

**Company Registration No. NI010464 (Northern Ireland)**

**STEPPING STONES CRECHE LIMITED**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**IDS Chartered Accountants LLP**  
**23/25 Queen Street**  
**COLERAINE**  
**Co Londonderry**  
**BT52 1BG**

# STEPPING STONES CRECHE LIMITED

## CONTENTS

---

|                                      | <b>Page</b> |
|--------------------------------------|-------------|
| Legal and administrative information | 1           |
| Trustees' report                     | 2 - 4       |
| Independent auditor's report         | 5 - 7       |
| Statement of financial activities    | 8           |
| Balance sheet                        | 9           |
| Notes to the financial statements    | 10 - 17     |

---

# STEPPING STONES CRECHE LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

---

|                          |                                                                                                |                              |
|--------------------------|------------------------------------------------------------------------------------------------|------------------------------|
| <b>Trustees</b>          | Mrs C McLaughlin                                                                               | (Appointed 27 February 2024) |
|                          | Mrs E Dempsey                                                                                  | (Appointed 27 February 2024) |
|                          | Mrs A Lowry                                                                                    | (Appointed 27 February 2024) |
|                          | Miss S Russell                                                                                 | (Appointed 27 February 2024) |
|                          | Mrs L Simpson                                                                                  | (Appointed 27 February 2024) |
|                          | J A Lenahan                                                                                    | (Appointed 1 October 2023)   |
| <b>Secretary</b>         | L E Simpson                                                                                    |                              |
| <b>Charity number</b>    | NIC102354                                                                                      |                              |
| <b>Company number</b>    | NI010464                                                                                       |                              |
| <b>Registered office</b> | 15 Church Street<br>PORTSTEWART<br>Co Londonderry<br>BT55 7AH                                  |                              |
| <b>Auditor</b>           | IDS Chartered Accountants LLP<br>23/25 Queen Street<br>COLERAINE<br>Co Londonderry<br>BT52 1BG |                              |

# STEPPING STONES CRECHE LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 30 JUNE 2023

---

The trustees present their annual report and financial statements for the year ended 30 June 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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).

#### **Objectives and activities**

The company's objects are specifically restricted to the advancement of education, relief of poverty and preservation and protection of health of children (under 12 years old) within Portstewart, Coleraine and Portrush and their environs of Northern Ireland (the 'area of benefit') by the provision of childcare, play facilities and recreational activities in the interests of social welfare with the object of enhancing the education and development of said children, without distinction of sex, race or of political, religious or other opinions, and so that their conditions of life may be improved and in particular to provide facilities for the daily care, recreation and education for children who are below the compulsory school age, and for children of compulsory school age provide day care facilities for out of school hours and during school holidays.

#### *Public benefit*

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

##### *Significant activities and achievements against objectives*

#### **Financial review**

Total incoming resources for the year were £573k (2022 £628k) of which £554k was generated from fees. Grants of £1k from HSCNI Milk Grant, £6k from DOE apprenticeship scheme, £2k from EA Engage III, £2k from Outdoor Resources, 6K from PEG as was £2 from sundry income. Total resources expended were £607k of which £477 were expended on wages. The company returned a loss in resources for the year of £34k. At 30 June 2023 the total funds of the charity amounted to £106K, of which £106k is unrestricted.

#### *Reserves policy*

The committee consider it prudent to hold monies in reserve in the event that unforeseen circumstances should lead to financial difficulties which might put the future of its employment capacity, users' well-being and general charity work in jeopardy. The initial surplus created by the restructure has been invested back into the reserves amount to return it to an approximate value of two months of operational costs.

#### **Risk Management**

The committee are aware of the major risks to which the organisation is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised through the procedures for authorisation of all transactions and projects. Procedures are periodically reviewed to ensure that they continue to meet the needs of the organisation. Procedures are also in place to ensure compliance with health and safety of staff, volunteers and clients.

#### **Structure, governance and management**

The charity is a company limited by guarantee.

## STEPPING STONES CRECHE LIMITED

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

#### FOR THE YEAR ENDED 30 JUNE 2023

---

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

|                       |                                                           |
|-----------------------|-----------------------------------------------------------|
| A Crawford            | (Resigned 10 October 2022)                                |
| C Jamieson            | (Resigned 14 September 2022)                              |
| M Shivers             | (Resigned 16 October 2023)                                |
| K Smyth               | (Resigned 10 October 2022)                                |
| Mr C Brolly           | (Resigned 10 October 2022)                                |
| Mrs G Hamilton        | (Resigned 1 May 2023)                                     |
| Mrs G F McGlen        | (Resigned 8 June 2023)                                    |
| C McMath              | (Resigned 27 February 2024)                               |
| P Morrow              | (Resigned 7 March 2024)                                   |
| Mrs T J White McMorro | (Resigned 10 October 2022)                                |
| Mr B C O'Mahony       | (Appointed 7 December 2022 and resigned 14 January 2024)  |
| Ms E Cheema           | (Appointed 10 October 2022 and resigned 14 January 2024)  |
| A Mallon              | (Appointed 16 October 2023 and resigned 27 March 2024)    |
| Mr J Carey            | (Appointed 16 October 2023 and resigned 15 February 2024) |
| L McGookin            | (Appointed 16 October 2023 and resigned 21 February 2024) |
| Mrs C McLaughlin      | (Appointed 27 February 2024)                              |
| Mrs E Dempsey         | (Appointed 27 February 2024)                              |
| Mrs A Lowry           | (Appointed 27 February 2024)                              |
| Miss S Russell        | (Appointed 27 February 2024)                              |
| Mrs L Simpson         | (Appointed 27 February 2024)                              |
| J A Lenehan           | (Appointed 1 October 2023)                                |

#### *Organisational structure*

The committee consists of 6 directors who administer the charity and meet regularly. The committee are responsible for the strategic direction and policy of the organisation.

Committee members are from a variety of professional backgrounds relevant to the work of the charity. The committee as a whole was approved by the AGM and continues to monitor its membership.

# STEPPING STONES CRECHE LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 30 JUNE 2023**

---

### **Statement of trustees' responsibilities**

The trustees, who are also the directors of Stepping Stones Creche Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SCRP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

### **Auditor**

In accordance with the company's articles, a resolution proposing that IDS Chartered Accountants LLP be reappointed as auditor of the company will be put at a General Meeting.

### **Taxation**

The company is a charity (HMRC Charity number XN48561) and is recognised as such by HMRC for taxation purposes. As a result, there is no liability to taxation of any of its income.

The trustees' report was approved by the Board of Trustees.

Mrs A Lowry  
**Trustee**

11 June 2024

# STEPPING STONES CRECHE LIMITED

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF STEPPING STONES CRECHE LIMITED

---

#### Opinion

We have audited the financial statements of Stepping Stones Creche Limited (the 'charity') for the year ended 30 June 2023 which comprise the statement of financial activities, the balance sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2023 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

The evidence available to us was limited because we were not appointed as auditor of the company until after the year end and in consequence it was not possible for us to perform the auditing procedures necessary to obtain sufficient appropriate audit evidence as regards to closing balances included in the preceding years' financial statements

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

#### Material uncertainty related to going concern

In forming our opinion of the financial statements, we have considered the adequacy of the disclosures made in the notes to the financial statements, concerning the charity's ability to continue as a going concern.

We draw attention to note 1.2 to the financial statements which indicates that the charity has net movement in funds of -£34,247 as at 30 June 2023. As stated in note 1.2, these events along with other matters indicate that a material uncertainty exists that may cast significant doubt on the company's ability to continue as a going concern.

Our opinion is not modified in respect of this matter.

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# STEPPING STONES CRECHE LIMITED

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF STEPPING STONES CRECHE LIMITED

---

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

#### Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2006 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities including fraud and non-compliance with laws and regulations, was as follows:

- we identified the laws and regulations applicable to the charity through discussions with trustees and other management, and from our commercial knowledge and experience of the sector;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and
- performing analytical procedures to identify any unusual or unexpected relationships;
- reviewing journal entries to identify unusual transactions;
- assessing whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias;
- investigating the rationale behind any significant or unusual transactions.

## **STEPPING STONES CRECHE LIMITED**

### **INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

#### **TO THE TRUSTEES OF STEPPING STONES CRECHE LIMITED**

---

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statements disclosures to underlying supporting documentation;
- reading the minutes of meetings of those board of trustees;
- enquiring of management as to actual and potential litigation and claims;
- reviewing legal correspondence.

There are inherent limitations in our audit procedures described above. The more removed laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the company's members, as a body, in accordance with section 391 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members, as a body, for our audit work, for this report, or for the opinions we have formed.

**Mrs Alison Wallace (Senior Statutory Auditor)**  
**for and on behalf of IDS Chartered Accountants LLP**  
23/25 Queen Street  
COLERAINE  
Co Londonderry  
BT52 1BG

11 June 2024

IDS Chartered Accountants LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

# STEPPING STONES CRECHE LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2023

|                                                       |       | Unrestricted<br>funds<br>2023<br>£ | Restricted<br>funds<br>2023<br>£ | Total<br>2023<br>£ | Unrestricted<br>funds<br>2022<br>£ | Restricted<br>funds<br>2022<br>£ | Total<br>2022<br>£ |
|-------------------------------------------------------|-------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
|                                                       | Notes |                                    |                                  |                    |                                    |                                  |                    |
| <b>Income and endowments from:</b>                    |       |                                    |                                  |                    |                                    |                                  |                    |
| Donations and legacies                                | 3     | 6,000                              | -                                | 6,000              | 77,733                             | -                                | 77,733             |
| Charitable activities                                 | 4     | 555,780                            | 11,082                           | 566,862            | 528,013                            | 14,269                           | 542,282            |
| Other trading activities                              | 5     | 629                                | -                                | 629                | 876                                | -                                | 876                |
| Other income                                          | 6     | -                                  | -                                | -                  | 7,419                              | -                                | 7,419              |
| <b>Total income</b>                                   |       | <b>562,409</b>                     | <b>11,082</b>                    | <b>573,491</b>     | <b>614,041</b>                     | <b>14,269</b>                    | <b>628,310</b>     |
| <b>Expenditure on:</b>                                |       |                                    |                                  |                    |                                    |                                  |                    |
| Charitable activities                                 | 7     | 596,656                            | 11,082                           | 607,738            | 559,577                            | 14,269                           | 573,846            |
| <b>Total expenditure</b>                              |       | <b>596,656</b>                     | <b>11,082</b>                    | <b>607,738</b>     | <b>559,577</b>                     | <b>14,269</b>                    | <b>573,846</b>     |
| <b>Net income/(expenditure) and movement in funds</b> |       | <b>(34,247)</b>                    | <b>-</b>                         | <b>(34,247)</b>    | <b>54,464</b>                      | <b>-</b>                         | <b>54,464</b>      |
| <b>Reconciliation of funds:</b>                       |       |                                    |                                  |                    |                                    |                                  |                    |
| Fund balances at 1 July 2022                          |       | 140,300                            | -                                | 140,300            | 85,836                             | -                                | 85,836             |
| <b>Fund balances at 30 June 2023</b>                  |       | <b>106,053</b>                     | <b>-</b>                         | <b>106,053</b>     | <b>140,300</b>                     | <b>-</b>                         | <b>140,300</b>     |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# STEPPING STONES CRECHE LIMITED

## BALANCE SHEET

AS AT 30 JUNE 2023

|                                                       |       |         | 2023    |         | 2022    |
|-------------------------------------------------------|-------|---------|---------|---------|---------|
|                                                       | Notes | £       | £       | £       | £       |
| <b>Fixed assets</b>                                   |       |         |         |         |         |
| Tangible assets                                       | 12    |         | 15,851  |         | 20,085  |
| <b>Current assets</b>                                 |       |         |         |         |         |
| Debtors                                               | 13    | 26,730  |         | 37,779  |         |
| Cash at bank and in hand                              |       | 71,405  |         | 85,137  |         |
|                                                       |       | 98,135  |         | 122,916 |         |
| <b>Creditors: amounts falling due within one year</b> | 15    | (7,933) |         | (2,701) |         |
| <b>Net current assets</b>                             |       |         | 90,202  |         | 120,215 |
| <b>Total assets less current liabilities</b>          |       |         | 106,053 |         | 140,300 |
| <b>Net assets excluding pension liability</b>         |       |         | 106,053 |         | 140,300 |
| <b>The funds of the charity</b>                       |       |         |         |         |         |
| Unrestricted funds                                    |       |         | 106,053 |         | 140,300 |
|                                                       |       |         | 106,053 |         | 140,300 |

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2023, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

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

The financial statements were approved by the trustees on 11 June 2024

Mrs A Lowry  
Trustee

Miss S Russell  
Trustee

Company registration number NI010464 (Northern Ireland)

# STEPPING STONES CRECHE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 30 JUNE 2023**

---

### **1 Accounting policies**

#### **Charity information**

Stepping Stones Creche Limited is a private company limited by guarantee incorporated in Northern Ireland. The registered office is 15 Church Street, PORTSTEWART, Co Londonderry, BT55 7AH.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

#### **1.2 Going concern**

At the time of approving the financial statements, the Trustees consider that it is appropriate to prepare the financial statements on a going concern basis. The going concern assumption is based on several changes in policy and strategy to increase the level of funding coming into the setting and mitigate the increase in outgoings.

The charity has net expenditure and movement in funds of £34,247. Until the charity returns to a net income position there remains a material uncertainty which may cast significant doubt upon the charity's ability to operate as a going concern.

The Trustees will continue to work closely with its financial advisor to help better inform financial strategy and risk management.

It is on this basis that the trustees continue to adopt the going concern basis in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# STEPPING STONES CRECHE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

### 1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

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

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

|                       |                      |
|-----------------------|----------------------|
| Creche improvements   | 10% Straight line    |
| Fixtures and fittings | 25% Reducing balance |

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# STEPPING STONES CRECHE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

### 1 Accounting policies

(Continued)

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

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

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

# STEPPING STONES CRECHE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

### 3 Income from donations and legacies

|                     | Unrestricted<br>funds<br>2023<br>£ | Unrestricted<br>funds<br>2022<br>£ |
|---------------------|------------------------------------|------------------------------------|
| Donations and gifts | 6,000                              | 77,733                             |

### 4 Income from charitable activities

|                                          | Unrestricted<br>funds<br>2023<br>£ | Restricted<br>funds<br>2023<br>£ | Total<br>2023<br>£ | Unrestricted<br>funds<br>2022<br>£ | Restricted<br>funds<br>2022<br>£ | Total<br>2022<br>£ |
|------------------------------------------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| <b>Income</b>                            |                                    |                                  |                    |                                    |                                  |                    |
| Fees                                     | 554,133                            | -                                | 554,133            | 528,011                            | -                                | 528,011            |
| PEAG Funding from<br>Education Authority | 1,365                              | 8,134                            | 9,499              | -                                  | 11,943                           | 11,943             |
| HSCNI Milk Grant                         | -                                  | 948                              | 948                | -                                  | 139                              | 139                |
| HSCB Outdoor Grant                       | -                                  | 2,000                            | 2,000              | -                                  | 2,187                            | 2,187              |
| Sundry Income                            | 282                                | -                                | 282                | 2                                  | -                                | 2                  |
|                                          | <u>555,780</u>                     | <u>11,082</u>                    | <u>566,862</u>     | <u>528,013</u>                     | <u>14,269</u>                    | <u>542,282</u>     |

### 5 Income from other trading activities

|                    | Unrestricted<br>funds<br>2023<br>£ | Unrestricted<br>funds<br>2022<br>£ |
|--------------------|------------------------------------|------------------------------------|
| Fundraising Income | 629                                | 876                                |

### 6 Other income

|                      | Restricted<br>funds<br>2023<br>£ | Total<br>2023<br>£ | Total<br>2022<br>£ |
|----------------------|----------------------------------|--------------------|--------------------|
| Job Retention Scheme | -                                | -                  | 7,419              |

# STEPPING STONES CRECHE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

### 7 Charitable activities

|                                | 2023<br>£      | 2022<br>£      |
|--------------------------------|----------------|----------------|
| Staff costs                    | 483,503        | 431,040        |
| Training costs                 | 1,804          | 2,195          |
| Premises costs                 | 54,290         | 54,511         |
| Printing, postage & stationery | 957            | 1,602          |
| Subscriptions                  | 4,008          | 3,730          |
| Equipment costs                | 15,855         | 26,113         |
| Legal & professional fees      | 1,473          | 500            |
| Computer & software costs      | 2,762          | 2,841          |
| Outings & travel expenses      | 1,182          | 830            |
| Accountancy                    | 4,183          | 2,000          |
| Repairs & maintenance          | 6,223          | 12,893         |
| Misc expenses                  | 26,135         | 30,157         |
| Bank charges                   | 323            | 104            |
| Depreciation                   | 5,040          | 5,330          |
|                                | <u>607,738</u> | <u>573,846</u> |
|                                | <u>607,738</u> | <u>573,846</u> |
| <b>Analysis by fund</b>        |                |                |
| Unrestricted funds             | 596,656        | 559,577        |
| Restricted funds               | 11,082         | 14,269         |
|                                | <u>607,738</u> | <u>573,846</u> |

### 8 Net movement in funds

|                                                                 | 2023<br>£    | 2022<br>£    |
|-----------------------------------------------------------------|--------------|--------------|
| The net movement in funds is stated after charging/(crediting): |              |              |
| Depreciation of owned tangible fixed assets                     | <u>5,040</u> | <u>5,330</u> |

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# STEPPING STONES CRECHE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

### 10 Employees

The average monthly number of employees during the year was:

|  | 2023<br>Number | 2022<br>Number |
|--|----------------|----------------|
|  | 36             | 35             |

### Employment costs

|                     | 2023<br>£ | 2022<br>£ |
|---------------------|-----------|-----------|
| Wages and salaries  | 473,593   | 422,370   |
| Other pension costs | 9,910     | 8,670     |
|                     | 483,503   | 431,040   |

There were no employees whose annual remuneration was more than £60,000.

### 11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 12 Tangible fixed assets

|                                    | Creche<br>improvements<br>£ | Fixtures and<br>fittings<br>£ | Total<br>£ |
|------------------------------------|-----------------------------|-------------------------------|------------|
| <b>Cost</b>                        |                             |                               |            |
| At 1 July 2022                     | 33,630                      | 12,720                        | 46,350     |
| Additions                          | -                           | 807                           | 807        |
| At 30 June 2023                    | 33,630                      | 13,527                        | 47,157     |
| <b>Depreciation and impairment</b> |                             |                               |            |
| At 1 July 2022                     | 19,448                      | 6,818                         | 26,266     |
| Depreciation charged in the year   | 3,363                       | 1,677                         | 5,040      |
| At 30 June 2023                    | 22,811                      | 8,495                         | 31,306     |
| <b>Carrying amount</b>             |                             |                               |            |
| At 30 June 2023                    | 10,819                      | 5,032                         | 15,851     |
| At 30 June 2022                    | 14,182                      | 5,903                         | 20,085     |

# STEPPING STONES CRECHE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

|                                                                     |           |                   |                   |
|---------------------------------------------------------------------|-----------|-------------------|-------------------|
| <b>13 Debtors</b>                                                   |           | <b>2023</b>       | <b>2022</b>       |
|                                                                     |           | <b>£</b>          | <b>£</b>          |
| <b>Amounts falling due within one year:</b>                         |           |                   |                   |
| Trade debtors                                                       |           | 26,730            | 37,779            |
|                                                                     |           | <u>          </u> | <u>          </u> |
| <b>14 Loans and overdrafts</b>                                      |           | <b>2023</b>       | <b>2022</b>       |
|                                                                     |           | <b>£</b>          | <b>£</b>          |
| Bank overdrafts                                                     |           | 1                 | 1                 |
|                                                                     |           | <u>          </u> | <u>          </u> |
| Payable within one year                                             |           | 1                 | 1                 |
|                                                                     |           | <u>          </u> | <u>          </u> |
| <b>15 Creditors: amounts falling due within one year</b>            |           | <b>2023</b>       | <b>2022</b>       |
|                                                                     |           | <b>£</b>          | <b>£</b>          |
| Bank overdrafts                                                     | <b>14</b> | 1                 | 1                 |
| Other taxation and social security                                  |           | 6,542             | -                 |
| Accruals                                                            |           | 1,390             | 2,700             |
|                                                                     |           | <u>          </u> | <u>          </u> |
|                                                                     |           | 7,933             | 2,701             |
|                                                                     |           | <u>          </u> | <u>          </u> |
| <b>16 Retirement benefit schemes</b>                                |           | <b>2023</b>       | <b>2022</b>       |
|                                                                     |           | <b>£</b>          | <b>£</b>          |
| <b>Defined contribution schemes</b>                                 |           |                   |                   |
| Charge to profit or loss in respect of defined contribution schemes |           | 9,910             | 8,670             |
|                                                                     |           | <u>          </u> | <u>          </u> |

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

### 17 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

|               | <b>At 1 July 2022</b> | <b>Incoming resources</b> | <b>Resources expended</b> | <b>At 30 June 2023</b> |
|---------------|-----------------------|---------------------------|---------------------------|------------------------|
|               | <b>£</b>              | <b>£</b>                  | <b>£</b>                  | <b>£</b>               |
| General funds | 140,300               | 562,409                   | (596,656)                 | 106,053                |
|               | <u>          </u>     | <u>          </u>         | <u>          </u>         | <u>          </u>      |

# STEPPING STONES CRECHE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

### 17 Unrestricted funds (Continued)

| Previous year: | At 1 July 2021    | Incoming resources | Resources expended | At 30 June 2022   |
|----------------|-------------------|--------------------|--------------------|-------------------|
|                | £                 | £                  | £                  | £                 |
| General funds  | 85,836            | 614,041            | (559,577)          | 140,300           |
|                | <u>          </u> | <u>          </u>  | <u>          </u>  | <u>          </u> |

### 18 Analysis of net assets between funds

|                              | Unrestricted funds 2023 |
|------------------------------|-------------------------|
|                              | £                       |
| At 30 June 2023:             |                         |
| Tangible assets              | 15,851                  |
| Current assets/(liabilities) | 90,202                  |
|                              | <u>          </u>       |
|                              | 106,053                 |
|                              | <u>          </u>       |
|                              |                         |
|                              | Unrestricted funds 2022 |
|                              | £                       |
| At 30 June 2022:             |                         |
| Tangible assets              | 20,085                  |
| Current assets/(liabilities) | 120,215                 |
|                              | <u>          </u>       |
|                              | 140,300                 |
|                              | <u>          </u>       |

### 19 Related party transactions

The Board is made up of all creche customers/ex customers, however all income is received at the normal rate.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.