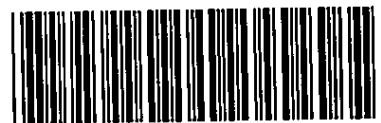


REGISTERED COMPANY NUMBER: 04379997 (England and Wales)
REGISTERED CHARITY NUMBER 1094343

**Report of the Trustees and
Financial Statements For The Year Ended 31st March 2012
for**

STEPS CHARITY WORLDWIDE

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16/11/2012

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COMPANIES HOUSE

Howard Worth
Chartered Accountants and
Statutory Auditors
Drake House
Gadbrook Park
Northwich
Cheshire
CW9 7RA

Steps Charity Worldwide

**Contents of the Financial Statements
for the year ended 31st March 2012**

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STEPS CHARITY WORLDWIDE

Report of the Trustees for the year ended 31st March 2012

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2012. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04379997 (England and Wales)

Registered Charity number

1094343

Registered office

Wright House
Crouchley Lane
Lymm
Cheshire
WA13 0SA

Trustees

M Benson	
R Bootland	
S Carpenter	
P Chapman	- resigned 30/6/2012
D Cottam	
A Gay	
J Gibbon	
D Matkin	
P Morgan	
E Parfect	
R Weatherley	
S West	
O Kerth	- resigned 10/3/2012
C Murray	- resigned 24/11/2011

Auditors

Howard Worth
Chartered Accountants and
Statutory Auditors
Drake House
Gadbrook Park
Northwich
Cheshire
CW9 7RA

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

STEPS CHARITY WORLDWIDE

Report of the Trustees for the year ended 31st March 2012

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and internal control

The trustees continue to consider and identify the major risks to which the charity is exposed. This involves identifying the types of risks the charity faces, prioritising them in terms of potential impact and likelihood of occurrence and identifying means of reducing risks. The charity's system of internal controls are designed to provide reasonable but not absolute assurance against material misstatement or loss. The trustees are satisfied that the systems in place minimise their exposure to the major risks.

In order to continue to provide quality information we have an annual review of our IT systems, database and website. Our database is an extremely valuable resource. We have an ongoing IT maintenance contract to ensure reliability and security which, together with our revamped website are considered to be key to the ongoing activities of STEPS and are vital to our charitable activities.

We have a board of Trustees, the Trustees are also directors of the company. There are a minimum of five meetings a year of which four are face to face, the remainder using teleconferencing. The 'Director' and Company Secretary / Finance Officer attend all the meetings, other staff attend on request.

Policies and procedures are reviewed on a rolling basis.

Organisational structure

The trustees are responsible for plotting the strategic direction of the charity and overseeing all the areas of its operation. The day to day running of the charity is delegated to the paid manager and staff. Trustees can be elected by the existing trustees at meetings. At each Annual General Meeting one third of trustees must retire, but being eligible can offer themselves for re-election. All members of the charity are entitled to vote. Trustees are offered suitable training when elected and are informed of their duties and responsibilities. They are also made aware of publications and advice available from the Charity Commission.

Reserves policy

The policy of the trustees is to hold sufficient unrestricted reserves to meet expenditure requirements for a period of at least six months.

Investment policy

The charity can make investments that are within the guidelines and regulations issued from time to time by the Charity Commission. The charity holds funds in interest bearing bank accounts.

Grant making policy

The charity provides a bursary fund to provide equipment to benefit children with lower limb conditions. The equipment is used either to aid mobility and care or to enhance treatment in the home. Monies are also provided for research and development projects and for education purposes. The maximum application is £500 and no more than two applications per applicant are allowed within a financial year. The trustees review the grant applications at meetings.

OBJECTIVES AND ACTIVITIES

Our association

STEPS is a national charity that was founded by Sue Banton (Director) over 30 years ago in 1980. It was set up to provide support and information to families of children with lower limb conditions, like Development Dysplasia of the Hip (DDH), Congenital Talipes Equinovarus (clubfoot) or Lower Limb conditions (LLD). In 2002 we formed a charitable registered company and in 2003 the assets of the original charity were transferred to the new charitable company. The aims were the same except that, whilst the original charity was a children's charity, the new charity can also support adults. This is because many musculoskeletal conditions of the lower limbs still affect adults and we found as our children grew up that there was a huge gap in knowledge and provision of care regarding young adults.

STEPS CHARITY WORLDWIDE

Report of the Trustees for the year ended 31st March 2012

OBJECTIVES AND ACTIVITIES

Aims and purposes

Our VISION is to ensure that anyone affected by clubfoot, hip dysplasia and any other lower limb condition receives the best standard of treatment, information and support that they need

Our MISSION - we aim to support anyone affected by clubfoot, hip dysplasia and any other lower limb condition - we bring people together, provide dedicated information and campaign for change

Our STRATEGY is to develop STEPS as a family support group in partnership with beneficiaries, health professionals and other organisations. We will raise our profile nationally and internationally as the representative body for people with hip, leg and foot conditions and as the provider of high quality information

We don't take walking for granted!

We are committed to furthering research, innovation, services and best practice through a partnership approach with other health organisations and professionals. Our key activities are

Providing information through publications, a helpline and website,

Support through our helpline, an internet community and Contact Register,

Education through training programmes and conferences,

Research - support and commissioning,

Working in partnership to influence change,

Helping people to make an informed choice in healthcare

Public benefit

The charity's trustees have complied with the duty in section 4 of the 2006 Act to have due regard to public benefit guidance published by the Charity Commission

STEPS CHARITY WORLDWIDE

Report of the Trustees for the year ended 31st March 2012

ACHIEVEMENT AND PERFORMANCE

Charitable activities

A review of significant activities undertaken by the charity during the year to further its charitable purposes for the public benefit or to generate resources to be used to further its purposes are shown below

Improving our information services

In November 2011, we launched our new website which has a fresh new look with improved navigation which allows our supporters to find information more quickly and easy. All the information was reviewed and updated and some new features include

- Download a FREE copy of our latest publications and DVD's from the Publication toolbar
- 'Donate' button on every page to make donating your money much simpler and easier
- News features relevant to each condition with the opportunity to post a comment
- Real family stories in our 'story centre' relevant to each condition
- A Health Professional and Adult DDH specified section

Our website is one of our key charitable activities. Since launch, traffic to the website has increased substantially with nearly 50,000 unique visitors spending on average around 4 min 30 sec per visit.

Another valuable resource is the discussion forum on the website which was also revamped and updated. During this period we increased our forum membership to over 4000 members an increase of 1000 on last year. The new system involves completing a form to register which has enabled the helpline team to make contact with more supporters and send out more information.

Developing support networks with families, individuals and young people

One of our core services is the helpline and information service. Most enquiries are by email and online enquiries and telephone. The helpline and information staff offered support and information via nearly 2000 enquiries throughout the year, some 100 from health professionals. Many of the conditions are relatively rare and little national data is kept on them.

We have steadily increased our contacts with over 383 consultants and other health professionals who specialise in children's orthopaedics. This has enabled us to improve our database and we are constantly working on hospitals and their specialities.

In September 2011 we installed a new database system to improve how we store and collect information from our supporters and contacts. The data is used anonymously for research or with permission is used to match family contacts. Over 6000 records were carried over from the previous system which have needed to be 'cleansed' in order to fit. The database is a unique resource with over 8500 individuals. Rare and more complex enquiries to the helpline, however, increased, both by telephone and email, suggesting that awareness of the charity as a source of help had also risen as a result of the website.

STEPS CHARITY WORLDWIDE

Report of the Trustees for the year ended 31st March 2012

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We also have our own Facebook page with which has increased its supporter base and has 3700 likes. Our supporters continue to post photos and videos on our page and link to their own fundraising efforts through the online fundraising pages. We have also used our Facebook page successfully to support our own events and campaigns. We are developing new ways of keeping in touch with our supporters by e-newsletters. We have responded to the social needs of parents, children and young people by arranging a Christmas social, and we are holding an Olympic Themed Charity Ball in May 2012. Home equipment provision, especially for children in hip plasters, is difficult to obtain. Suitable equipment is essential for children's mobility and safety. The Claire Furredge Equipment Fund has so far supported over 400 families with car seats or harnesses for safe transportation of their children whilst in hip spica plaster casts, or with special hip spica chairs. We started a 'Boots & Bars Appeal' to recycle used Ponseti Treatment foot abduction braces to countries where aftercare bracing is not available. Recent distributions of the boots and bars went to Papua New Guinea.

Increasing awareness through publicity and campaigns

We held our Baby Hip Health awareness week again in March, to improve detection and raise awareness about correct positioning of Babies to ensure healthy hip development. We continue to have close links with the Department of Health Newborn Infant Physical Examination programme (NIPE) to improve the situation. Sue Banton, Director, and Oonagh Keith, are members of the NIPE Implementation Steering Group. Our aim is for all Trusts to have formal policies in place, and to improve training, audit, information for parents and referral pathways for treatment and diagnosis. We respond to government and NHS consultations as appropriate.

Facilitating education and research

The STEPS Jane Bettridge Research and Education Fund was established in 2002 in memory of STEPS Trustee Jane Bettridge. Jane's involvement with STEPS as a trustee was very important to her, all the more so because of being a parent of a child with clubfoot. The Fund supports research and education in orthopaedics and related disciplines and helps to fund STEPS involvement in research.

We continue to support research and are involved with the 'Exploring the Causes of Clubfoot in Europe' study being undertaken by the University of Aberdeen. We undertook a postal survey on Ponseti treatment and parental experience in the UK in 2007 and undertook another web based survey in 2011. The 2007 survey was published in the Ultrasonography Journal and presented at national conferences. We are hoping to present papers combining the results of both surveys at national conferences in 2012.

We have representation on the management/advisory committees of the following research projects:
Improving the detection and management of term breech presentation and developmental dysplasia of the hip"

Prospective cohort study to validate risk factors for developmental dysplasia of the hip"

The Director has given numerous talks to health professionals on the parental experience of having a child diagnosed with developmental Dysplasia of the hip and the Newborn Infant Physical examination screening programme. The Director is also on the Executive Committee of the British Paediatric Surveillance Unit and the Governing Board of The Life Study (a new birth cohort study) and we have representation in the Medicine for Children Research Network.

Working with other organisations

We maintain strong links with other charities and organisations including Contact a Family, Action for Sick Children, Well Child, Genetics Interest Group (GIG) and various limb loss groups. We are also in contact with similar overseas organisations including the Hip Dysplasia Institute in America, The Ponseti International Association in Iowa and an affiliated group in South Africa.

STEPS CHARITY WORLDWIDE
Report of the Trustees
for the year ended 31st March 2012

FINANCIAL REVIEW

Once again our supporters have provided almost all of our income. In spite of the recession, our fundraising activities remain buoyant, although donations are down due to a decrease in the number of direct debits and company contributions. Many of the events were tried and tested (coffee mornings, cake sales, discos, etc.) and proved very successful - although we did have some more unusual events such as the Dursley Dozen Challenge involves a 12 mile multi terrain run. As part of our Baby Hip Health Awareness week and campaign, we asked people to 'Put the Kettle On' for STEPS. The response was as fantastic as always. The Trustees would like to thank everyone who has supported STEPS this year, whether large or small amounts, we are very grateful for without this support we could not continue. The London Marathon for STEPS has been something that we have become more involved in, and we have added to this with the North and South runs, and the Manchester run, amongst others. We thank all our brilliant runners who managed to raise a magnificent amount to help our funds. We are keen to get more runners supporting us in various marathons, and are also looking to other activities this year. We have been busy preparing for our Olympic themed Ball in May 2012! We are constantly seeking new funding opportunities. However, we rely heavily, as always, on our fantastic and loyal supporters.

Results

The results of the charity are shown in the Statement of Financial Activities. Incoming resources for the year fell to £184,176 whilst expenditure reduced to £186,676. This resulted in net expenditure for the year of £2,500.

Funds

At the year end the charity had funds of £149,097, none of which was restricted. The level of unrestricted funds are sufficient to meet the reserves policy of holding a minimum of six months unrestricted expenditure.

PLANS FOR FUTURE PERIODS

We are constantly developing and modifying our strategic plan and it is currently being reviewed for 2014. Our strategic plan included six strategic objectives: to improve our information services, to develop support networks with families, individuals and young people, to increase awareness through publicity and campaigns, to facilitate education & research, to improving governance, monitoring, evaluations and the infrastructure and to develop sustainable funding. Our plan has developed work strands under each of these objectives. Reports to the trustees are given on a quarterly basis.

STEPS CHARITY WORLDWIDE

Report of the Trustees for the year ended 31st March 2012

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Steps Charity Worldwide for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charity SORP,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

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

In so far as the trustees are aware

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

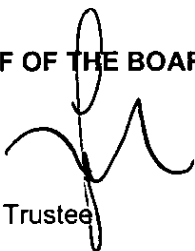
STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information

AUDITORS

The auditors, Howard Worth, will be proposed for re-appointment at the forthcoming Annual General Meeting

ON BEHALF OF THE BOARD



D Cottam - Trustee

6th October 2012

Report of the Independent Auditors to the Members of Steps Charity Worldwide

We have audited the financial statements of Steps Charity Worldwide for the year ended 31st March 2012 on pages ten to eighteen. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, 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 charitable company's members 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 Ethical Standards for Auditors.

Scope of the audit of the financial statements

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 trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees 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.

Opinion on financial statements

In our opinion the financial statements

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

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Report of the Independent Auditors to the Members of
STEPS CHARITY WORLDWIDE**

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 trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Report of the Trustees

M J Snape

M J Snape (FCCA, FMAAT) (Senior Statutory Auditor)
for and on behalf of Howard Worth
Chartered Accountants and
Statutory Auditors
Drake House
Gadbrook Park
Northwich
Cheshire
CW9 7RA

Date *15 November 2012*

STEPS CHARITY WORLDWIDE

Statement of Financial Activities for the year ended 31st March 2012

	Notes	Unrestricted funds £	Restricted funds £	31/3/12 Total funds £	31/3/11 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	71,650	300	71,950	81,436
Activities for generating funds	3	109,987	743	110,730	129,398
Investment income	4	<u>1,496</u>	<u>-</u>	<u>1,496</u>	<u>2,272</u>
Total incoming resources		183,133	1,043	184,176	213,106
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	5	14,179	-	14,179	23,866
Charitable activities					
Information service	6	154,588	3,600	158,188	166,127
Governance costs	7	<u>14,309</u>	<u>-</u>	<u>14,309</u>	<u>13,862</u>
Total resources expended		183,076	3,600	186,676	203,855
NET INCOMING/(OUTGOING) RESOURCES before transfers					
		57	(2,557)	(2,500)	9,251
Gross transfers between funds	16	<u>486</u>	<u>(486)</u>	<u>-</u>	<u>-</u>
Net incoming/(outgoing) resources		543	(3,043)	(2,500)	9,251
RECONCILIATION OF FUNDS					
Total funds brought forward		148,554	3,043	151,597	142,346
TOTAL FUNDS CARRIED FORWARD		<u>149,097</u>	<u>-</u>	<u>149,097</u>	<u>151,597</u>

The notes form part of these financial statements

STEPS CHARITY WORLDWIDE

Balance Sheet At 31st March 2012

	Notes	Unrestricted funds £	Restricted funds £	31/3/12 Total funds £	31/3/11 Total funds £
FIXED ASSETS					
Tangible assets	11	7,884	-	7,884	5,721
CURRENT ASSETS					
Debtors amounts falling due within one year	12	14,291	-	14,291	11,600
Investments	13	121,729	-	121,729	120,548
Cash at bank and in hand		<u>20,170</u>	<u>-</u>	<u>20,170</u>	<u>35,668</u>
		156,190	-	156,190	167,816
CREDITORS					
Amounts falling due within one year	14	(14,977)	-	(14,977)	(21,940)
NET CURRENT ASSETS		<u>141,213</u>	<u>-</u>	<u>141,213</u>	<u>145,876</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>149,097</u>	<u>-</u>	<u>149,097</u>	<u>151,597</u>
NET ASSETS		<u>149,097</u>	<u>-</u>	<u>149,097</u>	<u>151,597</u>
FUNDS	16				
Unrestricted funds				149,097	148,554
Restricted funds				-	<u>3,043</u>
TOTAL FUNDS				<u>149,097</u>	<u>151,597</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the Board of Trustees on 6th October 2012 and were signed on its behalf by

P. J. Morgan 6/10/12

P Morgan -Trustee

Company number 04379997

The notes form part of these financial statements

STEPS CHARITY WORLDWIDE

Notes to the Financial Statements for the year ended 31st March 2012

1 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable

Income from investments is included in the year in which it is receivable

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes

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

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements

Tangible fixed assets

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

Fixtures, fittings and equipment - 33% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities

STEPS CHARITY WORLDWIDE

Notes to the Financial Statements - continued for the year ended 31st March 2012

1. ACCOUNTING POLICIES - continued

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2 VOLUNTARY INCOME

	31/3/12	31/3/11
	£	£
Donations	47,843	63,171
Gift aid	15,107	18,265
Legacies	<u>9,000</u>	<u>-</u>
	<u>71,950</u>	<u>81,436</u>

3. ACTIVITIES FOR GENERATING FUNDS

	31/3/12	31/3/11
	£	£
Other fundraising activities	100,176	104,728
Golden bond marathon	6,847	18,280
Merchandise sales	68	133
Christmas cards	2,481	2,507
Sundry income	<u>1,158</u>	<u>3,750</u>
	<u>110,730</u>	<u>129,398</u>

4. INVESTMENT INCOME

	31/3/12	31/3/11
	£	£
Rents received	300	1,200
Deposit account interest	<u>1,196</u>	<u>1,072</u>
	<u>1,496</u>	<u>2,272</u>

STEPS CHARITY WORLDWIDE

Notes to the Financial Statements - continued for the year ended 31st March 2012

5 COSTS OF GENERATING VOLUNTARY INCOME

	31/3/12	31/3/11
	£	£
Staff costs	8,586	8,344
Fundraising events	<u>5,593</u>	<u>15,522</u>
	<u>14,179</u>	<u>23,866</u>

6 CHARITABLE ACTIVITIES COSTS

	Direct costs	Totals
	£	£
Information service	<u>158,188</u>	<u>158,188</u>

7 GOVERNANCE COSTS

	31/3/12	31/3/11
	£	£
Staff costs	10,124	9,900
Auditors' remuneration	3,090	2,400
Bank charges	998	1,511
General expenses	<u>97</u>	<u>51</u>
	<u>14,309</u>	<u>13,862</u>

8 NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting)

	31/3/12	31/3/11
	£	£
Auditors' remuneration	3,090	2,400
Depreciation - owned assets	<u>5,475</u>	<u>3,211</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2012 nor for the year ended 31st March 2011

Trustees' Expenses

Trustees were reimbursed travel expenses incurred during the year of £294 (2011 - £241) The trustees donated £294 to the charity during the year

STEPS CHARITY WORLDWIDE

Notes to the Financial Statements - continued for the year ended 31st March 2012

10 STAFF COSTS

	31/3/12	31/3/11
	£	£
Wages and salaries	105,434	102,607
Social security costs	8,703	8,716
Other pension costs	<u>4,152</u>	<u>4,014</u>
	<u>118,289</u>	<u>115,337</u>

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

	31/3/12	31/3/11
Trustees	14	12
Charity and fundraising staff	5	5
Administration staff	<u>1</u>	<u>1</u>
	<u>20</u>	<u>18</u>

No employee received emoluments of more than £60,000 during the years ended 31st March 2012 and 31st March 2011

11. TANGIBLE FIXED ASSETS

	Fixtures, fittings and equipment £
COST	
At 1st April 2011	21,124
Additions	7,638
Disposals	<u>(6,251)</u>
At 31st March 2012	<u>22,511</u>
DEPRECIATION	
At 1st April 2011	15,403
Charge for year	5,475
Eliminated on disposal	<u>(6,251)</u>
At 31st March 2012	<u>14,627</u>
NET BOOK VALUE	
At 31st March 2012	<u>7,884</u>
At 31st March 2011	<u>5,721</u>

STEPS CHARITY WORLDWIDE

Notes to the Financial Statements - continued for the year ended 31st March 2012

12 DEBTORS. AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/12	31/3/11
	£	£
Other debtors	1,276	7,000
Prepayments and accrued income	<u>13,015</u>	<u>4,600</u>
	<u>14,291</u>	<u>11,600</u>

13 CURRENT ASSET INVESTMENTS

Current asset investments consists of monies held on short term deposits at UK banks

14. CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/12	31/3/11
	£	£
Social security and other taxes	2,331	2,372
Other creditors	1,017	16,954
Deferred income	7,984	-
Accrued expenses	<u>3,645</u>	<u>2,614</u>
	<u>14,977</u>	<u>21,940</u>

15 OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year

	31/3/12	31/3/11
	£	£
Expiring		
Within one year	-	2,154
Between one and five years	<u>10,498</u>	<u>-</u>
	<u>10,498</u>	<u>2,154</u>

STEPS CHARITY WORLDWIDE

Notes to the Financial Statements - continued for the year ended 31st March 2012

16 MOVEMENT IN FUNDS

	At 1/4/11 £	Net movement in funds £	Transfers between funds £	At 31/3/12 £
Unrestricted funds				
General fund	29,223	969	18,486	48,678
Jane Bettridge research and education	11,331	(912)	-	10,419
Contingency	60,000	-	-	60,000
Ponseti research	20,000	-	-	20,000
Family contacts and research	8,000	-	(8,000)	-
Hip dysplasia	10,000	-	-	10,000
Information and support	10,000	-	(10,000)	-
	<u>148,554</u>	<u>57</u>	<u>486</u>	<u>149,097</u>
Restricted funds				
Translation fund	464	-	(464)	-
Claire Furmedge equipment fund	2,117	(2,857)	740	-
Work in Africa fund	462	300	(762)	-
	<u>3,043</u>	<u>(2,557)</u>	<u>(486)</u>	<u>-</u>
TOTAL FUNDS	<u>151,597</u>	<u>(2,500)</u>	<u>-</u>	<u>149,097</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	183,133	(182,164)	969
Jane Bettridge research and education	-	(912)	(912)
	<u>183,133</u>	<u>(183,076)</u>	<u>57</u>
Restricted funds			
Claire Furmedge equipment fund	743	(3,600)	(2,857)
Work in Africa fund	300	-	300
	<u>1,043</u>	<u>(3,600)</u>	<u>(2,557)</u>
TOTAL FUNDS	<u>184,176</u>	<u>(186,676)</u>	<u>(2,500)</u>

STEPS CHARITY WORLDWIDE

Notes to the Financial Statements - continued for the year ended 31st March 2012

16 MOVEMENT IN FUNDS – continued

The General fund represents the free funds of the charity which are not designated for particular purposes

The Jane Bettridge research and education designated fund represents funds allocated to finance research and education projects. The balance on the fund represents monies held for future expenditure

The Contingency fund represents monies designated by the trustees to cover unexpected expenditure and the need to establish any new projects at short notice, future possible redundancy costs and to mitigate any potential risks to the charity

The Ponseti research fund consists of monies designated by the trustees towards research into Ponseti treatment

The Family contacts and research fund consisted of monies designated by the trustees towards the costs of compiling and maintaining the database. All monies had been allocated by the year end

The Hip dysplasia fund consists of monies designated by the trustees towards improving the detection of hip dysplasia

The Information and support fund comprised monies designated by the trustees to improve the provision of information materials to the public, including the charity's website. All monies had been allocated by the year end

The Translation fund represents monies donated to the charity towards translating a Ponseti educational video. All monies had been spent by the year end

The Claire Furmedge Equipment fund consists of monies donated to the charity to enable the provision of an information service and equipment bursaries. All monies had been spent by the year end

The Work in Africa fund consists of donations towards the provision of the charity's service in Africa. All monies had been spent by the year end

17. RELATED PARTY DISCLOSURES

The trustees are also trustees of 'Steps', a dormant charity

18 COMPANY LIMITED BY GUARANTEE

Steps Charity Worldwide is a company limited by guarantee and accordingly does not have share capital

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member