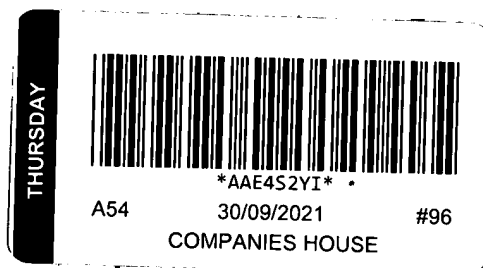


Registered number: 07577216
Charity number: 1143305

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)
UNAUDITED
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020



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 PERIOD ENDED 30 SEPTEMBER 2020**

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 PERIOD ENDED 30 SEPTEMBER 2020**

The Trustees present their annual report together with the financial statements of the Step Short Folkestone Limited for the period 1 April 2019 to 30 September 2020. 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 2019).

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 PERIOD ENDED 30 SEPTEMBER 2020

Achievements and performance

a. Review of activities

Plans for future periods

At its inception Step Short was 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. This included the building and maintenance of the Memorial Arch.

Having achieved those objectives the charity's life draws to a close. After the period end the charity agreed and completed the transfer of the lease and land registration of the Memorial Arch to the local authority, who have taken over the care and maintenance of the Memorial Arch.

Also involved are the refurbishment of the small building used as office and meeting area and for the display of articles relevant to the War. At the end of lease there are conditions relating to the building which will require some attention. Articles loaned to the Charity have to be returned to their owners and furniture disposed of.

There are small donations still being received by the charity after the period end. Adhering to the Articles of Association of the charity, these are to be donated to a charity carrying out similar activities to the charity.

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 PERIOD ENDED 30 SEPTEMBER 2020**

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.

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

Statement of Trustees' responsibilities

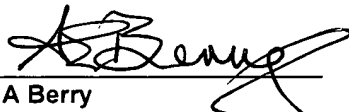
The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


Company law requires the Trustees to prepare financial statements for each financial period. 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 27 September 2021 and signed on their behalf by:


Mrs A Berry


Mr G Tolson

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

		Unrestricted funds period 30 September 2020 £	Total funds period 30 September 2020 £	<i>As restated</i> <i>Total</i> <i>funds</i> <i>31 March</i> <i>2019</i> <i>£</i>
	Note			
Income from:				
Donations and legacies	3	1,644	1,644	26,977
Charitable activities	4	-	-	3,150
Other trading activities	5	-	-	884
Total income		<u>1,644</u>	<u>1,644</u>	<u>31,011</u>
Expenditure on:				
Charitable activities	7	446,674	446,674	59,651
Total expenditure		<u>446,674</u>	<u>446,674</u>	<u>59,651</u>
Net movement in funds		<u>(445,030)</u>	<u>(445,030)</u>	<u>(28,640)</u>
Reconciliation of funds:				
Total funds brought forward		445,892	445,892	474,532
Net movement in funds		(445,030)	(445,030)	(28,640)
Total funds carried forward		<u><u>862</u></u>	<u><u>862</u></u>	<u><u>445,892</u></u>

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

The notes on pages 8 to 17 form part of these financial statements.

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

BALANCE SHEET
AS AT 30 SEPTEMBER 2020

		30 September 2020	<i>As restated 31 March 2019</i>
	Note	£	£
Fixed assets			
Tangible assets	10	-	434,170
Current assets			
Debtors	11	1,091	7,863
Cash at bank and in hand		1,662	5,866
		<u>2,753</u>	<u>13,729</u>
Creditors: amounts falling due within one year	12	(1,891)	(2,007)
Net current assets		<u>862</u>	<u>11,722</u>
Total net assets		<u><u>862</u></u>	<u><u>445,892</u></u>
Charity funds			
Unrestricted funds	13	862	445,892
Total funds		<u><u>862</u></u>	<u><u>445,892</u></u>

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 period 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 27 September 2021 and signed on their behalf by:


Mrs A Berry


Mr G Tolson

The notes on pages 8 to 17 form part of these financial statements.

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

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.

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.

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.

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.

Grants payable are charged in the period when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the period end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

2. Accounting policies (continued)

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 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.

2.7 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.

2.8 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.

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

2. Accounting policies (continued)

2.9 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.

2.10 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.

3. Income from donations and legacies

	Unrestricted funds period 30 September 2020 £	Restricted funds period 30 September 2020 £	Total funds period 30 September 2020 £
Donations	-	-	-
Government grants	-	-	-
Similar incoming resources	1,644	-	1,644
	<u>1,644</u>	<u>-</u>	<u>1,644</u>
	Unrestricted funds 31 March 2019 £	Restricted funds 31 March 2019 £	Total funds 31 March 2019 £
Donations	15,394	-	15,394
Government grants	-	10,000	10,000
Similar incoming resources	1,583	-	1,583
	<u>16,977</u>	<u>10,000</u>	<u>26,977</u>

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

4. Income from charitable activities

	Unrestricted funds period 30 September 2020 £	Total funds period 30 September 2020 £
Events	-	-

	<i>Unrestricted funds</i>	<i>Total funds</i>
	<i>31 March 2019 £</i>	<i>31 March 2019 £</i>
Events	3,150	3,150

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds period 30 September 2020 £	Total funds period 30 September 2020 £
Merchandise sales	-	-

	<i>Unrestricted funds</i>	<i>Total funds</i>
	<i>31 March 2019 £</i>	<i>31 March 2019 £</i>
Merchandise sales	884	884

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

6. Analysis of grants

	Grants to Institutions period 30 September 2020 £	Total funds period 30 September 2020 £	<i>Total funds 31 March 2019 £</i>
Provision and maintenance of the Arch	410,690	410,690	-

After the period end the charity agreed and completed the transfer of the lease and land registration of the Memorial Arch to the local authority, who have taken over the care and maintenance of the Memorial Arch.

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds period 30 September 2020 £	Restricted funds period 30 September 2020 £	Total funds period 30 September 2020 £
Provision and maintenance of the Arch	435,331	-	435,331
Promotion of charity and educational activities	11,343	-	11,343
	<u>446,674</u>	<u>-</u>	<u>446,674</u>

	<i>As restated Unrestricted funds</i>	<i>Restricted funds</i>	<i>As restated Total funds</i>
	<i>31 March 2019 £</i>	<i>31 March 2019 £</i>	<i>31 March 2019 £</i>
Provision and maintenance of the Arch	25,359	-	25,359
Promotion of charity and educational activities	15,995	10,000	25,995
Trading activities	8,297	-	8,297
	<u>49,651</u>	<u>10,000</u>	<u>59,651</u>

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

8. Analysis of expenditure by activities

	Activities undertaken directly period 30 September 2020 £	Grant funding of activities period 30 September 2020 £	Support costs period 30 September 2020 £	Total funds period 30 September 2020 £
Provision and maintenance of the Arch	-	410,690	24,641	435,331
Promotion of charity and educational activities	-	-	11,343	11,343
	<u>-</u>	<u>410,690</u>	<u>35,984</u>	<u>446,674</u>

	<i>As restated</i> Activities undertaken directly 31 March 2019 £	<i>As restated</i> Support costs 31 March 2019 £	<i>As restated</i> Total funds 31 March 2019 £
Provision and maintenance of the Arch	-	25,359	25,359
Promotion of charity and educational activities	-	25,995	25,995
Trading activities	8,297	-	8,297
	<u>8,297</u>	<u>51,354</u>	<u>59,651</u>

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

8. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Provision and maintenance of the Arch period 30 September 2020 £	Total funds period 30 September 2020 £
Merchandise purchased	-	-
Mole cafe purchases	-	-
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
	<i>As restated Provision and maintenance of the Arch</i>	<i>As restated Total funds</i>
	<i>31 March 2019 £</i>	<i>31 March 2019 £</i>
Merchandise purchased	2,389	2,389
Mole cafe purchases	5,908	5,908
	<u>8,297</u>	<u>8,297</u>
	<u>8,297</u>	<u>8,297</u>

9. Trustees' remuneration and expenses

During the period, no Trustees received any remuneration or other benefits (2019 - £NIL).

During the period ended 30 September 2020, no Trustee expenses have been incurred (2019 - £NIL).

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

10. Tangible fixed assets

	Plant and machinery £	Office equipment £	Computer equipment £	Other fixed assets £	Total £
At 1 April 2019	6,180	550	13,506	520,390	540,626
Disposals	(6,180)	(550)	(13,506)	(520,390)	(540,626)
At 30 September 2020	-	-	-	-	-
At 1 April 2019	3,039	447	13,506	89,464	106,456
Charge for the period	670	22	-	22,788	23,480
On disposals	(3,709)	(469)	(13,506)	(112,252)	(129,936)
At 30 September 2020	-	-	-	-	-
Net book value					
At 30 September 2020	-	-	-	-	-
At 31 March 2019	3,141	103	-	430,926	434,170

11. Debtors

	30 September 2020 £	31 March 2019 £
Other debtors	1,091	7,510
Prepayments and accrued income	-	353
	<u>1,091</u>	<u>7,863</u>

12. Creditors: Amounts falling due within one year

	30 September 2020 £	31 March 2019 £
Accruals and deferred income	1,891	2,007
	<u>1,891</u>	<u>2,007</u>

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

13. Statement of funds

Statement of funds - current period

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 30 September 2020 £
Unrestricted funds				
General Funds	445,892	1,644	(446,674)	862

Statement of funds - prior period

	Balance at 1 April 2018 £	Income £	As restated Expenditure £	Balance at 31 March 2019 £
Unrestricted funds				
General Funds	474,532	31,011	(59,651)	445,892

14. Summary of funds

Summary of funds - current period

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 30 September 2020 £
General funds	445,892	1,644	(446,674)	862

Summary of funds - prior period

	Balance at 1 April 2018 £	Income £	As restated Expenditure £	Balance at 31 March 2019 £
General funds	474,532	31,011	(59,651)	445,892

STEP SHORT FOLKESTONE LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

15. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 30 September 2020 £	Total funds 30 September 2020 £
Current assets	2,753	2,753
Creditors due within one year	(1,891)	(1,891)
Total	862	862

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 31 March 2019 £</i>	<i>Total funds 31 March 2019 £</i>
Tangible fixed assets	434,170	434,170
Current assets	13,729	13,729
Creditors due within one year	(2,007)	(2,007)
Total	445,892	445,892

16. Prior year restatement

The prior year restatement relates to expenditure for the Mole Cafe which was not identified previously.