

Accepted as a charity by HM Revenue & Customs No. XR37958

Company Registration No. NI036140 (Northern Ireland)

FOOTPRINTS WOMENS CENTRE

DIRECTORS' REPORT AND CONSOLIDATED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2012

WEDNESDAY



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**FOOTPRINTS WOMENS CENTRE**

**LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Directors</b>	Mary McNeill (Chairperson) Isobel Loughran Noreen Braniff Patricia Firth Joy Poots Bernadette McConnell Bernadette Devlin Ursula Carberry Margaret Boyle Sinead Glymond Bernadette Donaghy Marie Claire Ferris
<b>Centre Director</b>	Gillian Gibson
<b>Secretary</b>	Patricia Firth
<b>HM Revenue &amp; Customs Charity No.</b>	XR37958
<b>Company number</b>	NI036140
<b>Principal address</b>	84a Colindale Poleglass Dunmurry Belfast BT17 0AR
<b>Registered office</b>	84a Colindale Poleglass Dunmurry Belfast BT17 0AR
<b>Auditors</b>	Hanna Thompson Limited Century House Enterprise Crescent Ballinderry Road Lisburn Co. Antrim BT28 2BP
<b>Bankers</b>	Northern Bank Limited 125A Andersonstown Road Belfast BT11 9BT

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**FOOTPRINTS WOMENS CENTRE**

**LEGAL AND ADMINISTRATIVE INFORMATION**

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Ulster Bank Limited  
130 Andersonstown Road  
Belfast  
BT11 9BY

**Solicitors**

Edwards & Co  
28 Hill Street  
Belfast  
BT1 2LA

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## FOOTPRINTS WOMENS CENTRE

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## **FOOTPRINTS WOMENS CENTRE**

### **DIRECTORS' REPORT**

#### **FOR THE YEAR ENDED 31 MARCH 2012**

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The directors present their report and accounts for the year ended 31 March 2012.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

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

The charity is a company limited by guarantee and is governed by its memorandum and articles of association.

The directors who served during the year were:

Mary McNeill (Chairperson)

Isobel Loughran

Noreen Braniff

Patricia Firth

Joy Poots

Bernadette McConnell

Bernadette Devlin

Ursula Carberry

Margaret Boyle

Sinead Glymond

(Appointed 14 December 2011)

Bernadette Donaghy

Marie Claire Ferris

(Appointed 14 December 2011)

New directors are appointed by the members of the company at the annual general meeting.

All Trustees are required to participate in training relating to Good Governance and trustees are regularly updated on legislation that impacts upon the running of a charitable organisation eg recent changes in legislation introduced by the Charities Commission. All Trustees joining the Board of Directors participate in a bespoke induction designed to meet their individual and distinct training needs in order to participate fully as a Director within the organisation.

Footprints Women's Centre is managed by a voluntary board of directors who are responsible for both the management of the charity and the trading arm owned by the charity, Footprints Trading Ltd. The board of directors comprises 10 directors who meet monthly to oversee the management of the Centre. A finance and personnel sub-committee has been established. These groups meet monthly. There is a separate Board for the trading company and this Board meets bi-monthly.

The Board of Directors employs a Centre Director who is responsible for the day-to-day management of the organisation. The Board of Directors conducts bi-annual reviews of the strategic plan, and at the same time reviews Board performance. Policies and procedures are reviewed and updated on an ongoing basis.

The charity receives an annual gift aid donation from its trading subsidiary Footprints Trading Limited. Footprints Trading Limited run a number of charitable activities which are also in pursuit of the charitable objectives of Footprints Womens Centre.

The directors have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Objectives and activities**

The objects of the charity are to advance education and the preservation and protection of health of women by the provision of facilities in the interest of social welfare for women who have need of such facilities.

The charity aims to help women grow in confidence, to become more aware of their own potential and to help create a positive role model for children.

## **FOOTPRINTS WOMENS CENTRE**

### **DIRECTORS' REPORT (CONTINUED)**

#### **FOR THE YEAR ENDED 31 MARCH 2012**

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The objectives of the charity are to provide quality childcare, support, education and training for women from local communities and to support social enterprise activities through its trading subsidiary.

Footprints Womens Centre has developed a wide range of services and activities for women and their families including:

- support services for women including listening ear, advocacy, advice, information, counselling referral, a drop-in facility, alternative therapies and an emotional health and wellbeing programme;
- adult learning providing progression routes for women returners within a training and education programme developed in line with the national curriculum;
- adult learning support services;
- children's services providing a full daycare, sessional childcare for women participating within the centre programme, child development programme;
- family support and Early Intervention Services;
- a volunteering programme and community development programme;
- a healthy living programme focusing on nutrition and physical activity;
- cross community projects; and,
- general resource services, e.g. room hire, use of computer suite.

Volunteers play a key role in supporting the delivery of the objects and activities within the organisation. Over the last year there have been 30 volunteers involved in all aspects of the Centre's work. Volunteers offer a minimum of 3-5 hours per week. Volunteers have supported the following:

- Reception cover;
- Senior Citizen's Lunch Club and Activities
- Transition Communities Project;
- Support Programme;
- Childcare ;
- Catering;
- Family Support including family trips;
- Representation, lobbying and hosting; and,
- Healthy Relations.

Volunteers trained by Footprints also support other community organisations within the local community.

#### **Achievements and performance**

Throughout the year, all activities have supported the charity's key objectives in successfully providing services, projects, programmes, activities and resources that benefit women and children living within Colin and the surrounding catchment area.

There are 6 key areas of activity: Women's Support Services, Children's Services, Family Support Services incorporating Early Intervention Project, Training and Education Services, Sustainable Living and Social Enterprise. Cross-cutting themes running across all key areas of activity include: Emotional Health and Well-being, environmental, community development, positive action for women and active citizenship. The Centre is also a valuable community resource within the Colin Neighbourhood providing a valuable facility to many other self-help groups and support agencies.

At the bi-annual review of the strategic plan held in November 2011, each key areas of activity not only demonstrated significant progress towards meeting objectives but also development and growth, particularly in the core area of womens' support services and family support services.

Footprints Trading Ltd has continued to perform well, offering catering and creche services to the local community. Footprints Trading Ltd made a gift-aid donation of £66,637 (2011 - £100,974) to Footprints Womens Centre during the year.

## **FOOTPRINTS WOMENS CENTRE**

### **DIRECTORS' REPORT (CONTINUED)**

#### **FOR THE YEAR ENDED 31 MARCH 2012**

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Over the last year the Centre expanded its Women's Support Services, Community Development activities and Family Support Services to include an Early Intervention Project in partnership with SET, Scoil Na Faiseoige and CNP. In addition a Sustainable Living Project has been developed to encourage 'greener and healthier' lifestyle choices.

As local community provision within Colin continues to decline as a consequence of cut-backs and the economic recession there is greater pressure being placed upon those surviving community facilities to meet increasing need. This requires clear thinking and strong resolve to ensure that the Centre continues to meet the needs of women and children and is not drawn into meeting the objectives of a wider statutory and funding led agenda.

#### **Financial review**

The results for the period are as set out on pages 7 to 21. The group returned net incoming resources of £32,527 (2011 - net outgoing resources of £7,851) of which there were unrestricted net incoming resources of £13,762 and restricted net incoming resources of £18,765. At 31 March 2012, the level of unrestricted reserves held was £176,907 (2011 - £163,145).

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The directors considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

It is the strategic objective of the charity to establish reserves which would allow it to operate for twelve months without other sources of income.

The Directors have set aside £106,994 out of unrestricted funds in relation to a Womens Support Fund, Business Reserves, Governance Costs and Programme Costs.

#### **Plans for the future**

Over the next year the Board will proceed to consolidate work across all key areas of activity. Additionally, the Board will continue to seek further funding to support the development of Women's Support Services, Family Support Services, Children's Services and the Sustainable Living Project. With the ongoing growth of services, there is a need to create more physical space and resources to support expansion. This will be a priority for the Board in the coming year.

The Board have met to develop a 3-5 year Strategic Plan. This will give them an opportunity to review existing services and to establish a blueprint for new and existing work. The Board will consider the emerging economic climate that impacts not only, upon funding available to the Centre but also the lives of Centre users.

## FOOTPRINTS WOMENS CENTRE

### DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

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#### Statement of directors' responsibilities

The directors, who also act as trustees for the charitable activities of Footprints Womens Centre, are responsible for preparing the Directors' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare accounts 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 accounts, the directors are required to:

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

The directors 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 accounts 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.

On behalf of the board of directors



Mary McNeill

Director

Dated: 25/6/12



## **FOOTPRINTS WOMENS CENTRE**

### **INDEPENDENT AUDITORS' REPORT TO THE DIRECTORS OF FOOTPRINTS WOMENS CENTRE**

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We have audited the accounts of Footprints Womens Centre for the year ended 31 March 2012 set out on pages 7 to 21 which have been prepared on the basis of the accounting policies set out on pages 10 to 11.

This report is made solely to the charity's trustees, as a body, in accordance with section 43 of the Charities Act 1993 and regulations made under section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' 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 charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of directors and auditors**

As explained more fully in the Directors' Responsibilities Statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

#### **Basis of audit opinion**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Directors' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

## FOOTPRINTS WOMENS CENTRE

### INDEPENDENT AUDITORS' REPORT (CONTINUED) TO THE DIRECTORS OF FOOTPRINTS WOMENS CENTRE

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#### Opinion

In our opinion the financial statements:

- the accounts give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the group's and the parent charity as at 31 March 2012, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- the accounts have been prepared in accordance with the Companies Act 2006.

#### Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Director's Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

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

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

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



Mr Stephen Houston FCA (Senior Statutory Auditor)

for and on behalf of Hanna Thompson Limited

#### Chartered Accountants

##### Statutory Auditor

Century House

Enterprise Crescent

Ballinderry Road

Lisburn

Co. Antrim

BT28 2BP

Dated: 25/6/12

**FOOTPRINTS WOMENS CENTRE**

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 MARCH 2012**

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2012 £	Total 2011 £
<b>Incoming resources from generated funds</b>						
Voluntary income	2	5,145	-	-	5,145	474
Activities for generating funds	3	268,535	-	-	268,535	249,456
Investment income	4	2,718	-	-	2,718	2,072
		276,398	-	-	276,398	252,002
Incoming resources from charitable activities	5	-	-	645,124	645,124	611,156
Other incoming resources	6	-	-	-	-	2,523
<b>Total incoming resources</b>		276,398	-	645,124	921,522	865,681
<b>Resources expended</b>						
<b>Costs of generating funds</b>	7					
Fundraising trading: costs of goods sold	3	207,688	-	-	207,688	150,531
		207,688	-	-	207,688	150,531
<b>Charitable activities</b>						
Childcare, training and education and support		52,636	-	621,669	674,305	715,492
Governance costs		3,285	-	3,717	7,002	7,509
<b>Total resources expended</b>		263,609	-	625,386	888,995	873,532
<b>Net incoming/(outgoing) resources before transfers</b>		12,789	-	19,738	32,527	(7,851)
Gross transfers between funds	14	973	-	(973)	-	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		13,762	-	18,765	32,527	(7,851)
Fund balances at 1 April 2011		56,151	106,994	647,006	810,151	818,002
<b>Fund balances at 31 March 2012</b>		69,913	106,994	665,771	842,678	810,151


The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

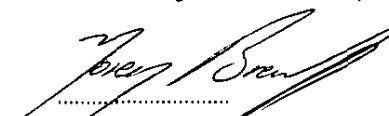
**FOOTPRINTS WOMENS CENTRE**  
**CONSOLIDATED BALANCE SHEET**  
**AS AT 31 MARCH 2012**

	Notes	2012 £	£	2011 £	£
<b>Fixed assets</b>					
Tangible assets	15		609,290		612,104
<b>Current assets</b>					
Stocks		1,268		1,310	
Debtors	16	111,405		92,786	
Cash at bank and in hand		197,533		114,513	
		<u>310,206</u>		<u>208,609</u>	
<b>Creditors: amounts falling due within one year</b>	17	<u>(76,818)</u>		<u>(10,533)</u>	
<b>Net current assets</b>			<u>233,388</u>		<u>198,076</u>
<b>Total assets less current liabilities</b>			<u>842,678</u>		<u>810,180</u>
<b>Provisions for liabilities</b>			<u>-</u>		<u>(29)</u>
<b>Net assets</b>			<u><u>842,678</u></u>		<u><u>810,151</u></u>
<b>Income funds</b>					
Restricted funds	21		665,771		647,006
Unrestricted funds:					
Designated funds	22		106,994		106,994
Other charitable funds			69,913		56,151
			<u>842,678</u>		<u>810,151</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The accounts were approved and authorised for issue by the Board on 25/6/12 and signed on its behalf by:

  
 Mary McNeill  
 Director

  
 Noreen Braniff  
 Director

Company Registration No. NI036140

**FOOTPRINTS WOMENS CENTRE**

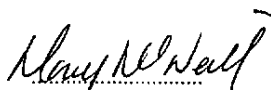
**COMPANY BALANCE SHEET**

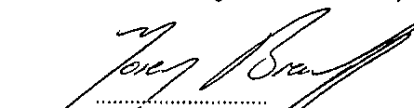
**AS AT 31 MARCH 2012**

	Notes	2012 £	£	2011 £	£
<b>Fixed assets</b>					
Tangible assets	15		607,638		609,597
<b>Current assets</b>					
Debtors	16	152,295		156,764	
Cash at bank and in hand		137,448		58,043	
		<u>289,743</u>		<u>214,807</u>	
<b>Creditors: amounts falling due within one year</b>	17	<u>(75,593)</u>		<u>(35,497)</u>	
<b>Net current assets</b>			<u>214,150</u>		<u>179,310</u>
<b>Total assets less current liabilities</b>			<u>821,788</u>		<u>788,907</u>
<b>Net assets</b>			<u>821,788</u>		<u>788,907</u>
<b>Income funds</b>					
Restricted funds	21		665,771		647,006
Unrestricted funds:					
Designated funds	22		106,994		106,994
Other charitable funds			49,023		34,907
			<u>821,788</u>		<u>788,907</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The accounts were approved and authorised for issue by the Board on 25/6/12 and signed on its behalf by:

  
 Mary McNeill  
 Director

  
 Noreen Braniff  
 Director

Company Registration No. NI036140

# FOOTPRINTS WOMENS CENTRE

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2012

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### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

#### 1.2 Incoming resources

Donations, legacies and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Grants that relate to specific capital expenditure are treated as restricted income which is credited to the Statement of Financial Activities when receivable. Revenue grants are credited to the Statement of Financial Activities in accordance with the terms of the grant.

Income is deferred when it does not meet the criteria for recognition as incoming resources in the Statement of Financial Activities, as entitlement to the incoming resource does not exist at the balance sheet date.

Investment income is included when receivable.

Income from activities for generating funds represents amounts receivable for goods and services and is recognised to the extent that it is probable that the economic benefits will flow to the company and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable for goods and services provided in the normal course of business, exclusive of VAT and trade discounts.

#### 1.3 Resources expended

Liabilities are recognised when an obligation arises to transfer economic benefits as a result of past transactions or events.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and any other fees linked to the strategic management of the charity.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated

Freehold buildings	2% straight line
Plant and equipment	25% straight line or 25% reducing balance
Fixtures and fittings	25% straight line

No depreciation is provided in respect of freehold land.

#### 1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

#### 1.6 Stock

Stock is valued at the lower of cost and net realisable value.

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# FOOTPRINTS WOMENS CENTRE

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

### 1 Accounting Policies (continued)

#### 1.7 Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

#### 1.8 Accumulated funds

Unrestricted funds are the result of the charity's strategic objective to establish reserves which will allow the charity to continue operating for a period of three to six months from the balance sheet date.

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

Designated funds comprise funds which have been set aside at the discretion of the directors for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

#### 1.9 Comparative figures

The company has restated its comparative figures for activities directly undertaken and support costs (overheads) for the year ended 31 March 2011 to better reflect the overall classification of expenditure. This restatement has had no effect on the results for the year ended 31 March 2011.

### 2 Voluntary income

	2012 £	2011 £
Donations and gifts	5,145	474
<b>Donations and gifts</b>		
Unrestricted funds:		
Donations	5,145	474
	5,145	474

### 3 Activities for generating funds

	2012 £	2011 £
Activities for generating funds	268,535	249,456
Fundraising trading: costs of goods sold	(207,688)	(150,531)
<b>Net Activities for generating funds</b>	60,847	98,925

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

4 Investment income

	2012 £	2011 £
Interest receivable	2,718	2,072

5 Incoming resources from charitable activities

	2012 £	2011 £
Childcare, training and education and support	645,124	611,156

Included within income relating to childcare, training and education and support are the following grants

BBC Children in Need	24,414	20,235
DSD - BRO	158,481	164,129
DSD - WCCF	112,029	102,091
DSD - CIF	71,292	72,012
ESF/DEL	115,493	70,178
EHSSB	16,672	16,672
Lisburn City Council	3,689	3,889
Miscellaneous Funders	140	-
Eastern Childcare Partnership Disability Grant	3,398	2,558
Family Support Package	5,955	25,843
SEHSCT	6,313	-
Big Deal	-	425
CNP - Big Lottery	7,302	21,291
Safe Food	7,358	12,691
WCRP - Big Lottery	16,049	22,385
Community Foundation NI	-	4,119
Early Years	190	225
Big Lottery Energy Efficient Venue	-	7,802
PHA	6,638	4,611
SEHSCT - Service Level Agreement	45,000	45,000
SEHSCT - Extension	20,000	15,000
CNP Early Intervention	9,627	-
EAGA	2,668	-
Awards For All (Big Lottery)	9,940	-
EGSA	1,000	-
NI Memorial Fund - Training	1,200	-
BT Community Connections	276	-
	645,124	611,156



**FOOTPRINTS WOMENS CENTRE**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2012**

**6 Other incoming resources**

	Total 2012 £	Total 2011 £
Other income	-	2,523

**7 Total resources expended**

	Staff costs £	Depreciation £	Other costs £	Total 2012 £	Total 2011 £
<b>Costs of generating funds</b>					
Fundraising trading: costs of goods sold	180,087	1,287	26,314	207,688	150,531
<b>Charitable activities</b>					
<u>Childcare, training and education and support</u>					
Activities undertaken directly	377,915	42,427	189,968	610,310	641,398
Support costs (overheads)	-	-	63,995	63,995	74,094
<b>Total</b>	<b>377,915</b>	<b>42,427</b>	<b>253,963</b>	<b>674,305</b>	<b>715,492</b>
<b>Governance costs</b>	-	-	7,002	7,002	7,509
	<b>558,002</b>	<b>43,714</b>	<b>287,279</b>	<b>888,995</b>	<b>873,532</b>

**Auditors' remuneration**

Fees payable to the auditor for the audit of the charity's annual accounts	3,600	3,792
Fees payable to the auditor and its associates for other services		
The audit of the charity's subsidiaries pursuant to legislation	1,500	1,837

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

8 Activities undertaken directly

	2012	2011
	£	£
Other costs relating to childcare, training and education and support comprise:		
<u>Unrestricted funds</u>		
Training & education	14,436	16,096
Catering services	16	-
Women's services	2,379	623
Children's services	705	4,747
Healthy living	-	845
	<u>17,536</u>	<u>22,311</u>
<u>Restricted funds</u>		
Training & education	38,930	52,754
Catering services	426	6,592
Women's services	4,841	7,709
Children's services	99,192	94,902
Grants repayable to funders	-	2,000
Healthy Living	29,043	6,433
	<u>172,432</u>	<u>170,390</u>
	<u><b>189,968</b></u>	<u><b>192,701</b></u>

9 Support costs (overheads)

	Unrestricted funds	Restricted funds	2012	2011
	£	£	£	£
Light & heat	21	8,267	8,288	13,757
Insurance	-	3,270	3,270	2,751
Repairs & maintenance	2,535	23,633	26,168	25,505
Telephone	469	4,335	4,804	5,428
Office supplies	354	7,508	7,862	10,228
Advertising & promotion	280	900	1,180	703
Other costs	2,646	2,884	5,530	7,596
Celebration costs	-	3,071	3,071	-
ICT costs	-	2,057	2,057	4,579
Human resources & IIP	1,710	37	1,747	3,516
Bank interest & fees	18	-	18	31
	<u>8,033</u>	<u>55,962</u>	<u><b>63,995</b></u>	<u><b>74,094</b></u>

**FOOTPRINTS WOMENS CENTRE**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2012**

**10 Governance costs**

	2012 £	2011 £
Other governance costs comprise:		
Audit fees	5,100	5,629
Other costs	1,902	1,880
	<u>7,002</u>	<u>7,509</u>

**11 Directors**

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

**12 Employees**

**Number of employees**

The average monthly number of employees during the year was:

	2012 Number	2011 Number
Managerial, administration and childcare	<u>43</u>	<u>39</u>

**Employment costs**

	2012 £	2011 £
Wages and salaries	514,377	515,813
Social security costs	35,750	37,976
Pension costs	7,875	9,900
	<u>558,002</u>	<u>563,689</u>

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

**13 Taxation**

As a charity the company is not liable to corporation tax.

**14 Transfers**

Transfers made from the unrestricted fund to the restricted fund are to cover resources expended in excess of funds received in relation to some projects.

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

15 Tangible fixed assets

Group	Land and buildings £	Plant and equipment £	Fixtures and fittings £	Total £
<b>Cost</b>				
At 1 April 2011	730,202	257,007	19,347	1,006,556
Additions	5,000	35,900	-	40,900
Disposals	-	(184,709)	(15,000)	(199,709)
<b>At 31 March 2012</b>	<b>735,202</b>	<b>108,198</b>	<b>4,347</b>	<b>847,747</b>
<b>Depreciation</b>				
At 1 April 2011	152,518	224,655	17,279	394,452
On disposals	-	(181,672)	(15,000)	(196,672)
Charge for the year	14,454	25,136	1,087	40,677
<b>At 31 March 2012</b>	<b>166,972</b>	<b>68,119</b>	<b>3,366</b>	<b>238,457</b>
<b>Net book value</b>				
<b>At 31 March 2012</b>	<b>568,230</b>	<b>40,079</b>	<b>981</b>	<b>609,290</b>
At 31 March 2011	577,684	32,352	2,068	612,104
<b>Company</b>				
	Land and buildings £	Plant and equipment £	Fixtures and fittings £	Total £
<b>Cost</b>				
At 1 April 2011	730,202	235,404	19,347	984,953
Additions	5,000	35,468	-	40,468
Disposals	-	(173,264)	(15,000)	(188,264)
<b>At 31 March 2012</b>	<b>735,202</b>	<b>97,608</b>	<b>4,347</b>	<b>837,157</b>
<b>Depreciation</b>				
At 1 April 2011	152,518	205,559	17,279	375,356
On disposals	-	(170,780)	(15,000)	(185,780)
Charge for the year	14,454	24,402	1,087	39,943
<b>At 31 March 2012</b>	<b>166,972</b>	<b>59,181</b>	<b>3,366</b>	<b>229,519</b>
<b>Net book value</b>				
<b>At 31 March 2012</b>	<b>568,230</b>	<b>38,427</b>	<b>981</b>	<b>607,638</b>
At 31 March 2011	577,684	28,945	2,068	609,597

**FOOTPRINTS WOMENS CENTRE**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2012**

<b>16 Debtors</b>	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
<b>Group</b>		
Trade debtors	26,922	8,860
Corporation tax	364	10
Other debtors	82,821	82,207
Prepayments and accrued income	1,298	1,709
	<u>111,405</u>	<u>92,786</u>
<b>Company</b>		
Amounts owed by group undertakings	67,822	73,329
Corporation tax	364	10
Other debtors	82,821	81,716
Prepayments and accrued income	1,288	1,709
	<u>152,295</u>	<u>156,764</u>
<b>17 Creditors: amounts falling due within one year</b>	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
<b>Group</b>		
Bank overdrafts	8,606	3,081
Trade creditors	10,954	3,326
Other creditors	-	2,000
Accruals	2,258	2,126
Deferred income	55,000	-
	<u>76,818</u>	<u>10,533</u>
<b>Company</b>		
Bank overdrafts	8,606	31,508
Trade creditors	9,729	-
Other creditors	-	2,000
Accruals	2,258	1,989
Deferred income	55,000	-
	<u>75,593</u>	<u>90,974</u>

A bank overdraft has been reported at the year end as a result of accounting for unpresented cheques at 31 March 2012.

**FOOTPRINTS WOMENS CENTRE**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2012**

**18 Deferred income**

	2012	2011
	£	£
Total deferred income at 1 April 2011	-	45,000
Amounts received in year	55,000	-
Amounts credited to statement of financial activities	-	(45,000)
	<u>55,000</u>	<u>-</u>
<b>Total deferred income at 31 March 2012</b>	<b><u>55,000</u></b>	<b><u>-</u></b>

**19 Pension and other post-retirement benefit commitments**

**Defined contribution**

	2012	2011
	£	£
Contributions payable by the company for the year	<u>7,875</u>	<u>9,900</u>

**20 Share capital**

The company is limited by guarantee and has no share capital. The liability of members is limited to the sum of £1 per member.

**FOOTPRINTS WOMENS CENTRE**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2012**

**21 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2011	Movement in funds		Transfers	Balance at 31 March 2012
	£	Incoming resources	Resources expended	£	£
Buildings reserve	577,684	-	(14,454)	-	563,230
BBC Children in Need	1,139	24,414	(23,927)	-	1,626
Miscellaneous funders	1,497	606	(828)	(1,275)	-
BRO Neighbourhood Renewal	3,874	158,481	(159,142)	-	3,213
Celtic Charity	1,000	-	(500)	-	500
CFNI Smoking Cessation	400	-	(400)	-	-
CNP Big Lottery - Nutrition / Physical Activity	9,406	8,579	(12,467)	-	5,518
CNP Big Lottery - Domestic Violence	5,799	(1,277)	(1,783)	-	2,739
CIF WCCF	4,120	112,029	(92,986)	-	23,163
CIF Core	-	71,292	(71,292)	-	-
DE Capital	15,540	-	(7,770)	-	7,770
ESF / DEL	3,041	115,493	(90,263)	-	28,271
Disability	-	3,398	(2,091)	-	1,307
Early Intervention	-	9,627	(8,842)	-	785
SET - Family Support Package	1,996	5,955	(4,152)	-	3,799
Lisburn City Council	449	3,689	(3,569)	-	569
EHSSB	-	16,672	(16,672)	-	-
SEHSCT	1,803	71,313	73,418	302	-
Senior Citizens	40	-	-	-	40
Safefood	9,306	7,358	(6,890)	-	9,774
Big Lottery - WRCP (WRDA)	1,357	16,049	(16,228)	-	1,178
EAGA	-	2,668	(1,543)	-	1,125
Big Lottery - Energy Efficient Venue	7,802	-	(7,552)	-	250
PHA	753	6,638	(5,402)	-	1,989
Awards for All (Big Lottery)	-	9,940	(3,071)	-	6,869
EGSA	-	1,000	-	-	1,000
NI Memorial Fund	-	1,200	(144)	-	1,056
	<u>647,006</u>	<u>645,124</u>	<u>(625,386)</u>	<u>(973)</u>	<u>665,771</u>

Buildings reserve

Funding for the premises used by the charity.

BBC Children in Need

To fund the salary of a full-time family support worker.

EHSSB

Crisis fund to assist with childcare costs.

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

#### 21 Restricted funds

(continued)

##### DSD - Belfast Regeneration Office (BRO Neighbourhood Renewal)

Category 1 - Funding of salaries for caretaker, administrator, receptionist and cleaners as well as running costs of the charity.

Category 2 - Funding of salaries for training & education co-ordinator, training & education development worker, catering manager, childcare worker, cook and assistant cook.

##### Celtic Charity

To fund the purchase of a sensory wall panel for use by children in the day-care facility.

##### CFNI Smoking Cessation

To fund programme to support healthy lifestyles through smoking cessation.

##### CNP Big Lottery - Nutrition / Physical Activity and Domestic Violence

Partnership to support people in the Colin Neighbourhood area, targeting the most vulnerable and socially deprived.

##### DSD - Community Investment Fund (CIF)

WCCF - Funding for childcare salaries equalling 4.5 full-time equivalent posts, plus childcare overheads and programme costs.

Core - Funding for salary for the centre manager and part salary for finance manager.

##### Department of Education (DE Capital)

Funding for enhancing services to children by constructing a new natural play space.

##### European Social Fund - Department for Education and Learning (ESF / DEL)

Funding for salaries for training & education co-ordinator, administration / finance assistant, ICT trainer / support as well as running costs of the charity. DEL provides funding for 65% of the total costs incurred with 35% being match-funded by the charity.

##### Lisburn Childcare Partnership - Disability Grant

To fund staff costs regarding children with special needs.

##### Early Intervention

Funding for one salary and set up costs for Early Intervention Worker.

##### SET - Family Support Package

Funding from SEHST. Family Support Packages are a combination of preventative actions agreed by parents to support families to regain control of their lives and ultimately improve outcomes for children.

##### Lisburn City Council

To fund overheads and running costs of the charity.

##### Miscellaneous funders

Included 'one-off' funding provided by various organisations to fund specific running costs of the charity.

##### SEHSCT

Block and spot contracts for the provision of childcare services.

##### Senior Citizens

Funds held on behalf of senior citizens.

##### Safefood

Funding of 'Grow your own food' environmental project.

##### Big Lottery - Women's Centres Regional Partnership (WRCP (WRDA))

Partnership to support women by delivering a social and leisure programme within the centre.



FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

21 Restricted funds (continued)

EAGA

Environmental Award for seated area within the garden.

Big Lottery - Energy Efficient Venue

Funding to carry out an energy audit, to increase the energy efficiency of the premises.

PHA

Funding to support womens mental health programmes.

Awards for All (Big Lottery)

Award for 20th anniversary celebrations.

EGSA

Money received as payment for a study that was carried out on EGSA's behalf.

NI Memorial Fund

An award made on behalf of an individual member fro Footprints to provide one to one training.

22 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2011	Movement in funds		Balance at 31 March 2012
	£	Incoming resources	Resources expended	£
Womens support, business reserves, governance costs and programme costs	106,994	-	-	106,994

23 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	£
Fund balances at 31 March 2012 are represented by:				
Tangible fixed assets	17,955	-	591,335	609,290
Current assets	56,885	106,994	146,327	310,206
Creditors: amounts falling due within one year	(4,927)	-	(71,891)	(76,818)
	69,913	106,994	665,771	842,678