House, ensuring it is fit for purpose for the next generation of children who will rely on us.

On behalf of the Board, I want to express our heartfelt gratitude to our incredible staff, volunteers, donors, supporters and partners. Your commitment makes everything we do possible, and together we are creating brighter, more inclusive futures for children, young people and their families.

Amy Blick

Chair of Trustees

CEO's Report

Reflecting on the past year, the strength and resilience of the children, young people and their families has been remarkable. Every person supported highlights the power of community. Their individuality is the foundation of our mission. Despite economic pressures and increased demand for services, Springboard's purpose has remained critical.

The organisation has emerged stronger after facing tests throughout the year with record numbers of families seeking assistance. The unwavering commitment of staff, volunteers, and supporters allowed more tailored support than ever before. The successful launch of the Big Refurbishment campaign will transform our centre on Hurst Road in Horsham, which will significantly improve our ability to support the families we serve.

This annual report celebrates collective effort. The following pages show the accomplishments achieved together. While successes are celebrated, it's also understood that more work is needed. The new year will bring bold plans to expand our Stepping Stones programme and ensure every child and young person with a disability has the support they need to thrive.

Thank you for being a vital part of this community. Your generosity and trust make everything possible.

Beth Coley

Chief Executive

SPRINGBOARD PROJECT

Treasurer's Report for the year ended 31 March 2025

The following section provides a comprehensive and transparent summary of key financial movements, detailing Springboard Project's financial management strategies throughout the preceding year.

Income	2025	2024	Annual movement
	£	£	£
Donations	58,630	45,810	12,820
Contracts/Grants	331,253	310,509	20,744
Memberships/Activities	63,951	56,087	7,864
Other Income	15,266	18,533	(3,267)
Total	469,100	430,939	38,161

Total income for the year was £469,100, an increase of £38,161 (8.85%) from 2024. This year income from donations, contracts/grants and memberships/activities has increased by a total of £41,428 compared to 2024. Other income, such as room hire reduced by £3,267.

Contracts and grants continue to be the largest income category at £331,253, making up 70.61% of the annual income (an increase of £20,744 on 2024). Donations have increased by £12,820 (28%) this year which is mostly attributed to new corporate donors.

Developing the diversity of Springboard's income streams continues to be a focus for the organisation, to reduce contract/grant dependence and protection from market fluctuations.

Springboard's healthy position, regarding reserves and cash balances, will help the organisation meet the evolving charity sector economic challenges in the short term. In order to better support children, young people and families living with a disability who face challenges due to the current cost of living.

Expenditure	2025	2024	Annual movement
	£	£	£
Raising donations and legacies	1,669	3,968	(2,299)
Charitable activities	484,160	341,547	142,613
Support and governance costs	6,087	6,879	(79)
Total	491,196	352,394	139,522

Total expenditure for the year was £491,196 an increase of £139,522 (39.6%) from 2024. This was attributed predominantly to energy efficiency measures at the Hurst Road centre, salary increases to maintain real living wage principles and, an increase in service delivery.

The organisation ended the 2025 financial year with a cash balance of £436,712 (a reduction of £15,995 or 3.7%) on the final balance of £452,707 in 2024.

SPRINGBOARD PROJECT

Treasurer's Report for the year ended 31 March 2025

It has been a challenging year across the non-profit sector. However, through effective financial controls, particularly around the variable costs associated with activities, combined with substantial income generation for the year, Springboard remains in a stable financial position, despite ending the year with a deficit of £22,816 (surplus of £78,545 in 2024).

Whilst Springboard has been able to maintain a healthy cash balance, it should be noted an element of the 2026 funding is not secured and funds may need to be made available if this income is not forthcoming. It remains crucial as we enter 2025/26, that finances are managed with the same degree of prudence. Rising costs remain an ongoing risk for the charity and whilst Springboard can mitigate some costs to a small degree through effective programming and resource allocation, it is imperative to ensure a strong financial basis to deal with ongoing challenges. The approach to this includes strong financial control, a proactive and successful approach to income raising and healthy reserves.

The organisation will need to continue to source funding from varied and diverse revenue streams and reduce financial risk.

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

SPRINGBOARD PROJECT

Report of the Trustees for the year ended 31 March 2025

Objectives and Activities

Springboard has been providing services for children, young people and their families for over 30 years, and we pride ourselves on delivering a high quality, fun and inclusive provision. The following section provides an overview of our key services.

SEND Services

We offer supportive youth club services for young people age 6-30 years old, that are equal to that of their non-disabled and neurotypical peers, across West Sussex in Horsham, Crawley and Worthing.

Age 6-18 Groups: For children and young people with SEND aged 6-18 years living in Horsham, Crawley and Worthing we run sessions in Horsham, Crawley, Worthing, and in both the local community and trips further afield. Running on Saturdays in term time and during school holiday, sessions offer opportunities to socialise, learn life skills, gain independence and make friends. Sessions are organised by age and support required.

Age 18-30 Groups: For young adults with SEND living in West Sussex, the group meets on a weekday evening during term time and various full days throughout the school holidays in Horsham or Crawley. Sessions focus on building life skills, independence, socialising and feeling connected to the community.

Volunteering and Employability: This pathway provides one-to-one support for young people with SEND to develop the skills and confidence to gain and maintain a job or volunteering opportunity. Sessions take place in our inclusive centre in Horsham as well as out in the local community and covers topics such as how to write a CV, interview techniques, health and safety at work, professionalism as well as the opportunity to practise skills in a practical way.

Life Skills: This pathway provides the opportunity for SEND young people and adults to further develop their independence, confidence and abilities with everyday life skills, to increase their aspiration of living more independently. We offer an eight-week small group programme from our inclusive centre in Horsham, delivered by our friendly and supportive team. Topics covered include money handling skills, health and safety in the kitchen, planning and preparing a meal and home skills such as washing, making the bed and keeping your space tidy.

Transitions and Family Support: This pathway offers one-to-one support for children and young people with SEND when entering a period of transition or family crisis, such as moving schools, out of education or only attending for a reduced timetable, marital separation, moving from children to adults' services or in need of tailored short-term support. We offer a six-week programme at our inclusive centre in Horsham. Alongside the child or young person and their family we will work on short term goals in a fun, supportive and structured way.

Family Fun sessions: Springboard enjoys bringing the family together for a variety of fun, sensory and inclusive activities during key holidays in the year, such as our Christmas party and inclusive Santa's grotto.

Cooking sessions: There are several different courses and sessions to support the preparing and cooking of affordable and nutritious meals. Sessions are designed to provide a fun and supportive space to develop healthy relationships with food, build self-confidence, try new flavours, meal plan, grow independence, enhance teamwork and strengthen problem solving.

Stay and Play centre

Our centre in Horsham is an inclusive play centre designed for families with children aged 0-10, where all families are welcome. There are a range of play spaces to explore and enjoy, including soft play, sensory room, role play/dressing up, books, arts and crafts, spacious garden with inclusive, adapted play equipment, kitchen and accessible changing facilities. The centre enables parents to talk and learn from one another as well as encourage children to play with others. The centre aims to provide families with an inclusive, understanding and supportive environment, also providing information, guidance and signposting to other organisations.

Springboard continues to be a Warm Welcome space, where families are able to access a free, warm, safe and welcoming place during a weekly Stay and Play session, with a free hot drink.

SPRINGBOARD PROJECT

Report of the Trustees for the year ended 31 March 2025

Care Packages

Following on from overwhelming positive feedback from families we have continued to provide Christmas Care packages and a donation station, all year round at our Horsham centre, in response to the cost-of-living crisis. Supported by donations, especially those from the Hygiene Bank and Piccolo Foods we are able to provide toiletries, healthy baby and children's food, toys and books for free.

SPRINGBOARD PROJECT

Report of the Trustees for the year ended 31 March 2025

STRATEGIC REPORT

Achievements and performance

Springboard's Vision

A world of equality where all disabled children, young people and their families are able to reach their full potential.

Springboard's Mission

- Facilitate and offer advice and support to disabled children, young people and their families.
- Create environments and deliver services that develop identity and build self-esteem.
- Advocate and raise awareness on disability and the barriers associated.
- Enhance the physical and emotional wellbeing of disabled children, young people and their families.

Springboard's Values

Springboard has five core values which guide our actions and behaviours. We are:

Fun: We believe that you are able to achieve greater outcomes when people feel good about and enjoy themselves.

Passionate: We believe by supporting individuals we are able to create independence and enable people to reach their potential.

Inclusive: We believe that everyone regardless of their disability, need and background should be able to access high quality services and facilities.

Caring: We believe in listening, supporting and responding to each person's individual needs and circumstances.

Adaptable: We believe personalised, flexible services and approaches help develop choice, voice and opportunity.

Achievement and Performance

Throughout the year Springboard continued to provide vital services to children, young people and their families. As well as working to drive the long-term sustainability of Springboard for future generations.

We achieved 13,136 children, young people and parent/carer visits. This includes:

- 10,227 visits to inclusive stay and play sessions
- 1,679 attendees at our Short Breaks for children and young people with additional needs
- 1,121 attendees to our Stepping Stones services for children and young people with additional needs
- 109 attendees to our family events

As the turbulence and uncertainty that stemmed from the covid-19 pandemic is distanced, it is becoming more apparent just how many of our customers are experiencing material deprivation challenges amplified by the cost-of-living crisis. The demand for our services is becoming more and more prominent as we strive to continue to support families. The following section demonstrates Springboard's performance and highlights how we have furthered the organisation's mission.

Short Breaks

As part of the West Sussex County Council (WSCC) Short Breaks contract, Springboard delivered 7,237 session hours for 276 children. This is an increase of 1,087 hours since the previous year (2023/24). Despite the increase, we recognise the number of sessions, and their frequency remain insufficient for families. We continue to pursue further funding to make these sessions more frequent for families in response to their feedback.

Our families have said.

- "We're so grateful for the communication and transparency throughout the process. We always know where we stand, and the team keeps us informed every step of the way. It really helps us feel at ease."
- "The support has been incredible, and we've seen positive changes in our child's development thanks to the services provided. We're so thankful for all the resources and assistance we've received-it's made a big difference in our lives."
- "The team is compassionate, professional, and always willing to work with us to find the best solutions. It's clear they genuinely care about the families they support, and we feel very fortunate to have their help."
- "We have always felt like we were in good hands. The services have been very responsive to our needs, and we've seen real progress. Thank you for always being there for our family when we needed it most."

SPRINGBOARD PROJECT

Report of the Trustees for the year ended 31 March 2025

Stay and Play

Our inclusive centre continues to welcome families, with well attended sessions from not only local families but across East and West Sussex. In 24/25 there were 10,336 visits to our inclusive stay and play sessions and family events.

We have developed our free, themed craft and play activities throughout the year to provide further greater opportunities within the centre and utilise the garden space better. This has been driven by staff with support from our Volunteering and Employability students, researching activities that are fun and develop fine and gross motor skills. It also includes themed Halloween, Christmas and Easter activities which add to our stay and play offer, removing the financial barrier to accessing such events, giving all families the chance to meet Father Christmas and create special memories. For World Book Day and Halloween, we promoted the lending of our adapted and inclusive fancy-dress costumes to families, reducing the financial pressures that days like this can bring. We were joined by a Senior dental Nurse from the Sussex Community NHS Trust who shared tips on oral hygiene, provided free resources to families and gave great tips for supporting children with SEND on how to brush their teeth.

Last year we introduced the 'Warm Welcome' sessions, giving those that could benefit from a free Stay and Play session the chance every Friday during term time. These sessions were well attended, so we have continued to offer this as a permanent session every Friday.

We have seen a rise in lower income families accessing our Stay and Play services, so we endeavour to continue to support them the best we can.

Stepping Stones

Building on the first 18 months of this programme, sign up of these services continues to grow.

From September 2023-24 the Community pathway delivered 2,211 hours, with 523 attendances by children and young people across 138 sessions.

In the Volunteering and Employability pathway all 35 young people recorded an increase in their self-esteem, knowledge and understanding of the workplace. 78 percent gained further work or volunteering experience, further education or gained employment.

Twenty-three young people attended the Lifelong Learning pathway across five separate programmes totalling 520 hours delivery time. 96 per cent of young people noted an increase in their confidence to carry out tasks at home. Finally, during the Transitions and Family Support pathway twenty children and young people were supported in reducing feelings of isolation and strengthen their overall mental health and wellbeing.

Feedback from families.

- "Springboard is a lifeline for our family; it gives my SEND child time with his peers and opportunities to try activities that are not always open to him as they are other children. It also gives our family to do things we cannot do when he is with us and give our other child time with her parents without us being distracted by looking after our son."
- "We were so happy that our son felt happy enough to attend the sessions, the staff made him feel so welcome. This is the first time he has attended services without us for a few years now."
- "Our Child has been struggling in school recently. He is having emotional outbursts and is unable to explain why. After working with the team, he has flourished. He is much happier and confident in himself, which school have also commented on. It has been a great service for our child to be a part of."

Care packages and donation stations

Due to the generosity of the local community, for a third year running we were able to offer Wellbeing Wishmas packages for local families containing a selection of cleaning products, toiletries, blankets, hot water bottles, cold weather clothing, toys and age specific gifts for the children. We continue to work closely with the Hygiene bank, Nestle and Piccolo Foods who provide essentials items for our donation station, available to everyone who attends the centre.

Public Benefit Reporting

The trustees confirm that they have complied with the duty in section 17 (5) of the Charities Act 2011 to have regard to the Charities Commission general guidance on public health, 'Charities and Public Benefit'. The trustees have taken due regard of the Charity Commission's guidance on public benefit while setting the objectives and reviewing the activities of the charity, as detailed above.

SPRINGBOARD PROJECT

Report of the Trustees for the year ended 31 March 2025

Research and Development

There has been a great emphasis on improving our communication and accessibility across all services. This has involved reviewing our safeguarding practices to be more inclusive, especially for children and young people. Around the centre there are posters showing who you can talk to if you're feeling worried and, for those who do not feel they can express this directly, the poster has a QR code that takes them to a very simple online form. We have also designed a Makaton-friendly version, as well as information reference cards for all staff and volunteers to keep alongside their name badge.

The core team have completed both Makaton Level 1 and 2 and are embedding this into every service in the charity. Springboard have joined the 'Makaton Aware' scheme and improved signage around the centre. This is supported with bespoke communication aids for staff lanyards and count down boards with lights.

We had 3 successful SEND coffee mornings for parent/carers which were started in early 2025. The sessions have been well attended and are run with staff members alongside volunteers with a different theme each session.

Big Refurbishment

In March 2025 we launched the Big Refurbishment campaign, to renovate our Hurst Road building. Despite the charities ethos of inclusivity this is not reflected in the building, with narrow doorways, tight turning circles and a high-level reception counter. In addition, rooms on the first and second floor are not well utilised. We are looking for a better way to use the space so that everyone can enjoy the services on offer and increase our service delivery capacity. We will also turn our attention to increasing the garden play value. Over the years different sections of the garden have received investment. This has resulted in a disjointed play area with poor flow. We are working to redesign the outside space, providing an enriching space in nature.

In the year, we were able to carry out several energy efficiencies totalling £46,676 which included, solar panels, air source heat pump, double and secondary glazing, trickle vents, cavity wall insulation, loft insulation, thermostatic radiator valves and floor insulation.

Financial review

Reserves policy

There are a variety of different income streams including, contracts, grants and donations. Although they are not new approaches for the organisation, funding is not guaranteed beyond the medium term and are therefore considered a risk by the board of trustees. Therefore, sufficient reserves mitigate against potential fluctuations and ensure Springboard's charitable objectives can be maintained should the charity be required to close. During this time, Springboard wish to ensure the obligation to disabled children, young people and their families, as well as the wider community, is met if existing sources of income are not secured.

Should there be an unexpected income shortfall the trustee board has considered the reserves to fund future operational projects and manage operational risks. Therefore, calculated reserves stand at £245,124 (6 months of 2025 expenditure on charitable activities). This duration is to cover staffing, redundancy and transitioning users to new services.

The trustee board also recognises Springboard's services can be capital intensive, with many of our charitable activities requiring the use of venues and in particular Springboard's Horsham premises. Whilst the building works for the refurbishment are taking place, funds are needed to cover external room hire to maintain services.

The reserves will and can only be built up from the unrestricted income. The level of reserves will be calculated and monitored every 3 months by the treasurer, with financial assistance if required, and will be presented and discussed by the trustee board.

This policy will be reviewed yearly (review date within the policy) and when there are significant changes.

SPRINGBOARD PROJECT

Report of the Trustees for the year ended 31 March 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 1 September 1992 and registered as a charity on the same date. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association the members of the Board of Trustees are elected to serve for a period of three years after which they must be re-elected. All trustees gave their time voluntarily and received no benefits from the charity. Trustees meet every two months to review strategy and set implementation plans and budgets. Sub-groups may be called prior to meetings if needed and make recommendations to the Trustee Board.

Organisational structure

Our trustees come from a variety of professional and personal backgrounds relevant to the work of our charity. The Trustees delegate the day-to-day responsibilities for the provision of all operational activities, finances and fundraising to the CEO. The CEO in turn is responsible for ensuring that the charity delivers its front-line services and ensures that our aims, objectives and outcomes are met as key performance indicators. The Heads of Service have responsibility for the day-to-day operational management of their localities, engagement with their local communities, individual supervision of their staff team. Ensuring staff and volunteers develop their skills and working practices to provide the best possible experiences and opportunities for all customers.

Induction and training of new trustees

New trustees are recruited based on the skills and expertise needed by the Charity. All trustees are given training on governance and the responsibilities of being a trustee.

An induction pack is given to all new trustees which includes:

- Obligations as a trustee and company director
- Attendance and participation in board meetings
- Constitution Trustee Code of Conduct
- Trustee Guidelines
- Business plan
- Latest accounts of the charity
- Charity Commission publication - The Essential Trustee: What you need to know

In addition, trustees are encouraged to update their knowledge with newsletters from Charity Commission and to attend courses designed to keep them abreast of their duties and responsibilities.

Risk management

The Board of Trustees is responsible for the management of the risks faced by the Charity. A risk register is in place which is reviewed by the Board. All areas of potential risk are fully discussed at trustee meetings, with systems and procedures established to mitigate and manage those risks.

Systems, controls and procedures include strategic planning, budgeting, governance structure and lines of reporting, formal written policies (regularly reviewed and added to), authorisation and approval levels. Formal agendas and minutes are taken to accompany supporting documents for trustee meetings and the Trustee Safeguarding Lead carries out a Safeguarding audit which forms part of an annual review.

SPRINGBOARD PROJECT

Report of the Trustees for the year ended 31 March 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Pay policy

The pay of all staff is reviewed annually and any pay increase or rise in increment is made where the organisation can afford to. Independent review of salaries and local salary levels are sought where appropriate.

A transparent salary banding document dictates which band staff are in, and the increments that can be attained. Staff may be paid additional increments or bonuses for skills, qualifications, changes in legislation or service achievement with agreement from the Chair and Treasurer.

The salaries of the CEO, and any post where there may be a conflict of interest are set by the Chair and Treasurer with input from others as needed.

Employees and Volunteers

An enthusiastic staff team and fantastic volunteers underpin the charity. At the end of March 2025, the charity employed five full time staff, and five part time staff. The charity also employs 18 sessional staff who assist with the peaks and demands of charitable activities and service delivery. As of March 2025, there were 45 regular volunteers, who form a vital and much valued part of the charity, helping to ensure the effective delivery of services, maintain Springboard house and support at events.

After a full year of the Volunteer Coordinator in post, not only have volunteer number grown significantly, but the variety of volunteering roles has increased. This has been especially noticed through developing our links with local colleges and businesses. Our work experience programme has been reviewed to provide more regular opportunities, and we have introduced a supported work experience service for young people with SEND through our Stepping Stones programme.

These developments were celebrated alongside one young person winning the Permanent Smile Award at Horsham District Council's Volunteer Awards.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02744192 (England and Wales)

Registered Charity number

1014270

Registered office

Springboard House
52 Hurst Road
Horsham
West Sussex
RH12 2EP

Trustees

A Vallon
R J Church
D Lethbridge
J Carnie
A Blick
S Pritchard
J S Wilson (appointed 16.7.24)

Independent Examiner

C Morey FCA ICAEW
Plus Accounting
Chartered Accountants
Preston Park House
South Road
Brighton
East Sussex
BN1 6SB

SPRINGBOARD PROJECT

**Report of the Trustees
for the year ended 31 March 2025**

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 24 September 2025 and signed on the board's behalf by:

A handwritten signature in blue ink, appearing to read 'A. Blick', written in a cursive style.

A Blick - Trustee

**Independent Examiner's Report to the Trustees of
Springboard Project**

Independent examiner's report to the trustees of Springboard Project ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



C Morey FCA ICAEW
The Institute of Chartered Accountants in England and Wales

Plus Accounting
Chartered Accountants
Preston Park House
South Road
Brighton
East Sussex
BN1 6SB

Date: ...17...October...2025

SPRINGBOARD PROJECT

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the year ended 31 March 2025

	Notes	Unrestricted fund £	Restricted funds £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	137,327	252,556	389,883	356,319
Charitable activities					
Income on charitable activities	5	63,951	-	63,951	56,087
Other trading activities	3	6,679	-	6,679	12,820
Investment income	4	8,587	-	8,587	5,713
Total		<u>216,544</u>	<u>252,556</u>	<u>469,100</u>	<u>430,939</u>
EXPENDITURE ON					
Raising funds	6	1,306	363	1,669	3,968
Charitable activities					
Income on charitable activities	7	175,411	314,836	490,247	348,426
Total		<u>176,717</u>	<u>315,199</u>	<u>491,916</u>	<u>352,394</u>
NET INCOME/(EXPENDITURE)		39,827	(62,643)	(22,816)	78,545
RECONCILIATION OF FUNDS					
Total funds brought forward		489,894	143,501	633,395	554,850
TOTAL FUNDS CARRIED FORWARD		<u><u>529,721</u></u>	<u><u>80,858</u></u>	<u><u>610,579</u></u>	<u><u>633,395</u></u>

The notes form part of these financial statements

SPRINGBOARD PROJECT

Statement of Financial Position 31 March 2025

		Unrestricted fund £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	13	146,130	37,716	183,846	164,720
CURRENT ASSETS					
Debtors	14	800	-	800	23,725
Cash at bank		393,568	43,144	436,712	452,707
		<u>394,368</u>	<u>43,144</u>	<u>437,512</u>	<u>476,432</u>
CREDITORS					
Amounts falling due within one year	15	(10,777)	(2)	(10,779)	(7,757)
NET CURRENT ASSETS		<u>383,591</u>	<u>43,142</u>	<u>426,733</u>	<u>468,675</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>529,721</u>	<u>80,858</u>	<u>610,579</u>	<u>633,395</u>
NET ASSETS		<u>529,721</u>	<u>80,858</u>	<u>610,579</u>	<u>633,395</u>
FUNDS	16				
Unrestricted funds				<u>529,721</u>	489,894
Restricted funds				<u>80,858</u>	<u>143,501</u>
TOTAL FUNDS				<u>610,579</u>	<u>633,395</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements were approved by the Board of Trustees and authorised for issue on 24 September 2025 and were signed on its behalf by:



A Blick - Trustee

The notes form part of these financial statements

SPRINGBOARD PROJECT

Statement of Cash Flows for the year ended 31 March 2025

	Notes	2025 £	2024 £
Cash flows from operating activities			
Cash generated from operations	1	13,469	102,211
Net cash provided by operating activities		<u>13,469</u>	<u>102,211</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(38,051)	(3,554)
Interest received		8,587	5,713
Net cash (used in)/provided by investing activities		<u>(29,464)</u>	<u>2,159</u>
Change in cash and cash equivalents in the reporting period			
		(15,995)	104,370
Cash and cash equivalents at the beginning of the reporting period		<u>452,707</u>	<u>348,337</u>
Cash and cash equivalents at the end of the reporting period		<u>436,712</u>	<u>452,707</u>

The notes form part of these financial statements

SPRINGBOARD PROJECT

Notes to the Statement of Cash Flows for the year ended 31 March 2025

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2025	2024
	£	£
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(22,816)	78,545
Adjustments for:		
Depreciation charges	18,925	10,520
Interest received	(8,587)	(5,713)
Decrease in debtors	22,925	17,611
Increase in creditors	3,022	1,248
	13,469	102,211
Net cash provided by operations	13,469	102,211

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.24	Cash flow	At 31.3.25
	£	£	£
Net cash			
Cash at bank	452,707	(15,995)	436,712
	452,707	(15,995)	436,712
Total	452,707	(15,995)	436,712

The notes form part of these financial statements

SPRINGBOARD PROJECT

Notes to the Financial Statements for the year ended 31 March 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The presentation currency is the Pound (£) Sterling.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost of valuation, net of depreciation and any impairment losses.

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

Freehold buildings	2% per annum on cost
Fixtures, fittings and equipment	10 - 33% per annum on cost
Motor Vehicles	25% per annum on cost

Taxation

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

Fund accounting

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

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

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

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease.

SPRINGBOARD PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2025

2. DONATIONS AND LEGACIES

	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
Donations	54,034	4,596	58,630	45,810
Grants receivable	83,293	247,960	331,253	310,509
	<u>137,327</u>	<u>252,556</u>	<u>389,883</u>	<u>356,319</u>

3. OTHER TRADING ACTIVITIES

	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
Room Hire	6,679	-	6,679	12,820
	<u>6,679</u>	<u>-</u>	<u>6,679</u>	<u>12,820</u>

4. INVESTMENT INCOME

	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
Interest	8,587	-	8,587	5,713
	<u>8,587</u>	<u>-</u>	<u>8,587</u>	<u>5,713</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2025 Income on charitable activities £	2024 Total activities £
Activities	60,222	50,794
Membership	3,729	5,293
	<u>63,951</u>	<u>56,087</u>

SPRINGBOARD PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2025

6. RAISING FUNDS

Raising donations and legacies

	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
Travel	964	-	964	1,626
Publicity	342	363	705	2,342
	<u>1,306</u>	<u>363</u>	<u>1,669</u>	<u>3,968</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 8) £	Totals £
Income on charitable activities	<u>484,160</u>	<u>6,087</u>	<u>490,247</u>

8. SUPPORT COSTS

Income on charitable activities	<u>6,087</u>
---------------------------------	--------------

Governance costs
£
6,087

Support costs, included in the above, are as follows:

Governance costs

	2025 Income on charitable activities £	2024 Total activities £
Accountancy fees	4,483	4,719
Legal fees	1,604	2,160
	<u>6,087</u>	<u>6,879</u>

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

Depreciation - owned assets	<u>18,925</u>	<u>10,520</u>
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SPRINGBOARD PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2025

10. TRUSTEES' REMUNERATION AND BENEFITS

No member of the board of trustees receives any remuneration or benefits or reimbursement of expenses.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

11. STAFF COSTS

	2024	2023
	£	£
Wages, Salaries and social security	214,008	224,113
	<u>214,008</u>	<u>224,113</u>

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

	2024	2023
	FTE	FTE
Direct charitable activity	9	13
	<u>9</u>	<u>13</u>

No employee received emoluments above £60,000 during the year.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	105,611	250,708	356,319
Charitable activities			
Income on charitable activities	53,893	2,194	56,087
Other trading activities	12,820	-	12,820
Investment income	5,713	-	5,713
Total	<u>178,037</u>	<u>252,902</u>	<u>430,939</u>
EXPENDITURE ON			
Raising funds	2,529	1,439	3,968
Charitable activities			
Income on charitable activities	126,748	221,678	348,426
Total	<u>129,277</u>	<u>223,117</u>	<u>352,394</u>
NET INCOME	48,760	29,785	78,545
RECONCILIATION OF FUNDS			
Total funds brought forward	441,133	113,717	554,850
TOTAL FUNDS CARRIED FORWARD	<u>489,893</u>	<u>143,502</u>	<u>633,395</u>

SPRINGBOARD PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2025

13. TANGIBLE FIXED ASSETS

	Property £	Fixtures and fittings £	Motor vehicles £	Totals £
COST				
At 1 April 2024	216,158	309,832	56,450	582,440
Additions	-	38,051	-	38,051
At 31 March 2025	<u>216,158</u>	<u>347,883</u>	<u>56,450</u>	<u>620,491</u>
DEPRECIATION				
At 1 April 2024	69,169	292,101	56,450	417,720
Charge for year	2,882	16,043	-	18,925
At 31 March 2025	<u>72,051</u>	<u>308,144</u>	<u>56,450</u>	<u>436,645</u>
NET BOOK VALUE				
At 31 March 2025	<u>144,107</u>	<u>39,739</u>	-	<u>183,846</u>
At 31 March 2024	<u>146,989</u>	<u>17,731</u>	-	<u>164,720</u>

Included in cost or valuation of land and buildings is freehold land of £72,053 which is not depreciated.

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade debtors	-	22,925
Other debtors	800	800
	<u>800</u>	<u>23,725</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade creditors	915	520
Social security and other taxes	4,579	3,008
Accrued expenses	5,285	4,229
	<u>10,779</u>	<u>7,757</u>

SPRINGBOARD PROJECT

**Notes to the Financial Statements - continued
for the year ended 31 March 2025**

16. MOVEMENT IN FUNDS

	At 1.4.24 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	489,894	39,827	529,721
Restricted funds			
Capital works	13,910	30,235	44,145
West Sussex short breaks	75,547	(69,604)	5,943
Crawley House	6,254	(1,454)	4,800
Worthing 6-12 short breaks	7,063	-	7,063
Stepping Stones	40,727	(21,820)	18,907
	<u>143,501</u>	<u>(62,643)</u>	<u>80,858</u>
TOTAL FUNDS	<u>633,395</u>	<u>(22,816)</u>	<u>610,579</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	216,544	(176,717)	39,827
Restricted funds			
Capital works	55,110	(24,875)	30,235
West Sussex short breaks	92,407	(162,011)	(69,604)
Crawley House	-	(1,454)	(1,454)
Stepping Stones	105,039	(126,859)	(21,820)
	<u>252,556</u>	<u>(315,199)</u>	<u>(62,643)</u>
TOTAL FUNDS	<u>469,100</u>	<u>(491,916)</u>	<u>(22,816)</u>

SPRINGBOARD PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2025

16. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	441,133	48,761	489,894
Restricted funds			
Capital works	9,058	4,852	13,910
West Sussex short breaks	47,906	27,641	75,547
Crawley House	7,708	(1,454)	6,254
Worthing 6-12 short breaks	7,063	-	7,063
Stepping Stones	41,982	(1,255)	40,727
	<u>113,717</u>	<u>29,784</u>	<u>143,501</u>
TOTAL FUNDS	<u>554,850</u>	<u>78,545</u>	<u>633,395</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	178,037	(129,276)	48,761
Restricted funds			
Capital works	7,194	(2,342)	4,852
West Sussex short breaks	141,848	(114,207)	27,641
Crawley House	-	(1,454)	(1,454)
Stepping Stones	103,860	(105,115)	(1,255)
	<u>252,902</u>	<u>(223,118)</u>	<u>29,784</u>
TOTAL FUNDS	<u>430,939</u>	<u>(352,394)</u>	<u>78,545</u>

The capital works fund represents a designated fund locked up in fixed assets which are needed for operational purposes, at their net book value as at the year end.

The lift project represents amounts received/expended on the construction of a lift at Springboard House.

The Sutton and West Sussex short breaks funds represents the amounts received to support the charity to run specific programmes for young disabled people.

The Worthing 6-12 short breaks fund represents the amounts received for respite care for children aged 6-12 years old with disabilities in the Worthing area.

The Sustainability and Development fund represents the amounts received for organisation fundraising and the development of services.

Crawley Centre fund represents the amounts received/expended in order to provide a second facility from which to expand the availability of the projects work, whilst the Crawley Centre has closed the assets included within this reserve were transferred to the Horsham site.

SPRINGBOARD PROJECT

Notes to the Financial Statements - continued for the year ended 31 March 2025

16. MOVEMENT IN FUNDS - continued

General Fund: Reserve - The general fund represents the net assets of the Charity that are not restricted to specific purposes.

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

18. ULTIMATE CONTROLLING PARTY

For both the current period and the previous year, the charitable company was under the control of the trustees.

SPRINGBOARD PROJECT

Detailed Statement of Financial Activities for the year ended 31 March 2025

	2025 £	2024 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	58,630	45,810
Grants receivable	331,253	310,509
	389,883	356,319
Other trading activities		
Room Hire	6,679	12,820
Investment income		
Interest	8,587	5,713
Charitable activities		
Activities	60,222	50,794
Membership	3,729	5,293
	63,951	56,087
Total incoming resources	469,100	430,939
EXPENDITURE		
Raising donations and legacies		
Travel	964	1,626
Publicity	705	2,342
	1,669	3,968
Charitable activities		
Salaries & National insurance	354,444	255,856
Activity schemes	12,729	9,403
Staff training and recruitment	10,160	6,620
Repairs, renewals and maintenance	26,825	5,765
Utilities & Insurance	28,767	25,327
Office costs	24,982	23,416
Travel	7,328	4,639
Depreciation	18,925	10,521
	484,160	341,547
Support costs		
Governance costs		
Accountancy fees	4,483	4,719
Legal fees	1,604	2,160
	6,087	6,879

This page does not form part of the statutory financial statements

SPRINGBOARD PROJECT

**Detailed Statement of Financial Activities
for the year ended 31 March 2025**

	2025 £	2024 £
Total resources expended	<u>491,916</u>	<u>352,394</u>
Net (expenditure)/income	<u><u>(22,816)</u></u>	<u><u>78,545</u></u>

This page does not form part of the statutory financial statements