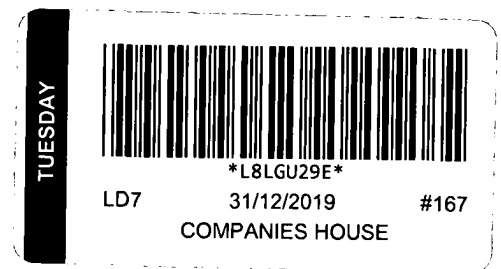


**Registered number: 07577216**  
**Charity number: 1143305**

**STEP SHORT FOLKESTONE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 MARCH 2019**



**MAGEE GAMMON**  
Chartered Accountants  
Henwood House  
Henwood  
Ashford  
Kent  
TN24 8DH

**STEP SHORT FOLKESTONE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

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**STEP SHORT FOLKESTONE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES  
AND DIRECTORS AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2019**

**Trustees and Directors**

Mrs A Berry  
Mr P Emden  
Mr M George  
Mr E Rooney  
Mr G Tolson  
Mr D Collins

**Company registered number**

07577216

**Charity registered number**

1143305

**Registered office**

Henwood House  
Henwood  
Ashford  
Kent  
TN24 8DH

**Accountants**

Magee Gammon  
Chartered Accountants  
Henwood House  
Henwood  
Ashford  
Kent  
TN24 8DH

**STEP SHORT FOLKESTONE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MARCH 2019**

The Trustees present their annual report together with the financial statements of the Step Short Folkestone Limited for the year 1 April 2018 to 31 March 2019. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) as amended by Update Bulletins 1 and 2.

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**Objectives and activities**

**a. Policies and objectives**

The principal activity of the company in the year under review was that of assisting with the provision and maintenance of a memorial in Folkestone as well as educating the public of the role that Folkestone played during the First World War.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

**b. Activities undertaken to achieve objectives**

The board of trustees reflects a broad skill mix to assist with the running of the charity. Aside from income received from memberships and events, the principal sources of funding are from grants and so the trustees are actively appealing for funds to achieve the objectives of the charity.

**c. Volunteers**

The charity is grateful for the unstinting efforts of its volunteers who are involved in service provision, charity shops and fundraising.

**STEP SHORT FOLKESTONE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2019**

**Achievements and performance**

**a. Review of activities**

Continuing with our previous activities we were pleased to host groups from local schools to reinforce their curricula activities with relations to events of the First World War.

We were again fortunate to be able to have the replica of the Mole Cafe open on every weekend and public holiday from March 31st to October 28th for which the charity must express our profound gratitude to a hard working and enthusiastic group of volunteers. Without their hard work we would not have had the money to cover our day to day expenses during the year.

In July, after a great deal of planning, we were able to stage a highly successful March to commemorate the 100th anniversary of the battle of Amiens, which was the battle that signalled the start of the end of the war. This event was for Step Short second only to the August 2014 event which opened the Memorial Arch and judged by the interest and attendance it was a success.

At the end of this event Step Short were able to bring the Cavell van to be exhibited at Folkestone Harbour. This railway van, built in 1919 and beautifully restored and looked after by Kent & East Sussex Railway is so named as it was used to carry the body of Edith Cavell from Dover after the War. It was also used to repatriate the body of Captain Charles Fryatt, executed by the Germans in spite of his being a civilian Merchant Navy captain. Finally it carried the Unknown Warrior to London.

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**b. Principal risks and uncertainties**

The charity relies upon the voluntary work provided by the trustees and their abilities to raise funds and agree grants with donors. A principal risk facing the charity would be to lose the trustees and not be able to replace them with suitable people.

Funds were required for not only the building of the Arch but also the future maintenance. As the building of the Arch was completed on 4th August 2014, the charity's focus is now on the maintenance from herewith and so will need to be able to meet these costs.

**c. Principal funding**

During the year, the charity received donations from the public as well as from the local authorities.

**STEP SHORT FOLKESTONE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2019**

**Structure, governance and management**

**a. Constitution**

Step Short Folkestone Limited is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 24 March 2011. The articles were adopted on 6 May 2011 and the articles were amended by special resolution on 8 August 2011.

**b. Methods of appointment or election of Trustees**

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

At each Annual General Meeting, one third or the number nearest to one third of the directors should retire from office in rotation.

**c. Policies adopted for the induction and training of Trustees**

New Trustees appointed to the charity are trained by the existing Trustees. This includes not only outlining the objectives of the charity but also the culture of the charity and the means to achieve it's objectives.

**d. Financial risk management**

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

**Plans for future periods**

At its inception Step Short was only planned to cover the 100th anniversary of the four years of World War 1 commemorating Folkestone's part in the War and the men who passed through the town on their way to Flanders. Having achieved that the charity's life will be at an end and all that would remain is to tidy up any loose ends, before passing the care of the Memorial Arch on to the local authority. This should be achieved in the next few months.

**STEP SHORT FOLKESTONE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2019**

**Statement of Trustees' responsibilities**

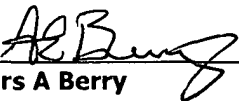
The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 24 December 2019 and signed on their behalf by:

  
\_\_\_\_\_  
Mrs A Berry

  
\_\_\_\_\_  
Mr G Tolson

**STEP SHORT FOLKESTONE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 MARCH 2019**

**Independent examiner's report to the Trustees of Step Short Folkestone Limited ('the company')**

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 March 2019.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

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

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

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

Signed:



Roland Parry

Dated: 24 December 2019

FCA

Magee Gammon, Chartered Accountants, Henwood House, Henwood, Ashford, Kent, TN24 8DH



**STEP SHORT FOLKESTONE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND  
EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2019**

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>Income from:</b>					
Donations and legacies	3	16,977	10,000	26,977	19,959
Charitable activities	4	3,150	-	3,150	633
Other trading activities	5	884	-	884	819
<b>Total income</b>		<u>21,011</u>	<u>10,000</u>	<u>31,011</u>	<u>21,411</u>
<b>Expenditure on:</b>					
Charitable activities	6	46,359	10,000	56,359	39,891
<b>Total expenditure</b>		<u>46,359</u>	<u>10,000</u>	<u>56,359</u>	<u>39,891</u>
<b>Net movement in funds</b>		<u>(25,348)</u>	<u>-</u>	<u>(25,348)</u>	<u>(18,480)</u>
<b>Reconciliation of funds:</b>					
Total funds brought forward		474,532	-	474,532	493,012
Net movement in funds		(25,348)	-	(25,348)	(18,480)
<b>Total funds carried forward</b>		<u>449,184</u>	<u>-</u>	<u>449,184</u>	<u>474,532</u>

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 9 to 18 form part of these financial statements.

**STEP SHORT FOLKESTONE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**REGISTERED NUMBER: 07577216**

**BALANCE SHEET**  
**AS AT 31 MARCH 2019**

	Note	2019 £	2018 £
<b>Fixed assets</b>			
Tangible assets	10	434,170	455,342
<b>Current assets</b>			
Stocks	11	-	1,713
Debtors	12	7,863	6,398
Cash at bank and in hand		9,158	13,085
		17,021	21,196
Creditors: amounts falling due within one year	13	(2,007)	(2,006)
		15,014	19,190
<b>Net current assets</b>		15,014	19,190
<b>Total net assets</b>		449,184	474,532
<b>Charity funds</b>			
Unrestricted funds	14	449,184	474,532
<b>Total funds</b>		449,184	474,532

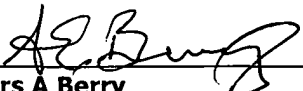
The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

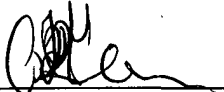
The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

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

The financial statements were approved and authorised for issue by the Trustees on 24 December 2019 and signed on their behalf by:

  
 \_\_\_\_\_  
**Mrs A Berry**

  
 \_\_\_\_\_  
**Mr G Tolson**

The notes on pages 9 to 18 form part of these financial statements.

**STEP SHORT FOLKESTONE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**1. General information**

Step Short Folkestone Limited is a private company limited by guarantee and is incorporated in England and Wales. The registered office is Henwood House, Henwood, Ashford, Kent, TN24 8DH.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

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

The company has elected to apply all amendments to FRS 102, as set out in the Financial Reporting Council's triennial review published in December 2017, and included in Update Bulletin 2 to the Charities SORP (FRS 102), prior to mandatory adoption for accounting periods beginning on or after 1 January 2019.

Step Short Folkestone Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Income**

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the company, can be reliably measured.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

**STEP SHORT FOLKESTONE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2019**

**2. Accounting policies (continued)**

**2.3 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 allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.4 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

**2.5 Tangible fixed assets and depreciation**

Tangible fixed assets costing £250 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Plant and machinery	- 20% straight line basis
Office equipment	- 20% reducing balance basis
Computer equipment	- 25% straight line basis
Other fixed assets	- 4% straight line basis

**2.6 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**STEP SHORT FOLKESTONE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**2. Accounting policies (continued)**

**2.7 Debtors**

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

**2.8 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.9 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**2.10 Financial instruments**

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.11 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**STEP SHORT FOLKESTONE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**3. Income from donations and legacies**

	<b>Unrestricted funds 2019</b>	<b>Restricted funds 2019</b>	<b>Total funds 2019</b>	<b>Total funds 2018</b>
	£	£	£	£
Donations	15,394	-	15,394	13,269
Legacies	-	-	-	5,000
Government grants	-	10,000	10,000	-
Memberships	1,583	-	1,583	1,690
	<u>16,977</u>	<u>10,000</u>	<u>26,977</u>	<u>19,959</u>
<b>Total 2018</b>	<u>19,959</u>	<u>-</u>	<u>19,959</u>	

**4. Income from charitable activities**

	<b>Unrestricted funds 2019</b>	<b>Total funds 2019</b>	<b>Total funds 2018</b>
	£	£	£
Events	3,150	3,150	633
	<u>3,150</u>	<u>3,150</u>	<u>633</u>

**5. Income from other trading activities**

**Income from fundraising events**

	<b>Unrestricted funds 2019</b>	<b>Total funds 2019</b>	<b>Total funds 2018</b>
	£	£	£
Merchandise sales	884	884	819
	<u>884</u>	<u>884</u>	<u>819</u>

**STEP SHORT FOLKESTONE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**6. Analysis of expenditure on charitable activities**

**Summary by fund type**

	<b>Unrestricted funds 2019</b>	<b>Restricted funds 2019</b>	<b>Total funds 2019</b>	<b>Total funds 2018</b>
	£	£	£	£
Provision and maintenance of the Arch	25,359	-	25,359	26,071
Promotion of charity and educational activities	15,995	10,000	25,995	10,208
Trading activities	5,005	-	5,005	3,612
	<u>46,359</u>	<u>10,000</u>	<u>56,359</u>	<u>39,891</u>
<b>Total 2018</b>	<u>39,891</u>	<u>-</u>	<u>39,891</u>	

**7. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2019</b>	<b>Support costs 2019</b>	<b>Total funds 2019</b>	<b>Total funds 2018</b>
	£	£	£	£
Provision and maintenance of the Arch	-	25,359	25,359	26,071
Promotion of charity and educational activities	-	25,995	25,995	10,208
Trading activities	5,005	-	5,005	3,612
	<u>5,005</u>	<u>51,354</u>	<u>56,359</u>	<u>39,891</u>
<b>Total 2018</b>	<u>3,612</u>	<u>36,279</u>	<u>39,891</u>	

**STEP SHORT FOLKESTONE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**7. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	<b>Trading activities 2019</b>	<b>Total funds 2019</b>	<b>Total funds 2018</b>
	£	£	£
Merchandise purchased	2,389	2,389	1,936
Mole cafe purchases	2,616	2,616	1,676
	<u>5,005</u>	<u>5,005</u>	<u>3,612</u>

**Analysis of support costs**

	<b>Provision and maintenance of the Arch 2019</b>	<b>Promotion of charity and educational activity 2019</b>	<b>Total funds 2019</b>	<b>Total funds 2018</b>
	£	£	£	£
Depreciation	20,256	916	21,172	23,654
Advertising, promotion and events	-	17,974	17,974	540
Property costs	3,489	6,761	10,250	9,582
Administration costs	-	158	158	155
Bank charges	-	186	186	254
Governance costs	1,614	-	1,614	2,094
	<u>25,359</u>	<u>25,995</u>	<u>51,354</u>	<u>36,279</u>
<b>Total 2018</b>	<u>26,071</u>	<u>10,208</u>	<u>36,279</u>	

**8. Independent examiner's remuneration**

	<b>2019</b>	<b>2018</b>
	£	£
Fees payable to the company's independent examiner for the independent examination of the company's annual accounts	<u>286</u>	<u>-</u>



**STEP SHORT FOLKESTONE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**9. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2018 - £NIL).

During the year ended 31 March 2019, no Trustee expenses have been incurred (2018 - £NIL).

**10. Tangible fixed assets**

	<b>Plant and machinery</b>	<b>Office equipment</b>	<b>Computer equipment</b>	<b>Other fixed assets</b>	<b>Total</b>
	£	£	£	£	£
<b>Cost or valuation</b>					
At 1 April 2018	6,180	550	13,506	520,390	540,626
At 31 March 2019	6,180	550	13,506	520,390	540,626
<b>Depreciation</b>					
At 1 April 2018	2,421	422	13,233	69,208	85,284
Charge for the year	618	25	273	20,256	-21,172
At 31 March 2019	3,039	447	13,506	89,464	106,456
<b>Net book value</b>					
At 31 March 2019	3,141	103	-	430,926	434,170
At 31 March 2018	3,759	128	273	451,182	455,342

**11. Stocks**

	<b>2019</b>	<b>2018</b>
	£	£
Raw materials and consumables	-	1,713

**STEP SHORT FOLKESTONE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2019**

**12. Debtors**

	<b>2019</b>	<b>2018</b>
	£	£
Other debtors	7,510	5,947
Prepayments and accrued income	353	451
	<u>7,863</u>	<u>6,398</u>

**13. Creditors: Amounts falling due within one year**

	<b>2019</b>	<b>2018</b>
	£	£
Accruals and deferred income	2,007	2,006
	<u>2,007</u>	<u>2,006</u>

**14. Statement of funds**

**Statement of funds - current year**

	<b>Balance at 1 April 2018</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance at 31 March 2019</b>
	£	£	£	£
<b>Unrestricted funds</b>				
General Funds	474,532	21,011	(46,359)	449,184
	<u>474,532</u>	<u>21,011</u>	<u>(46,359)</u>	<u>449,184</u>
<b>Restricted funds</b>				
Folkestone and Hythe District Council	-	10,000	(10,000)	-
	<u>-</u>	<u>10,000</u>	<u>(10,000)</u>	<u>-</u>
<b>Total of funds</b>	<u>474,532</u>	<u>31,011</u>	<u>(56,359)</u>	<u>449,184</u>

**STEP SHORT FOLKESTONE LIMITED  
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**NOTES TO THE FINANCIAL STATEMENTS  
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**14. Statement of funds (continued)**

**Statement of funds - prior year**

	<b>Balance at 1 April 2017</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance at 31 March 2018</b>
	£	£	£	£
<b>Unrestricted funds</b>				
General Funds	493,012	21,411	(39,891)	474,532
	<u>493,012</u>	<u>21,411</u>	<u>(39,891)</u>	<u>474,532</u>

**15. Summary of funds**

**Summary of funds - current year**

	<b>Balance at 1 April 2018</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance at 31 March 2019</b>
	£	£	£	£
General funds	474,532	21,011	(46,359)	449,184
Restricted funds	-	10,000	(10,000)	-
	<u>474,532</u>	<u>31,011</u>	<u>(56,359)</u>	<u>449,184</u>

**Summary of funds - prior year**

	<b>Balance at 1 April 2017</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance at 31 March 2018</b>
	£	£	£	£
General funds	493,012	21,411	(39,891)	474,532
	<u>493,012</u>	<u>21,411</u>	<u>(39,891)</u>	<u>474,532</u>

**STEP SHORT FOLKESTONE LIMITED  
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**NOTES TO THE FINANCIAL STATEMENTS  
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**16. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	<b>Unrestricted funds 2019</b>	<b>Total funds 2019</b>
	£	£
Tangible fixed assets	434,170	434,170
Current assets	17,021	17,021
Creditors due within one year	(2,007)	(2,007)
<b>Total</b>	<u>449,184</u>	<u>449,184</u>

**Analysis of net assets between funds - prior year**

	<b>Unrestricted funds 2018</b>	<b>Total funds 2018</b>
	£	£
Tangible fixed assets	455,342	455,342
Current assets	21,196	21,196
Creditors due within one year	(2,006)	(2,006)
<b>Total</b>	<u>474,532</u>	<u>474,532</u>