

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 2013

THURSDAY



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COMPANIES HOUSE

FOOTPRINTS WOMENS CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Directors

Mary McNeill (Chairperson)
Isobel Loughran
Noreen Braniff
Bernadette Devlin
Ursula Carberry
Margaret Boyle
Sinead Glymond
Bernadette Donaghy
Marie Claire Ferris

Centre Director

Gillian Gibson

HM Revenue & Customs Charity No.

XR37958

Company number

NI036140

Principal address

84a Colmill
Poleglass
Dunmurry
Belfast
BT17 0AR

Registered office

84a Colmill
Poleglass
Dunmurry
Belfast
BT17 0AR

Auditors

Hanna Thompson Limited
Century House
Enterprise Crescent
Ballinderry Road
Lisburn
Co. Antrim
BT28 2BP

Bankers

Northern Bank Limited
125A Andersonstown Road
Belfast
BT11 9BT

Ulster Bank Limited
130 Andersonstown Road
Belfast
BT11 9BY

FOOTPRINTS WOMENS CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Solicitors

Edwards & Co
28 Hill Street
Belfast
BT1 2LA

FOOTPRINTS WOMENS CENTRE

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FOOTPRINTS WOMENS CENTRE

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 MARCH 2013

The directors present their report and accounts for the year ended 31 March 2013.

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

Bernadette McConnell

(Resigned 10 October 2012)

Bernadette Devlin

Ursula Carberry

Margaret Boyle

Sinead Glymond

Bernadette Donaghy

Marie Claire Ferris

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.

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

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

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 Pre/Early Intervention Services;
- a women's empowerment programme including a leadership programme for women;
- community development encouraging active citizenship;
- a volunteer programme;
- a sustainable living programme;
- 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 up to 50 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.

Following an extensive period of consultation with membership and staff, the Board of Directors met in May 2012 and October 2012 to develop a new Strategic Plan (2013-2016). This was signed off in March 2013 and reflects the strategic direction and priorities for Footprints Women's Centre for the next 3 years. Strategic priorities include:

- Sustainability
- Service Delivery
- Empowerment
- Staff
- Infrastructure.

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 £63,090 (2012 - £66,637) to Footprints Womens Centre during the year.

FOOTPRINTS WOMENS CENTRE

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

Over the last year the Centre continued to deliver valuable services to women and children within the local community and in particular secured funding from the Big Lottery to reduce our carbon footprint through the Energy Efficient Programme. This involved insulating the building and placing solar panels on the roof. Ultimately, this will result in savings for Footprints Women's Centre at a time when energy costs are rising. In addition, Footprints Women's Centre joined a consortium of women's centres/groups from the Lisburn and Castlereagh boroughs, in a bid for Peace III funding. This was successful and has enabled Footprints to deliver a Women's Empowerment Programme within the Centre; build cross community links with other women through collaborative events and activities and to develop potential links for future work.

As local community provision within Colin continues to decline, a consequence of cut-backs and the economic recession, there is greater pressure being placed upon existing community facilities to meet increasing need. It 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 24. The group returned net incoming resources of £25,256 (2012 - £32,527) of which there were unrestricted net incoming resources of £39,726 and restricted net outgoing resources of £14,470. At 31 March 2013, the level of unrestricted reserves held was £216,633 (2012 - £176,907).

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.

The Directors have set aside £106,994 out of unrestricted funds in relation to a Core Activity, 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 will work towards ensuring that the strategic objectives set out in the Strategic Plan (2013-2016) are delivered, particularly in relation to the planned 3 phased expansion and refurbishment of the premises. The Board has reflected in their 3 year plan, careful consideration of 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 2013

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).

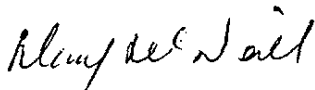
Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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: 22/18/13 .

FOOTPRINTS WOMENS CENTRE

INDEPENDENT AUDITORS' REPORT TO THE DIRECTORS OF FOOTPRINTS WOMENS CENTRE

We have audited the accounts of Footprints Womens Centre for the year ended 31 March 2013 set out on pages 7 to 24 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 Chapter 3 of Part 16 of the Companies Act 2006. 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 directors 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**

Opinion

In our opinion the financial statements:

- 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 2013, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- 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: 27/8/13

FOOTPRINTS WOMENS CENTRE

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

FOR THE YEAR ENDED 31 MARCH 2013

| | Notes | Unrestricted funds £ | Designated funds £ | Restricted funds £ | Total 2013 £ | Total 2012 £ |
|---|-------|----------------------------|--------------------------|--------------------------|--------------------|--------------------|
| Incoming resources from generated funds | | | | | | |
| Voluntary income | 2 | 1,552 | - | - | 1,552 | 5,145 |
| Activities for generating funds | 3 | 268,021 | - | - | 268,021 | 268,535 |
| Investment income | 4 | 3,312 | - | - | 3,312 | 2,718 |
| | | 272,885 | - | - | 272,885 | 276,398 |
| Incoming resources from charitable activities | 5 | - | - | 639,754 | 639,754 | 645,124 |
| Total incoming resources | | 272,885 | - | 639,754 | 912,639 | 921,522 |
| Resources expended | | | | | | |
| Costs of generating funds | | | | | | |
| Fundraising trading: costs of goods sold | 3 | 196,329 | - | - | 196,329 | 207,688 |
| | | 196,329 | - | - | 196,329 | 207,688 |
| Charitable activities | | | | | | |
| Childcare, training and education and support | | 56,441 | - | 626,162 | 682,603 | 674,305 |
| Governance costs | | 4,399 | - | 4,052 | 8,451 | 7,002 |
| Total resources expended | | 257,169 | - | 630,214 | 887,383 | 888,995 |
| Net incoming resources before transfers | | 15,716 | - | 9,540 | 25,256 | 32,527 |
| Gross transfers between funds | 13 | 24,010 | - | (24,010) | - | - |
| Net income/(expenditure) for the year/ Net movement in funds | | 39,726 | - | (14,470) | 25,256 | 32,527 |
| Fund balances at 1 April 2012 | | 69,913 | 106,994 | 665,771 | 842,678 | 810,151 |
| Fund balances at 31 March 2013 | | 109,639 | 106,994 | 651,301 | 867,934 | 842,678 |


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

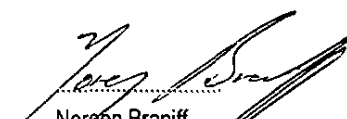
FOOTPRINTS WOMENS CENTRE
CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2013

| | Notes | 2013 £ | 2012 £ |
|---|-------|-----------------------|-----------------------|
| Fixed assets | | | |
| Tangible assets | 14 | 622,409 | 609,290 |
| Current assets | | | |
| Stocks | | 915 | 1,268 |
| Debtors | 15 | 111,116 | 111,405 |
| Cash at bank and in hand | | 190,965 | 197,533 |
| | | <u>302,996</u> | <u>310,206</u> |
| Creditors: amounts falling due within one year | 16 | <u>(57,471)</u> | <u>(76,818)</u> |
| Net current assets | | <u>245,525</u> | <u>233,388</u> |
| Total assets less current liabilities | | <u><u>867,934</u></u> | <u><u>842,678</u></u> |
| Income funds | | | |
| Restricted funds | 20 | 651,301 | 665,771 |
| Unrestricted funds: | | | |
| Designated funds | 21 | 106,994 | 106,994 |
| Other charitable funds | | <u>109,639</u> | <u>69,913</u> |
| | | <u><u>867,934</u></u> | <u><u>842,678</u></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 27/8/13 and signed on its behalf by:


Mary McNeill
Director


Noreen Braniff
Director

Company Registration No. NI036140

FOOTPRINTS WOMENS CENTRE

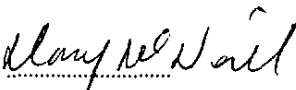
COMPANY BALANCE SHEET

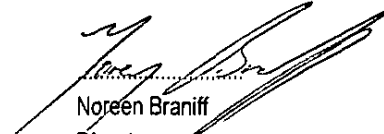
AS AT 31 MARCH 2013

| | Notes | 2013 £ | £ | 2012 £ | £ |
|---|-------|-----------|---------|-----------|---------|
| Fixed assets | | | | | |
| Tangible assets | 14 | | 621,170 | | 607,638 |
| Current assets | | | | | |
| Debtors | 15 | 162,821 | | 152,295 | |
| Cash at bank and in hand | | 150,414 | | 137,448 | |
| | | 313,235 | | 289,743 | |
| Creditors: amounts falling due within one year | 16 | (86,949) | | (75,593) | |
| Net current assets | | | 226,286 | | 214,150 |
| Total assets less current liabilities | | | 847,456 | | 821,788 |
| Income funds | | | | | |
| Restricted funds | 20 | | 651,301 | | 665,771 |
| Unrestricted funds: | | | | | |
| Designated funds | 21 | | 106,994 | | 106,994 |
| Other charitable funds | | | 89,161 | | 49,023 |
| | | | 847,456 | | 821,788 |

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 27/8/13 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 2013

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 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 |

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.

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

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.

2 Voluntary income

| | 2013 £ | 2012 £ |
|----------------------------|-----------|-----------|
| Donations and gifts | 1,552 | 5,145 |
| Donations and gifts | | |
| Unrestricted funds: | | |
| Donations | 1,552 | 5,145 |
| | 1,552 | 5,145 |

3 Activities for generating funds

| | 2013 £ | 2012 £ |
|--|-----------|-----------|
| Activities for generating funds | 268,021 | 268,535 |
| Fundraising trading: costs of goods sold | (196,329) | (207,688) |
| Net Activities for generating funds | 71,692 | 60,847 |

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

4 Investment income

| | 2013 £ | 2012 £ |
|---------------------|--------------|--------------|
| Interest receivable | <u>3,312</u> | <u>2,718</u> |

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

5 Incoming resources from charitable activities

| | 2013 £ | 2012 £ |
|---|----------------|----------------|
| Childcare, training and education and support | <u>639,754</u> | <u>645,124</u> |
| Included within income relating to childcare, training and education and support are the following grants | | |
| BBC Children in Need | 22,327 | 24,414 |
| DSD - BRO | 150,539 | 158,481 |
| DSD - WCCF | 107,304 | 112,029 |
| DSD - CIF | 70,861 | 71,292 |
| ESF/DEL | 74,261 | 115,493 |
| EHSSB | 16,852 | 16,672 |
| Lisburn City Council | 4,356 | 3,689 |
| CNP Early Parenting Programme | 1,580 | - |
| Ecclesiastical | 413 | - |
| Miscellaneous Funders | - | 140 |
| Eastern Childcare Partnership Disability Grant | 6,542 | 3,398 |
| Family Support Package | - | 5,955 |
| SEHSCT | - | 6,313 |
| FSP | 614 | - |
| Safe & Well | 250 | - |
| CNP - Big Lottery | 17,540 | 7,302 |
| Springvale | 1,300 | - |
| Safe Food | (2,375) | 7,358 |
| WCRP - Big Lottery | 14,872 | 16,049 |
| Surestart | 5,116 | - |
| Early Years | - | 190 |
| PHA | - | 6,638 |
| CNP Early Intervention | 16,127 | 9,627 |
| EAGA | 332 | 2,668 |
| Awards For All (Big Lottery) | - | 9,940 |
| SET SLA | 65,000 | 65,000 |
| EGSA | - | 1,000 |
| LCC peace III | 14,076 | - |
| NI Memorial Fund - Training | 500 | 1,200 |
| BT Community Connections | - | 276 |
| PCSP | 3,120 | - |
| British Heart Foundation | 2,000 | - |
| Big Lottery - Energy Efficient Carbon Footprint | 46,247 | - |
| | <u>639,754</u> | <u>645,124</u> |

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

6 Total resources expended

| | Staff costs | Depreciation | Other costs | Total 2013 | Total 2012 |
|--|----------------|---------------|----------------|----------------|----------------|
| | £ | £ | £ | £ | £ |
| Costs of generating funds | | | | | |
| Fundraising trading: costs of goods sold | 157,892 | 413 | 38,024 | 196,329 | 207,688 |
| Charitable activities | | | | | |
| <u>Childcare, training and education and support</u> | | | | | |
| Activities undertaken directly | 462,502 | 36,440 | 115,545 | 614,487 | 610,310 |
| Support costs (overheads) | - | - | 68,116 | 68,116 | 63,995 |
| Total | 462,502 | 36,440 | 183,661 | 682,603 | 674,305 |
| Governance costs | - | - | 8,451 | 8,451 | 7,002 |
| | <u>620,394</u> | <u>36,853</u> | <u>230,136</u> | <u>887,383</u> | <u>888,995</u> |

Auditors' remuneration

| | | |
|--|--------------|--------------|
| Fees payable to the auditor for the audit of the charity's annual accounts | <u>3,600</u> | <u>3,600</u> |
| Fees payable to the auditor and its associates for other services | | |
| The audit of the charity's subsidiaries pursuant to legislation | <u>1,500</u> | <u>1,500</u> |

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

7 Activities undertaken directly

| | 2013 | 2012 |
|---|-----------------------|-----------------------|
| | £ | £ |
| Other costs relating to childcare, training and education and support comprise: | | |
| <u>Unrestricted funds</u> | | |
| Training & education | 12,735 | 14,436 |
| Catering services | 180 | 16 |
| Women's services | 4,235 | 2,379 |
| Children's services | 3,079 | 705 |
| Fundraising | 158 | - |
| | <u>20,387</u> | <u>17,536</u> |
| <u>Restricted funds</u> | | |
| Training & education | 37,276 | 38,930 |
| Catering services | 59 | 426 |
| Women's services | 10,802 | 4,841 |
| Children's services | 24,855 | 23,704 |
| Domestic violence | 2,786 | - |
| Healthy Living | 19,380 | 29,043 |
| | <u>95,158</u> | <u>96,944</u> |
| | <u><u>115,545</u></u> | <u><u>114,480</u></u> |

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

8 Support costs (overheads)

| | Unrestricted funds | Restricted funds | 2013 | 2012 |
|-----------------------------|-----------------------|---------------------|---------------|---------------|
| | £ | £ | £ | £ |
| Light & heat | 593 | 10,660 | 11,253 | 8,288 |
| Water rates | 2,019 | - | 2,019 | 1,475 |
| Insurance | 211 | 3,100 | 3,311 | 3,270 |
| Repairs & maintenance | 2,240 | 14,721 | 16,961 | 26,168 |
| Telephone | 372 | 4,359 | 4,731 | 4,804 |
| Office supplies | 1,148 | 7,840 | 8,988 | 7,862 |
| Advertising & promotion | - | 600 | 600 | 1,180 |
| Other costs | 1,632 | 3,523 | 5,155 | 4,055 |
| Celebration costs | - | 7,840 | 7,840 | 3,071 |
| ICT costs | - | 2,008 | 2,008 | 2,057 |
| Human resources & IIP | - | 533 | 533 | 1,747 |
| Bank interest & fees | 6 | - | 6 | 18 |
| Strategic planning & review | 4,711 | - | 4,711 | - |
| | <u>12,932</u> | <u>55,184</u> | <u>68,116</u> | <u>63,995</u> |

9 Governance costs

| | 2013 | 2012 |
|----------------------------------|--------------|--------------|
| | £ | £ |
| Other governance costs comprise: | | |
| Audit fees | 5,100 | 5,100 |
| Other costs | 3,351 | 1,902 |
| | <u>8,451</u> | <u>7,002</u> |

10 Directors

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

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

11 Employees

Number of employees

The average monthly number of employees during the year was:

| | 2013 | 2012 |
|--|---------------|---------------|
| | Number | Number |
| Managerial, administration and childcare | 42 | 43 |

Employment costs

| | 2013 | 2012 |
|-----------------------|----------------|----------------|
| | £ | £ |
| Wages and salaries | 573,949 | 589,865 |
| Social security costs | 38,467 | 35,750 |
| Pension costs | 7,978 | 7,875 |
| | 620,394 | 633,490 |

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

12 Taxation

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

13 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 2013

14 Tangible fixed assets

| Group | Land and buildings £ | Plant and equipment £ | Fixtures and fittings £ | Total £ |
|-------------------------|----------------------------|-----------------------------|-------------------------------|----------------|
| Cost | | | | |
| At 1 April 2012 | 735,202 | 108,198 | 4,347 | 847,747 |
| Additions | 47,886 | 1,973 | 113 | 49,972 |
| Disposals | - | (1,900) | - | (1,900) |
| At 31 March 2013 | 783,088 | 108,271 | 4,460 | 895,819 |
| Depreciation | | | | |
| At 1 April 2012 | 166,972 | 68,119 | 3,366 | 238,457 |
| On disposals | - | (950) | - | (950) |
| Charge for the year | 15,379 | 19,673 | 851 | 35,903 |
| At 31 March 2013 | 182,351 | 86,842 | 4,217 | 273,410 |
| Net book value | | | | |
| At 31 March 2013 | 600,737 | 21,429 | 243 | 622,409 |
| At 31 March 2012 | 568,230 | 40,079 | 981 | 609,290 |
| Company | | | | |
| | Land and buildings £ | Plant and equipment £ | Fixtures and fittings £ | Total £ |
| Cost | | | | |
| At 1 April 2012 | 735,202 | 97,608 | 4,347 | 837,157 |
| Additions | 47,886 | 1,973 | 113 | 49,972 |
| Disposals | - | (1,900) | - | (1,900) |
| At 31 March 2013 | 783,088 | 97,681 | 4,460 | 885,229 |
| Depreciation | | | | |
| At 1 April 2012 | 166,972 | 59,181 | 3,366 | 229,519 |
| On disposals | - | (950) | - | (950) |
| Charge for the year | 15,379 | 19,260 | 851 | 35,490 |
| At 31 March 2013 | 182,351 | 77,491 | 4,217 | 264,059 |
| Net book value | | | | |
| At 31 March 2013 | 600,737 | 20,190 | 243 | 621,170 |
| At 31 March 2012 | 568,230 | 38,427 | 981 | 607,638 |

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

| 15 | Debtors | 2013 £ | 2012 £ |
|----|--|----------------|----------------|
| | Group | | |
| | Trade debtors | 2,670 | 26,922 |
| | Corporation tax | 838 | 364 |
| | Other debtors | 104,095 | 82,821 |
| | Prepayments and accrued income | 3,513 | 1,298 |
| | | <u>111,116</u> | <u>111,405</u> |
| | Company | | |
| | Amounts owed by group undertakings | 54,375 | 67,822 |
| | Corporation tax | 838 | 364 |
| | Other debtors | 104,095 | 82,821 |
| | Prepayments and accrued income | 3,513 | 1,288 |
| | | <u>162,821</u> | <u>152,295</u> |
| 16 | Creditors: amounts falling due within one year | 2013 £ | 2012 £ |
| | Group | | |
| | Bank overdrafts | 657 | 8,606 |
| | Trade creditors | 6,377 | 10,954 |
| | Accruals | 50,437 | 2,258 |
| | Deferred income | - | 55,000 |
| | | <u>57,471</u> | <u>76,818</u> |
| | Company | | |
| | Bank overdrafts | 657 | 8,606 |
| | Trade creditors | 35,855 | 9,729 |
| | Accruals | 50,437 | 2,258 |
| | Deferred income | - | 55,000 |
| | | <u>86,949</u> | <u>75,593</u> |

A bank overdraft has been reported at the year end as a result of accounting for unrepresented cheques at 31 March 2013.

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

17 Deferred income

| | 2013 | 2012 |
|--|------|--------|
| | £ | £ |
| Amounts received in year | - | 55,000 |
| Total deferred income at 31 March 2013 | - | 55,000 |

18 Pension and other post-retirement benefit commitments

Defined contribution

| | 2013 | 2012 |
|---|-------|-------|
| | £ | £ |
| Contributions payable by the company for the year | 7,978 | 7,875 |

19 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 2013

20 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 2012 | Movement in funds | | Transfers | Balance at 31 March 2013 |
|--|----------------------------|----------------------------|----------------------------|-----------------|-----------------------------|
| | £ | Incoming resources £ | Resources expended £ | £ | £ |
| Buildings reserve | 563,230 | - | (14,454) | - | 548,776 |
| BBC Children in Need | 1,626 | 22,327 | (25,678) | 1,725 | - |
| Ecclesiastical | - | 413 | (282) | - | 131 |
| BRO Neighbourhood Renewal | 3,213 | 150,539 | (142,897) | (5,309) | 5,546 |
| Celtic Charity | 500 | - | (500) | - | - |
| CNP Big Lottery - Nutrition / Physical Activity | 5,518 | 15,913 | (16,023) | - | 5,408 |
| CNP Big Lottery - Domestic Violence | 2,739 | 1,628 | (2,786) | - | 1,581 |
| CIF WCCF | 23,163 | 107,304 | (110,167) | (16,627) | 3,673 |
| CIF Core | - | 70,861 | (71,160) | - | (299) |
| DE Capital | 7,770 | - | (7,770) | - | - |
| ESF / DEL | 28,271 | 74,261 | (76,008) | - | 26,524 |
| Eastern Childcare Partnership Disability | 1,307 | 6,542 | (1,400) | - | 6,449 |
| Early Intervention | 785 | 17,707 | (18,492) | - | - |
| SET - SLA | - | 65,000 | (65,000) | - | - |
| Lisburn City Council | 569 | 4,356 | (3,781) | - | 1,144 |
| LCC Peace III | - | 14,076 | (14,327) | - | (251) |
| EHSSB | - | 16,852 | (16,852) | - | - |
| PCSP | - | 3,120 | (3,120) | - | - |
| Senior Citizens | 40 | - | - | - | 40 |
| Safefood | 9,774 | (2,375) | (5,889) | - | 1,510 |
| Big Lottery - WRCP (WRDA) | 1,178 | 14,872 | (15,537) | - | 513 |
| EAGA | 1,125 | 332 | (705) | - | 752 |
| Big Lottery - Energy Efficient Venue | 250 | - | (83) | - | 167 |
| PHA | 1,989 | - | (858) | - | 1,131 |
| Awards for All (Big Lottery) | 6,869 | - | (6,869) | - | - |
| EGSA | 1,000 | - | (1,000) | - | - |
| NI Memorial Fund | 1,056 | 500 | (493) | - | 1,063 |
| Safe and Well | - | 250 | (130) | - | 120 |
| Springvale | - | 1,300 | (1,300) | - | - |
| Surestart | - | 5,116 | (5,116) | - | - |
| SET - Family Support Package | 3,799 | 614 | (614) | (3,799) | - |
| British Heart Foundation | - | 2,000 | - | - | 2,000 |
| Big Lottery - Energy Efficient Carbon Footprint | - | 46,247 | (925) | - | 45,322 |
| | <u>665,771</u> | <u>639,754</u> | <u>(630,214)</u> | <u>(24,010)</u> | <u>651,301</u> |

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

20 Restricted funds

(continued)

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.

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.

CNP Big Lottery - Nutrition / Physical Activity and Domestic Violence

Partnership to support people in the Colin Neighbourhood area, targetting 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 SLA

Block and spot contracts for the provision of childcare services

Lisburn City Council

To fund overheads and running costs of the charity.

Lisburn City Council - Peace III

To support funding one women's empowerment worker salary and cover programme delivery costs.

PCSP

Funding programme costs in support of project delivery.

Senior Citizens

Funds held on behalf of senior citizens.

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

20 Restricted funds

(continued)

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.

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 for Footprints to provide one to one training.

Safe & Well

Funding specific events and workshops for senior citizens.

Springvale

Part time funding to enable a part-time member of admin for 6 months.

Surestart

To match fund childcare places for DEL training and education project.

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.

British Heart Foundation

To fund and support programme delivery.

Big Lottery - Energy Efficient Carbon Footprint

Funding to increase the energy efficiency of the premises.

FOOTPRINTS WOMENS CENTRE

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

21 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 2012 | Movement in funds | | Balance at 31 March 2013 |
|--|----------------------------|-----------------------|-----------------------|-----------------------------|
| | £ | Incoming resources | Resources expended | £ |
| Core activities, business reserves, governance costs and programme costs | 106,994 | - | - | 106,994 |

22 Analysis of net assets between funds

| | Unrestricted funds | Designated funds | Restricted funds | Total |
|--|-----------------------|------------------|------------------|----------|
| | £ | £ | £ | £ |
| Fund balances at 31 March 2013 are represented by: | | | | |
| Tangible fixed assets | 15,384 | - | 607,025 | 622,409 |
| Current assets | 98,376 | 106,994 | 97,626 | 302,996 |
| Creditors: amounts falling due within one year | (4,121) | - | (53,350) | (57,471) |
| | 109,639 | 106,994 | 651,301 | 867,934 |