

COMPANY REGISTRATION NUMBER 03162045

Making The Leap
Company Limited by Guarantee
Financial Statements
Year Ended
31st March 2016

Charity Number 1058648

**Making The Leap
Company Limited by Guarantee**

Accounts

Year Ended 31st March 2016

Contents	Page
Trustees' Annual Report	1
Independent Auditor's Report to the Members	6
Statement of Financial Activities (Incorporating the income and expenditure account)	8
Balance Sheet	9
Notes to the Accounts	10

**Making The Leap
Company Limited by Guarantee**

Trustees' Annual Report

Year Ended 31st March 2016

The trustees, who are also directors for the purposes of company law, present their report and the accounts of the charity for the year ended 31st March 2016.

Reference and Administrative Details

Registered Charity Name	Making The Leap
Charity Registration Number	1058648
Company Registration Number	03162045
Principal office	Harriet Tubman House Hazel Road Kensal Green London NW10 5PP
Registered Office	Harriet Tubman House Hazel Road Kensal Green London NW10 5PP

The Trustees

The trustees who served the charity during the period were as follows:

Mr A Boucher
Ms D Overall
Ms L Hendrickson
Mr M Horton
Dr J Paine

Mr M Evans	(Appointed 11th May 2015)
Ms S Jordansson	(Appointed 18th January 2016)
Mr A May	(Appointed 11th September 2015)
Mr P Moss	(Appointed 18th January 2016)
Mr A Nooriala	(Appointed 18th January 2016)
Ms P Riseborough	(Appointed 18th January 2016)
Mr P Stevens	(Appointed 18th January 2016)

Ms J M Watson	(Resigned 11th May 2015)
Mr D P Ricketts	(Resigned 10th March 2016)

The Officers

The officers who served the charity during the period were as follows:

Chief Executive Officer	Mr T Banjoko (OBE)
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Chair	Dr J Paine
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**Making The Leap
Company Limited by Guarantee**

Trustees' Annual Report (*continued*)

Year Ended 31st March 2016

Vice Chair	Mr A Boucher
Treasurer	Mr A May
Company Secretary	Mr M Horton
Auditor	Nigel Wilson & Co Accountants & Statutory Auditor Third Floor 111 Charterhouse Street London EC1M 6AW

Structure, Governance and Management

Governing document

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 21st February 1996. It is a registered charity, number 1058648. The objectives are the benefit of the public in London and elsewhere in the United Kingdom and in particular for the benefit of those members of the public who may be young and disadvantaged by improving social mobility through the provision of advice, information, support, training and education. There have been no changes in the objects since the last annual report.

Recruitment of Trustees

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

Trustee induction and training

Most trustees of the voluntary and corporate sector are already familiar with the activities of the charitable organisation as they are drawn from members who have an appropriate skill set to offer and empathise with our core values.

An induction has been developed to ensure that any newly appointed trustee receive training on all matters necessary to enable them to perform their duties effectively. This may be tailored to their specific needs but, unless the appointee is already sufficiently experienced, covers as a minimum: governance and management; equal opportunities; a thorough induction to the history and current activities of the organisation; sufficient explanation of the charity's financial accounts and reporting procedures to enable them to exercise effective fiscal oversight; explanation of all the charity's policies including those relating to trustee expenses and how they can be claimed. If the new trustee is to take on any specific duties, training needs in relation to these will also be assessed. It is acknowledged that trustees have a wide range of other commitments and every effort will be made to make this training accessible to the individual by arranging it to be conducted at times convenient to them.

The Chief Executive is responsible for ensuring that the induction process is arranged and completed.

Organisational structure

The Trustees provided governance and oversight of Making The Leap operations during the year. Four committees (Governance, Finance, Strategy and Communications) are in place with each of the Trustees sitting on at least one committee. The Chief Executive had delegated authority to manage day to day activities and to sign contracts on behalf of the Management Committee in line with the organisation's objectives.

**Making The Leap
Company Limited by Guarantee**

Trustees' Annual Report (*continued*)

Year Ended 31st March 2016

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 our exposure to the major risks.

Objectives and Activities

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.

Achievements and Performance

The year 2015-16 was one of steady progress, with the charity increasing the number of Trustees, serving more young people and growing our income.

Raising University Aspirations

We held our first Raising University Aspiration event at the Dutch Hall in October 2015. This pilot event was sponsored by the London Borough of Southwark and its purpose was to educate, inspire, motivate and ultimately raise the aspirations of students who attend disadvantaged schools in Southwark. Nine schools in the borough attended and 15 exhibitors, which comprised of 10 Russell Group universities, 3 other leading universities, MTL and PwC.

Over 600 students benefitted from the event and feedback from exhibitors, teachers and students indicated that the objectives of the event were met. 81% of all the pupils that attended felt the event had raised their aspirations. 85% felt inspired by it to attend University.

Social Mobility Careers Fair

We hosted our first ever Social Mobility Careers Fair where businesses were able to showcase a variety of opportunities and recruit talented young people from disadvantaged backgrounds who were engaged by MTL's Associate Recruitment Team. The event was a huge success and attracted corporate exhibitors from industry sectors including, engineering, professional services, banking, media and creative arts. As a result of attending the event, young people were successfully placed at Fremantle, Heartwood, HSBC, Metro Bank, Pentland Brands, Siemens and The Westminster Society in jobs, internships, apprenticeships and work experience opportunities.

General Programme Activity

Schools:

We delivered character building and soft skill activities at 29 schools across London, nine of whom were new.

- A total of 6,721 students received development training, support and assistance
- A total of 1,234 delivery hours across 274 classes
- A total of 1,313 students benefitted from having their first mock interview experience

Young adults:

- Our Associate Recruitment Team gave initial advice and guidance to 1,200 young adults across London
- 196 young adults from disadvantaged backgrounds received comprehensive initial assessments, advice and guidance
- 120 Fellows completed our Aspirations, Character and Employability workshop (ACE)
- 65% of the Fellows completing ACE were placed in life changing career opportunities

Volunteers:

- During the year MTL used 268 volunteers who delivered 868 hours of support to young adults and students on a range of programme activity.

**Making The Leap
Company Limited by Guarantee**

Trustees' Annual Report (*continued*)

Year Ended 31st March 2016

Financial Review

Making The Leap is grateful to the companies, trusts & foundations and individuals who supported Making The Leap and enabled us to transform futures by raising the aspirations of young people, and helping them to develop the skills, behaviours and attitudes needed to succeed in the careers of their choosing. We say thank you for the generosity and foresight of HSBC, Franklin Templeton, Clothworkers Foundation, Trust for London, John Lyons Charity, PwC, Annette Duvollet Charitable Trust, Foxtons, St James Place Foundation.

The year 2015/16 saw us increase our income to £644,840, whilst our expenditure was £661,166. The loss of £16,326 was a considerable improvement on the previous year's loss of £52,408 and confirmed that we are moving in the right direction as we seek to go back into surplus in the year 2016/17. The increased expenditure was predominately to an increase in staff costs, with the full-time headcount going up to 18 from 17. The total staff costs of £524,948 were £39,317 higher than the previous year. The total costs of generating voluntary income reduced to £30,265 from £47,698, whilst at the same time the income grew to £173,426 from £132,461. The Chair, Dr Julie Paine, has done a magnificent job in making our annual gala the single biggest income vehicle for the charity, just one year after relaunching the event. Despite our work being for the public good, what is notable is that the charity received no public monies in 2015/16 and that makes our financial performance for the year even more impressive.

The charity still has the security of owning our own building of Harriet Tubman House. This is a 4,300 square feet property, based less than a minute from Kensal Green in Zone 2. There is no mortgage on the building and we own it outright.

Pensions Costs

The charity's pension costs were £50,023 and wages were £438,422. Making The Leap has two pension schemes, the Local Government Pension Scheme (LGPS) and the NEST Pension Scheme. Making The Leap is an admitted body in the London Borough of Brent Pension Scheme, which is part of the LGPS, due to the charity's origins from July 1993 - February 1996 as a Brent Council unit. The five longest standing employees are members of the LGPS, which has an employer contribution of 20.1% and employee contributions of up to 7.8%. The cost of the LGPS meant that it was closed to new entrants 12 years ago and Making The Leap adopted the NEST Pension Scheme, which all other employees are part of. This scheme has a 5% employer contribution and a 3% employee contribution.

Plans for Future Periods

The plan is to continue working towards achieving the three key strategic aims by FY18, as set in the strategic growth plan for the years 2016-2018:

- To grow beyond London and become more financially sustainable
- To increase the number of young people served
- To enhance awareness of the organisation

Delivery to this plan would see us make a trading surplus for each of the next three years, as well as an improved cash position. At a high level, we are expecting annual cash inflow to grow 71 per cent over the three-year period. In 2016/17 we are anticipating a cash inflow of £800,000 and a surplus of £36,000.

Trustees' Responsibilities Statement

The trustees (who are also the directors of Making The Leap for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the accounts in accordance with applicable law and regulations.

**Making The Leap
Company Limited by Guarantee**

Trustees' Annual Report (continued)

Year Ended 31st March 2016

Trustees' Responsibilities Statement (continued)

Company law requires the trustees to prepare accounts for each financial year. Under that law the trustees have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and the income and expenditure of the charity for that period.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

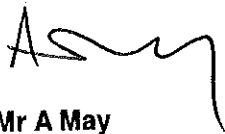
Auditor

Nigel Wilson & Co are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as each trustee is aware, there is no relevant audit information of which the charity's auditor is unaware; and
- each trustee has taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Signed on behalf of the trustees



Mr A May
Trustee

7th December 2016

**Making The Leap
Company Limited by Guarantee**

**Independent Auditor's Report to the Members of Making
The Leap**

Year Ended 31st March 2016

We have audited the accounts of Making The Leap for the year ended 31st March 2016 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charity'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 charity's trustees those matters we are required to state to them in an auditor's 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective Responsibilities of Trustees and Auditor

As explained more fully in the Trustees' Annual Report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts 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 Accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity'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 accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on Accounts

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2016 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 applicable to Smaller Entities; 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 Trustees' Annual Report for the financial year for which the accounts are prepared is consistent with the accounts.

**Making The Leap
Company Limited by Guarantee**

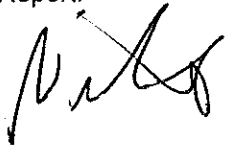
**Independent Auditor's Report to the Members of Making
The Leap (continued)**

Year Ended 31st March 2016

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 accounts 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 accounts in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report.



NILESH PATEL FCCA (Senior Statutory Auditor)
For and on behalf of
NIGEL WILSON & CO
Accountants & Statutory Auditor

Third Floor
111 Charterhouse Street
London
EC1M 6AW

7th December 2016

**Making The Leap
Company Limited by Guarantee**

**Statement of Financial Activities (Incorporating the
Income and Expenditure Account)**

Year Ended 31st March 2016

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2016 £	Total Funds 2015 £
Income and Endowments						
Donations and legacies	2	80,532	315,390	–	395,922	373,419
Income from charitable activities	3	206,436	–	–	206,436	161,908
Investment income	4	42,482	–	–	42,482	39,740
Total Income		<u>329,450</u>	<u>315,390</u>	<u>–</u>	<u>644,840</u>	<u>575,067</u>
Expenditure						
Expenditure on raising funds:						
Costs of raising donations and legacies	5	(28,059)	–	–	(28,059)	(46,590)
Expenditure on charitable activities	6/7	(42,701)	(576,405)	(14,001)	(633,107)	(580,885)
Total Expenditure		<u>(70,760)</u>	<u>(576,405)</u>	<u>(14,001)</u>	<u>(661,166)</u>	<u>(627,475)</u>
Net Expenditure Before Transfer	8	258,690	(261,015)	(14,001)	(16,326)	(52,408)
Transfer between funds	9	(218,997)	261,000	(42,003)	–	–
Net Expenditure for the Year		39,693	(15)	(56,004)	(16,326)	(52,408)
Reconciliation of Funds						
Total funds brought forward		25,364	252	700,026	725,642	778,050
Total Funds Carried Forward		<u>65,057</u>	<u>237</u>	<u>644,022</u>	<u>709,316</u>	<u>725,642</u>

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

All of the above amounts relate to continuing activities.

The notes on pages 10 to 16 form part of these accounts.

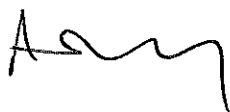
**Making The Leap
Company Limited by Guarantee**

Balance Sheet

31st March 2016

	Note	2016 £	£	2015 £	£
Fixed Assets					
Tangible assets	11		644,873		658,741
Current Assets					
Debtors	12	28,259		28,260	
Cash at bank and in hand		<u>135,627</u>		<u>229,185</u>	
		163,886		257,445	
Creditors: Amounts Falling due Within One Year	13	<u>(57,651)</u>		<u>(124,499)</u>	
Net Current Assets			106,235		132,946
Total Assets Less Current Liabilities			<u>751,108</u>		<u>791,687</u>
Creditors: Amounts Falling due after More than One Year	14		<u>(41,792)</u>		<u>(66,045)</u>
Net Assets			<u>709,316</u>		<u>725,642</u>
Funds of the Charity					
Endowment funds	15		644,022		700,026
Restricted income funds	16		237		252
Unrestricted income funds	17		<u>65,057</u>		<u>25,364</u>
Total Charity Funds			<u>709,316</u>		<u>725,642</u>

These accounts were approved by the members of the committee and authorised for issue on the 7th December 2016 and are signed on their behalf by:



Mr A May
Trustee

Company Registration Number: 03162045

The notes on pages 10 to 16 form part of these accounts.

**Making The Leap
Company Limited by Guarantee**

Notes to the Accounts

Year Ended 31st March 2016

1. Accounting Policies

Basis of Accounting

The accounts have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets and investments measured at market value. The accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) (SORP 2015).

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 for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Income

All income is included in the statement of financial activities when the charity is entitled to the income, any performance related conditions attached have been met or are fully within the control of the charity, the income is considered probable and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Resources Expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters.

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

**Making The Leap
Company Limited by Guarantee**

Notes to the Accounts

Year Ended 31st March 2016

1. Accounting Policies (continued)

Fixed Assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold Property	-	2% straight line
Office equipment	-	25% straight line
Fixtures & Fittings	-	33% straight line

Pension Costs

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. The annual contributions payable are charged to the statement of financial activities.

2. Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £
Donations			
Grants and Donations	<u>80,532</u>	<u>315,390</u>	<u>395,922</u>
	<i>Unrestricted Funds £</i>	<i>Restricted Funds £</i>	<i>Total Funds 2015 £</i>
Donations			
Grants and Donations	<u>64,922</u>	<u>308,497</u>	<u>373,419</u>

3. Income from Charitable Activities

	Unrestricted Funds £	Total Funds 2016 £	Unrestricted Funds £	Total Funds 2015 £
Other generated income	33,010	33,010	29,447	29,447
Fundraising events	<u>173,426</u>	<u>173,426</u>	<u>132,461</u>	<u>132,461</u>
	<u>206,436</u>	<u>206,436</u>	<u>161,908</u>	<u>161,908</u>

4. Investment Income

	Unrestricted Funds £	Total Funds 2016 £	Unrestricted Funds £	Total Funds 2015 £
Rental income - Community centre	42,165	42,165	39,404	39,404
Bank interest receivable	<u>317</u>	<u>317</u>	<u>336</u>	<u>336</u>
	<u>42,482</u>	<u>42,482</u>	<u>39,740</u>	<u>39,740</u>

**Making The Leap
Company Limited by Guarantee**

Notes to the Accounts

Year Ended 31st March 2016

5. Costs of Raising Donations and Legacies

	Unrestricted Funds £	Total Funds 2016 £	<i>Unrestricted Funds £</i>	<i>Total Funds 2015 £</i>
Fundraising events cost	<u>28,059</u>	<u>28,059</u>	<u>46,590</u>	<u>46,590</u>

6. Costs of Charitable Activities by Fund Type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £
Wages and salaries	3,500	409,995	413,495
National insurance	-	35,642	35,642
Pension cost	15,362	34,005	49,367
Youth project	-	-	-
Premises insurance	-	-	-
Course participants travel	481	1,318	1,799
Maintenance	-	10,527	10,527
Light and heating	-	2,373	2,373
Water rate	-	735	735
Support costs	23,358	81,810	119,169
	<u>42,701</u>	<u>576,405</u>	<u>633,107</u>

	<i>Unrestricted Funds £</i>	<i>Restricted Funds £</i>	<i>Total Funds 2015 £</i>
Wages and salaries	3,500	377,155	380,655
National insurance	-	32,974	32,974
Pension cost	14,070	32,404	46,474
Youth project	-	621	621
Premises insurance	-	1,139	1,139
Course participants travel	-	800	800
Maintenance	-	8,987	8,987
Light and heating	-	2,338	2,338
Water rate	-	611	611
Support costs	34,963	71,323	106,286
	<u>52,533</u>	<u>528,352</u>	<u>580,885</u>

**Making The Leap
Company Limited by Guarantee**

Notes to the Accounts

Year Ended 31st March 2016

7. Costs of Charitable Activities by Activity Type

	Direct costs	Support costs	Total Funds 2016	Total Funds 2015
	£	£	£	£
Wages and salaries	413,495	10,002	423,497	389,853
National insurance	35,642	-	35,642	32,974
Pension cost	49,367	-	49,367	46,474
Youth project	-	-	-	621
Premises insurance	-	-	-	1,139
Course participants travel	1,799	-	1,799	800
Maintenance	10,527	-	10,527	8,987
Light and heating	2,373	-	2,373	2,338
Water rate	735	-	735	611
Travel and subsistence	-	1,869	1,869	2,034
Motor running cost	-	160	160	511
Legal and professional fees	-	5,807	5,807	2,174
Telephone	-	10,723	10,723	7,445
Printing, postage and stationery	-	6,620	6,620	9,284
Exhibitions and events	-	7,848	7,848	7,086
ACE for Schools	-	1,976	1,976	1,272
Rent	-	6,279	6,279	3,974
Light and heat	-	4,730	4,730	4,387
Computer expenses	-	3,343	3,343	1,996
Premises insurance	-	4,971	4,971	4,848
Water rate	-	875	875	782
Entertaining	-	166	166	-
Governance costs	-	53,800	53,800	51,295
	<u>513,938</u>	<u>119,169</u>	<u>633,107</u>	<u>580,885</u>

In the opinion of the Trustees the above adequately analyses Support costs and so no further disclosure has been made.

8. Net Outgoing Resources for the Year

This is stated after charging:

	2016	2015
	£	£
Staff pension contributions	50,023	47,099
Depreciation	14,285	14,241
Interest payable	5,119	2,689
Auditors' remuneration:		
- audit of the financial statements	3,720	2,640
- other fees (see below)	<u>1,680</u>	<u>1,440</u>

Auditor's fees

The fees charged by the auditor can be further analysed under the following headings for services rendered:

	2016	2015
	£	£
Accountancy	<u>1,680</u>	<u>1,440</u>

**Making The Leap
Company Limited by Guarantee**

Notes to the Accounts

Year Ended 31st March 2016

9. Fund Transfers

A transfer was made between the Restricted and Unrestricted funds to finance the ongoing activity in the restricted fund.

A further transfer was made from the Unrestricted fund to the Permanent Endowment fund to recognise depreciation relating to the building within the Permanent Endowment fund.

10. Staff Costs and Emoluments

Total staff costs were as follows:

	2016	2015
	£	£
Wages and salaries	438,422	404,753
Social security costs	36,503	33,779
Other pension costs	50,023	47,099
	<u>524,948</u>	<u>485,631</u>

Particulars of employees:

The average number of employees during the year, was as follows:

	2016	2015
	No.	No.
Senior Management	2	2
Training	5	4
Corporate partnerships	1	1
Support	2	2
Management, Admin & Finance	2	3
Community & Youth work	1	2
Associate Recruitment	3	2
Education	1	1
Participants Recruitment	1	-
	<u>18</u>	<u>17</u>

The number of employees whose remuneration for the year fell within the following bands, were:

	2016	2015
	No.	No.
£60,001 to £70,000	<u>1</u>	<u>1</u>

**Making The Leap
Company Limited by Guarantee**

Notes to the Accounts

Year Ended 31st March 2016

11. Tangible Fixed Assets

	Freehold property £	Equipment £	Fixtures & Fittings £	Total £
Cost				
At 1st April 2015	700,026	44,557	51,640	796,223
Additions	—	417	—	417
At 31st March 2016	<u>700,026</u>	<u>44,974</u>	<u>51,640</u>	<u>796,640</u>
Depreciation				
At 1st April 2015	42,003	43,839	51,640	137,482
Charge for the year	14,001	284	—	14,285
At 31st March 2016	<u>56,004</u>	<u>44,123</u>	<u>51,640</u>	<u>151,767</u>
Net Book Value				
At 31st March 2016	<u>644,022</u>	<u>851</u>	<u>—</u>	<u>644,873</u>
At 31st March 2015	<u>658,023</u>	<u>718</u>	<u>—</u>	<u>658,741</u>

12. Debtors

	2016 £	2015 £
Trade debtors	24,879	28,260
Other debtors	2,105	—
Prepayments	1,275	—
	<u>28,259</u>	<u>28,260</u>

13. Creditors: Amounts falling due within one year

	2016 £	2015 £
Bank loans and overdrafts	24,271	22,749
Trade creditors	1,883	462
Taxation and social security	11,165	10,376
Wages control account	2,349	—
Other creditors	13,004	11,594
Accruals and deferred income	4,979	79,318
	<u>57,651</u>	<u>124,499</u>

The bank loan from The Charity Bank is secured by a first charge over the company's freehold property

**Making The Leap
Company Limited by Guarantee**

Notes to the Accounts

Year Ended 31st March 2016

14. Creditors: Amounts falling due after more than one year

	2016 £	2015 £
Bank loans and overdrafts	<u>41,792</u>	<u>66,045</u>

The bank loan from The Charity Bank is secured by a first charge over the company's freehold property

15. Endowment Funds

	Balance at 1st April 2015 £	Expenditure £	Transfers £	Balance at 31 March 2016 £
Permanent endowments				
Permanent Endowment Fund	<u>700,026</u>	<u>(14,001)</u>	<u>(42,003)</u>	<u>644,022</u>

16. Restricted Income Funds

	Balance at 1 Apr 2015 £	Income £	Expenditure £	Transfers £	Balance at 31 Mar 2016 £
Restricted Fund	<u>252</u>	<u>315,390</u>	<u>(576,405)</u>	<u>261,000</u>	<u>237</u>

17. Unrestricted Income Funds

	Balance at 1 Apr 2015 £	Income £	Expenditure £	Transfers £	Balance at 31 Mar 2016 £
General Funds	<u>25,364</u>	<u>329,450</u>	<u>(70,760)</u>	<u>(218,997)</u>	<u>65,057</u>

18. Analysis of Net Assets Between Funds

	Tangible fixed assets £	Net current assets £	Long term liabilities £	Total £
Restricted Income Funds:				
Restricted Fund	-	237	-	237
Endowment Funds:				
Permanent Endowment Fund	644,022	-	-	644,022
Unrestricted Income Funds	<u>851</u>	<u>105,998</u>	<u>(41,792)</u>	<u>65,057</u>
Total Funds	<u>644,873</u>	<u>106,235</u>	<u>(41,792)</u>	<u>709,316</u>

19. Company Limited by Guarantee

Making The Leap is a company limited by guarantee and accordingly does not have share capital