

COMPANY NUMBER
7720385

REGISTERED CHARITY NUMBER
1144821



Donnington Doorstep (a company limited by guarantee)

Annual Report January 2018 and Financial Statements for the year ended 31 March 2017





Annual Report January 2018 and Financial Statements for the year ended 31 March 2017

CONTENTS

About Doorstep	2
Our services	5
Reference and administrative information	8
Structure, governance and management	9
Financial Report and planning for the future	11
Responsibilities of the Management Committee and Independent Examiner	13
Statement of Financial Activities	14
Balance sheet	15
Notes forming part of the financial statements	16-21



About Donnington Doorstep

Donnington Doorstep is an independent, community-based family centre delivering a range of universal and specialist services. Set up in 1984 by local parents who knew that caring for children can be hard - we're a home from home drop-in for children, young people and their families as well as a hub for local community activity. From our purpose-built centre in East Oxford our activities focus on play, food, support and community development. Our aims:

- Increased happiness and emotional wellbeing for local children, young people and their families
- Improved mental and physical health for local children, young people and their families
- Improved life chances for socially excluded children and young people to enable them to realise their full potential
- A stronger, safer and more integrated community in Donnington and the surrounding areas

In 2012 we became a registered charitable company. Our charity's purposes as set out in the objects contained in the company's memorandum of association are:

*33 years
old*

*Doorstep was set
up in 1984*

- To provide facilities and support for families living in the city of Oxford and its surrounding areas ("the area of benefit") to help relieve need, hardship and distress including the hardship and distress caused by the breakup of relationships and families
- To provide educational opportunities for children and young people living in the area of benefit and their families and carers
- To provide facilities for recreation and other leisure time occupation for children, young people and their families living in the area of benefit with the object of improving the condition of life of the said inhabitants.

Our **Play Ethos** informs all that we do:

- Focus on fun and play
- Be warm, friendly and welcoming
- Be child-centred so flexible and responsive to the needs of children and young people
- Encourage free choice, independence and risk taking at all levels
- Know when to stand back and let children lead their own play
- Take a holistic approach working with the values/culture/family setup of individual children and young people



- Value and respect everyone and encourage children and young people to welcome, value and respect others
- Support children and young people to stretch themselves and experience life to the full
- Foster individuality and so strengthen independence and self-esteem
- Dedicate time to talk and listen
- Be free to all to enable children from all backgrounds to participate equally
- Offer outdoors activities as well as indoor, whatever the weather
- Value and respect the environment - treading lightly
- Reduce, Re-use, Recycle

Who uses and benefits from our services?

Doorstep is used by families, children and young people from all over Oxford and beyond. The local community includes families in emergency, temporary and hostel accommodation as well as a large number of families on benefits and lone carers. The area is very mixed but has significant and visible issues of disadvantage with an Income Deprivation Affecting Children (IDACI) measured in the top 10-20% most deprived nationally.¹

Doorstep provides a mixture of open access and targeted services bringing together families from a wide range of backgrounds – ethnic, social, economic and cultural - to pool support and resources and maximise social capital for the benefit of all. This model has been successful for over 33 years. The approach to the open access services (drop-in) has a strong sense of ownership amongst the community and those who have many generations of family who have accessed services. The targeted services are less visible but support the most vulnerable and isolated people in our community in a profound way, complimenting statutory services with a long term family support holistic approach. There is a warm welcome for anyone who walks through the doors and everyone is treated with respect and without judgement. The atmosphere and warm welcome is created by a strong staff team, clear safeguarding procedures and a child-centred focus.

Ensuring our work delivers our aims

We review our aims, objectives and activities each year, ensuring our activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

“Doorstep is a fantastic centre. Of all the 'stay and play' centres this has to be one of the most enriching and unique. Long live Doorstep! a parent, 2017

¹ From <http://www.education.gov.uk/>

Our services: review and development plans



Family Drop-in

Open 5 days a week at the start of year, reducing to 1 day by January 2017, the free Family Drop-in is very much the “Front Door” to our services. An average of 45 visitors a day come from across the City and beyond – over 1200 carers and children used the Drop-in during 2016-17.

The Family Drop-in focus is on free-flow and messy play activities. Play is vital for children’s development at all ages and for adults too! We don’t worry about mess, weather or an end product. Play is led by the children with risk taking encouraged and supported. Outdoor play, water, sand and paint are always available. Children learn, develop confidence, social skills and emotional intelligence. They have fun and feel happy in themselves.

Doorstep Kitchen

Every day our open plan Community Kitchen provides a home cooked meal. It is the heart of the centre providing many benefits - nurture, comfort, good health, knowledge of diet and of other cultures, social skills and pleasure. The menu brings together families from all faiths and backgrounds to try interesting food. They sit together, eat together and learn more about each other. We also cater external events for businesses and other organisations such as Oxford University and offer training opportunities for volunteers.

Youth Club - Youth services for young people

We offer free activities for Children and Young People aged 8-18 alongside targeted one-to-one support. The youth club is open 3 evenings a week. Our paid and volunteer staff provide a range of play, arts and crafts, music and outdoor activities. There is a big focus on fun and enjoyment as well as regular emotional well-being sessions, sexual health and substance issue information and signposting.

Our youth services also extended to a partnership project called ‘Find Your Fire’, which is a personal development and peer mentoring programme for NEET young people delivered in partnership with VIVA, St Lukes, Barnardos and Oxford Youth Works.

Some of the children and young people who use our centre have lives that are affected by poverty, mental health, crime, drugs, alcohol, sexual and domestic abuse. A number have very poor school attendance and display highly challenging behaviour.

17

average number of young people per session for Doorstep’s youth service, with 52 receiving additional support

The youth club has been running since 1999. It was initially a holiday drop-in play service but the level of disadvantage in the area made the provision of one-to-one Support essential. This one-to-one Support has been developed with grants from both Oxfordshire County and Oxford City Councils including capital funding to create a Youth Space. In 2015, we ran a Children in

653

free lunches and food parcels provided to low income people in 2016-17



Need funded project to increase the take up of services by young people with additional needs and we still support some of the young people from that project.

Doorstep Pre-school

We have our own Ofsted registered pre-school, with places for 2 to 5 year olds. It's a fun, stimulating, play-focused and welcoming setting where children are able to follow their own ideas, supported by well-qualified and caring adults who are guided by the Early Years Foundation Stage.

Pre-school has been open for over 31 years (in fact it was 'Playgroup' parents who set up Doorstep in 1984!) and Doorstep took over full management responsibility in Summer 2013. The provision is designed to meet the needs of our local communities with a focus on outreach work to ensure the take-up of places by hard-to-reach or disadvantaged families and maximising their access to funding opportunities. It is fully integrated with the Family Support, Parenting and Early Learning opportunities already available within the Family Centre.

95% of Pre-School two-year-olds received funding for low-income families

We have had considerable support from Oxfordshire County Council to develop the provision with a particular focus on the newly expanded funded-two-year-old programme. Doorstep Pre-School part of the building was extended in 2015/16 to enable us to take on more children.

Early intervention, outreach, parenting and family support

Doorstep provides a range of support to parents and carers around specific issues. This includes ante and post natal support groups; parenting programmes; one to one parenting support; facilitating young parents groups; home visiting and outreach support; support with early attachment; advocacy and signposting; casework; lead professional for Team Around the Child and involvement in child protection plans.

Outcomes for families are many but include improved parenting skills leading to improved communication and stronger family relationships; successful access to training and employment; reduction in levels of neglect with children's presentation improved; reduction in bullying behaviour; schools report increased attendance, attainment and reduced risk of permanent exclusion. In some cases, children returned to or remained in the care of their birth parents due to reduced risky behaviour and improved boundaries.

Contacts and Family Mediation

Doorstep hosted 83 contact sessions in 2016-17, where separated carers schedule visits with their children. The children involved range from 0 to 14. Many of the referrals come from social services, others are via court or solicitor and a smaller number are private arrangements made directly by carers. Often the family dynamics are complex and there are high levels of anxiety and sometimes hostility between adults. There are often other support issues involved for the families such as



domestic abuse, drug and alcohol or mental health issues. Our staff work carefully to support each contact ensuring that the child's experience is always prioritized and kept as the focus of the event.

Step Out– Child Sexual Exploitation project

Started by Donnington Doorstep in June 2011, the STEP OUT Project works with young people who are being, or are at risk of being, sexually exploited. Our project aims to enable young people at risk to make informed choices; to be able to recognise appropriate, healthy and safe relationships, as well as awareness raising and educating professionals and parents.

During this year, the Step Out team provided casework support to over 24 young people at risk of or being sexually exploited, supported 25 parents and carers, delivered preventative training and group work to over 330 school age young people and delivered CSE training to 97 professionals.

We have developed a streamlined local referrals route with The Kingfisher Team, (a specialist CSE team from Social Care, Health and the Police), ensuring that children have timely responses to identified CSE/grooming/relationship needs and risks. We plan to work with young people from across the partnership to develop a steering group.

We have been a key partner and instrumental in the development of a local Young People's Sexual Violence Working Group, a multi-agency group from the statutory and voluntary sector, inclusive of education, health and social care and key partners. Focusing on themes across the county, training requirements, group work, survivors work, young people's involvement in service delivery and design. This has enabled a better use of wider resources in Oxfordshire and collaboration to ensure that we are avoiding duplication and maximizing limited resources.



Reference and Administrative Information

Charitable Company Name:	Donnington Doorstep
Company Number:	7720385
Charity Registration Number:	1144821
Registered Office and operational address:	Donnington Doorstep Family Centre Townsend Square, Oxford OX4 4BB

Management Board (at January 2017)

Director Trustees

Christine Simm	Chair
John Tanner	Secretary
Masako Sparrowhawk	
Marjorie Dennett-Clayton	

Co-opted Observers

Richard Tarver	Oxford City Council
Stephen Curran	Oxford County Council

Senior Management Team (at January 2017)

Beth Knighton	Charity Director
Noora Firaq	Finance and Operations Manager
Nicola Holmes-Brown	Step Out Manager
Marie Nolan	Youth Services Manager
Nichola Pullen	Pre-school and Early Years Manager

Bankers

CAF BANK Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
 CCLA Investment Management Limited, COIF Charity Funds, 80 Cheapside, London EC2 6DZ

Independent Examiner

GVC Simmonds, Affinity Accountancy Services Ltd, 44 Charlbury Rd, Oxford OX2 6UX



Structure, Governance and Management

Governing Document

Donnington Doorstep was set up in 1984 as an unincorporated charitable association governed by a constitution dated 24 April 1991 and registered with the Charity Commission. The organisation is now a charitable company limited by guarantee, incorporated on 27th July 2011 and registered as a charity on 28th November 2011. The assets of the Doorstep charitable association were transferred to the new charitable company on 1st April 2012.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Management and organisational structure

Donnington Doorstep is governed by a Management Board of Directors meeting at least 6 times a year. The Board includes a Chairperson and Secretary and additional director members elected at the Annual General Meeting (AGM). 1/3 of the directors must retire at each AGM. This is decided by rotation based on length of time in office since the last appointment. The Management Board can appoint Directors between AGMs but any director appointed by the Board in between AGMs must also retire and be re-elected at the next AGM.

All members of the Management Board give their time voluntarily and receive no financial benefit from Donnington Doorstep. The members have come from a variety of backgrounds including Social Work, Voluntary Sector Management, Business, Family Law, Education, Childcare Development, Campaigning, Parenting, City and County Councillors.

Risk Management

The Management Board regularly reviews risks in relation to the provision of services and sustainability of the charity through Board and Senior Management meetings. We have robust processes for all financial transactions and the Board receives regular financial reports and updates from the senior management team.

Doorstep has a business continuity plan and escalation procedures. The Board's response to ongoing funding pressures and changes to the statutory commissioning process is outlined in more detail below under Planning for the future.

Doorstep has comprehensive procedures in place to ensure the safety of all staff, volunteers and services users. Our Health and Safety and Risk assessment policies are updated annually and kept in line with legislative changes.

Safeguarding is central to all of our work. Doorstep is signed up to the Oxfordshire Safeguarding Boards protocols on information sharing and uses OSCB recommended policies - always referring to the DfE "Working together to safeguard children 2013".



Doorstep is registered as an Early Years and Childcare Provider with Ofsted (EY460918) and meets the welfare requirements of the EYFS.

Doorstep staff are trained in Safer Recruitment, and we have a very thorough induction process for all staff and volunteers ensuring all are familiar with key policies and procedures.

Our sectors and partnerships

Doorstep is part of a network of third sector organisations that work in partnership with the statutory sector in the provision of services for children, young people and families in Oxfordshire. We keep up to date with policy and legislative changes to ensure the centre is delivering services that meet both local and national strategic priorities.

All of our work is delivered under the guidance and good practice required by the Oxfordshire Safeguarding Children's Board. Our key partnerships include:

- Children and Families Social Care – we work in partnership with the Children's and Families social workers attending Child and Core Group meetings; supporting children as part of plans; facilitating and hosting contact visits for looked after children; linking vulnerable families into our services.
- Ofsted and Early Years Foundation Stage
- Early Intervention Service Hubs – a service working with referred families and young people that meet certain criteria of need.
- Children's Centres
- Oxfordshire Play Association and Play Partnerships – Play is central to Doorstep's provision and we work in partnership with other play providers to ensure this area remains high on the agenda.
- PEEPlE – Doorstep had a multi-year contract with PEEPlE that ended in July 2015 to introduce their practice into our Family Drop-in – adding value to the existing activities through song, stories and engaging parents in their children's learning.
- Oxfordshire Community and Voluntary Action
- Child Sexual Exploitation – working with key partners at OSCB, Social Care; Police and City Council as part of our Step Out project. We are also members of the National Working Group on Child Sexual Exploitation.
- ODAS – Domestic Abuse partnership overseeing the delivery of services, training and support programmes
- Legal Services – we work closely with solicitors, family lawyers and the courts
- Health – including midwifery; health visiting and GPs.
- Viva Network (children's charity), St Luke's Church, Oxford Youth Works and Barnardos – working in partnership to run a joint project targeting young people called 'Find Your Fire'.
- Our local community partners include: Donnington Tenants and Residents Association and the Donnington Community Centre; Iffley Parish; East Oxford, Florence Park, Grandpont and Rose Hill Children's Centres; Local schools including: Donnington Playgroup, Comper Foundation School, Larkrise Primary School, East Oxford Primary School, Iffley Mead, St Gregs, Oxford Spire, Oxford Academy and Cheney secondary schools; Oxford Food Bank; Good Food Oxford and Oxford City Farm Project.



Doorstep works in partnership to ensure that our work is integrated with the other services available locally to avoid duplication; ensure joined up provision and maximise resources.

Financial report

Total Income for the 2016-17 financial year was £268,147, this is a **20%** decrease from the prior year's income of £338,088. The decrease was attributable to decreased funding from Oxfordshire County Council Children's centre contract and increased competition for other Trust funding. Expenditure was higher than income in this year due to two main reasons. First planned increase of pre-school placements following the building extension whilst income did not increase due to low intake rates. Second due to lack of funding for drop-in service. This has now been addressed as below.

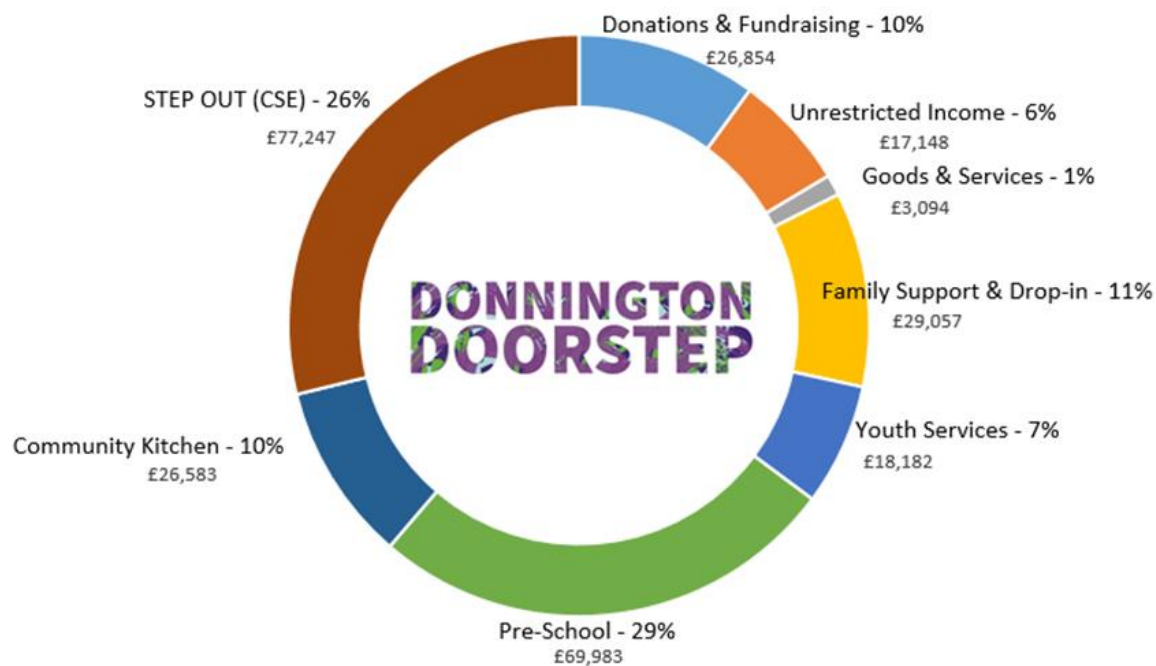
Pre-school: New marketing strategies introduced using social media and other platforms. This is driving the intake rate higher and the efforts are continuing. Capacity of the pre-school reduced to reflect the rate of intake through redundancy and minor changes to operational model. These changes are improving efficiency and sustainability.

Family Drop-in: In January 2017, the service reduced to one morning a week and redundancies were made. Since then various operational models have been explored to find the best fit for the current climate whilst ensuring the service outcomes are met.

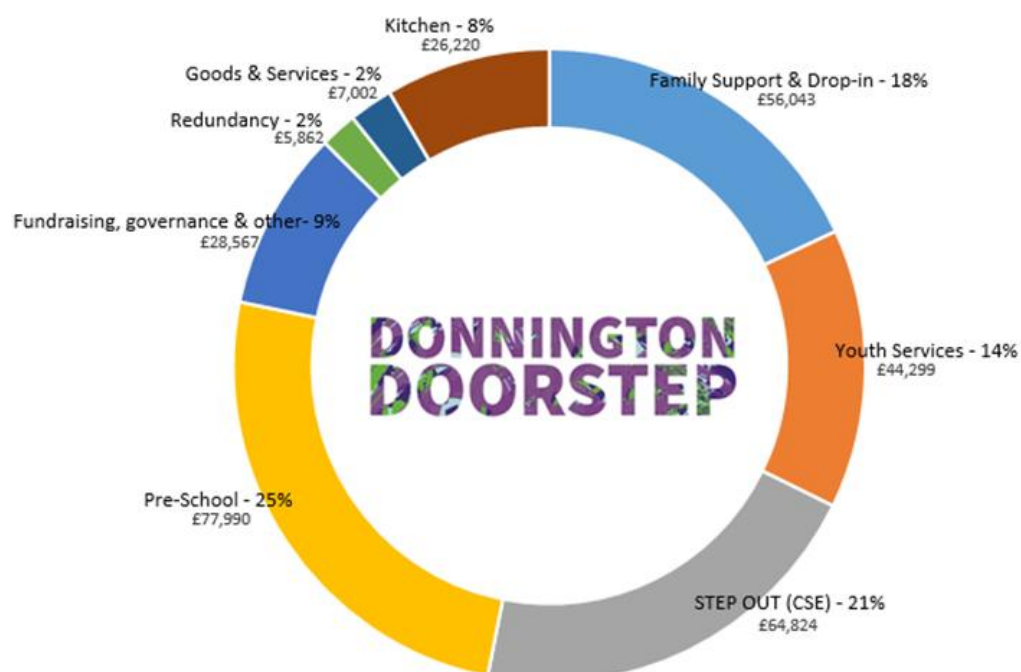
Local Government: 37.95% of total income came through the County and City Councils. This includes Playgroup statutory income, as well youth ambition funding and to deliver community work as well as a variety of smaller one-off grants.

A full list of funders by category is available on pages 17-19.

Doorstep Income by category 2016-17



Doorstep Expenditure by category 2016-17





Responsibilities of the Management Board

Company law requires the Management Board to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charitable company and its financial activities for that period. In preparing these financial statements the Management Board are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements and
- prepare the financial statements on the going concern basis unless it is not appropriate to presume that the charitable company will continue in operational existence

The Management Board are responsible for keeping proper 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.

Members of the Management Board

Members of the Management Board, who are directors for the purpose of company law and trustees for the purposes of charity law, who served during the year and up to the date of this report are set out above. In accordance with company law, as the company directors, we certify that:

- For the year ending 31 March 2017 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of accounts.

Independent Examiner

Gerard Simmonds of Affinity Accountancy was appointed as the charitable company's independent examiner during the year and has expressed his willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions applicable to companies subject to the small companies regime of the Companies Act 2006.

Declaration

The Trustees declare that they have approved the Trustees' Report above

Signed:

Christine Simm

Chairperson

For and on behalf of the Management Board of Donnington Doorstep

Signed:

John

Secretary

Tanner



Statement of financial activities
(incorporating an income and expenditure account)
for the year ended 31 March 2017

	notes	unrestricted £	restricted £	2017 £	2016 £
Incoming resources					
Incoming resources from generated funds					
<i>Voluntary Income</i>					
Donations	2	16,214	1,896	18,110	14,455
Grants	2	1,600	1,500	3,100	3,933
<i>Activities for generating funds</i>					
Community Kitchen		26,979		26,979	33,313
Goods & Services	3	3,094	3,445	6,539	2,212
Fundraising Events & Activities		11,226	200	11,426	1,859
<i>Investment Interest</i>	4	23		23	7
Incoming resources from charitable activities					
<i>Funding for specific activities</i>	5	2,500	199,470	201,970	282,310
Subtotal of incoming resources from generated funds and charitable :		61,636	206,511	268,147	338,088
Other income					
Sundry					
TOTAL INCOME		61,636	206,511	268,147	338,088
Resources expended					
Costs of generating funds					
<i>Costs of generating voluntary income</i>	6	7,480		7,480	10,240
<i>Fundraising trading costs</i>	6	46,167		46,167	38,755
Charitable activities	6		243,156	243,156	266,492
Governance costs	6	1,872	6,270	8,142	8,657
Redundancy costs	6	5,862		5,862	
TOTAL EXPENDITURE		61,381	249,426	310,807	324,144
SURPLUS/(DEFICIT) BEFORE DEPRECIATION		255	(42,915)	(42,660)	13,944
Depreciation of equipment and building		10,159	12,946	23,105	23,104
SURPLUS/(DEFICIT) FOR THE YEAR		(9,904)	(55,861)	(65,765)	(9,160)
Funds brought forward		335,806	23,235	359,041	368,202
Total Funds carried forward		325,902	(32,626)	293,276	359,041
<i>Comprising of Building</i>		143,254	187,688	330,942	353,005
<i>Other Fixed Assets</i>		-	-	-	1,041
<i>Net Current Assets/(Liabilities)</i>		182,648	(220,314)	(37,666)	4,995



Balance Sheet as at 31 March 2017

	notes	2017		2016	
		£	£	£	£
Fixed Assets					
Tangible assets	7		330,942		354,047
Current Assets					
Stocks	8	230		230	
Debtors	9	787		13,646	
Cash & bank balances		30,155		18,000	
		<u>31,172</u>		<u>31,876</u>	
Creditors					
Amounts falling due within one year	10	<u>68,838</u>		<u>26,882</u>	
Net Current Assets/(Liabilities)			(37,666)		4,994
Net Assets			<u>293,276</u>		<u>359,041</u>
Funds					
Unrestricted			325,902		335,806
Restricted			(32,626)		23,235
			<u>293,276</u>		<u>359,041</u>

For the year ending 31 March 2017 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

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

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the board on 18th December 2017 and signed on their behalf by

Signed:

Christine Simm
Director

Dated: 18th December 2017

Signed:

John Tanner
Director

Dated: 18th December 2017

Notes to the financial statements for the year ended 31 March 2017



1 Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005 and the Financial Reporting Standard for Smaller Entities (effective April 2008).

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to the 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. Value of services provided by volunteers has not been included in these accounts.

Incoming resources from charitable trading activity, including the Community Kitchen, are accounted for when earned. Clothing and other items donated for resale through the charity's shop are included as incoming resources with activities for generating funds when they are sold.

Investment income is included when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. 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 including the charity's shop and Community Kitchen.

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

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

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Fixed assets

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £1000 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life.

Fixed assets are depreciated at the following rates per annum:

Buildings	5% straight line
Equipment	20% straight line



Notes to the financial statements (continued)

2 Voluntary Income

	unrestricted £	restricted £	2017 £	2016 £
Donations				
Box	3,740		3,740	2,714
Gift Aid	1,612		1,612	2,385
Individual	10,862	1,896	12,758	9,356
	<u>16,214</u>	<u>1,896</u>	<u>18,110</u>	<u>14,455</u>

Grants from Voluntary Income

Florence Park		1,500	1,500	
Jesus College	300		300	
Oxford City Council (Councillor Tarver)	1,000		1,000	1,500
University college	300		300	
Christ Church				500
Brasenose College				500
Home Foundation				550
Wilderness Festival				500
Iffley PCC				383
Tudor Trust				

	<u>1,600</u>	<u>1,500</u>	<u>3,100</u>	<u>3,933</u>
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TOTAL	<u>17,814</u>	<u>3,396</u>	<u>21,210</u>	<u>18,388</u>
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3 Goods & Services

	unrestricted £	restricted £	2017 £	2016 £
Clothes	261		261	565
Parties & Room Hire	2,833		2,833	1,647
Other Services		3,445	3,445	

TOTAL	<u>3,094</u>	<u>3,445</u>	<u>6,539</u>	<u>2,212</u>
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4 Investment Interest

	unrestricted £	restricted £	2017 £	2016 £
Bank interest	23		23	7
TOTAL	<u>23</u>		<u>23</u>	<u>7</u>



Notes to the financial statements (continued)

5 Grants & Contracts	unrestricted	restricted	2017	2016
	£	£	£	£
Oxfordshire County Council Children's Centres Services - Family Drop-In & Outreach				60,755
Family Drop-In, Family Support, Outreach & Parenting				
Cooper Charitable Trust		1,000	1,000	-
Garfield Weston Foundation				15,000
PEEPle		1,500	1,500	
Shanly Foundation		2,000	2,000	
Sobell Foundation		5,000	5,000	
St Aldates (Family Support)		5,000	5,000	5,000
St Michaels & All Saints		12,000	12,000	12,000
High Sheriff for the Integration Award 2015 via OCVA				2,578
University of Oxford Community Grant				750
Stanton Ballard Trust				150
Doris Field Charitable Trust				1,000
Sovereign Housing Association via OCF				1,000
Robert and Margaret Moss Charitable Trust				1,000
Kelly Family Trust (Family Support)				-
Oxfordshire County Council (Baby Friendly Initiative)				-
Drop In, Play Out (8-18's Work)				
Big Lottery Fund (Find your fire)		1,577	1,577	
Greensquare (Oxford Citizens Housing Association)		240	240	
OCF Comic Relief		5,000	5,000	
Oxford City Council		8,150	8,150	5,000
BBC Children in Need - Inclusion Support				8,723
VIVA Project - Expense Reimbursement				1,051
Mr & Mrs JA Pye's Charitable Settlement				500
The Sandford Trust				500
All Souls College				500
St John's College				500
Magdalen College Trust				500
Jesus College				300
St Hughes College				200
Oriel College				126
Merton College				100
Queen's College				50
STEP OUT				
Austin & Hope Pilkington Trust		1,000	1,000	
Esmee Fairbairn		35,000	35,000	
Oxford City Council - Consent		8,000	8,000	
Oxford City Council - Feedback Project Funding				1,000
Oxford City Council Youth Ambition Grant		10,000	10,000	10,000
Police & Crime Commissioner Norfolk/Home Office - The Child and Adult Victims of Sexual Abuse Support Fund		10,000	10,000	58,000
St. James's Place Foundation		5,833	5,833	4,167
Thames Valley Police & Crime Commissioner				-
Oxfordshire County Council CSE Contract				-



Comic Relief			-
Sport for Freedom			3,750
Sovereign Housing Association			1,000

Volunteering Programme

Lloyds TSB			-
Donnington Playgroup			
Oxford County Council (EY Grant)	4,410	4,410	
Playgroup Parent Fees	6,120	6,120	6,425
Playgroup Statutory Fees	65,091	65,091	67,035
Tempest Photography	50	50	
Critchley Trust			1,000
Stanton Ballard Trust			150

Capacity Building

Future-Building Fund via OCF	12,500	12,500	12,500
Oxfordshire County Council Big Society (Essential Maintenance)			-

All Souls College	500	500	
Christ Church	500	500	
Oxford City Council (Steve Curran)	500	500	
St John's College	500	500	
The Cumber Family Trust	500	500	

TOTAL	2,500	199,470	201,970	282,310
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Notes to the financial statements (continued)

6 Analysis of Resources Expended

	Staff Costs	Other Direct Costs	Allocation of Support Costs	2017 Total £	2016 Total £
Costs of generating funds					
<i>Costs of generating voluntary income</i>	6,144		1,336	7,480	5,405
<i>Fundraising trading costs</i>				-	
Community Kitchen	17,756	3,782	4,682	26,220	35,304
Goods & Services	4,377	1,375	1,250	7,002	2,189
Fundraising Events & Activities	9,188	1,445	2,312	12,945	3,387
Total fundraising trading costs	31,321	6,602	8,244	46,167	40,880
Total costs of generating funds	37,465	6,602	9,580	53,647	46,285
Charitable activities					
Family Drop-In & Support Services	45,671	364	10,008	56,043	106,858
Drop In, Play Out (8-18's Work)	29,907	6,481	7,911	44,299	27,665
STEP OUT	49,210	4,038	11,576	64,824	113,766
Donnington Playgroup	62,017	2,046	13,927	77,990	96,330
Total charitable activities	186,805	12,929	43,422	243,156	344,619
Governance	5,969	719	1,454	8,142	7,884
Support costs	35,910	19,593	-	-	-
Redundancy costs	4,815		1,047	5,862	
Total resources expended	270,964	39,843	-	310,807	398,788

Support costs have been allocated based on usage (e.g. on the same basis as expenditure incurred directly in undertaking the activities)

The support costs allocated were as follows:

	2017	2016
Staff Costs (incl. Management, Business Development, Operations, Administration, Finance, HR)	35,910	30,189
Premises & Facilities	14,418	1,224
IT & Office Expenses	5,175	426
	55,503	34,397

7 Tangible Fixed Assets

	Equipment £	Buildings £	2016 £
Cost			
Balance at 31 March 2016	5,207	441,256	446,463
Additions	-	-	-
Balance at 31 March 2017	5,207	441,256	446,463
Depreciation			
Balance at 01 April 2016	4,164	88,252	92,416
Charge for the year	1,043	22,062	23,105
Balance at 31 March 2017	5,207	110,314	115,521
Net Book Value at 31st March 2017	-	330,942	330,942
Net Book Value at 31st March 2016	1,043	353,004	354,047

Some of the fixed assets were funded by restricted funds, net book value of these assets at year end was £187,688

Notes to the financial statements (continued)

8 Stocks	2017	2016
	£	£
Food and goods for resale	230	230
TOTAL	230	230

9 Debtors (due within one year)	2017	2016
	£	£
Trade debtors	787	1,520
Prepayment of building work	-	12,127
TOTAL	787	13,647

10 Creditors (amounts falling due within one year)	2017	2016
	£	£
Trade Creditors	9,158	3,114
Deferred Income (Grants received for use in future periods)	48,423	22,733
Accruals	540	540
PAYE & NI	9,102	570
Other creditors	1,615	(75)
TOTAL	68,838	26,882

11 Staff Costs

Total Staff cost including salaries, employers' National Insurance contributions, training and recruitment amounted to £268,094.02 (2016: £282,741). Gross Pay was £253,257.52 and Employers' National Insurance £12,891.04

There were a total of 22 individuals on the payroll throughout the year with an average of £22,176.95 being paid each month (2016: 31 total)

No employee received emoluments of more than £60,000

The charity does not operate any pension scheme for its employees

12 Trustee Remuneration & Related Party Transactions

No members of the management committee received any remuneration during the year

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

13 Taxation

As a charity, Donnington Doorstep is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

No tax charges have arisen in the charity

14 Analysis of fund assets and liabilities	unrestricted	restricted	2017	2016
	£	£	£	£
Tangible Fixed Assets	143,254	187,688	330,942	354,046
Net Current Assets/(Liabilities)	182,648	(220,314)	(37,666)	4,995
TOTAL	325,902	(32,626)	293,276	359,041