STEP TOGETHER VOLUNTEERING

England & Wales · Charity number 1038253

Details

Other names	STEP FORWARD VOLUNTEERING, WORLDWIDE VOLUNTEERING FOR YOUNG PEOPLE, YOUTH FOR BRITAIN, WORLDWIDE VOLUNTEERING, WORLDWIDE VOLUNTEERS, WWV
Status	Registered
Legal form	Charitable company
Company number	02932195
Registered	1994-06-01
Register	View on the Charity Commission register

Contact

Address	Engine Shed Approach Road Temple Meads Bristol BS1 6QH
Phone	01179559042
Email	admin@step-together.org.uk
Website	www.step-together.org.uk

Activities

Objects: TO PROMOTE FOR THE PUBLIC BENEFIT VOLUNTEERING AND COMMUNITY INVOLVEMENT BY PEOPLE OF ALL AGES, PARTICULARLY YOUNG PEOPLE AGED 25 YEARS OR LESS

Activities: Step Together Volunteering helps those people most in need of support to transform their lives through community volunteering. Working through a team of outreach workers we provide tailored one-to-one support to help individuals into volunteering placements that match their needs and interests, and help them develop the personal and practical skills required to build a more positive future.

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Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Economic/community Development/employment, Armed Forces/emergency Service Efficiency
- **Who:** Children/young People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-05-31	£276,973	£406,123	-	-
2024-05-31	£458,900	£341,061	-	-
2023-05-31	£181,449	£377,228	-	-
2022-05-31	£366,756	£403,421	-	-
2021-05-31	£466,444	£378,733	-	-

Trustees

Name	Role	Appointed
Holly Meacham		2023-12-05
Jamie Shearer		2023-04-14
Lee John Botterill		2025-07-10
Mary Lauren Mawhinney		2024-02-20
Maurice Junior Clarke		2020-07-20
Scharmarie van der Vyver		2021-11-03
Tracy Fraisse		2025-07-10

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STEP TOGETHER VOLUNTEERING

England & Wales - Charity number 1038253

Accounts

STEP TOGETHER

CONNECT - ENGAGE - EMPOWER

ANNUAL REPORT

FOR THE YEAR ENDED 31ST MAY 2025

COMPANY NUMBER 02932195
CHARITY NUMBER 1038253 (ENGLAND & WALES)
CHARITY NUMBER SC040616 (SCOTLAND)

ABOUT STEP TOGETHER VOLUNTEERING

We are a charity that helps people who face multiple disadvantage – people whose multiplicity and complexity of needs make it hard for them to find help elsewhere.

We believe in the transformative power of volunteering to give everyone the chance to grow, belong, and succeed.

We meet people where they are. We persevere in our support for them until they have the confidence and skills to take the next step to a brighter future. And that starts with volunteering.

We work to inspire, motivate, and enable people who are most excluded from society to participate in volunteering and community action as a way of helping them develop the skills, confidence and ability to turn their lives around. We team this with intensive one-to-one coaching, taking an asset-based approach, to support individuals to recognise their strengths, identify their goals, overcome any obstacles and achieve their potential.

We have a core belief that volunteering makes a difference to everyone's lives.

Crucially, we do not place a time limit on our support; we understand that working with people who have complex needs demands time, commitment, and patience. On average we support people for around six months.

The charity's objects, established in 1994, state that the charity exists "to promote, for the public benefit, volunteering and community involvement by people of all ages and backgrounds, particularly young people aged 25 years or less". All our current programmes aim to support people who face multiple disadvantage and who are excluded from society to engage in community action or volunteering. We work at the margins of society, supporting people with complex and often chaotic lives. For many, we are a last resort; their circumstances mean that most time-limited and prescriptive services do not meet their needs. We take them on a journey to rebuild their lives, with volunteering as a key step to developing confidence, skills and community connections that, together, help build resilience. We "step together" with them on this journey.

The Trustees present their report and the financial statement for the year ended 31st May 2025. Reference and administrative information included forms part of this report. The financial statements have been prepared in accordance with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice – Accounting and Reporting by Charities.

FROM THE CHAIR

Over the past nine years as Chair, I have seen Step Together Volunteering grow into a highly focused and effective charity, helping people at some of the most difficult points in their lives. As our Chief Executive Anna-Clare says, we are often the last resort – the organisation that people turn to when all other options have failed. What makes our work so powerful and unique is our "never give up" approach and our commitment to being alongside people until they are ready to take those first steps forward. This is an approach few other organisations offer.

The last nine years have been turbulent for charities. Austerity, the Covid-19 pandemic, and now the cost-of-living crisis have all made life more challenging for the people we support, while also stretching the resources of the voluntary sector to its limits. Through all this Step Together Volunteering has not only endured, but it has continued to provide fundamental, life-changing support when it has been most urgently needed.

While the statistics behind our work are impressive, it is the individual stories that matter most. The people who feel seen and supported, who find courage to rejoin their community, the ones who dare to believe in a future again. What I think we give people, most of all, is *hope*: the chance to step out of the darkness of isolation or despair and into the possibility of a brighter future.

I want to pay heartfelt tribute to our frontline staff who, through resilience and extraordinary patience, give people hope and opportunity. Their unique ability to inspire and motivate the people we support is the lifeblood of this charity. I am equally grateful to our central team, led by Anna-Clare Temple, with whom I have enjoyed working closely. Finally, I must thank my fellow Trustees, whose wisdom, support and sound governance have been invaluable.

As I step down as Chair, I do so with deep pride in all we have achieved together, and with confidence that Step Together Volunteering will continue to transform lives in the years ahead.

Dr Roger Donbavand

Roger Donbavand

REFERENCE & ADMINISTRATIVE INFORMATION

For the year ended 31st May 2025

Company number	02932195
Charity number	1038253 (England & Wales) SC040616 (Scotland)
Registered office	The Engine Shed, Approach Road, Bristol, BS1 6QH
Lifetime President	Roger Potter MBE
Presidents	Deborah Poole (appointed 24.09.2024) Sir David Manning GCMG, KCVO
Trustees (Directors)	Dr Roger Donbavand (Chair) Jamie Shearer (Deputy Chair) Scharmarie van der Vyver (Treasurer) Ralph Arundell (resigned 23.09.2025) Lee Botterill (appointed 10.07.2025) Maurice Clarke Tracy Fraisse (appointed 10.07.2025) Mary Mawhinney Caroline Marsh (resigned 24.09.2024) Holly Meacham Deborah Poole (resigned 24.09.2024) Elizabeth Shanahan (resigned 01.09.2025)
Chief Executive Officer	Anna-Clare Temple
Bankers	CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, ME19 4TA Co-operative Bank PLC, 1 Balloon Street, Manchester, M4 4BE
Independent Examiner	Josh Kingston BSc, ACA Burton Sweet Limited, The Clock Tower, 5 Farleigh Court, Old Weston Road, Flax Bourton, Bristol, BS48 1UR

2024-2025 REVIEW

Over the 2024-2025 financial year, the charity ran three main programmes working with:

- Young people facing multiple disadvantage – Bristol and Dumfries & Galloway
- People with experience of the criminal justice system – Avon & Somerset and Greater Manchester
- Members of the Armed Forces Community – Northeast, Northwest and Southwest England.

The charity's programmes are delivered by a team of skilled outreach workers, our Project Managers, who provide support to the people we work with on a one-to-one and small group basis. Our frontline team is supported by our Central Team, comprising the Chief Executive, the Head of Operations and Administration & Communications Officer. Our work also benefits from a small number of volunteers who support different areas of our operations. Almost half of our staff team and all our volunteers have directly relevant lived experience.

During the year, the charity focused on the following priorities:

- Celebrating our 30th anniversary
- Expanding our justice system work in Bristol
- Supporting the charity's financial sustainability
- Developing our strategy for the next 5 years
- Trustee board development and succession planning

Celebrating our 30th anniversary

The charity celebrated its 30th anniversary with an event in Bristol in September 2024. In addition to staff and Trustees, we were joined by representatives from our funders, delivery partners, referring organisations, local clients, volunteers, and local councillors. The event celebrated the charity's history and spirit, with stands for each project showcasing their work and impact. The event included a viewing area with "silent disco" headphones where attendees could watch a video of our founder, Roger Potter MBE, talking about what motivated and inspired him to establish Step Together Volunteering three decades ago. We also played a video where a client from our Young People's Programme in Bristol spoke about the impact the charity had had for her.

Expanding our justice system work in Bristol

Our work with Rise Mutual CIC and The Nelson Trust, delivering the "Chance to Change" deferred prosecution service on behalf of Avon & Somerset Police started in June 2024. Step Together Volunteering is providing enhanced support to young men aged 18-24 who have committed an offence and have been identified by the police as being suitable for deferred prosecution. They are referred for enhanced support due to their level of need, and we support these young men on a 1-1 basis. This 4-year contract has allowed us to bring in additional grant funding so that we can provide ongoing support to these young men if they wish beyond the 16-week engagement period mandated by the Chance to Change programme. Participation after the 16 weeks is entirely voluntary on the part of the client and so it has been great to see some young men taking up this opportunity. The grant funding also means that we can provide support to people in contact with the justice system, or at risk of offending, who are not referred through the Chance to Change programme.

We also secured funding from The National Lottery Community Fund to establish a pilot for young women with experience of the justice system or at risk of entering the system. This pilot will see small groups of young women being supported through our bespoke For My Future course, which has been adapted specifically to meet the needs of this cohort. In addition to gaining the personal and practical skills needed to build a life away from the justice system, the project will also provide young women with opportunities for peer support and peer learning.

At the end of 2024, we made the difficult decision to bring our Greater Manchester criminal justice project to an end. While the project had been running for over 10 years, funding had regularly been a challenge and, with our justice sector project established in Bristol, the learning from our work in Greater Manchester will inform the design and development of our work in Bristol.

Supporting the charity's financial sustainability

The charity built on the success of the 2023-24 financial year, with strong fundraising performance helping to provide security and stability to our projects. The fundraising climate remains challenging for small charities, and some cost-cutting measures were taken during the financial year to help reduce the charity's core costs. New multi-year grants have been secured which support the charity's financial sustainability and the senior leadership team continues to prioritise income generation as a key activity.

Developing our strategy for the next 5 years

Our 30th anniversary provided an opportunity not just for reflection but also to consider the charity's future plans and strategy. At a Staff & Trustee Away Day we started the process of developing our new 5-year strategy. Work on this continued through the end of 2024 and into 2025, with the Board considering the charity's direction and priorities. Two board sub-groups were established to focus on this work, one looking at the charity's clients and locations, and the other considering its mission and vision.

Trustee board development and succession planning

With our Chair, Roger Donbavand, reaching the end of his 9-year tenure in early 2026, work began to identify a suitable Chair of Trustees to take over from Roger. Our current Deputy Chair, Jamie Shearer, has been confirmed as Roger's successor. With the support of the rest of the Board of Trustees, Jamie will assume the role of Chair in early 2026.

During the period, several Trustees resigned from their positions, either due to having reached their maximum tenure or due to professional or personal commitments. We are incredibly grateful for the support they have given Step Together Volunteering.

Annual Trustee appraisals were introduced, which provide the Chair with an opportunity to review with each Trustee where they are able to add value and support the charity's work.

We have increased the number of Trustees based in Bristol, where the charity's head office is located, with two new Trustees joining the Board in July 2025.

Key Risks

During the year, the Trustees, along with the Senior Management Team, closely monitored the key risks to the charity and took steps to mitigate the likelihood and impact of risks wherever possible. The key risks identified during the year were:

- Funding: the economic climate has resulted in a challenging fundraising landscape for small charities. Step Together Volunteering has managed to maintain a number of committed funders, but opportunities for larger and multi-year grants are scarce and the reduction in levels of statutory funding means that opportunities that do exist are highly competitive. To mitigate this, the charity has increased fundraising which delivers unrestricted income (e.g. from sporting events) to allow us to cover shortfalls in project funding. Costs are carefully controlled and in early 2025 the charity terminated the lease on its office in order to reduce overheads. The Treasurer supports the Senior Management Team in maintaining a close eye on cashflow to ensure the charity can meet its obligations. Fundraising activities are prioritised to help the charity maintain a stable financial position.
- Reputational risk associated with another organisation using the name “Step Together” for one of its projects: the use of our charity’s name by another organisation which delivers similar services to a similar client group has raised concerns about confusion and reputational risk. We have been aware of incidents where confusion has arisen and have taken steps to minimise this risk. The charity’s names are registered trademarks and we are determined to protect the good will and good reputation associated with our name, which we have built over the years.

Future Plans

Looking forward, the charity is focusing on:

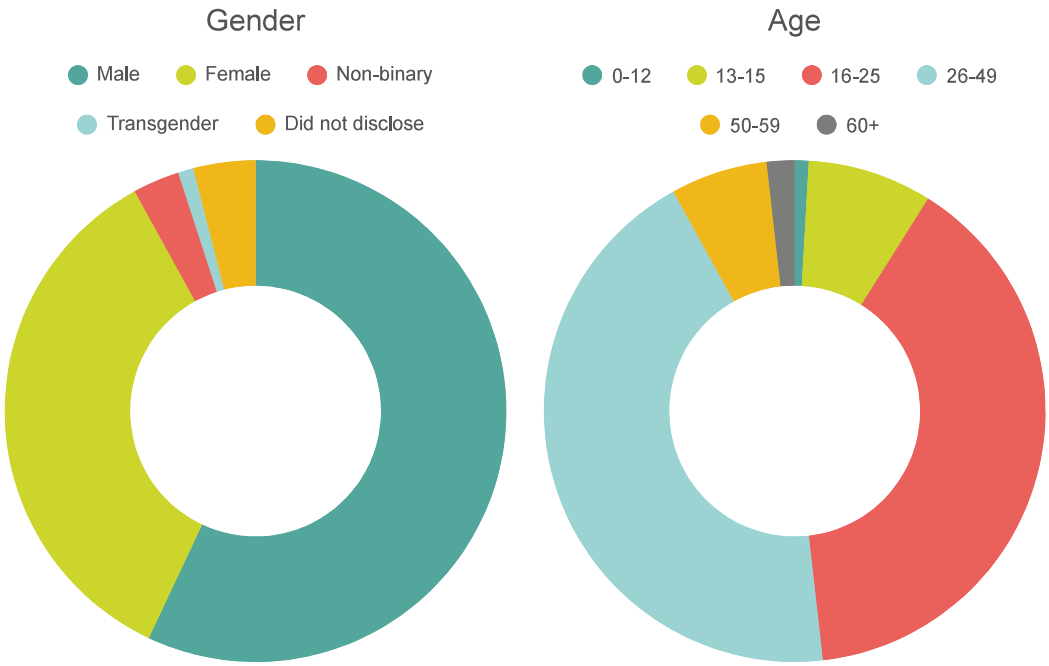
- Continuing to develop our work in Bristol with young people with experience of the justice system, or those at risk of coming into contact with the police/justice system, building on the work we are already doing delivering the Chance to Change program in partnership with other agencies on behalf of Avon & Somerset Police. We are also keen to learn from our pilot project focused on supporting young women in contact with the justice system to evaluate the impact of this work and build on it.
- Implementing the strategic plans agreed by the Board to strengthen the charity’s resilience.
- Ensuring our time-limited projects are successfully concluded, with thorough evaluations that demonstrate the impact we have achieved and identify key learning points, both for us as an organisation and for the sectors we work in.
- Prioritising the charity’s stability and sustainability, through targeted fundraising activities and expansion of activities that can bring in unrestricted income.
- Supporting and developing our staff team: they are vital to the effective delivery our services and the running of the charity. As our clients’ needs multiply and we support people with more complex needs, it is essential that our staff team is well equipped to manage this, and that they receive the right support to ensure their wellbeing.

WHO WE SUPPORTED

We reached over **500** people with information about volunteering and our support

with over **200** receiving one-to-one support

160 were new referrals



86% of clients were not working or unemployed on referral, despite

87% being of working age

Our frontline team carried out over **2800** individual meetings, calls, and actions to support these clients

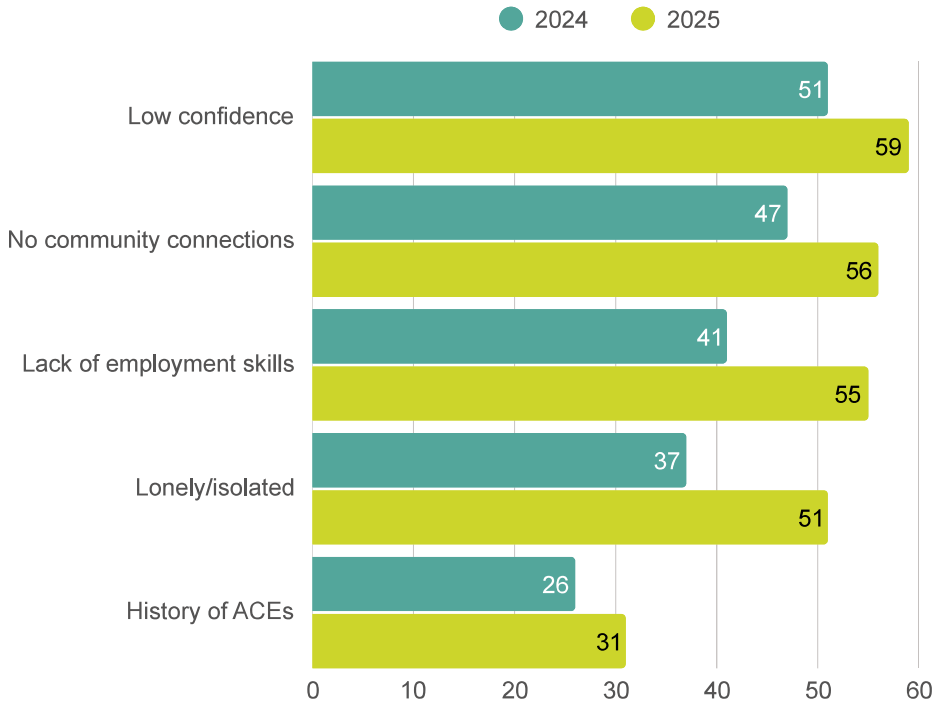
WHO WE SUPPORTED

70% of clients were suffering with poor mental health

85% had a disability or health condition that affected their daily lives

29% were neurodiverse

The data on the level of need experienced by our clients show that levels are increasing year on year. The table below shows comparison data for 2024 &2025.

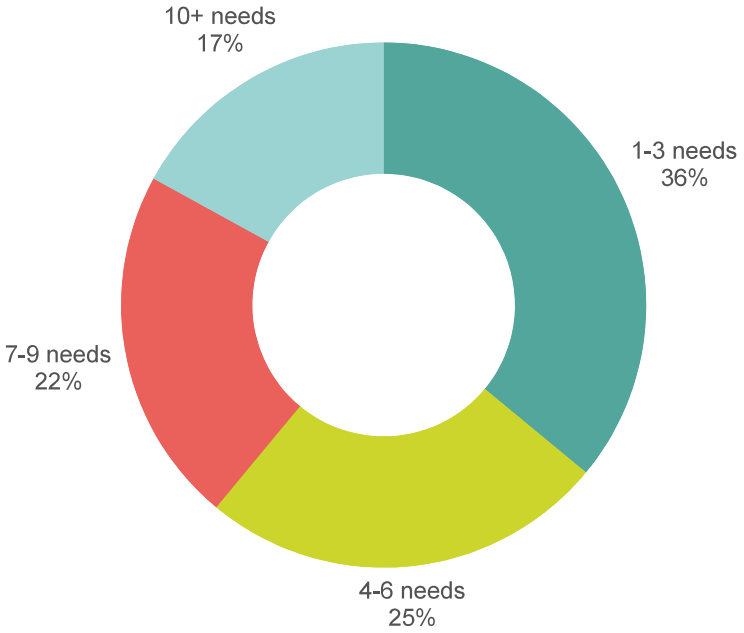


ACE = Adverse Childhood Experience

The most prevalent needs our clients have are:

- Poor mental health
- Low confidence
- Poor community links
- Lack of skills or experience

It is not only the complexity of our clients' needs that places them at disadvantage, but also the multiplicity of needs they experience. Intersectionality is often present and creates significant challenges to clients being able to move forward. The table below shows the number of individual needs our clients presented with.



HOW WE MEASURE IMPACT

We use different methods to track the progress made by the people we support, and to evaluate the effectiveness of our work.

Pathway Star
The Pathway Star is one of the Outcomes Stars developed by Triangle Consulting. It is a "distance-travelled" tool, completed by our clients (sometimes with support from their Project Manager) with readings being undertaken shortly after support starts, and at 8–12-week intervals. The Pathway Star is designed for use by organisations working with people who are experiencing barriers to employment, and it covers the following 8 key areas:

- Emotional wellbeing
- Confidence and aspirations
- Family and relationships
- Friends and connections
- Skills
- Money
- Healthy lifestyle
- Stability at home

Warwick Edinburgh Mental Wellbeing Scale
This is also a distance-travelled tool. It takes a closer look at a person's mental wellbeing, allowing us and them to see their progress over the support period. It is completed by the client (sometimes with support), with a baseline reading being undertaken shortly after support starts and subsequent readings being undertaken at roughly 12-week intervals. The tool comprises 14 positively worded statements which clients score themselves for, producing a total score each time, allowing results to be compared.

Staff-observed progress
We also record staff-observed achievements and outcomes, including participation in volunteering activities and completion of training courses.

Feedback
Feedback from our clients, referrers and other organisations we work with is crucial to helping us deliver high quality and relevant support. All clients are invited to provide feedback on the support they have received, and we regularly ask other organisations to tell us about their experience of working with us.

OUR IMPACT

The results from our Pathway Star data show that:

86% of clients saw an improvement in their wellbeing

79% of clients reported improved levels of confidence

75% gained new employment-related skills

57% saw a positive impact on their friendships and connections

The Warwick Edinburgh Mental Wellbeing Scale data showed that...

61% of clients had an initial score which placed them in the bottom 15% nationally.

By the end of their support, this number had reduced to

39%

23% had an initial score that indicated mild depression

48% had an initial score that indicated probable clinical depression

74% of clients saw increased scores in their most recent assessment, indicating improved mental wellbeing

OUR IMPACT

Staff-observed progress: we also record additional achievements made by our clients which may not be captured by the other impact measurement methods we use, or when the support period is not long enough to use our distance-travelled tools.

68% were more independent

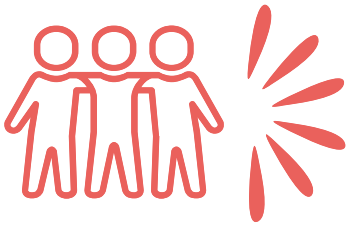
80%
had improved motivation

71%

were more connected to their local community, which helps to build support networks and resilience

We facilitated over

2350 hours of volunteering



Of those clients who engaged with our support, and whose cases were closed during the year

35%
secured employment or returned to work

22%
progressed to training or education

36%
were focusing on finding employment

FINANCIAL REVIEW 2024-2025

Income for the financial year was £276,973 (2024 £458,900), of which £263,381 was restricted and £13,592 was unrestricted. Funds brought forward to the 2024-2025 financial year amounted to £402,771, of which £240,276 were restricted and £162,495 were unrestricted.

The charity continued to control its costs carefully and expenditure for the financial year was £406,123 (2024 £341,061) against budgeted expenditure of £434,945.

Notable changes
Income recorded for the 2024-2025 financial year was lower than in 2023-2024 due to the charity recognising a number of multi-year grants in full in the 2023-2024 period. Some income from these grants was received during the 2024-2025 financial year and is recorded as funds brought forward. Expenditure for the 2024-2025 financial year was higher than in 2023-2024 due to the charity securing funding for new projects in Bristol (youth justice work) and the Northwest (Armed Forces Community) and taking on additional staff to deliver this work.

Reserves Policy
The Board of Trustees has agreed that the minimum level of free reserves that the charity should keep will be equivalent to three months' operating costs, currently estimated at £103,526 (2024: £108,750). The upper limit of free reserves that the charity should keep will be equivalent to six months' operating costs, currently estimated to be £207,052 (2024: £217,500). The Trustees have determined that holding between 3 and 6 months' operating costs provides an appropriate level of stability, enabling the charity to meet its obligations and provide security for projects in the event of any funding shortfalls.

Total funds held at 31 May 2025 were £273,621 (2024: £402,771) of which £137,344 were restricted. The current level of free reserves stands at £136,277 (2024: £162,495), which is above the minimum level of free reserves that the Trustees have determined should be kept.

The financial reserves will enable the charity to meet future commitments and unforeseen expenses without a negative impact on its ability to deliver core services or develop business in the manner planned. The Trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- To fund working capital
- To fund unexpected but necessary expenditure
- To fund shortfalls in income when income does not reach expected levels.

2025-2026 Financial Year
The budgeted expenditure for the 2025-2026 financial year is £422,408. The charity has, at the time of writing, secured approximately £387,000 towards these costs, representing 93% of budgeted expenditure. This includes several multi-year grant agreements which provide stability to our projects and support the charity's sustainability.

OUR FUNDERS & SUPPORTERS

Step Together Volunteering wishes to recognise and thank all its generous funders and supporters for the year 2024-2025, who are listed below. The charity also recognises support received from Burges Salmon LLP, Osborne Clark LLP and Unite Students. We continue to be incredibly appreciative of all the individual donors who have supported us during the financial year.

In 2024 the charity began modest fundraising activities through sporting events, namely the Great Bristol Run (10k and Half Marathon) and the London Marathon. Several companies donated food and drink items to give to runners supporting the charity and we are grateful for their generosity and support.

Our 2024-25 supporters:

Army Benevolent Fund
Armed Forces Covenant Fund Trust
Avon & Somerset Police
Bristol City Council
Dumfries Roundtable
Ernest Cook Trust
The Gannochy Trust
Hayes Parsons
Hugh Fraser Foundation
The Holywood Trust
The Henry Smith Charity
Lighthouse Vineyard Church
Medlock Charitable Trust
Million Dollar Roundtable Foundation
Quartet Community Foundation
National Lottery Community Fund
Noel Buxton Trust
The Nisbet Trust
Veterans' Foundation
Swire Charitable Trust
Renishaw
Robertson Trust
Scottish Children's Lottery Fund
Van Neste Foundation

And our many individual donors, whose support is gratefully acknowledged.

STRUCTURE, GOVERNANCE & MANAGEMENT

The organisation was registered under the Companies Act 1985 on 24th May 1994 as a company limited by guarantee and not having a share capital. The association is registered with the Charity Commission in England & Wales and from 26th June 2009 it has also been registered with the Office of the Scottish Charity Regulator (OSCR). The charity is governed by the Memorandum and Articles of Association.

Step Together Volunteering is registered with the Fundraising Regulator and supports and adheres to the Regulator's Code of Practice. The charity is also registered with the Information Commissioner's Office and complies with Data Protection legislation.

The charitable company passed a special resolution on 19th April 2016 changing its name to Step Together Volunteering.

The Board of Trustees

The Board of Trustees is committed to meeting the new Charity Code of Governance. The Board of Trustees is currently comprised of 8 people, with a broad range of skills and professions, including finance, governance, marketing, operations, project management, teaching, human resources and voluntary sectors.

Trustee recruitment and appointment

The charity regularly assesses the skills and sectors represented at Board level to ensure there is a suitable and relevant mix of skills and experience on the Board. New trustees are appointed by existing trustees and serve for a term of 3 years, after which they may put themselves forward for re-appointment. The Articles of Association provide for a minimum of 3 Trustees; there is no maximum number of Trustees. All newly appointed Trustees have an induction into the organisation, and all Trustees receive Safeguarding training. Individual Trustee reviews are carried out annually. With a maximum tenure of 9 years for Trustees now in place, succession planning is undertaken to ensure the charity can continue to benefit from a wide range of skills and experiences at Board level. Where possible and appropriate, people with relevant lived experience are encouraged to join the Board of Trustees.

Delegation

The charity has a Scheme of Delegation in place which defines which decisions are taken by the Board of Trustees and which are delegated to staff. The Schedule looks specifically at areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves. Day to day management of the charity is delegated to the Chief Executive.

The staff team is managed by a small senior management team based in Bristol comprising the Chief Executive and the Head of Operations. The central team also includes an Administration & Communications Officer. Staff pay and benefits are reviewed annually by the Trustees, and due consideration is given to ensure all staff are paid at least the Real Living Wage.

Risk Management

The Trustees regularly review the risks to which the charity is exposed to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error.

Statement of Responsibilities of the Trustees

The Trustees (who are also Directors of the Charity for the purpose of company law) are responsible for preparing the Trustees' Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which gives a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its income and expenditure for the financial year. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The Trustees are responsible for maintaining proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and ensuring that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and 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.

This report has been prepared in accordance with the statement of recommended practice accounting and reporting (March 2019) and in accordance with the small company regime (section 419(2) of the Companies Act 2006).

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The Trustees are members of the charity, but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

Independent Examiner
Burton Sweet Ltd were appointed as independent examiner to the charitable company on 24th September 2024 at the company's AGM.

Approved by the Trustees and signed on their behalf on 7th October 2025 by

Dr Roger Donbavand
Chair

INDEPENDENT EXAMINER'S REPORT

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31st May 2025.

Responsibility and Basis of Report
As the Trustees of the company (and also its Directors for the purposes of Company Law) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act"), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 ("the 2006 Act"). You are satisfied that the accounts of the company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination. I report in respect of my examination of the company's accounts carried out under section 44(1)(c) of the 2005 Act and section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement
Since the company is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can confirm that I am qualified to undertake the examination because I am a registered member of the Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

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

- Accounting records were not kept as required by Section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or
- The accounts do not accord with those records with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006; or
- The accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

Joshua Kingston

Josh Kingston BSc ACA
Burton Sweet Limited, The Clock Tower, 5 Farleigh Court, Flax Bourton, Bristol BS48 1UR
Date: 7th October 2025

Step Together Volunteering Ltd.

Statement of Financial Activities *(incorporating an income and expenditure account)*

For the year ended 31 May 2025

	Note	Restricted £	Unrestricted £	2025 Total £	2024 Total £
Income and endowments from:					
Donations and Legacies	**3**	900	12,168	**13,068**	8,249
Charitable activities	**4**	262,481	-	**262,481**	448,157
Investments		-	1,424	**1,424**	2,494
Total Income and endowments	**14**	**263,381**	**13,592**	**276,973**	**458,900**
Expenditure on:					
Raising funds		20,406	-	**20,406**	10,906
Charitable activities		385,717	-	**385,717**	330,155
Total Expenditure	**6**	**406,123**	**-**	**406,123**	**341,061**
Net income/(expenditure)	**7**	**(142,742)**	**13,592**	**(129,150)**	**117,839**
Transfers between funds	**14**	**39,810**	**(39,810)**	**-**	**-**
Net movement in funds		**(102,932)**	**(26,218)**	**(129,150)**	**117,839**
Reconciliation of funds:					
Total funds at the start of the year (as previously stated)	**14**	240,276	162,495	402,771	138,382
Prior year adjustment	**16**	-	-	-	146,550
Total funds at the start of the year (restated)		240,276	162,495	402,771	284,932
Total Funds carried forward	**14**	**137,344**	**136,277**	**273,621**	**402,771**

All the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements/transfers in funds are disclosed in Note 14 to the accounts.

See note 2 for fund-accounting comparative figures.

The notes on pages 20 to 30 form part of these financial statements.

Step Together Volunteering Ltd.

Balance Sheet

For the year ended 31 May 2025 **Company Number 02932195**

	Note	2025 Total £	2024 Total £
Current Assets			
Debtors	**11**	**195,681**	296,580
Cash at bank and in hand		**113,895**	111,862
Total Assets		**309,576**	**408,442**
Liabilities			
Creditors: amounts falling due within 1 year	**12**	**(35,955)**	(5,671)
Net current assets/(liabilities)		**273,621**	**402,771**
Net assets/(liabilities)		**273,621**	**402,771**
Funds			
Restricted funds	**13**	137,344	240,276
Unrestricted funds			
General funds	**13**	136,277	162,495
Total charity funds		**273,621**	**402,771**

For the year ended 31 May 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

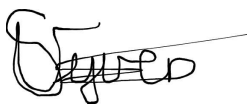
The members have not required the company to obtain:

- an audit of its accounts for the year in question in accordance with section 144(2) of the Charities Act 2011.
- an audit of its accounts for the year in question 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 special provisions of Part 15 of the Companies Act applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the Trustees 7 October 2025 and signed on their behalf by



Scharmarie Van Der Vyver (Treasurer)

The notes on pages 20 to 30 form part of these financial statements.

1. Accounting policies

a. Basis of preparation

The financial statements have been prepared in accordance with the historical cost convention (except where otherwise stated in the accounting policy note) and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Companies Act 2006.
Step Together Volunteering ltd. 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 notes.

b. Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c. Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probably when the amount can be measured reliably, and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of provision of service is deferred until criteria for income recognition are met.

d. Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f. Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g. Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h. Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis:

	2025	2024
Raising funds	13.7%	14.2%
Charitable activities	86.3%	85.8%

i. Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Office equipment	4 years straight line

Items of equipment are capitalised where the purchase price exceeds £1,500.

j. Debtors

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

k. Cash at bank and in hand

Cash at bank and cash 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.

l. Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

m. Financial instruments

The trust 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 recognised at amortised cost using the effective interest method.

n. Pension costs

The employees of the charity are entitled to join a defined contribution pension scheme operated by Scottish Widows, unless they have exercised their right to opt out of scheme membership.

o. Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1(i) to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. Depreciation rates in operation during the current and prior period were as follows:

Office equipment	4 years straight line

2. Prior period comparatives

	Restricted £	Unrestricted £	2024 Total £
Income from			
Donations and legacies	-	8,249	8,249
Charitable activities	373,157	75,000	448,157
Investments	-	2,494	2,494
Total income	**373,157**	**85,743**	**458,900**
Expenditure on			
Raising funds	10,906	-	10,906
Charitable activities	330,155	-	330,155
Total expenditure	**341,061**	**-**	**341,061**
Net income / (expenditure)	**32,096**	**85,743**	**117,839**
Transfers between funds	31,189	(31,189)	-
Net movement in funds	**63,285**	**54,554**	**117,839**
Total funds brought forward	**176,991**	**107,941**	**284,932**
Total funds carried forward	**240,276**	**162,495**	**402,771**

3. Income from donations and legacies

	Restricted £	Unrestricted £	2025 Total £
Gifts in kind	-	410	410
Small donations < £1,000	900	10,758	11,658
Hayes Parsons	-	1,000	1,000
Total	**900**	**12,168**	**13,068**

	Restricted £	Unrestricted £	2024 Total £
Gifts in kind	-	2,206	2,206
Small donations < £1,000	-	5,043	5,043
Worshipful Company of Builders Merchants	-	1,000	1,000
Total	**-**	**8,249**	**8,249**

Total donations from Trustees in the year amounts to £3,853.

4. Income from charitable activities

	Restricted £	Unrestricted £	2025 Total £	2024 Total £
29th May 1961 Charitable Trust	-	-	-	10,000
ABF The Soldiers Charity	30,000	-	30,000	30,000
Albert Hunt Trust	-	-	-	2,000
AFCFT – Reaching & Supporting	20,999	-	20,999	97,029
AFCFT – VPPP	1,132	-	1,132	21,336
Bristol City Council	23,132	-	23,132	27,758
Bolton CVS	-	-	-	14,881
Ernest Cook Trust	500	-	500	-
Feeding Bristol	-	-	-	655
Gannochy Trust	-	-	-	22,500
Hedley Foundation	-	-	-	2,500
Holywood Trust	-	-	-	17,500
Hugh Fraser Foundation	-	-	-	15,000
Medlock Trust	10,000	-	10,000	15,000
MDRT Foundation	2,763	-	2,763	-
National Lottery Community Fund	19,605	-	19,605	-
Noel Buxton Trust	-	-	-	6,000
Persula Foundation	-	-	-	7,000
Quartet Community Fund	5,000	-	5,000	5,000
Rise Mutual CIC	62,297	-	62,297	10,383
Robertson Trust	-	-	-	30,000
Society of Merchant Venturers	-	-	-	1,615
Scottish Children's Lottery Fund	3,973	-	3,973	-
St James's Place Foundation	-	-	-	10,000
The Swire Charitable Trust	-	-	-	75,000
Van Neste	8,000	-	8,000	-
Veterans Foundation	75,080	-	75,080	25,000
Wessex Water Environmental Fund	-	-	-	2,000
Total	**262,481**	**-**	**262,481**	**448,157**

In the prior period, £75,000 from The Swire Charitable Trust (charitable activities) was unrestricted.

5. Government grants

The charitable company receives government grants defined as funding from local authorities and government departments to fund charitable activities. The total value of such grants in the year ending 31 May 2025 was £23,132 (2024: £27,758). There are no unfulfilled conditions or contingencies attached to these grants.

6. Total expenditure

	Note	Raising funds £	Charitable activities £	Support & governance costs £	2025 Total £
Staff costs	**8**	-	244,814	105,664	**350,478**
Travel and subsistence		34	5,129	2,298	**7,461**
Communication and IT		-	1,240	10,332	**11,572**
Printing, postage, and stationery		-	1,187	274	**1,461**
Recruitment		-	270	-	**270**
Staff training		66	1,680	679	**2,425**
Monitoring and evaluation		-	439	800	**1,239**
Rent and rates		-	106	10,280	**10,386**
Insurance		-	-	3,665	**3,665**
Audit and accountancy		-	-	2,892	**2,892**
Professional fees		-	-	2,822	**2,822**
Subscriptions		16	146	259	**421**
PR and Marketing		282	899	1,858	**3,039**
Programme expenditure		20	3,031	283	**3,334**
Bank charges		-	-	66	**66**
Miscellaneous costs		-	549	4,043	**4,592**
Sub-total		**418**	**259,490**	**146,215**	**406,123**
Allocation of support & governance costs		19,988	126,227	(146,215)	**-**
Total expenditure		**20,406**	**385,717**	**-**	**406,123**

Total governance costs included within Independent Examination and Accountancy fees and Professional fees were £5,607 (2024: £5,694).

6. Total expenditure (continued)

	Note	Raising funds £	Charitable activities £	Support & governance costs £	2024 Total £
Staff costs	8	(8,021)	189,783	97,969	**279,731**
Travel and subsistence		-	6,834	1,036	**7,870**
Communication and IT		-	4,903	4,632	**9,535**
Printing, postage, and stationery		11	1,171	386	**1,568**
Recruitment		-	1,573	-	**1,573**
Staff training		77	2,845	1,601	**4,523**
Monitoring and evaluation		-	2,709	318	**3,027**
Rent and rates		-	254	14,772	**15,026**
Insurance		-	826	2,254	**3,080**
Independent Examination and accountancy		-	586	1,034	**1,620**
Professional fees		-	1,874	3,582	**5,456**
Subscriptions		-	482	618	**1,100**
PR & Marketing		-	52	3,564	**3,616**
Programme expenditure		-	1,703	287	**1,990**
Bank charges		-	-	60	**60**
Miscellaneous costs		-	451	835	**1,286**
Sub-total		**(7,933)**	**216,046**	**132,948**	**341,061**
Allocation of support & governance costs		18,839	114,109	(132,948)	**-**
Total expenditure		**10,906**	**330,155**	**-**	**341,061**

7. Net income / (expenditure)

	Note	2025 Total £	2024 Total £
This is stated after charging:			
Trustees' remuneration		**-**	-
Trustees' safeguarding training		**225**	255
Trustees' reimbursed expenses		**234**	109
Independent Examiner's remuneration			
Independent examination (VAT Incl.)		**1,584**	1,506
Other services		**704**	574

2 (2024: 1) Trustees were reimbursed expenses amounting to £234 (2024: £109) relating to meetings, travel and subsistence.

8. Staff costs

	2025 Total £	2024 Total £
Salaries and wages (excl. redundancy costs)	**313,075**	252,911
Redundancy costs	**1,782**	-
Social security costs	**21,300**	18,702
Pension costs	**14,321**	11,568
Employee benefits	**-**	(3,450)
Total staff costs	**350,478**	**279,731**

No employee earned more than £60,000 during the year (2024: nil).

The key management personnel of the charitable company comprises the Chief Executive Officer. The total employee benefits of the key management personnel were £59,428 (2024: £55,878).

	2025	2024
Number of employees	**14**	**11**

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

10. Tangible fixed assets

No items of equipment were capitalised during the year and small assets <£1,500 were expensed in full as per the accounting policy.

11. Debtors

	2025 Total £	2024 Total £
Accounts receivable	**-**	8,750
Prepayments	**2,764**	1,327
Accrued income	**192,917**	286,503
Total debtors	**195,681**	**296,580**

12. Creditors: amounts due within 1 year

	2025 Total £	2024 Total £
Trade creditors	**991**	209
Accruals	**1,584**	1,046
PAYE and National Insurance	**4,224**	4,416
Pension liability	**2,156**	-
Deferred income	**27,000**	-
Total creditors	**35,955**	**5,671**

13. Analysis of net assets between funds

	Restricted £	Unrestricted £	2025 Total funds £
Current assets	137,344	172,232	**309,576**
Current liabilities	-	(35,955)	**(35,955)**
Net assets as at 31 May 2025	**137,344**	**136,277**	**273,621**

Prior period comparatives	Restricted £	Unrestricted £	2024 Total funds £
Current assets	240,276	168,166	**408,442**
Current liabilities	-	(5,671)	**(5,671)**
Net assets as at 31 May 2024	**240,276**	**162,495**	**402,771**

14. Movement in funds

Current period	At 1 June 2024	Income	Expenditure	Transfers	At 31 May 2025
	£	£	£	£	£
Restricted funds					
Supporting young people	136,158	41,506	(153,021)	22,457	**47,100**
Rehabilitation of ex-offenders	37,494	72,297	(107,229)	17,353	**19,915**
Wounded, injured and sick service personnel and veterans	66,624	149,578	(145,873)	-	**70,329**
Total restricted funds	**240,276**	**263,381**	**(406,123)**	**39,810**	**137,344**
Unrestricted funds					
General funds	162,495	13,592	-	(39,810)	**136,277**
Total unrestricted funds	**162,495**	**13,592**	**-**	**(39,810)**	**136,277**
Total funds	**402,771**	**276,973**	**(406,123)**	**-**	**273,621**

Purposes of restricted funds

Supporting young people
To provide support to young people facing multiple disadvantage in Bristol and Dumfries & Galloway, to move their lives forward through engagement in community volunteering placements which meet their personal needs and challenges.

Supporting people with experience of the criminal justice system
To provide support to people who have had contact with the criminal justice system that presents a barrier to moving forward positively and building a crime-free life.

Members of the Armed Forces Community
To provide support to members of the Armed Forces Community across England, especially service personnel on recovery duty and veterans to engage in volunteering activities which support their recovery process and transition to civilian life.

Prior period comparatives	At 1 June 2023	Income	Expenditure	Transfers	At 31 May 2024
	£	£	£	£	£
Restricted funds					
Supporting young people	140,368	132,028	(138,599)	2,361	**136,158**
Rehabilitation of ex-offenders	6,182	67,764	(47,144)	10,692	**37,494**
Wounded, injured and sick service personnel and veterans	30,441	173,365	(155,318)	18,136	**66,624**
Total restricted funds	**176,991**	**373,157**	**(341,061)**	**31,189**	**240,276**
Unrestricted funds					
General funds	107,941	85,743	-	(31,189)	**162,495**
Total unrestricted funds	**107,941**	**85,743**	**-**	**(31,189)**	**162,495**
Total funds	**284,932**	**458,900**	**(341,061)**	**-**	**402,771**

15. Related party transactions

There were no related party transactions in the current or prior reporting period.

STEP TOGETHER VOLUNTEERING

England & Wales - Charity number 1038253

Accounts

STEP TOGETHER

CONNECT - ENGAGE - EMPOWER

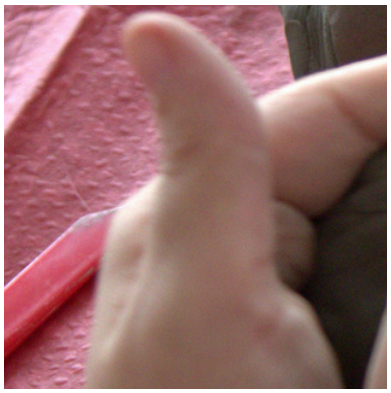
ANNUAL REPORT

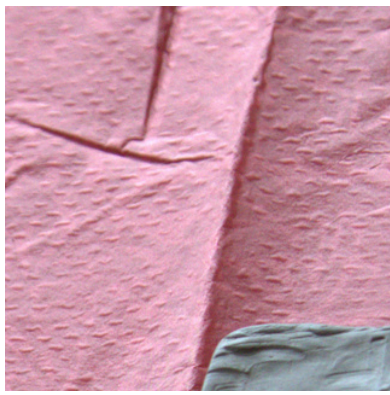
FOR THE YEAR ENDED 31 MAY 2024

STEP TOGETHER VOLUNTEERING LIMITED

REGISTERED COMPANY 02932195

REGISTERED CHARITY 1038253





ABOUT STEP TOGETHER VOLUNTEERING

We're a charity that helps the most vulnerable people – people who can't find help elsewhere. We don't give up on the people we help. We support them until they have the self-confidence and skills they need to look forward to a better, brighter future. And for many, that starts with volunteering.

Progression is our mission
Togetherness is our ethos
Empowerment through volunteering is our goal

We work to inspire, motivate, and enable people who are most excluded from society to participate in community volunteering as a way of helping them develop the skills, confidence and motivation to turn their lives around. We team this with intensive one-to-one coaching, taking a strengths-based approach, to support individuals to recognise their strengths, identify their goals, overcome any obstacles, and achieve their potential.

We have a core belief that volunteering makes a difference to everyone's lives.

Importantly, we do not place a time limit on our support; we understand that working with people who have complex needs demands time and patience. On average we support people for 10 months.

The charity's objects, established in 1994, state that the charity exists "to promote, for the public benefit, volunteering and community involvement by people of all ages and backgrounds." All our current programmes aim to support people who face multiple disadvantage and are excluded from society to engage in community action or volunteering. We work at the margins of society, supporting people with complex and often chaotic lives. For many, we are a last resort; the complexity of their circumstances meaning that most time-limited and prescriptive services do not meet their needs. We take them on a journey to rebuild their lives, with volunteering as a key step to developing confidence, skills and community connections that, together, help build resilience.

The Trustees present their report and the financial statement for the year ended 31 May 2024. Reference and administrative information included forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice – Accounting and Reporting by Charities (effective January 2019).

REFERENCE & ADMINISTRATIVE INFORMATION

For the year ended 31 May 2024

Company Number	02932195	
Charity Number	1038253 (England & Wales)	
	SC040616 (Scotland)	
Registered office	29 Great George Street	
	Bristol	
	BS1 5QT	
Lifetime President	Roger Potter MBE	
President	Sir David Manning, GCMG, KCVO	
Trustees (Directors)	Roger Donbavand (Chair)	
	Jamie Shearer (Deputy Chair)	
	Scharmarie van der Vyver (Treasurer)	
	Caroline Marsh	
	Deborah Poole	
	Liza Durkin	resigned 7 May 2024
	Maurice Clarke	
	Ralph Arundell	
	Elizabeth Shanahan	appointed 5 December 2023
	Holly Meacham	appointed 5 December 2023
	Mary Mawhinney	appointed 20 February 2024
Chief Executive Officer	Anna-Clare Temple	
Bankers	CAF Bank Limited	
	25 Kings Hill Avenue	
	Kings Hill	
	West Malling	
	ME19 4TA	
Independent Examiner	Josh Kingston BSc ACA	
	Burton Sweet Limited	
	The Clock Tower	
	5 Farleigh Court	
	Old Weston Road	
	Flax Bourton	
	Bristol	
	BS48 1UR	

2023-2024

Over the 2023-2024 financial year, the charity ran three main programmes working with:

- Young people aged 15-25 facing multiple disadvantage in Bristol and Dumfries & Galloway.
- People with criminal convictions in Greater Manchester
- Veterans, serving Personnel on Recovery Duty (PRD) and members of the Armed Forces Community in the north, east and south of England.

The charity's programmes are delivered by a team of outreach workers, our Project Managers, who provide one-to-one support to the people we work with. Our frontline team is supported by our central team comprising the Chief Executive, Operations Manager, Business Manager and Administration & Communications Officer.

During the year the charity focused on following priorities:

- improving our fundraising performance to bring greater financial stability and security to the charity.
- Continuing to raise the charity's profile in Bristol.
- Building a strong team.
- Developing our work in Bristol for young people in contact with the criminal justice system.

Improving our fundraising performance

Addressing fundraising performance was a top priority for the year, and a restructure of the Central Team was carried out in early 2023 with the Operations Manager and CEO taking on this key activity. As a result we have seen a significant increase in the income secured, particularly from charitable trusts and grant-making organisations. Funding from this source continues to provide most of the charity's income. As well as securing funds from existing supporters, the charity was delighted to secure funds from new funders, diversifying our income streams and reducing the risk that we rely on a small number of key funders. Additionally, during the year we successfully secured several multi-year funding agreements, providing further stability to our programmes. We were pleased to secure funding from the Armed Forces Covenant Fund Trust to run a project specifically targeting women with experience of recovery duty in the Armed Forces, particularly those women who have or are facing medical discharge. This funding will allow us to provide gender-specific help, and peer support, to women who often feel isolated and lonely. We were also delighted to be involved in a partnership that was successful in securing a contract with Avon & Somerset Police to deliver a Deferred Prosecution Service to young people aged 18-24 years across the force area.

Raising our profile in Bristol

Building on the work carried out in 2022-23, the charity continued to work to raise our profile, especially in Bristol. We were fortunate to receive some pro bono support from Pinch Point Communications, a Bristol-based communications agency, to help us develop this strand of work. During the year we focused on the following activities to help raise our profile:

- Improving our presence on social media by increasing the number of posts, varying the content, and increasing the use of images, photos and videos to create engaging content.
- Attending a wide variety of networking events, both within the voluntary sector and more widely.
- Reaching out to local businesses that could have the potential to support the charity.
- Further developing our “donor deck” to use as a tool to reach out to potential supporters.
- Preparing for our 30th anniversary, which the charity will celebrate through a range of special events in 2024.

During the year we also invited a group of students from the University of Bristol to carry out a consultancy project, assessing how we use social media and steps we can take to improve this. The group provided a comprehensive report which showed that, whilst the number of followers the charity has across the various platforms is quite small, those followers are engaging regularly with the content we share. Our posts outperform the average for each platform and get reasonable traction. We have implemented some of the recommendations in the report already, and will continue to develop our in-house capability in this area.

Building a strong team

The 2023-24 financial year saw several new team members join the charity, and significant resources were invested in ensuring that new staff received thorough inductions and felt welcomed to the organisation. With so many staff working remotely across the country this can present a challenge, but the charity makes good use of technology to ensure that staff feel included and supported. Regular contact with line managers helps staff with any queries they have, and all-staff meetings and Reflective Practice sessions help staff connect with and support one another. Training continues to be prioritised, with new staff all receiving comprehensive training as part of their induction, and all staff attended Professional Boundaries training to further support best practice in working with our clients.

Whilst we were sad to say goodbye to some wonderful team members, the charity continues to be able to attract staff who are experienced, talented and, above all, committed to our values and the way we work with our clients. We were delighted to welcome a new Project Manager for our Armed Forces Community Project in the north of England, and we also welcomed two new Project Managers to the team supporting Young People in Bristol, meaning we now have three Project Managers covering the

city as well as our Get Growing allotment project in Bristol.

There was also a change with a new Project Manager for our work supporting Young People in Dumfries & Galloway, which has brought a fresh perspective to this project.

Finally, at the end of the financial year, thanks to funding secured to support Young People in contact with the justice system in Avon & Somerset, we brought on board two new team members to deliver this work, bringing the number of frontline staff in the Bristol area to five, the largest it has been.

Developing our Bristol criminal justice system work

As mentioned above, Step Together Volunteering is in a partnership (led by Rise Mutual CIC and including The Nelson Trust) that was successful in securing a contract with Avon & Somerset Police to provide a Deferred Prosecution Service to 18-24 year olds across the force area. Given our experience in supporting those facing multiple disadvantage, our role in the partnership is to work with those young people who need "enhanced support". This four-year contract has allowed us to establish a fully-fledged project in the justice sector in Bristol, and delivering in partnership with other organisations provides opportunities to share learning and best practice. As well as providing targeted one-to-one support, we are also delivering our For My Future course to young people to support them to build a life away from the justice system.

Preparing for our 30th Anniversary

The charity was established in May 1994, and 2024 will mark the charity's 30th anniversary. We are marking the occasion in several different ways:

- In December 2023, we filmed an interview with the charity's founder and Lifetime President, Roger Potter MBE, to capture the inspiration for setting up Step Together Volunteering and his legacy.
- In April 2024, the charity's CEO ran the London Marathon, raising funds in support of the charity.
- In May 2024, six runners from our staff and trustees took on either the Bristol 10k or the Bristol Half Marathon, raising much-needed funds for our work and awareness of the charity.
- We are holding an event in September 2024 to celebrate the charity's achievements and look forward to the future. Key stakeholders and supporters will be invited to attend, and we will be showcasing our work.
- We have filmed short case studies with some of the young people we have supported in Bristol to highlight the impact our support can have.
- We launched a corporate sponsorship programme.

DURING THE YEAR WE REACHED APPROXIMATELY

500 PEOPLE

PROVIDING INFORMATION ON THE BENEFITS OF VOLUNTEERING AND HOW WE SUPPORT PEOPLE

OF THOSE

215

RECEIVED 1-1 SUPPORT & GUIDANCE

113 WERE NEW REFERRALS

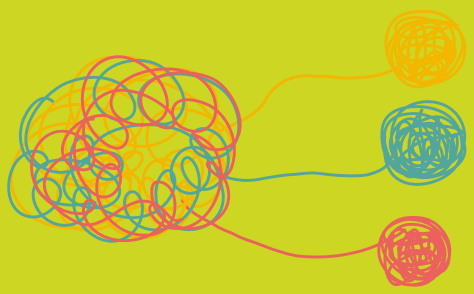
65% WERE MALE, COMPARED TO 32% FEMALE (2% IDENTIFIED AS NON-BINARY, 1% DID NOT SAY HOW THEY IDENTIFIED)

94% WERE UNEMPLOYED OR NOT WORKING DUE TO POOR HEALTH

DESPITE

93% BEING OF WORKING AGE (BETWEEN 16 AND 59 YEARS OLD)

73% WERE SUFFERING WITH POOR MENTAL HEALTH & 60% HAD A DIAGNOSED MENTAL HEALTH ISSUE



73% HAD 3 OR MORE NEEDS ON REFERRAL, 28% HAD 7 OR MORE NEEDS, AND 19% HAD 10 MORE MORE NEEDS WHEN REFERRED TO US

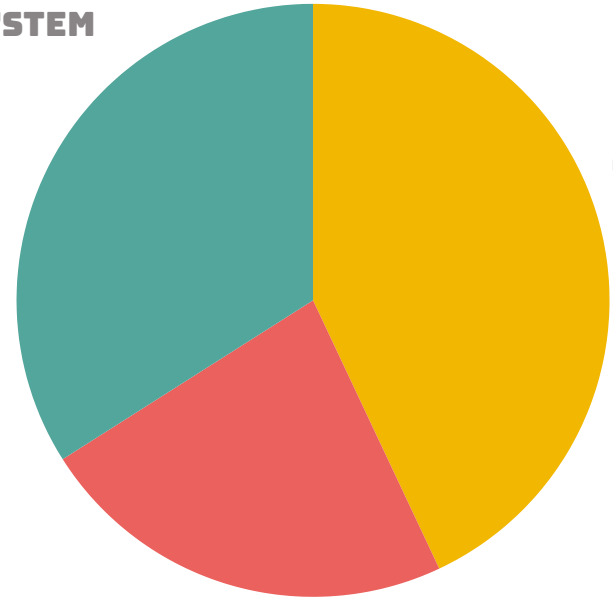
37% WERE EXPERIENCING LONELINESS AND ISOLATION

51% HAD LOW CONFIDENCE AND SELF-ESTEEM

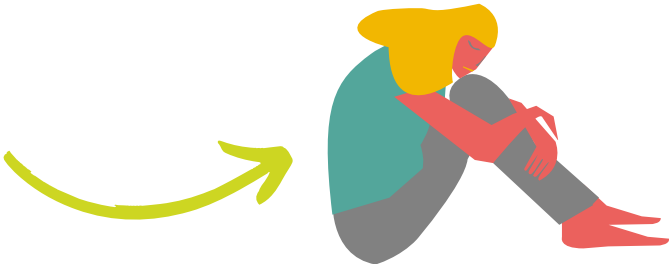
47% WERE NOT CONNECTED TO THEIR LOCAL COMMUNITY

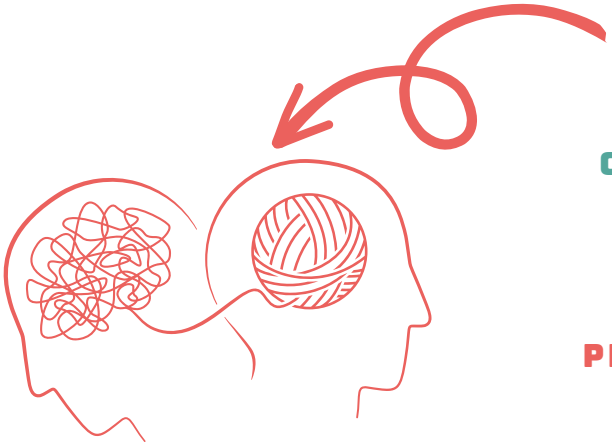
AND 41% LACKED EMPLOYMENT-RELATED SKILLS

CLIENTS SPLIT BY PROGRAMME



26% HAD SUFFERED AT LEAST 1 ADVERSE CHILDHOOD EXPERIENCE (ACE) (AN INCREASE OF 8% ON THE PREVIOUS YEAR)





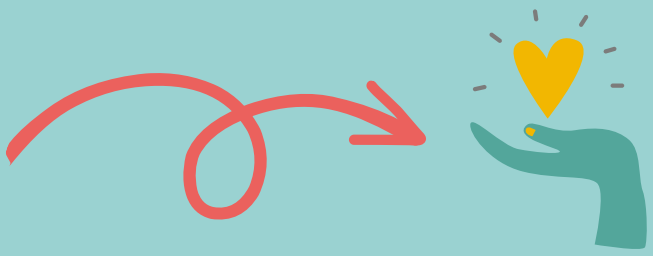
RESULTS FROM WARWICK-EDINBURGH SURVEYS SHOWED THAT, ON REFERRAL, 19% OF CLIENTS HAD AN INITIAL SCORE INDICATING POSSIBLE MILD DEPRESSION, AND 52% HAD AN INITIAL SCORE INDICATING PROBABLE CLINICAL DEPRESSION

OVER 1300 INDIVIDUAL ACTIONS WERE UNDERTAKEN EITHER WITH OR ON BEHALF OF THE PEOPLE WE SUPPORTED

1300

OUR IMPACT

72% REPORTED AN IMPROVEMENT IN THEIR EMOTIONAL WELLBEING



76% SAW AN INCREASE IN THEIR CONFIDENCE AND ASPIRATIONS

64% SAID THEY HAD A HEALTHIER LIFESTYLE

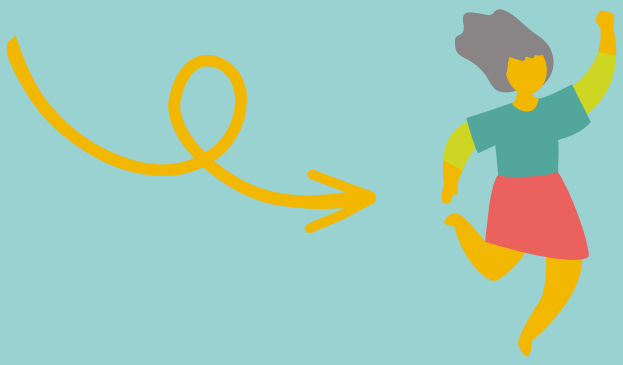
80% SAID THEY HAD GAINED NEW SKILLS TO HELP THEM IN THE FUTURE

80% HAD IMPROVED LINKS TO THEIR LOCAL COMMUNITY AND BETTER SOCIAL CONNECTIONS

STAFF OBSERVED THAT 87% OF CLIENTS IMPROVED THEIR COMMUNICATION SKILLS

AND 80% HAD IMPROVED THEIR TEAMWORK SKILLS

83% WERE MORE RESILIENT AND 93% WERE MORE MOTIVATED



OF THOSE WHO ENGAGED WITH OUR SUPPORT AND WHOSE CASES WERE CLOSED DURING THE YEAR, 29% EITHER PROGRESSED TO OR RETURNED TO WORK

AND 21% WERE MOVING INTO TRAINING OR FURTHER EDUCATION WHEN THEIR CASE WAS CLOSED

HOW WE MEASURE IMPACT

We use different methods to track the progress made by the people we support, and to evaluate the effectiveness of our work.

Pathway Star
This is a distance travelled tool, completed by the client (sometimes with support from their Project Manager) with readings being carried out soon after support starts and at 8-12 week intervals. The Pathway Star covers 8 key areas:

- Emotional wellbeing
- Confidence & aspirations
- Family & relationships
- Friends & connections
- Skills
- Money
- Healthy lifestyle
- Stability at home

Warwick-Edinburgh Mental Wellbeing Scale
This is also a distance travelled tool. It looks at a person's mental wellbeing in closer detail, allowing us and them to see their progress over the support period. It is completed by the client (sometimes with support), with readings being carried out soon after support starts and again at 8-12 week intervals. The tool comprises 14 positively worded statements which clients score themselves for, producing a total score each time, allowing scores to be compared.

Staff-observed progress
We also record staff-observed achievements and outcomes, including completion of courses, such as the ASDAN Short Course in Volunteering (which is offered to the young people we support), progression to training courses and paid employment or work experience.

FINANCIAL REVIEW

Income for the financial year was £458,900 (2023: £327,999 restated), of which £373,157 was restricted and £85,743 was unrestricted. The charity continued to control its costs carefully and expenditure for the financial year was £341,061 (2023: £377,228) against budgeted expenditure of £414,211.

The charity produced a surplus of £117,839 for the year.

Funds brought forward to the 2024-25 financial year amounted to £284.932 (restated) of which £107,941 were unrestricted and £176,991 (restated) were restricted, including accrued income of £170,010 (restated).

Reserves Policy

The Board of Trustees has agreed that the minimum level of free reserves that the charity should keep will be equivalent to three months' operating costs, currently estimated at £108,750 (2023: £95,000). This has increased from the 2022-23 financial year due to new programmes being added. The upper limit of free reserves that the charity should keep will be equivalent to six months' operation costs, currently estimated to be £217,500.

Total funds held at 31 May 2024 were £402,771 (2023: £284,932 restated) of which £240,276 (2023: £176,991 restated) were restricted. The current level of free reserves stands at £162,495 (2023: £107,941).

The financial reserves will enable the charity to meet future commitments and unforeseen expenses without a negative impact on its ability to deliver core services or develop the business in the manner planned. The trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- to fund working capital.
- to fund unexpected but necessary expenditure.
- to fund shortfalls in income when income does not reach expected levels.

2024-2025 Financial year

The budgeted expenditure for the 2024-25 financial year is £435,000. The charity has, at the time of writing, secured approximately £270,000 towards these costs, representing 62% of budgeted expenditure. This includes several multi-year grant agreements which provide stability to our projects and support the charity's sustainability.

Prior year adjustments

Income figures for 2023 have been adjusted to recognise income on entitlement rather than on receipt, in line with the SORP requirement. Please see note 16 of the financial statements.

CHARITABLE FUNDERS & SUPPORTERS

Step Together Volunteering wishes to recognise and thank all of its generous funders and supporters, for the year 2023-4. In addition to the funders whose logos are displayed below, we would like to thank The Hugh Fraser Foundation, The Persula Foundation and The 29th May 1961 Charitable Trust. The charity also recognises support received from Burges Salmon LLP and Pinch Point Communications. We continue to be incredibly grateful to all the individual donors who have supported us during the financial year.

STRUCTURE, GOVERNANCE & MANAGEMENT

The organisation was registered under the Companies Act 1985 on 24 May 1994 as a company limited by guarantee and not having a share capital. The association is registered with the Charity Commission in England & Wales and from 26 June 2009 it has also been registered with the Office of the Scottish Charity Regulator (OSCR). The charity is governed by the Memorandum and Articles of Association.

Step Together Volunteering is registered with the Fundraising Regulator and supports and adheres to the regulator's Code of Practice. The charity is also registered with the Information Commissioner's Office and complies with all Data Protection legislation.

The charitable company passed a special resolution on 19 April 2016 changing its name to Step Together Volunteering Ltd.

The Board of Trustees

The Board of Trustees is committed to meeting the new Charity Code of Governance. In January 2023 the Articles of Association were amended to allow for AGMs to be held by hybrid and/or electronic means, and to limit the maximum tenure of Trustees (Directors) to 9 years.

The Board of Trustees is currently comprised of 10 people, with a broad range of skills and professions, including legal, finance, governance, marketing, social services, operations, human resources, and voluntary sectors.

Trustee recruitment and appointment

The charity regularly assesses the skills represented at Board level to ensure there is a suitable and relevant mix of skills and experience on the Board. New trustees are appointed, based on priority skills gaps identified, by existing trustees and serve for a term of 3 years, after which they may put themselves forward for re-appointment. The Articles of Association provide for a minimum of 3 trustees; there is no maximum number of trustees. All newly appointed trustees have an induction into the organisation and all trustees receive Safeguarding training. With a maximum tenure for Trustees of 9 years now in place, succession planning is undertaken to ensure the charity can continue to benefit from a wide range of skills and experiences at Board level.

Delegation
The charity has a Scheme of Delegation in place which defines which decisions are taken by the Board of Trustees and which are delegated to staff. The Schedule looks specifically at areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves. Day to day management of the charity is delegated to the Chief Executive.

The staff team is managed by a small senior management team based in Bristol comprising the Chief Executive and the Operations Manager. The central team also includes a Business Manager and an Administration and Communications Officer. Staff pay and benefits are reviewed annually by the Trustees, and due consideration is given to ensure all staff are paid at least the Real Living Wage.

Risk management
The trustees regularly review the risks to which the charity is exposed and to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error.

Statement of responsibilities of the trustees
The Trustees (who are also Directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United· Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which gives a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its income and expenditure for the financial year. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The Trustees are responsible for maintaining proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and ensuring that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and 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.

This report has been prepared in accordance with the statement of recommended practice accounting and reporting (March 2019) and in accordance with the small company regime (section 419(2) of the Companies Act 2006).

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The Trustees are members of the charity, but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

Independent examiner
Burton Sweet Ltd were appointed as independent examiner to the charitable company on 21 November 2023 at the company's AGM.

Approved by the trustees and signed on their behalf on 24 September 2024 by

Roger Donbavand

Dr Roger Donbavand
Chair

INDEPENDENT EXAMINER'S REPORT

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 May 2024.

Responsibilities and basis of report
As the Trustees of the Company (and also its Directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 ('the 2006 Act'). You are satisfied that the accounts of the Company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 44(1)(c) of the 2005 Act and section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement
Since the Company is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can confirm that I am qualified to undertake the examination because I am a registered member of the Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

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

- Accounting records were not kept as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or
- The accounts do not accord with those records with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006; or
- The accounts do not comply with thee accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

Joshua Kingston

Josh Kingston BSc ACA
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 24 September 2024

Step Together Volunteering Ltd.

Statement of Financial Activities *(incorporating an income and expenditure account)*

For the year ended 31 May 2024

	Note	Restricted £	Unrestricted £	2024 Total £	*As restated* 2023 Total £
Income and endowments from:					
Donations and Legacies	**3**	-	8,249	**8,249**	4,967
Charitable activities	**4**	373,157	75,000	**448,157**	321,918
Investments		-	2,494	**2,494**	1,114
Total Income and endowments		**373,157**	**85,743**	**458,900**	**327,999**
Expenditure on:					
Raising funds		10,906	-	**10,906**	23,199
Charitable activities		330,155	-	**330,155**	354,029
Total Expenditure	**6**	**341,061**	**-**	**341,061**	**377,228**
Net income / (expenditure)	**7**	**32,096**	**85,743**	**117,839**	**(49,229)**
Transfers between funds	**14**	**31,189**	**(31,189)**	**-**	**-**
Net movement in funds		**63,285**	**54,554**	**117,839**	**(49,229)**
Reconciliation of funds:					
Total funds at the start of the year (as previously stated)	**14**	30,441	107,941	138,382	334,161
Prior year adjustment	**16**	146,550	-	146,550	-
Total funds at the start of the year (restated)		176,991	107,941	284,932	334,161
Total Funds carried forward	**14**	**240,276**	**162,495**	**402,771**	**284,932**

All the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements/transfers in funds are disclosed in Note 14 to the accounts.

See note 2 for fund-accounting comparative figures.

The notes on pages 21 to 31 form part of these financial statements.

Step Together Volunteering Ltd.

Balance Sheet

For the year ended 31 May 2024 **Company Number 02932195**

	Note	2024 Total £	*As restated* 2023 Total £
Current Assets			
Debtors	**11**	**296,580**	170,010
Cash at bank and in hand		**111,862**	122,916
Total Assets		**408,442**	**292,926**
Liabilities			
Creditors: amounts falling due within 1 year	**12**	**(5,671)**	(7,994)
Net current assets / (liabilities)		**402,771**	**284,932**
Net assets / (liabilities)		**402,771**	**284,932**
Funds			
Restricted funds	**13**	240,276	176,991
Unrestricted funds			
General funds	**13**	162,495	107,941
Total charity funds		**402,771**	**284,932**

For the year ended 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

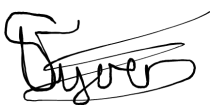
The members have not required the company to obtain:

- an audit of its accounts for the year in question in accordance with section 144(2) of the Charities Act 2011.
- an audit of its accounts for the year in question 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 special provisions of Part 15 of the Companies Act applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the Trustees 24 September 2024 and signed on their behalf by



Scharmarie Van Der Vyver (Treasurer)

The notes on pages 21 to 31 form part of these financial statements.

1. Accounting policies

a. Basis of preparation

The financial statements have been prepared in accordance with the historical cost convention (except where otherwise stated in the accounting policy note) and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Companies Act 2006.
Step Together Volunteering ltd. 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 notes.

b. Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c. Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probably when the amount can be measured reliably, and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of provision of service is deferred until criteria for income recognition are met.

d. Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f. Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g. Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h. Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis:

	2024	2023
Raising funds	14.2%	15.4%
Charitable activities	85.8%	84.6%

i. Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Office equipment	4 years straight line

Items of equipment are capitalised where the purchase price exceeds £1,500.

j. Debtors

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

k. Cash at bank and in hand

Cash at bank and cash 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.

l. Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

m. Financial instruments

The trust 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 recognised at amortised cost using the effective interest method.

n. Pension costs

The employees of the charity are entitled to join a defined contribution pension scheme operated by Scottish Widows, unless they have exercised their right to opt out of scheme membership.

o. Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1(i) to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. Depreciation rates in operation during the current and prior period were as follows:

Office equipment	4 years straight line

2. Prior period comparatives

	Restated Restricted £	Unrestricted £	*As restated* 2023 Total £
Income from			
Donations and legacies	-	4,967	4,967
Charitable activities	321,918	-	321,918
Investments	-	1,114	1,114
Total income	**321,918**	**6,081**	**327,999**
Expenditure on			
Raising funds	23,199	-	23,199
Charitable activities	354,029	-	354,029
Total expenditure	**377,228**	**-**	**377,228**
Net income / (expenditure)	**(55,310)**	**6,081**	**(49,229)**
Transfers between funds	48,956	(48,956)	-
Net movement in funds	**(6,354)**	**(42,875)**	**(49,229)**
Total funds brought forward	**183,345**	**150,816**	**334,161**
Total funds carried forward	**176,991**	**107,941**	**284,932**

3. Income from donations and legacies

	Restricted £	Unrestricted £	2024 Total £
Gifts in kind	**-**	2,206	2,206
Small donations < £1,000	-	5,043	5,043
Worshipful Company of Builders Merchants	-	1,000	1,000
Total	**-**	**8,249**	**8,249**

	Restricted £	Unrestricted £	*As restated* 2023 Total £
MoD	-	1,000	1,000
Small donations < £1,000	-	2,967	2,967
Worshipful Company of Builders Merchants	-	1,000	1,000
Total	**-**	**4,967**	**4,967**

Total donations from Trustees in the year amounts to £1,200.

4. Income from charitable activities

	Restricted £	Unrestricted £	2024 Total £	*As restated* 2023 Total £
29th May 1961 Charitable Trust	10,000	-	10,000	-
ABF The Soldiers Charity	30,000	-	30,000	-
Albert Hunt Trust	2,000	-	2,000	-
AFCFT – Positive Pathways	-	-	-	3,500
AFCFT – Reaching & Supporting	97,029	-	97,029	-
AFCFT – Sustaining Support	-	-	-	2,499
AFCFT – VPPP	21,336	-	21,336	31,664
Bristol City Council	27,758	-	27,758	22,030
Bolton CVS	14,881	-	14,881	9,928
B&Q	-	-	-	1,000
Department for Work & Pensions	-	-	-	12,364
Feeding Bristol	655	-	655	-
Gannochy Trust	22,500	-	22,500	10,000
Hedley Foundation	2,500	-	2,500	-
Henry Smith Charity	-	-	-	138,900
Holywood Trust	17,500	-	17,500	8,750
Hugh Fraser Foundation	15,000	-	15,000	-
M&S	-	-	-	1,000
Medlock Trust	15,000	-	15,000	-
Nisbet Trust	-	-	-	45,000
Noel Buxton Trust	6,000	-	6,000	-
Persula Foundation	7,000	-	7,000	-
Pilgrim Trust	-	-	-	17,283
Quartet Community Fund	5,000	-	5,000	-
Rise Mutual CIC	10,383	-	10,383	-
Robertson Trust	30,000	-	30,000	10,000
Society of Merchant Venturers	1,615	-	1,615	-
Southern Co-Op	-	-	-	8,000
St James's Place Foundation	10,000	-	10,000	-
The Swire Charitable Trust	-	75,000	75,000	-
Veterans Foundation	25,000	-	25,000	-
Wessex Water Environmental Fund	2,000	-	2,000	-
Total	**373,157**	**75,000**	**448,157**	**321,918**

All income from charitable activities in the prior period was restricted.

5. Government grants

The charitable company receives government grants defined as funding from local authorities and government departments to fund charitable activities. The total value of such grants in the year ending

31 May 2024 was £27,758 (2023: £34,394). There are no unfulfilled conditions or contingencies attached to these grants.

6. Total expenditure

	Note	Raising funds £	Charitable activities £	Support & governance costs £	2024 Total £
Staff costs	**8**	(8,021)	189,783	97,969	**279,731**
Travel and subsistence		-	6,834	1,036	**7,870**
Communication and IT		-	4,903	4,632	**9,535**
Printing, postage, and stationery		11	1,171	386	**1,568**
Recruitment		-	1,573	-	**1,573**
Staff training		77	2,845	1,601	**4,523**
Monitoring and evaluation		-	2,709	318	**3,027**
Rent and rates		-	254	14,772	**15,026**
Insurance		-	826	2,254	**3,080**
Independent Examination and accountancy		-	586	1,034	**1,620**
Professional fees		-	1,874	3,582	**5,456**
Subscriptions		-	482	618	**1,100**
PR and Marketing		-	52	3,564	**3,616**
Programme expenditure		-	1,703	287	**1,990**
Bank charges		-	-	60	**60**
Miscellaneous costs		-	451	835	**1,286**
Sub-total		**(7,933)**	**216,046**	**132,948**	**341,061**
Allocation of support & governance costs		18,839	114,109	(132,948)	**-**
Total expenditure		**10,906**	**330,155**	**-**	**341,061**

Total governance costs included within Independent Examination and Accountancy fees and Professional fees were £5,694 (2023: £5,374).

6. Total expenditure (continued)

	Note	Raising funds £	Charitable activities £	Support & governance costs £	2023 Total £
Staff costs	8	-	205,914	111,560	**317,474**
Travel and subsistence		21	9,124	1,116	**10,261**
Communication and IT		333	6,870	5,920	**13,123**
Printing, postage, and stationery		8	1,386	196	**1,590**
Recruitment		244	225	-	**469**
Staff training		199	5,050	1,255	**6,504**
Monitoring and evaluation		-	1,992	366	**2,358**
Rent and rates		90	(10)	13,549	**13,629**
Insurance		-	452	2,393	**2,845**
Audit and accountancy		-	-	2,786	**2,786**
Professional fees		-	-	3,167	**3,167**
Subscriptions		150	442	899	**1,491**
PR & Marketing		-	789	10	**799**
Bank charges		-	-	66	**66**
Miscellaneous costs		-	90	576	**666**
Sub-total		**1,045**	**232,324**	**143,859**	**377,228**
Allocation of support & governance costs		22,154	121,705	(143,859)	**-**
Total expenditure		**23,199**	**354,029**	**-**	**377,228**

7. Net income / (expenditure)

	Note	2024 Total £	2023 Total £
This is stated after charging:			
Trustees' remuneration		**-**	-
Trustees' safeguarding training		**225**	
Trustees' reimbursed expenses		**109**	434
Independent Examiner's remuneration			
Independent examination (VAT Incl.)		**1,506**	1,380
Other services		**574**	1,320

1 (2023: 3) Trustees were reimbursed expenses amounting to £109 (2023: £434) relating to meetings, travel and subsistence.

8. Staff costs

	2024 Total £	2023 Total £
Salaries and wages	**252,911**	282,426
Social security costs	**18,702**	19,825
Pension costs	**11,568**	11,773
Employee benefits	**(3,450)**	3,450
Total staff costs	**279,731**	**317,474**

No employee earned more than £60,000 during the year (2023: nil).

The key management personnel of the charitable company comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £55,878 (2023: £55,473).

	2024	2023
Number of employees	**11**	**15**

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

10. Tangible fixed assets

No items of equipment were capitalised during the year and small assets <£1,500 were expensed in full as per the accounting policy.

11. Debtors

		As restated
	2024 Total £	2023 Total £
Accounts receivable	**8,750**	-
Prepayments	**1,327**	864
Accrued income	**286,503**	168,900
Cycle to work scheme	**-**	237
Other debtors	**-**	9
Total debtors	**296,580**	**170,010**

12. Creditors: amounts due within 1 year

	2024 Total £	2023 Total £
Trade creditors	**209**	-
Accruals	**1,046**	1,380
PAYE and National Insurance	**4,416**	6,614
Total creditors	**5,671**	**7,994**

13. Analysis of net assets between funds

	Restricted £	Unrestricted £	2024 Total funds £
Current assets	240,276	168,166	**408,442**
Current liabilities	-	(5,671)	**(5,671)**
Net assets as at 31 May 2024	**240,276**	**162,495**	**402,771**

Prior period comparatives	*Restated* **Restricted £**	**Unrestricted £**	*As restated* **2023 Total funds £**
Current assets	176,991	115,935	**292,926**
Current liabilities	-	(7,994)	**(7,994)**
Net assets as at 31 May 2023	**176,991**	**107,941**	**284,932**

14. Movement in funds

Current period	*As restated* At 1 June 2023	Income	Expenditure	Transfers	At 31 May 2024
	£	£	£	£	£
Restricted funds					
Supporting young people	140,368	132,028	(138,599)	2,361	**136,158**
Rehabilitation of ex-offenders	6,182	67,764	(47,144)	10,692	**37,494**
Wounded, injured and sick service personnel and veterans	30,441	173,365	(155,318)	18,136	**66,624**
Total restricted funds	**176,991**	**373,157**	**(341,061)**	**31,189**	**240,276**
Unrestricted funds					
General funds	107,941	85,743	-	(31,189)	**162,495**
Total unrestricted funds	**107,941**	**85,743**	**-**	**(31,189)**	**162,495**
Total funds	**284,932**	**458,900**	**(341,061)**	**-**	**402,771**

Purposes of restricted funds

Supporting young people

To provide support to young people with complex needs in Bristol, Greater Manchester, and Dumfries & Galloway, to move their lives forward through engagement in community volunteering placements which meet their personal needs and challenges.

Rehabilitation of ex-offenders

To provide support to people whose criminal convictions are preventing them from moving forwards with their lives and building a future away from the criminal justice system.

Veterans and Personnel on Recovery Duty (PRD)

To provide support to veterans and PRD across England, to engage in community volunteering placements which will support their recovery process and transition to civilian life.

Prior period comparatives	At 1 June 2022	*As restated* Income	Expenditure	Transfers	At 31 May 2023
	£	£	£	£	£
Restricted funds					
Supporting young people	-	244,680	(127,261)	22,949	**140,368**
Rehabilitation of ex-offenders	17,045	39,575	(116,445)	66,007	**6,182**
Wounded, injured and sick service personnel and veterans	166,300	37,663	(133,522)	(40,000)	**30,441**
Total restricted funds	**183,345**	**321,918**	**(377,228)**	**48,956**	**176,991**
Unrestricted funds					
General funds	150,816	6,081	-	(48,956)	**107,941**
Total unrestricted funds	**150,816**	**6,081**	**-**	**(48,956)**	**107,941**
Total funds	**334,161**	**327,999**	**(377,228)**	**-**	**284,932**

15. Related party transactions

There were no related party transactions in the current or prior reporting period.

16. Prior year adjustment

During the year it became apparent that income from multi-year grants had been recognised on a receipts basis, rather than following the SORP requirement to recognise the income on entitlement. The restatement is shown below:

	2023
	£
Increase in income	(146,550)
Increase in accrued income	146,550
Increase in restricted funds carried forward	(146,550)

STEP TOGETHER VOLUNTEERING

England & Wales - Charity number 1038253

Accounts

STEP TOGETHER

CONNECT - ENGAGE - EMPOWER

ANNUAL REPORT

STEP TOGETHER VOLUNTEERING LIMITED

FOR THE YEAR ENDED 31ST MAY 2023
REGISTERED COMPANY NUMBER 02932195
REGISTERED CHARITY NUMBER 1038253

ABOUT STEP TOGETHER VOLUNTEERING

We're a charity that helps the most vulnerable people - people who can't find help elsewhere. We don't give up on the people we help. We support them until they have the self-confidence and skills they need to look forward to a better, brighter future. For many, that starts with volunteering.

Progression is our mission
Togetherness is our ethos
Empowerment through volunteering is our goal

We work to inspire, motivate and enable people who are most excluded from society to participate in community volunteering as a way of helping them develop the skills, confidence and motivation to turn their lives around. We team this with intensive one-to-one coaching, taking an asset-based approach, to support individuals to recognise their strengths, identify their goals, overcome any obstacles and achieve their potential.

We do not place a time limit on our support; we understand that working with people who have such complex needs demands time and patience. On average we support people for approximately 10 months.

The charity's objectives, established in 1994, state that the charity exists "to promote, for the public benefit, volunteering and community involvement by people of all ages and backgrounds". All our current programmes aim to support people who face multiple disadvantage and are excluded from society to engage in community volunteering. We work at the margins of society, supporting people with complex and often chaotic lives. For many, we are a last resort; the complexity of their circumstances meaning that most time-limited and prescriptive services do not meet their needs. We take them on a journey to rebuild their lives, with volunteering as a key step to developing confidence, skills and aspiration.

The Trustees present their report and the financial statements for the year ended 31 May 2023. Reference and administrative information included forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective January 2019).

REFERENCE & ADMINISTRATIVE INFORMATION

For the year ended 31 May 2023

Company Number	02932195
Charity Number	1038253 (England & Wales) SC040616 (Scotland)
Registered office	29 Great George Street Bristol BS1 5QT
Lifetime President	Roger Potter MBE
President	Sir David Manning, GCMG, KCVO
Trustees (Directors)	Roger Donbavand (Chair) Scharmarie van der Vyver (Treasurer) Caroline Marsh Deborah Poole Liza Durkin Maurice Clarke Ralph Arundell Matthew Fellows resigned 7 November 2022 Julia Killick resigned 18 September 2023 Jamie Shearer appointed 14 April 2023
Chief Executive Officer	Anna-Clare Temple
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling ME19 4TA
Independent Examiner	Josh Kingston BSc ACA Burton Sweet Limited The Clock Tower 5 Farleigh Court Old Weston Road Flax Bourton Bristol BS48 1UR

2022-2023

Over the 2022-23 financial year, the charity ran three main programmes working with:

- young people aged 15-25 facing multiple disadvantage in Bristol and Dumfries & Galloway.
- people with criminal convictions in Greater Manchester
- veterans, serving Personnel on Recovery Duty (PRD) and members of the Armed Forces Community in the north, east and south of England.

The charity's programmes are delivered by a team of outreach workers, our Volunteering Project Managers, who provide one-to-one support to the people we work with. This frontline team is supported by additional project staff and volunteers who enable us to reach more people and enhance our service offer.

Our frontline team is supported by our central team comprising the Chief Executive, Operations Manager, Fundraiser and Administration & Communications Officer.

During the year the charity focused on three main priorities:

- evidencing our impact through robust monitoring & evaluation.
- increasing our capacity through use of volunteers.
- raising our profile in Bristol & Manchester.

Evidencing impact

The case management system and reporting tools introduced last year have continued to enable the charity to demonstrate its impact through industry-recognised evaluation tools. Impact data from the Pathway Star is shown in the following pages.

Increasing capacity with volunteers

Volunteers have continued to support our programmes in Cumbria, Manchester and Bristol. All of the volunteers who have worked with us have lived experience and have used this to offer peer support to others. We also introduced some cross-programme volunteering, with 2 volunteers from our Armed Forces community programme helping to support young people at our allotment project in Bristol. We have also continued to develop our Peer Mentoring Programme for women affected by the criminal justice system in Manchester.

Raising our profile

As part of our work with the Department of Work and Pensions in Greater Manchester, we have engaged with a large number of Job Centres to raise awareness of our support for people with criminal convictions and also to provide advice and training to frontline staff in the Job Centres regarding how to support those whose criminal convictions may act as a barrier to progressing towards employment. Along with probation, this is now our largest source of referrals for this project.

In Bristol two of the young people who have volunteered at our allotment project, along with the Volunteer Project Manager Polly Gunton, were interviewed on a local radio station to talk about the project and the positive impact it had.

With the support of Benesys, a company that enables corporate organisations to engage with charities, we developed a “donor deck” as a way of providing those without any knowledge of Step Together with a introduction to the charity, who we help, how we work and what we achieve. This has been shared widely with a range of stakeholders in Bristol.

This work is ongoing, as we widen the number and range of organisations who are aware of our work and engage with us. We are building towards our 30th anniversary in 2024 and are keen to have support from corporate organisations to help us celebrate this.

Towards the end of the financial year, we began the process of establishing a new Memorandum of Understanding with the Army Recovery Capability, to formally recognise the role that Step Together plays in supporting some Personnel on Recovery Duty with their recovery.

Other notable changes

In September 2022 the charity’s central team moved into an office in central Bristol, which became the charity’s Registered Address. The office provides greater opportunities for team-working and meeting with key stakeholders, funders and delivery partners.

In January 2023 the charity finalised changes to the Articles of Association. The changes enable the charity to hold its AGM by virtual or hybrid means if necessary and also brought in a 9-year limit to the length of time Trustees can serve, to reflect the Charity Commission’s Governance Code for Small Charities.

DURING THE YEAR WE REACHED APPROXIMATELY

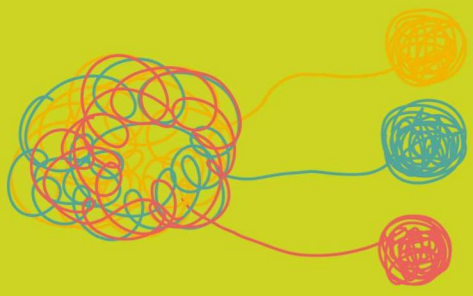
500 PEOPLE

222 WERE GIVEN INTENSIVE 1-1 SUPPORT

WITH **136** BEING NEW REFERRALS IN THE YEAR

67% WERE MALE, COMPARED TO 29% FEMALE (1% IDENTIFIED AS NON-BINARY, 3% DID NOT SAY HOW THEY IDENTIFIED)

84% WERE SUFFERING WITH POOR MENTAL HEALTH



82% HAD 3 OR MORE NEEDS ON REFERRAL, 71% HAD 4 OR MORE NEEDS, AND 32% HAD 7 OR MORE NEEDS WHEN REFERRED TO US

CLIENTS SPLIT BY PROGRAMME

30% OF THOSE SUPPORTED WERE YOUNG PEOPLE
34% WERE PEOPLE WITH CRIMINAL CONVICTIONS
36% WERE MEMBERS OF THE ARMED FORCES COMMUNITY

72% OF THE PEOPLE WE SUPPORTED WERE NOT WORKING WHEN REFERRED TO US, DESPITE 87% BEING AGED BETWEEN 16 AND 60 YEARS OLD

24% HAD SUFFERED AT LEAST 1 ADVERSE CHILDHOOD EXPERIENCE (ACE), AND OF THOSE ALMOST 1/3 HAD EXPERIENCED 2 OR MORE ACES

1550

OVER 1550 INDIVIDUAL ACTIONS WERE UNDERTAKEN EITHER WITH OR ON BEHALF OF THE PEOPLE WE SUPPORTED, INCLUDING FACE-TO-FACE MEETING, TELEPHONE/VIDEO CALLS, EMAILS, TEXT MESSAGES, AND RESEARCH/ENQUIRIES

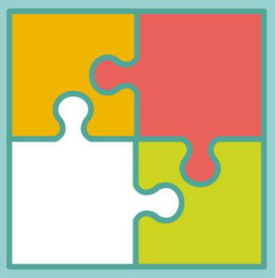
OUR IMPACT

80% REPORTED AN IMPROVEMENT IN THEIR EMOTIONAL WELLBEING

72% SAW AN INCREASE IN THEIR CONFIDENCE AND ASPIRATIONS

64% SAID THEY HAD A HEALTHIER LIFESTYLE

68% SAID THEY HAD GAINED NEW SKILLS THROUGH VOLUNTEERING & COMMUNITY INVOLVMENT



64% REPORTED ENGAGING MORE SOCIALLY WITH FRIENDS AND CONNECTIONS

OF THOSE WHO ENGAGED WITH OUR SUPPORT AND WHOSE CASES WERE CLOSED DURING THE YEAR, NEARLY 1 IN 5 EITHER PROGRESSED TO OR RETURNED TO WORK

AND A FURTHER 1 IN 5 WERE FOCUSING ON LOOKING FOR A JOB WHEN THEIR CASES WERE CLOSED

FINANCIAL REVIEW

Income for the financial year was £181,449 (2022: £366,756) which, with the reserves brought forward from the previous year (£334,161) amounted to £515,610 which was higher than the £430,000 budgeted expenditure. The charity continued to control its costs carefully and expenditure for the year was £377,228.

Reserves brought forward to the 2023-24 financial year amounted to £138,382 (2022: £334,161), of which £30,441 (2022: £183,345) were restricted. The unrestricted reserves at the end of the financial year stood at £107,941 (2022: £150,816).

Reserves Policy
The Board of Trustees has agreed that the minimum level of free reserves that the charity should keep will be equivalent to three months' operating costs, currently estimated at £95,000.

Total funds held at 31 May 2023 were £138,382 (2022: 334,161) of which £30,441 (2022: £150,816) were restricted. The current level of free reserves stands at £107,941.

The financial reserves will enable the charity to meet future commitments and unforeseen expenses without a negative impact on its ability to deliver core services or develop the business in the manner planned. The trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- to fund working capital.
- to fund unexpected but necessary expenditure.
- to fund shortfalls in income when income does not reach expected levels.

2023-2024 Financial year
The budgeted expenditure for the 2023-24 financial year is £377,912. The charity has so far secured £233,000 towards these costs, representing 62% of budgeted expenditure. This includes several multi-year grant agreements which provide stability to our projects and support the charity's sustainability. Since March 2023, the charity has prioritised fundraising with an interim restructure allowing senior management to spend more time on this activity.

CHARITABLE FUNDERS AND SUPPORTERS

Step Together Volunteering wishes to recognise and thank all of its funders and supporters, for the year 2022-23. Without the support of our funders, we would not be able to deliver any of our valuable work, transforming the lives of marginalised individuals through volunteering and community involvement.

ABF The Soldiers' Charity

The Armed Forces Covenant Fund Trust

Bristol City Council

B&Q

Bolton CVS

Charles Hayward Foundation

Department for Work & Pensions

ESF UK
European Union
European Social Fund

The Gannochy Trust

The Henry Smith Charity

The Holywood Trust

Marks & Spencer

The Nisbet Trust

Pilgrim Trust

The Robertson Trust

Swire Charitable Trust

southern coop

Veterans' Foundation

STRUCTURE GOVERNANCE & MANAGEMENT

The association was registered under the Companies Act 1985 on 24 May 1994 as a company limited by guarantee and not having a share capital. The association is registered with the Charities Commission in England & Wales and from 26 June 2009 it has also been registered with the Office of the Scottish charity Regulator. The charity is governed by the Memorandum and Articles of Association.

The charitable company passed a special resolution on 19 April 2016 changing its name to Step Together Volunteering Ltd.

The Board of Trustees is committed to meeting the new Charity Code of Governance and, as mentioned above, the charity's Articles of Association were amended in January 2023 to allow for AGMs to be held by hybrid and/or electronic means, and to limit the maximum tenure of trustees to 9 years.

STV's Board of Trustees is currently comprised of 8 people, with a broad range of skills and professions, including legal, finance, fundraising, marketing, social services, justice, civil service, and voluntary sectors.

Trustee recruitment and appointment
The charity regularly assesses the skills represented at Board level to ensure there is a suitable and relevant mix of skills and experience on the Board. Gaps in skills or knowledge are met through recruitment of new Trustees. New trustees are appointed by existing trustees and serve for a term of 3 years, after which they may put themselves forward for re-appointment. The Articles of Association provide for a minimum of 3 trustees; there is no maximum. All newly appointed trustees have an induction into the organisation and all trustees receive Safeguarding training.

Delegation
The charity has a Scheme of Delegation in place which defines which decisions are taken by the Board of Trustees and which are delegated to staff. The Schedule looks specifically at areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves. Day to day management of the charity is delegated to the Chief Executive.

The staff team is managed by a small senior management team based in Bristol comprising the Chief Executive and the Operations Manager. The central team also includes an Administration and Communications Officer, and a Fundraiser. Staff pay and benefits are reviewed annually by the Trustees.

STV is registered with the Fundraising Regulator and supports and adheres to the regulator's Code of Practice. The charity is also registered with the Information Commissioner's Office and complies with all Data Protection legislation.

Risk management
The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error. During the year the trustees have considered the major risks and systems have been put in place to mitigate their impact.

Statement of responsibilities of the trustees
The trustees (who are also directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United· Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which gives a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its income and expenditure for the financial year. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The Trustees are responsible for maintaining proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and ensuring that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and 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.
This report has been prepared in accordance with the statement of recommended practice accounting and reporting (March 2005) and in accordance with the small company regime (section 419(2) of the Companies Act 2006).

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity, but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiner
Burton Sweet Ltd were appointed as independent examiner to the charitable company on 19 September 2023 and notice of termination of services was given to Godfrey Wilson Ltd on 11 September 2023.

Approved by the trustees and signed on their behalf on 21 November 2023 by

Roger Donbavand

Dr Roger Donbavand

INDEPENDENT EXAMINER'S REPORT

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 May 2023.

Responsibilities and basis of report
As the trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 ('the 2006 Act'). You are satisfied that the accounts of the Company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 44 (1) (c) of the 2005 Act and section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement
Since the Company is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can confirm that I am qualified to undertake the examination because I am a registered member of the Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

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

1. Accounting records were not kept as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or
2. The accounts do not accord with those records with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006; or
3. The accounts do not comply with thee accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination;
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Joshua Kingston

Josh Kingston BSc ACA
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 21st November 2023

Step Together Volunteering Ltd.

Statement of Financial Activities *(incorporating an income and expenditure account)*

For the year ended 31 May 2023

	Note	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Income and endowments from:					
Donations and Legacies	**3**	-	4,967	**4,967**	31,671
Charitable activities	**4**	175,368	-	**175,368**	335,051
Investments		-	1,114	**1,114**	34
Total Income and endowments		**175,368**	**6,081**	**181,449**	**366,756**
Expenditure on:					
Raising funds		23,199	-	**23,199**	14,732
Charitable activities		354,029	-	**354,029**	388,689
Total Expenditure	**6**	**377,228**	**-**	**377,228**	**403,421**
Net income / (expenditure)	**7**	**(201,860)**	**6,081**	**(195,779)**	**(36,665)**
Transfers between funds	**14**	**48,956**	**(48,956)**	**-**	**-**
Net movement in funds		**(152,904)**	**(42,875)**	**(195,779)**	**(36,665)**
Reconciliation of funds:					
Total funds brought forward	**14**	183,345	150,816	334,161	370,826
Total Funds carried forward	**14**	**30,441**	**107,941**	**138,382**	**334,161**

All the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements/transfers in funds are disclosed in Note 14 to the accounts.

See note 2 for fund-accounting comparative figures.

The notes on pages 17 to 28 form part of these financial statements.

Step Together Volunteering Ltd.

Balance Sheet

For the year ended 31 May 2023 **Company Number 02932195**

	Note	2023 Total £	2022 Total £
Fixed Assets			
Tangible assets	**10**	**-**	-
Current Assets			
Debtors	**11**	**23,460**	34,708
Cash at bank and in hand		**122,916**	310,304
Total Assets		**146,376**	**345,012**
Liabilities			
Creditors: amounts falling due within 1 year	**12**	**(7,994)**	(10,851)
Net current assets / (liabilities)		**138,382**	**334,161**
Net assets / (liabilities)		**138,382**	**334,161**
Funds			
Restricted funds	**13**	30,441	183,345
Unrestricted funds			
General funds	**13**	107,941	150,816
Total charity funds		**138,382**	**334,161**

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

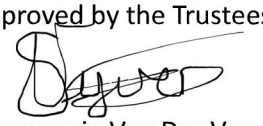
The directors acknowledge their responsibilities for:

(i) ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and

(ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

Approved by the Trustees 21 November 2023 and signed on their behalf by



Scharmarie Van Der Vyver (Treasurer)

The notes on pages 17 to 28 form part of these financial statements.

1. Accounting policies

a. Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Step Together Volunteering ltd. 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 notes.

b. Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c. Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probably when the amount can be measured reliably, and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of provision of service is deferred until criteria for income recognition are met.

d. Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f. Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g. Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h. Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis:

	2023	2022
Raising funds	15.4%	3.7%
Charitable activities	84.6%	96.3%

i. Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Office equipment	4 years straight line

Items of equipment are capitalised where the purchase price exceeds £1,000.

j. Debtors

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

k. Cash at bank and in hand

Cash at bank and cash 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.

l. Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

m. Financial instruments

The trust 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 recognised at amortised cost using the effective interest method.

n. Pension costs

The employees of the charity are entitled to join a defined contribution pension scheme operated by Scottish Widows, unless they have exercised their right to opt out of scheme membership.

o. Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1(i) to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. Depreciation rates in operation during the current and prior period were as follows:

Office equipment	4 years straight line

2. Prior period comparatives

	Restricted £	Unrestricted £	2022 Total £
Income from			
Donations and legacies	1,770	29,901	31,671
Charitable activities	335,051	-	335,051
Investments	-	34	34
Total income	**336,821**	**29,935**	**366,756**
Expenditure on			
Raising funds	14,732	-	14,732
Charitable activities	388,689	-	388,689
Total expenditure	**403,421**	**-**	**403,421**
Net income / (expenditure)	**(66,600)**	**29,935**	**(36,665)**
Transfers between funds	9,028	(9,028)	-
Net movement in funds	**(57,572)**	**20,907**	**(36,665)**
Total funds brought forward	**240,917**	**129,909**	**370,826**
Total funds carried forward	**183,345**	**150,816**	**334,161**

3. Income from donations and legacies

	Restricted £	Unrestricted £	2023 Total £
MoD	-	1,000	1,000
Small donations < £1,000	-	2,967	2,967
Worshipful Company of Builders Merchants	-	1,000	1,000
Total	**-**	**4,967**	**4,967**

	Restricted £	Unrestricted £	2022 Total £
Job Retention Scheme	1,170	-	1,170
Small donations < £1,000	600	4,901	5,501
Swire Charitable Trust	-	25,000	25,000
Total	**1,770**	**29,901**	**31,671**

Total donations from Trustees in the year amounts to £1,500.

4. Income from charitable activities

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
ABF The Soldiers Charity	-	-	-	30,000
Access to Work	-	-	-	894
Alpkit	-	-	-	300
Armed Forces Covenant Fund Trust	37,663	-	37,663	93,472
Bristol City Council	22,030	-	22,030	14,043
Bolton CVS	9,928	-	9,928	-
B&Q	1,000	-	1,000	-
Charles Hayward Foundation	-	-	-	7,000
Cumbria Community Foundation	-	-	-	10,000
Cumbria County Council	-	-	-	3,000
Department for Work & Pensions	12,364	-	12,364	61,820
ESF	-	-	-	27,125
Gannochy Trust	10,000	-	10,000	10,000
Henry Smith Charity	22,350	-	22,350	-
Holywood Trust	8,750	-	8,750	8,750
Hugh Fraser Foundation	-	-	-	5,000
M&S	1,000	-	1,000	-
Nisbet Trust	15,000	-	15,000	10,000
Pilgrim Trust	17,283	-	17,283	18,647
Robertson Trust	10,000	-	10,000	10,000
Southern Co-Op	8,000	-	8,000	-
Veterans Foundation	-	-	-	25,000
Total	**175,368**	**-**	**175,368**	**335,051**

All income from charitable activities in the prior period was restricted.

5. Government grants

The charitable company receives government grants defined as funding from local authorities and government departments to fund charitable activities. The total value of such grants in the year ending 31 May 2023 was £34,394 (2022: £80,033). There are no unfulfilled conditions or contingencies attached to these grants.

6. Total expenditure

	Note	Raising funds £	Charitable activities £	Support & governance costs £	2023 Total £
Staff costs	**8**	-	205,914	111,560	**317,474**
Travel and subsistence		21	9,124	1,116	**10,261**
Communication and IT		333	6,870	5,920	**13,123**
Printing, postage, and stationery		8	1,386	196	**1,590**
Recruitment		244	225	-	**469**
Staff training		199	5,050	1,255	**6,504**
Monitoring and evaluation		-	1,992	366	**2,358**
Rent and rates		90	(10)	13,549	**13,629**
Insurance		-	452	2,393	**2,845**
Audit and accountancy		-	-	2,786	**2,786**
Professional fees		-	-	3,167	**3,167**
Subscriptions		150	442	899	**1,491**
PR & Marketing		-	789	10	**799**
Bank charges		-	-	66	**66**
Miscellaneous costs		-	90	576	**666**
Sub-total		**1,045**	**232,324**	**143,859**	**377,228**
Allocation of support & governance costs		22,154	121,705	(143,859)	**-**
Total expenditure		**23,199**	**354,029**	**-**	**377,228**

Total governance costs were £5,374 (2022: £6,303).

6. Total expenditure (continued)

	Note	Raising funds £	Charitable activities £	Support & governance costs £	2022 Total £
Staff costs	8	10,035	225,898	91,245	327,178
Travel and subsistence		28	16,977	2,987	19,992
Communication and IT		261	10,408	7,366	18,035
Printing, postage, and stationery		98	1,454	140	1,692
Recruitment		-	175	-	175
Staff training		24	7,290	533	7,847
Monitoring and evaluation		-	6,609	-	6,609
Rent and rates		-	-	1,133	1,133
Insurance		-	1,008	2,295	3,303
Audit and accountancy		-	-	6,860	6,860
Professional fees		-	5,812	1,849	7,661
Subscriptions		50	410	840	1,300
PR & Marketing		-	75	-	75
Bank charges		-	-	96	96
Miscellaneous costs		-	790	675	1,465
Sub-total		**10,496**	**276,906**	**116,019**	**403,421**
Allocation of support & governance costs		4,236	111,783	(116,019)	-
Total expenditure		**14,732**	**388,689**	**-**	**403,421**

7. Net income / (expenditure)

	Note	2023 Total £	2022 Total £
This is stated after charging:			
Trustees' remuneration		**-**	-
Trustees' reimbursed expenses		**434**	148
Independent Examiner's remuneration			
Independent examination (VAT Incl.)		**1,380**	2,100
Other services		**1,320**	4,203

3 (2022: 1) Trustees were reimbursed expenses amounting to £434 (2022: £148) relating to meeting, travel and subsistence.

8. Staff costs

	2023 Total £	2022 Total £
Salaries and wages	**282,426**	294,452
Social security costs	**19,825**	20,515
Pension costs	**11,773**	12,211
Employee benefits	**3,450**	-
Total staff costs	**317,474**	**327,178**

No employee earned more than £60,000 during the year (2022: nil).

The key management personnel of the charitable company comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £55,473 (2022: £56,833).

	2023	2022
Number of employees	**15**	**15**

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

10. Tangible fixed assets

	Office £
Cost	
At 1 June 2022	8,103
Additions in year	-
Disposals	(8,103)
At 31 May 2023	**-**
Depreciation	
At 1 June 2022	8,103
Charge for the year	-
On disposals	(8,103)
At 31 May 2023	**-**
Net book value	
At 31 May 2023	-
At 31 May 2022	-

No items of equipment were capitalised during the year and small assets <£1,000 were expensed in full as per the accounting policy.

11. Debtors

	2023 Total £	2022 Total £
Trade debtors	**22,350**	-
Prepayments	**864**	864
Accrued income	**-**	33,844
Cycle to work scheme	**237**	-
Other debtors	**9**	-
Total debtors	**23,460**	**34,708**

12. Creditors: amounts due within 1 year

	2023 Total £	2022 Total £
Trade creditors	-	699
Accruals	**1,380**	3,120
PAYE and National Insurance	**6,614**	4,885
Pension liability	-	2,128
Other creditors	-	19
Total creditors	**7,994**	**10,851**

13. Analysis of net assets between funds

	Restricted £	Unrestricted £	2023 Total funds £
Current assets	30,441	115,935	**146,376**
Current liabilities	-	(7,994)	**(7,994)**
Net assets as at 31 May 2023	**30,441**	**107,941**	**138,382**

Prior period comparatives	Restricted £	Unrestricted £	2022 Total funds £
Current assets	183,345	161,667	**345,012**
Current liabilities	-	(10,851)	**(10,851)**
Net assets as at 31 May 2022	**183,345**	**150,816**	**334,161**

14. Movement in funds

Current period	At 1 June 2022	Income	Expenditure	Transfers	At 31 May 2023
	£	£	£	£	£
Restricted funds					
Supporting young people	-	104,312	(127,261)	22,949	-
Rehabilitation of ex-offenders	17,045	33,393	(116,445)	66,007	-
Wounded, injured and sick service personnel and veterans	166,300	37,663	(133,522)	(40,000)	**30,441**
Total restricted funds	**183,345**	**175,368**	**(377,228)**	**48,956**	**30,441**
Unrestricted funds					
General funds	150,816	6,081	-	(48,956)	**107,941**
Total unrestricted funds	**150,816**	**6,081**	**-**	**(48,956)**	**107,941**
Total funds	**334,161**	**181,449**	**(377,228)**	**-**	**138,382**

Purposes of restricted funds Supporting young people

To provide support to young people with complex needs in Bristol, Greater Manchester, and Dumfries & Galloway, to move their lives forward through engagement in community volunteering placements which meet their personal needs and challenges.

Rehabilitation of ex-offenders

To provide support to people whose criminal convictions are preventing them from moving forwards with their lives and building a future away from the criminal justice system.

Veterans and Personnel on Recovery Duty (PRD)

To provide support to veterans and PRD across England, to engage in community volunteering placements which will support their recovery process and transition to civilian life.

Prior period comparatives	At 1 June 2021	Income	Expenditure	Transfers	At 31 May 2022
	£	£	£	£	£
Restricted funds					
Supporting young people	44,304	90,173	(143,505)	9,028	-
Rehabilitation of ex-offenders	22,649	83,683	(89,287)	-	**17,045**
Wounded, injured and sick service personnel and veterans	173,964	162,965	(170,629)	-	**166,300**
Total restricted funds	**240,917**	**336,821**	**(403,421)**	**9,028**	**183,345**
Unrestricted funds					
General funds	129,909	29,935	-	(9,028)	**150,816**
Total unrestricted funds	**129,909**	**29,935**	**-**	**(9,028)**	**150,816**
Total funds	**370,826**	**366,756**	**(403,421)**	**-**	**334,161**

15. Related party transactions

There were no related party transactions in the current or prior reporting period.

STEP TOGETHER VOLUNTEERING

England & Wales - Charity number 1038253

Accounts

Company no. 02932195
Charity no. 1038253 (England & Wales)
Charity no. SC040616 (Scotland)

Step Together Volunteering Ltd.

Report and Unaudited Financial Statements

31 May 2022

Step Together Volunteering Ltd.

Reference and administrative details

For the year ended 31 May 2022

Company number	02932195
Charity number	1038253 (England & Wales) SC040616 (Scotland)
Registered office	29 Great George Street Bristol BS1 5QT
President	Sir David Manning GCMG, KCVO
Lifetime president	Roger Potter MBE appointed 5 May 2022
Patrons	Dame Julia Cleverdon DCVO, CBE – resigned 1 March 2022 Damon de Laszlo DL – resigned 1 March 2022 Captain Michael Fulford-Dobson CVO, KStJ, JP, RN – resigned 1 March 2022
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Ralph Arundell appointed 1 February 2022 Maurice Clarke Dr Roger Donbavand Chairman Liza Durkin Matthew Fellows appointed 5 May 2022, resigned 7 November 2022 Dr Robin Garnett OBE resigned 3 November 2021 Julia Killick CBE Caroline Marsh Deborah Poole Roger Potter MBE Founder, resigned 5 May 2022 Hayley Rees resigned 3 November 2021 Scharmarie Van Der Vyver appointed 3 November 2021
Chief executive officer	Anna-Clare Temple
Bankers	CAF Bank Ltd Kings Hill West Malling ME19 4TA
Independent examiners	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

Step Together Volunteering Ltd.

Report of the trustees

For the year ended 31 May 2022

The trustees present their report and the financial statements for the year ended 31 May 2022.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective January 2019).

About Step Together Volunteering
We're a charity that helps the most vulnerable people – people who can't find help elsewhere. We don't give up on our clients. We support them until they have the self-confidence and skills they need to look forward to a better, brighter future. And for many, that starts with volunteering.

Our mission
PROGRESSION IS OUR MISSION.
TOGETHERNESS IS OUR ETHOS.
EMPOWERMENT THROUGH VOLUNTEERING IS OUR GOAL.

Step Together Volunteering (STV) works to inspire, motivate, and enable people who are most excluded from society to participate in community volunteering as a way of helping them develop the skills, confidence and motivation to turn their lives around. We team this with intensive one-to-one mentoring support, taking an asset-based approach, to support individuals to understand their strengths, identify their goals, overcome any obstacles, and achieve their potential.

We do not place a time limit on our support, as we understand that working with clients who have such complex needs demands patience and time. Most of our clients are supported for between 6 and 12 months.

Over the 2021-2022 financial year, the charity ran three main programmes working with: people with criminal convictions, young people facing multiple disadvantage, and veterans & service personnel on recovery duty (PRD).

The charity's objectives, established in 1994, state that the charity exists *"to promote, for the public benefit, volunteering and community involvement by people of all ages and backgrounds".* All our current programmes aim to support people who face multiple disadvantage and are excluded from society in some way, to engage in community volunteering. We work at the margins of society, supporting people with complex and often chaotic lives. For many, we are a last resort; the complexity of their circumstances meaning that most time-limited and prescriptive services do not meet their needs. We take them on a journey to rebuild their lives with volunteering as a goal.

At STV we believe that everyone has the potential and the right to effect positive change for themselves and for their communities, regardless of their background or history; and that communities are stronger and more resilient when they are inclusive.

The charity's programmes are delivered by a team of outreach workers, our Volunteering Project Managers, providing one-to-one support to clients currently based in Scotland, Cumbria, Greater Manchester, East of England, Wiltshire and Bristol. Our Volunteer Project Managers are supported by project staff, who enable us to reach more people and enhance our support offer.

Step Together Volunteering Ltd.

Report of the trustees

For the year ended 31 May 2022

Achievements and performance

The Charity's financial year saw the organisation, and the sector, emerge from the restrictions of the Coronavirus pandemic. The impact on the voluntary sector, and the people it supports, has been significant: services have reduced availability, have changed delivery models with a move to digital/online provision, or closed completely. We have seen an increase in complexity of need amongst the people we support, particularly relating to mental wellbeing. With increasing pressure on statutory support for mental health, and lengthy waiting lists, our frontline team have found themselves supporting people with serious mental health needs. In early 2022 all staff received Mental Health First Aid training to support their knowledge and skills in this area, and also to ensure staff know how and when to signpost people to specialist support.

No longer restricted by lockdowns, the charity resumed face-to-face support with clients. It has taken time to build up caseloads again and re-establish referral pathways. Some elements of online delivery have been maintained: our For My Future course has been run both online and in person during the period. However, participants have fed back their strong preference for in-person delivery of this course and we plan to reduce online delivery going forward.

The strategic priorities set for the year were:

- To develop a new strategic plan for the organisation;
- To revise the charity's objects and review Trustee tenure, to ensure the charity complies with the Charity Code of Governance; and
- To focus on the staff team and their wellbeing following the challenges of the pandemic.

A new strategy for 2022-25 was presented to the Board of Trustees in October 2021 which focused on: raising our profile and presence in Bristol & Manchester, growing our impact throughout our programmes to reach more people, and building a sustainable organisation with a focus on financial stability.

Key to the achievement of these objectives is our ability to collect reliable data and use it to demonstrate the charity's effectiveness and the value we deliver. Our new case management system and the introduction of a new impact measurement tool (see below) is ensuring that we have robust data that shows our value.

The charity is using more volunteers in its work, to enable us to reach more people and/or run more sessions. Most of these volunteers are people with lived experience, who share their journey with the people we support and act as positive role models. They have been involved in supporting sessions at our allotment project for young people in Bristol, training to become peer mentors as part of our Peer Support Project for women who have experience of the criminal justice system in Greater Manchester, and have acted as Ambassadors, carrying out presentations to key stakeholders, such as the Department of Work and Pensions, in Manchester.

The charity has looked at its objects and Articles of Association. Changes are being made to ensure the charity complies with the Charity Code of Governance.

After almost two years of not being able to come together, it was great to meet as a staff team in November 2021. We were joined by nearly all the Charity's trustees and our patron, David Manning. Staff heard about what the charity had achieved during the year, despite the challenges of the pandemic, and learned about plans going forward. There was also a focus on staff wellbeing after a challenging year, emphasising the need for staff to take care of their own wellbeing to be effective in their roles. It was a thought-provoking few days, which allowed new members of the team to get to know their colleagues and our Board members.

Throughout the year the charity's central team (CEO, Operations Manager, Fundraiser and Administration & Communications Officer) continued to work from home, meeting face-to-face regularly. Towards the end of the period the search for a suitable office base in Bristol began, and the charity moved into its new office in central Bristol in September 2022.

During the year the charity was recognised by the Defence Employers Recognition Scheme with a Silver Award. This award was given to Step Together Volunteering in recognition of our support for the Armed Forces Community, not only in supporting veterans and personnel on recovery duty who may be facing challenges, but also in employing former members of the Armed Forces and other members of the Armed Forces Community in our staff team, including one member who is an active Reservist and was mobilised during the pandemic.

Fundraising

The charity carried forward a significant amount of funding from the previous financial year, meaning much of the funding needed was already secured. A total of £370,826 was carried forward, of which £240,917 was restricted. Together with funding committed from funders the charity began the 2021-22 financial year with over 80% of its expenditure secured. This was helpful as many funding streams were still affected by the pandemic, and funders were also responding to specific needs highlighted by Covid-19.

During the year the charity was successful in securing funding from the Department of Work and Pension's Flexible Support Fund, to support our work with young people and people with experience of the criminal justice system in Greater Manchester. This has allowed us to develop a good working partnership with Job Centres in Greater Manchester, who continue to refer people to our projects. Additionally, we secured further funding from ESF to run our For My Future course for people with criminal convictions in Manchester. We also secured repeat funding from ABF The Soldiers' Charity, the Veterans Foundation, and the Armed Forces Covenant Fund Trust for our work with veterans and service personnel on recovery duty. We were delighted to be successful in securing funding from Bristol City Council's Bristol Impact Fund supporting our work with young people aged 16-25 in the city over a 4-year period. Our work with young people in Dumfries & Galloway continued to be supported by The Gannochy Trust, The Holywood Trust, The Hugh Fraser Foundation, and The Robertson Trust.

Case management system

In August 2021 we moved to our new case management system, Charity Log. Data was migrated from our old system and all staff received training on the new system. The new system has been well received by all staff, and we are already beginning to get improved data to support our fundraising and reporting work. Whilst the initial year required some investment, subsequent years will cost less than the previous case management system and over three years the charity will have made a significant saving. The new system is entirely customisable, and the central staff team are able to make changes and additions to support our data collection.

At the same time, we brought in the Pathway Star as a measurement tool. The Pathway Star is one of the Outcomes Stars designed by Triangle Consulting, a mission-led organisation that exists to help people reach their highest potential and live meaningful and fulfilling lives, often in the context of social disadvantage, trauma, disability or illness. They do this by creating powerful tools to unlock the potential of both individuals and the organisations supporting them. These tools are targeted towards organisations that support people over an extended period of time, and the Pathway Star is designed for organisations that are supporting people overcoming barriers to work. Using a tool widely recognised in the sector improves our credibility with funders and provides better impact data to demonstrate the effectiveness of our work. The Pathway Star is integrated with our case management system, meaning that all data is held in one place. The tool asks people to assess where they are in 8 key areas: confidence & aspirations, family & relationships, friends & connections, emotional wellbeing, healthy lifestyle, stability at home, skills, and money. Initial baseline assessments are carried out shortly after referral, with subsequent assessments taking place every 8-12 weeks.

University of Bristol – student placements

During the year we continued our partnership with the University of Bristol, and two second year students undertook an evaluation of our For My Future course. They looked at the course structure and content and consulted with participants to understand what they thought of the course and how it had helped them. They were asked to score how positively the course had influenced their self-esteem, communication skills, ambition and sense of responsibility, with 1 being little/no influence and 10 being heavy influence. All respondents gave a score of at least 8/10 across all of these areas. Specifically, 40% said the course had a heavy influence (10/10) on their self-esteem and ambition. 80% gave a score of 9/10 for improvement in communication skills.

This external evaluation has shown the value of the course for participants and wider society (only 5% of participants have knowingly re-offended) and provides an objective assessment of the impact of our work that can be used to support fundraising and reporting activities.

i3Works – charity partnership

During the year, we were approached by i3works, a consultancy organisation specialising in digital services. They offered to provide us with some pro bono support for a digital project. Working with their consultants, we looked at how we could improve feedback mechanisms, particularly in getting feedback from clients. We looked at maximising the potential of our new case management system to contact multiple clients easily, and the best methods for receiving, collating and analysing the data we got back. The project has been helpful in supporting the charity to establish a regular, quarterly feedback exercises which are efficient to manage and analyse. The data is used internally for quality control purposes, and to support our fundraising and reporting activities.

Financial review

Income for the year was £366,756 which, with the income carried forward from the previous year, was slightly higher than the £450,000 budgeted. Expenditure for the year was £403,421 which was lower than the £465,192 budgeted. This was due to the central costs being lower as the charity did not have a Fundraising Officer for 6 months, and project costs being lower due to the ongoing impact of the pandemic.

Funds carried forward to the 2022-23 financial year amounted to £334,161 of which £183,345 were restricted. The unrestricted reserves at the end of the financial year stood at £150,816.

The charity has secured a number of grants into the 2022-23 financial year, totalling £112,125, with around 26% of the charity's budgeted expenditure already secured. The charity retains a heavy focus on fundraising to provide stability and certainty going forward. We have plans to diversify our income streams with a major donor fundraising project getting underway. In addition to this, we continue to prioritise applications for multi-year funding where possible, as well as identifying opportunities for unrestricted/core funding which provide greater flexibility.

Reserves policy

The Board of Trustees has agreed that the minimum level of free reserves that the charity should keep will be equivalent to three months' operating costs, currently estimated at £108,000.

Total funds held at 31 May 2022 were £334, 161 of which £150, 816 were unrestricted.

The financial reserves will enable the charity to meet future commitments and unforeseen expenses without a negative impact on its ability to deliver core services or develop the business in the manner planned. The trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- To fund working capital;
- To fund unexpected but necessary expenditure; and
- To fund shortfalls in income, when income does not reach expected levels.

Charitable funders and supporters

STV wishes to recognise and thank all of its funders and supporters, listed below for the year June 2021 to May 2022. Without the support of our funders, we would not be able to deliver any of our valuable work, transforming lives of marginalised individuals through volunteering and community engagement:

ABF The Soldiers Charity
Alpkit
Armed Forces Covenant Fund Trust
Bristol City Council
Charles Hayward Foundation
Cumbria Community Foundation
Cumbria County Council
Department for Work & Pensions
Drapers Charitable Foundation
Edward Gostling Foundation
ESF
Gannochy Trust
Holywood Trust
Hugh Fraser Foundation
National Lottery Community Fund
Pilgrim Trust
Prince of Wales Charitable Trust
Robertson Trust
Rotary Club
St James's Place Foundation
Swire Charitable Trust
Veterans' Foundation
Worshipful Company of Builders Merchants

The charity also wishes to acknowledge and thank the individual donors who supported the charity during the financial year.

Structure, governance and management

The association was registered under the Companies Act 1985 on 24 May 1994 as a company limited by guarantee and not having a share capital. The association is registered with the Charities Commission in England & Wales and from 26 June 2009 it has also been registered with the Office of the Scottish charity Regulator. The charity is governed by the Memorandum and Articles of Association.

The charitable company passed a special resolution on 19 April 2016 changing its name to Step Together Volunteering Ltd.

The Board of Trustees is committed to meeting the new Charity Code of Governance as this will strengthen the management of STV. Work is planned for the coming financial year to achieve further compliance with the principles of the Code.

STV's Board of Trustees is currently comprised of 8 people, with a broad range of skills and professions, including legal, finance, fundraising, marketing, social services, justice, civil service and voluntary sectors.

The staff team is managed by a small management team based in Bristol comprising the Chief Executive and the Operations Manager. The central team also includes an Administration and Communications Officer, and a Fundraising Officer. During the financial year all staff were home-based, enabling the charity to keep overhead costs to a minimum. Staff pay and benefits are reviewed annually by the Trustees.

STV is registered with the Fundraising Regulator and supports and adheres to the regulator's Code of Practice. The charity is also registered with the Information Commissioner's Office and complies with all Data Protection legislation.

Risk management and delegation

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error. During the year the trustees have considered the major risks and systems have been put in place to mitigate their impact.

The charity has a Scheme of Delegation in place which defines which decisions are taken by the Board of Trustees and which are delegated to staff. The Schedule looks specifically at areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves.

Public benefit

The Board of Trustees has given due consideration to Charity Commission published guidance on the operation of the public benefit requirement and confirm that these requirements are met by the charity.

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity, but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners
Godfrey Wilson Limited were appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the Trustees and signed on their behalf on 17 January 2023 by

Roger Donbavand

Dr Roger Donbavand
Chair

Independent examiner's report

To the trustees of

Step Together Volunteering Ltd.

I report to the trustees on my examination of the accounts of Step Together Volunteering Ltd. (the charitable company) for the year ended 31 May 2022, which are set out on pages 11 to 25.

Responsibilities and basis of report

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 ('the 2006 Act'). You are satisfied that the accounts of the Company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts as carried out under section 44 (1) (c) of the 2005 Act and 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

Godfrey Wilson Limited also provides bookkeeping and payroll services to the charitable company. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2016, which I have applied with respect to this engagement.

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

(1) accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or

(2) the accounts do not accord with those records with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006; or

(3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or

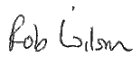
(4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Independent examiner's report

To the trustees of

Step Together Volunteering Ltd.

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



Date: 17 January 2023
Rob Wilson FCA
Member of the ICAEW
For and on behalf of:
Godfrey Wilson Limited
Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Step Together Volunteering Ltd.

Statement of financial activities *(incorporating an income and expenditure account)*

For the year ended 31 May 2022

	Note	Restricted £	Unrestricted £	**2022 Total £**	2021 Total £
Income *(and endowments)* from:					
Donations and legacies	3	1,770	29,901	**31,671**	53,199
Charitable activities	4	335,051	-	**335,051**	413,145
Investments		-	34	**34**	100
Total income *(and endowments)*		336,821	29,935	**366,756**	466,444
Expenditure on:					
Raising funds		14,732	-	**14,732**	48,474
Charitable activities		388,689	-	**388,689**	330,259
Total expenditure	6	403,421	-	**403,421**	378,733
Net gains / (losses) on investments		-	-	**-**	-
Net income / (expenditure)		(66,600)	29,935	**(36,665)**	87,711 Transfers
between funds		9,028	(9,028)	**-**	-
Net movement in funds	7	(57,572)	20,907	**(36,665)**	87,711
Reconciliation of funds:					
Total funds brought forward		240,917	129,909	**370,826**	283,116
Total funds carried forward		183,345	150,816	**334,161**	370,827

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 14 to the accounts.

Step Together Volunteering Ltd.

Balance sheet

As at 31 May 2022

	Note	£	2022 £	2021 £
Fixed assets				
Tangible assets	10		**-**	-
Current assets				
Debtors	11	**34,708**		81,465
Cash at bank and in hand		**310,304**		297,923
		345,012		379,388
Liabilities				
Creditors: amounts falling due within 1 year	12	**(10,851)**		(8,562)
Net current assets / (liabilities)			**334,161**	370,826
Net assets / (liabilities)	13		**334,161**	370,826
Funds	14			
Restricted funds			**183,345**	240,917
Unrestricted funds				
General funds			**150,816**	129,909
Total charity funds			**334,161**	370,826

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

(i) ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and

(ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

Approved by the Trustees on 17 January 2023 and signed on their behalf by

Scharmarie Van Der Vyver
Treasurer

Step Together Volunteering Ltd.

Statement of cash flows

For the year ended 31 May 2022

	2022	2021
	£	£
Net movement in funds	**(36,665)**	87,711
Adjustments for:		
Depreciation charges	**-**	-
Dividends, interest and rents from investments	**(34)**	(100)
Loss / (profit) on the sale of fixed assets	**-**	-
Decrease / (increase) in debtors	**46,757**	(35,255)
Increase / (decrease) in creditors	**2,289**	(4,653)
Net cash provided by / (used in) operating activities	**12,347**	47,703
Cash flows from investing activities:		
Dividends, interest and rents from investments	**34**	100
Proceeds from investments	**-**	-
Purchase of tangible fixed assets	**-**	-
Net cash provided by / (used in) investing activities	**34**	100
Increase / (decrease) in cash and cash equivalents in the year	**12,381**	47,803
Cash and cash equivalents at the beginning of the year	**297,923**	250,120
Cash and cash equivalents at the end of the year	**310,304**	297,923

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Step Together Volunteering Ltd. 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 notes.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probably when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of provision of service is deferred until criteria for income recognition are met.

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis:

	2022	2021
Raising funds	**3.7%**	12.8%
Charitable activities	**96.3%**	87.2%

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Office equipment	4 years straight line

Items of equipment are capitalised where the purchase price exceeds £1,000.

j) Debtors

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

k) Cash at bank and in hand

Cash at bank and cash 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.

l) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

m) Financial instruments

The trust 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 recognised at amortised cost using the effective interest method.

n) Pension costs

The employees of the charity are entitled to join a defined contribution pension scheme operated by Scottish Widows, unless they have exercised their right to opt out of scheme membership.

o) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1(i) to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. Depreciation rates in operation during the current and prior period were as follows:

Office equipment	4 years straight line

2. Prior period comparatives

	Restricted £	Unrestricted £	2021 Total £
Income from:			
Donations and legacies	21,064	32,135	**53,199**
Charitable activities	413,145	-	**413,145**
Investments	-	100	**100**
Total income	434,209	32,235	**466,444**
Expenditure on:			
Raising funds	35,216	13,258	**48,474**
Charitable activities	375,587	(45,328)	**330,259**
Total expenditure	410,803	(32,070)	**378,733**
Net income / (expenditure)	23,406	64,305	**87,711**
Transfers between funds	-	-	**-**
Net movement in funds	23,406	64,305	**87,711**

3. Income from donations and legacies

	Restricted £	Unrestricted £	2022 Total £
Job Retention Scheme	1,170	-	**1,170**
Small donations < £1,000	600	4,901	**5,501**
Swire Charitable Trust	-	25,000	**25,000**
	1,770	29,901	**31,671**

	Restricted £	Unrestricted £	2021 Total £
Job Retention Scheme	21,064	3,139	**24,203**
Small donations < £1,000	-	3,003	**3,003**
Swire Charitable Trust	-	25,000	**25,000**
Worshipful Company of Builders Merchants	-	993	**993**
	21,064	32,135	**53,199**

4. Income from charitable activities

	Restricted £	Unrestricted £	**2022 Total £**	2021 Total £
ABF The Soldiers Charity	30,000	-	**30,000**	-
Access to Work	894	-	**894**	-
Alpkit	300	-	**300**	-
Armed Forces Covenant Fund Trust	93,472	-	**93,472**	136,771
Bristol City Council	14,043	-	**14,043**	-
Charles Hayward Foundation	7,000	-	**7,000**	-
Cumbria Community Foundation	10,000	-	**10,000**	-
Cumbria County Council	3,000	-	**3,000**	-
Department for Work & Pensions	61,820	-	**61,820**	-
Drapers Charitable Fund	-	-	**-**	15,000
Edward Gostling Foundation	-	-	**-**	3,750
ESF	27,125	-	**27,125**	11,660
Gannochy Trust	10,000	-	**10,000**	10,000
Help for Heroes	-	-	**-**	20,000
Henry Smith Charity	-	-	**-**	30,000
Holywood Trust	8,750	-	**8,750**	17,500
Hugh Fraser Foundation	5,000	-	**5,000**	5,000
National Lottery Community Fund	-	-	**-**	88,040
Nisbet Trust	10,000	-	**10,000**	-
Pilgrim Trust	18,647	-	**18,647**	4,236
Prince of Wales Charitable Trust	-	-	**-**	1,500
Quartet Community Fund	-	-	**-**	10,000
Robertson Trust	10,000	-	**10,000**	10,000
St James's Place Foundation	-	-	**-**	15,000
Veterans' Foundation	25,000	-	**25,000**	25,000
Warbutons	-	-	**-**	9,688
	335,051	-	**335,051**	413,145

All income from charitable activities in the prior period was restricted.

5. Government grants

The charitable company receives government grants defined as funding from local authorities and government departments to fund charitable activities. The total value of such grants in the year ending 31 May 2022 was £80,033 (2021: £112,243). There are no unfulfilled conditions or contingencies attaching to these grants.

6. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	**2022 Total £**
Staff costs (note 8)	10,035	225,898	91,245	**327,178**
Travel and subsistence	28	16,977	2,987	**19,992**
Communication and IT	261	10,408	7,366	**18,035**
Printing, postage and stationery	98	1,454	140	**1,692**
Recruitment	-	175	-	**175**
Staff training	24	7,290	533	**7,847**
Monitoring and evaluation	-	6,609	-	**6,609**
Rent and rates	-	-	1,133	**1,133**
Insurance	-	1,008	2,295	**3,303**
Audit and accountancy	-	-	6,860	**6,860**
Professional fees	-	5,812	1,849	**7,661**
Subscriptions	50	410	840	**1,300**
PR & Marketing	-	75	-	**75**
Bank charges	-	-	96	**96**
Miscellaneous costs	-	790	675	**1,465**
Sub-total	10,496	276,906	116,019	**403,421**
Allocation of support and governance costs	4,236	111,783	(116,019)	-
Total expenditure	**14,732**	**388,689**	**-**	**403,421**

Total governance costs were £6,303 (2021: £5,056).

6. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	**2021 Total £**
Staff costs (note 8)	33,258	198,927	89,470	**321,655**
Travel and subsistence	-	7,007	205	**7,212**
Communication and IT	59	6,555	10,173	**16,787**
Printing, postage and stationery	-	230	320	**550**
Recruitment	-	1,210	-	**1,210**
Staff training	-	1,002	383	**1,385**
Monitoring and evaluation	-	11,042	1,680	**12,722**
Rent and rates	-	-	3,026	**3,026**
Insurance	-	541	2,396	**2,937**
Audit and accountancy	-	-	5,525	**5,525**
Professional fees	-	216	2,941	**3,157**
Subscriptions	50	284	535	**869**
PR & Marketing	-	-	800	**800**
Bank charges	-	-	90	**90**
Miscellaneous costs	-	317	491	**808**
Sub-total	33,367	227,331	118,035	**378,733**
Allocation of support and governance costs	15,107	102,928	(118,035)	-
Total expenditure	**48,474**	**330,259**	**-**	**378,733**

7. Net movement in funds

This is stated after charging:

	2022	2021
	£	£
Operating lease payments	**-**	790
Trustees' remuneration	**-**	-
Trustees' reimbursed expenses	**148**	-
Independent examiners' remuneration		
▪ Independent examination (including VAT)	**2,100**	1,920
▪ Other services	**4,203**	3,136

8. Staff costs and numbers

Staff costs were as follows:

	2022	2021
	£	£
Salaries and wages	**294,452**	291,923
Social security costs	**20,515**	17,602
Pension costs	**12,211**	12,130
	327,178	321,655

No employee earned more than £60,000 during the year (2021: nil).

The key management personnel of the charitable company comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £56,833 (2021: £62,139).

	2022	2021
	No.	No.
Average head count	**15**	13

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

10. Tangible fixed assets

	Office £
Cost	
At 1 June 2021	**8,103**
Additions in year	**-**
Disposals	**-**
At 31 May 2022	**8,103**
Depreciation	
At 1 June 2021	**8,103**
Charge for the year	**-**
On disposals	**-**
At 31 May 2022	**8,103**
Net book value	
At 31 May 2022	**-**
At 31 May 2021	-

11. Debtors

	2022 £	2021 £
Trade debtors	**-**	65,000
Prepayments	**864**	4,571
Accrued income	**33,844**	6,802
Other debtors	**-**	5,092
	34,708	81,465

12. Creditors : amounts due within 1 year

	2022 £	2021 £
Trade creditors	**699**	198
Accruals	**3,120**	2,160
PAYE and national insurance	**4,885**	3,750
Pension liability	**2,128**	2,454
Other creditors	**19**	-
	10,851	8,562

13. Analysis of net assets between funds

	Restricted funds £	Unrestricted funds £	**Total funds £**
Current assets	183,345	161,667	**345,012**
Current liabilities	-	(10,851)	**(10,851)**
Net assets at 31 May 2022	**183,345**	**150,816**	**334,161**

Prior period comparatives

	Restricted funds £	Unrestricted funds £	**Total funds £**
Current assets	240,917	138,471	**379,388**
Current liabilities	-	(8,562)	**(8,562)**
Net assets at 31 May 2021	**240,917**	**129,909**	**370,826**

14. Movements in funds

	At 1 June 2021 £	Income £	Expenditure £	Transfers between £	**At 31 May 2022 £**
Restricted funds					
Supporting young people	44,304	90,173	(143,505)	9,028	**-**
Rehabilitation of ex-offenders	22,649	83,683	(89,287)	-	**17,045**
Wounded, injured and sick service personnel and veterans	173,964	162,965	(170,629)	-	**166,300**
Total restricted funds	240,917	336,821	(403,421)	9,028	**183,345**
Unrestricted funds					
General funds	129,909	29,935	-	(9,028)	**150,816**
Total unrestricted funds	129,909	29,935	-	(9,028)	**150,816**
Total funds	370,826	366,756	(403,421)	-	**334,161**

Purposes of restricted funds

Supporting young people

To provide support to young people with complex needs in Bristol, Greater Manchester and Dumfries & Galloway, to move their lives forward through engagement in community volunteering placements which meet their personal needs and challenges.

Rehabilitation of ex-offenders

To provide support to people whose criminal convictions are preventing them from moving forwards with their lives and building a future away from the criminal justice system.

Veterans and Personnel on Recovery Duty (PRD)

To provide support to veterans and PRD across England, to engage in community volunteering placements which will support their recovery process and transition to civilian life.

14. Movements in funds (continued)

Prior period comparatives

	At 1 June 2020 £	Income £	Expenditure £	Transfers between £	**At 31 May 2021 £**
Restricted funds					
Supporting young people	24,289	152,705	(132,690)	-	**44,304**
Rehabilitation of ex-offenders	15,221	67,486	(60,058)	-	**22,649**
Wounded, injured and sick service personnel and veterans	142,836	186,030	(154,902)	-	**173,964**
Total restricted funds	182,346	406,221	(347,650)	-	**240,917**
Unrestricted funds					
General funds	100,770	60,223	(31,084)	-	**129,909**
Total unrestricted funds	100,770	60,223	(31,084)	-	**129,909**
Total funds	283,116	466,444	(378,734)	-	**370,826**

15. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2022 £	2021 £
Amount falling due:		
Within 1 year	**-**	-
Within 1 - 5 years	**-**	-
	-	-

16. Related party transactions

There were no related party transactions in the current or prior reporting period.

STEP TOGETHER VOLUNTEERING

England & Wales - Charity number 1038253

Accounts

Company no. 02932195
Charity no. 1038253 (England & Wales)
Charity no. SC040616 (Scotland)

Step Together Volunteering Ltd.

Report and Unaudited Financial Statements

31 May 2021

Step Together Volunteering Ltd.

Reference and administrative details

For the year ended 31 May 2021

Company number	02932195
Charity number	1038253 (England & Wales) SC040616 (Scotland)
Registered office	5th Floor Mariner House 62 Prince Street Bristol BS1 4QD
President	Sir David Manning GCMG, KCVO
Patrons	Dame Julia Cleverdon DCVO, CBE Damon de Laszlo DL Captain Michael Fulford-Dobson CVO, KStJ, JP, RN
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Maurice Clarke appointed 20 July 2020 Dr Roger Donbavand Chairman Liza Durkin Dr Robin Garnett OBE Julia Killick CBE Caroline Marsh Deborah Poole Roger Potter MBE Founder Hayley Rees
Chief executive officer	Anna-Clare Temple
Bankers	CAF Bank Ltd Kings Hill West Malling ME19 4TA
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

Step Together Volunteering Ltd.

Report of the trustees

For the year ended 31 May 2021

The trustees present their report and the financial statements for the year ended 31 May 2021.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities, applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

About Step Together Volunteering
We're a charity that helps the most vulnerable people – people who can't find help elsewhere. We don't give up on our clients. We support them until they have the self-confidence and skills they need to look forward to a better, brighter future. And for many, that starts with volunteering.

Our mission
PROGRESSION IS OUR MISSION.
TOGETHERNESS IS OUR ETHOS.
EMPOWERMENT THROUGH VOLUNTEERING IS OUR GOAL.

Step Together Volunteering (STV) works to inspire, motivate, and enable people who are most excluded from society to participate in community volunteering as a way of helping them develop the skills, confidence and motivation to turn their lives around. We team this with intensive 1 to 1 mentoring support, taking an asset-based approach, to support individuals to understand their strengths, identify their goals, overcome any obstacles, and achieve their potential. We do not place a time limit on our support, as we understand that working with clients who have such complex needs demands patience and time. Most of our clients are supported for between 6 and 12 months.

Over the 2020-2021 financial year, the charity ran three main programmes working with: ex-offenders, young people with multiple and complex needs, and wounded, injured and sick (WIS) service personnel & veterans.

The charity's objectives, established in 1994, state that the charity exists *"to promote, for the public benefit, volunteering and community involvement by people of all ages and backgrounds"*. All our current programmes aim to support people who have complex needs and are excluded from society in some way, to engage in community volunteering. We work at the most disadvantaged margins of society, supporting people with complex and often chaotic lives. For many, we are a last resort; the complexity of their circumstances meaning that most time-limited and prescriptive services do not meet their needs. We take them on a journey to rebuild their lives with volunteering as a goal.

At STV we believe that everyone has the potential and the right to effect positive change for themselves and for their communities, regardless of their background or history; and that communities are stronger and more resilient when they are inclusive.

The charity's programmes are delivered by a team of outreach workers, our Volunteering Project Managers, providing 1 to 1 support to clients currently based in Scotland, Manchester, Lancashire, East of England, Wiltshire and South West England.

Achievements and performance

Much of the charity's financial year was impacted by the Coronavirus pandemic and associated restrictions, including multiple national lockdowns that significantly affected our ability to deliver our services. At multiple points in the 12 month period we were not able to provide the face-to-face support which is so effective in supporting our clients and such a key feature of our service. Additionally, the pandemic affected our referral routes and many of the voluntary organisations who offer volunteer placements to our clients.

As such, formal objectives were not set and instead the charity focused on navigating the uncertainty and challenges presented by the pandemic.

The Covid-19 Committee, comprising the Chair of Trustees, Vice-Chair, Treasurer, a further trustee who is a lawyer and the CEO, continued to meet regularly to review the charity's operations and financial position. The Committee had delegated authority from the Board of Trustees to make decisions regarding appropriate use of funds, whether and how the charity should use the Governments Job Retention Scheme (furlough) and how to manage the risks presented by the pandemic to our staff, clients and wider community.

Between April and June 2020, most of the charity's staff were placed on furlough leave. This difficult decision was taken as we were unable to deliver the programmes of support for which we had received funding, and it was felt that our restricted funding should be kept for when we were able to resume face-to-face support for our clients and could broker volunteering placements for them once more. Two full-time members of staff were retained in post to provide ongoing remote support across our client groups to any client that requested support, and to contact proactively those clients it was felt were most at risk from the isolation and deterioration in mental wellbeing caused by lockdowns.

During this period, we pivoted our service to focus on providing mental wellbeing support for our clients, and to help them stay well. The charity made full use of digital technology to ensure we could stay in touch with our clients through video calls, depending on their preferences and access to technology. Support was also provided through telephone calls, emails, and messages.

As part of this new focus, we created fortnightly newsletters which were sent electronically to all clients, whether they were engaging with 1-1 support from us or not. As well as providing clients with up-to-date guidance on the pandemic and restrictions, this innovative initiative also included options for clients to stay occupied whilst at home. Each newsletter featured 3-4 different "at home" online/remote opportunities clients could engage with. This was a new step for us, as the volunteering placements we have brokered for our clients to this point have always been "in person" and usually supported by one of our VPMs. However, feedback received from our clients showed that they were becoming bored during lockdowns and struggling to stay motivated and maintain their mental and emotional wellbeing. In response those VPMs who were not on furlough researched different opportunities that clients could take part in from home. Activities included: free access to language learning platforms, citizen's science projects to get involved with, proof-listening to audio books for visually impaired children and writing to people in hospital. The newsletters were also shared widely throughout our network of referrers, partners, and other stakeholders in order to reach as many people as possible.

In addition, we also responded to requests from our clients supported by our Young People programmes who wanted more interactive support. In consultation with them we established an online cookery group that initially engaged with clients in Bristol, and then was also made available to our clients aged 16-25 in Manchester. These weekly sessions kept clients engaged and encouraged them to work as a team to identify suitable recipes, build communication skills through working together and acquire independent living skills through learning to cook different recipes. Clients were involved in choosing the recipe each week, shopping for the ingredients and working together during each session. One client even felt confident enough to run a cookery session by himself for another youth organisation in Bristol, guiding other young people through a recipe.

In June 2020 we decided to give notice on the lease for our office and much of our office equipment and furniture was placed in storage. This decision was made as the Central Team were all working from home, and we would only be able to have one person at a time working in our office, in order to keep staff safe. It was felt that it would be better to use the money usually spent on office rent to support our frontline programme delivery.

In June 2020 we brought our team of Volunteer Project Managers supporting WIS and veteran clients back from furlough leave as we secured funding to support veterans at risk of loneliness and isolation as a result of the pandemic. As restrictions eased over the summer the rest of those who had been on furlough leave returned to their posts and face-to-face support resumed in line with all local and national guidelines.

We did retain some elements of online delivery. In August 2020 we secured ESF funding to deliver our “For My Future” course (which had been developed as a pilot program in 2019-2020) to ex-offenders in the Greater Manchester area. The course was intended to be run in person with groups of up to 8 individuals. However, the restrictions meant we were unable to do this and so the program was quickly adapted to be delivered online to smaller cohorts. This proved very successful and demonstrates the resourcefulness and commitment of our Volunteer Project Managers to deliver support to our client groups.

Further restrictions later in 2020 did not result in staff being placed on furlough leave, however the national lockdown at the start of 2021 meant that once again our service provision was interrupted. This time we were able to benefit from flexi-furlough rather than having staff away from work completely, meaning we were able to maintain a higher level of service delivery and presence to support our clients through another challenging period.

As well as the impact on our clients, the pandemic (with associated lockdowns, interruptions to our service and furlough leave) affected our staff. We made the most of video conferencing facilities to bring staff together regularly, and employees were able to access our Employee Assistance Programme (provided via a website and confidential phone line) at any time.

Fundraising
Our fundraising plans were also impacted by the pandemic, with many funding streams either being paused, closed altogether, or being changed to respond to the emerging needs presented by Covid-19. Fortunately, we were in a strong financial position, and were also able to make the most of Covid-19 dedicated funding streams to enable us to continue to provide support to our clients as we progressed throughout the year. We also secured funding for several tablets and SIM cards, as we found that lack of access to technology and data poverty were significant factors affecting our clients' ability to take part on the online opportunities available to them. These tablets were then loaned to clients to help them stay engaged during periods of lockdown and several clients used them to access the For My Future course.

Despite the challenging fundraising environment, the charity was successful in securing the funds it needed to carry out its programs during the year. This included securing funding from new funders and from those we had previously had a funding relationship with.

The Charity also made use of the Government's Job Retention Scheme and received funding towards the salaries of those members of staff who were on furlough leave. This enabled us to retain restricted funding for the time when we were able to return to face-to-face program delivery.

Case management system
Towards the end of our financial year, we started the process to move to a new case management system, CharityLog. We feel CharityLog is better placed to allow us to capture all of the data about our clients that we need to run our programs effectively and safely, and to report back to our funders accurately. The system allows for integration of outcomes measurement tools which will enable us to hold all our data in once place. The system is more user friendly than our previous case management system, and from the second year onwards, will be significantly cheaper too. This work continues our progress towards one of the objectives set in 2019: to improve our use of our case management system so that we develop a body of evidence to back up our case for support.

In 2019, one of our objectives was to introduce more effective ways to measure and articulate the impact of our support. At the end of 2019 we introduced the Warwick-Edinburgh Mental Wellbeing Scale. And towards the end of the 2020-21 financial year we made the decision to move from our in-house outcomes measurement to the Outcomes Star (Pathway Star), a tool widely used in the voluntary sector to measure clients' progress in 8 key areas over a period of support. We believe this will help us demonstrate to funders (existing and potential) the impact of our work, and recognises the significant impact of the pre-volunteering work that our Volunteer Project Managers carry out.

University of Bristol – student placements
During the year we were invited by the University of Bristol to submit project/consultancy ideas for their students to take part in. Two of our ideas were selected for students to work on.

A second year student undertook an evaluation of our work with Young People in Bristol between 2017 and 2020. This evaluation found that 83% of clients felt the experience of being supported by Step Together was very positive, with the remainder reporting it as positive. 67% of clients said our support had helped them develop their communication skills, 83% said they experienced improved confidence, and 67% reported an increase in self-esteem. The evaluation said "The unique one-on-one and unlimited support provided by Step Together is therefore clearly notable to its clients and is very beneficial in allowing them to succeed on the programme and in their volunteering placements."

A group of final year students looked at how we could evaluate the social value of our work with WIS service personnel and veterans between 2017 and 2020. They looked at a variety of different measures, including the outcomes data that we collect from our clients. Overall they found that during the period 2017-2020 our program delivered at least £1.90 of value for each £1 invested. This is positive, and we are sure we can build on this and increase the social value of all our programs, especially as this period included the pandemic which affected our ability to support our clients to achieve outcomes that have a social value such as increased confidence and improved relationships with family and friends.

These two pieces of work were extremely helpful to us in providing robust, objective evaluation of the impact of our work and helped to establish a good relationship with one of the country's top universities. We have been invited to participate in providing placements for students again during the 2021-22 academic year.

In summary, the charity, like many others, has faced a challenging year. We have risen to the challenges we were faced and come through by:

- Employing rapid decision-making (through the authority delegated to the Covid-19 Committee) to respond quickly to the ever-changing circumstances presented by the pandemic;
- Careful financial management, ensuring we could retain our restricted funding for use when we would be able to deliver the intended outcomes and impact;
- Prioritising our vulnerable clients, pivoting our service and support to focus on their mental wellbeing to enable them to deal with the challenges of the pandemic; and
- Encouraging our staff to be innovative and creative, coming up with new and different ways to deliver our support and making full use of the technology and online capabilities available to us and our clients.

Our focus now is to move forward, ensuring we can build on the excellent work undertaken by the charity's staff during difficult times by:

- Maintaining our use of technology to complement our in-person, face-to-face support;
- Securing multi-year funding to ensure we have sustainability;
- Investing our team through individual and collective training, ensuring they are well-equipped and well-supported to carry out their roles;
- Developing our network of partners so that we can improve our clients' experience and achievements; and
- Continuing to innovate in response to changing and emerging needs.

Our strategic priorities for 2021-22 are:

- Strategy Development: we will devise a new forward plan for the charity covering the next 3 years, recognising the impact of the pandemic on our clients and the funding landscape. The focus will be on sustainable growth, identification of discrete projects to develop our understanding of clients' needs and service delivery options, and develop our resource plans in relation to staffing, skills and premises;
- Governance: revise the charity's objects so they are relevant to our current work and amend our Articles of Association to limit Trustee tenure in line with recommendations in the Charity Code of Governance. We will also consider succession planning for our Trustees to ensure the charity continues to benefit from a broad range of expertise;
- Focus on our staff team: recognise the impact of the past 12-18 months on our staff team, invest in their wellbeing and development to ensure good staff retention and engagement. We will identify individual and collective training/development needs and we are planning an all-staff conference in November 2021; and

- Continue to build on our financial stability through our fundraising efforts.

Financial review

Income for the year was £464,444 which was slightly higher than the £450,000 budgeted. Expenditure for the year was £378,733 which was significantly lower than the £445,686 budgeted. This is primarily down to the charity's costs being much lower during the pandemic as some staff were placed on furlough leave, and project running costs were not incurred.

Funds carried forward to the 2021-22 financial year amounted to £370,826 of which £240,917 were restricted. The unrestricted reserves at the end of the financial year stood at £129,909.

The charity has secured a number of grants into the 2021-22 financial year totalling £239,270, and around 80% of the charity's budgeted expenditure is already secured. This is a strong position to be in at the start of our financial year, and demonstrates the charity's ability to secure funding for its work, despite the challenging fundraising environment of the past 12 months. We continue to prioritise applications for multi-year funding wherever possible, as well as looking to secure unrestricted funding to provide greater flexibility and stability to the charity.

Reserves policy

Total funds held at 31 May 2021 were £370,826, of which £165,075 were unrestricted. The Board of Trustees has agreed that the minimum level of free reserves that the charity should keep will be equivalent to three months' operating costs, currently estimated at £112,500. Following considerable efforts to secure unrestricted funding to support the charity's sustainability and careful controlling of costs, the charity has increased its unrestricted reserves over the year to meet its policy.

The financial reserves will enable the charity to meet future commitments and unforeseen expenses without a negative impact on its ability to deliver core services or develop the business in the manner planned. The trustees have agreed that any reserves accrued above the target amount will be used for the following purposes:

- To fund working capital;
- To fund unexpected but necessary expenditure; and
- To fund shortfalls in income, when income does not reach expected levels.

Charitable funders and supporters

STV wishes to recognise and thank all of its funders and supporters, listed below for the year June 2020 to May 2021. Without the support of our funders, we would not be able to deliver any of our valuable work, transforming lives of marginalised individuals through volunteering and community engagement:

Armed Forces Covenant Fund
Drapers Charitable Foundation
Edward Gostling Foundation
ESF
Gannochy Trust
Help for Heroes
Henry Smith Charity
Holywood Trust
Hugh Fraser Foundation
National Lottery Community Fund
Pilgrim Trust
Prince of Wales Charitable Foundation
Quartet Community Foundation
Robertson Trust
St James's Place Foundation
Swire Charitable Trust
Veterans' Foundation
Warburtons

The charity also wishes to acknowledge and thank the individual donors who supported the charity during the financial year.

Structure, governance and management
The association was registered under the Companies Act 1985 on 24 May 1994 as a company limited by guarantee and not having a share capital. The association is registered with the Charities Commission in England & Wales and from 26 June 2009 it has also been registered with the Office of the Scottish charity Regulator. The charity is governed by the Memorandum and Articles of Association.

The charitable company passed a special resolution on 19 April 2016 changing its name to Step Together Volunteering Ltd.

The Board of Trustees is committed to meeting the new Charity Code of Governance as this will strengthen the management of STV. Work is planned for the coming financial year to achieve further compliance with the principles of the Code.

STV's Board of Trustees is currently comprised of 9 people, with a broad range of skills and professions, including legal, finance, fundraising, marketing, civil service and voluntary sectors.

The staff team is managed by a small management team based in Bristol comprising the Chief Executive and the Operations Manager. The central team also includes an Administration and Communications Office, and a Fundraising Officer. During the financial year all staff were home-based, enabling the charity to keep overhead costs to a minimum. Staff pay and benefits are reviewed annually by the Trustees.

STV is registered with the Fundraising Regulator and supports and adheres to the regulator's Code of Practice. The charity is also registered with the Information Commissioner's Office and complies with all Data Protection legislation.

Risk management and delegation
The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate systems and controls are in place in order to mitigate those risks and to provide reasonable assurance against fraud and error. During the year the trustees have considered the major risks and systems have been put in place to mitigate their impact.

The charity has a Scheme of Delegation in place which defines which decisions are taken by the Board of Trustees and which are delegated to staff. The Schedule looks specifically at areas of strategy, risk management, legal obligations, organisational policies and procedures, variations to agreed budget and strategic use of reserves.

Public benefit
The Board of Trustees has given due consideration to Charity Commission published guidance on the operation of the public benefit requirement and confirm that these requirements are met by the charity.

Step Together Volunteering Ltd.

Report of the trustees

For the year ended 31 May 2021

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 19 October 2021 and signed on their behalf by

Roger Donbavand

Dr Roger Donbavand
Chair

Independent examiner's report

To the trustees of

Step Together Volunteering Ltd.

I report to the trustees on my examination of the accounts of Step Together Volunteering Ltd. (the charitable company) for the year ended 31 May 2021, which are set out on pages 12 to 28.

Responsibilities and basis of report

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 ('the 2006 Act'). You are satisfied that the accounts of the Company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts as carried out under section section 44 (1) (c) of the 2005 Act and 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended) and.the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

Godfrey Wilson Limited also provides bookkeeping and payroll services to the charitable company. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2016, which I have applied with respect to this engagement.

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

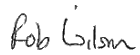
(1) accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or

(2) the accounts do not accord with those recordswith the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006; or

(3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or

(4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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



Date: 19 October 2021
Rob Wilson FCA
Member of the ICAEW
For and on behalf of:
Godfrey Wilson Limited
Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Step Together Volunteering Ltd.

Statement of financial activities *(incorporating an income and expenditure account)*

For the year ended 31 May 2021

	Note	Restricted £	Unrestricted £	**2021 Total £**	2020 Total £
Income *(and endowments)* from:					
Donations and legacies	3	21,064	32,135	**53,199**	54,929
Charitable activities	4	413,145	-	**413,145**	455,319
Investments		-	100	**100**	246
Total income *(and endowments)*		434,209	32,235	**466,444**	510,494
Expenditure on:					
Raising funds		35,216	13,258	**48,474**	48,408
Charitable activities		375,587	(45,328)	**330,259**	376,449
Total expenditure	6	410,803	(32,070)	**378,733**	424,857
Net gains / (losses) on investments		-	-	**-**	-
Net income / (expenditure)		23,406	64,305	**87,711**	85,637
Transfers between funds		-	-	**-**	-
Net movement in funds	7	23,406	64,305	**87,711**	85,637
Reconciliation of funds:					
Total funds brought forward		182,346	100,770	**283,116**	197,479
Total funds carried forward		205,752	165,075	**370,827**	283,116

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 14 to the accounts.

Step Together Volunteering Ltd.

Balance sheet

As at 31 May 2021

	Note	£	**2021** **£**	2020 £
Fixed assets				
Tangible assets	10		**-**	-
Current assets				
Debtors	11	**81,465**		46,211
Cash at bank and in hand		**297,923**		250,120
		379,388		296,331
Liabilities				
Creditors: amounts falling due within 1 year	12	**(8,562)**		(13,215)
Net current assets / (liabilities)			**370,826**	283,116
Net assets / (liabilities)	13		**370,826**	283,116
Funds	14			
Restricted funds			**240,917**	182,346
Unrestricted funds				
General funds			**129,909**	100,770
Total charity funds			**370,826**	283,116

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

(i) ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and

(ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

Approved by the trustees on 19 October 2021 and signed on their behalf by

Hayley Rees

Hayley Rees
Treasurer

Step Together Volunteering Ltd.

Statement of cash flows

For the year ended 31 May 2021

	2021	2020
	£	£
Net movement in funds	**87,711**	85,637
Adjustments for:		
Depreciation charges	**-**	-
Dividends, interest and rents from investments	**(100)**	(246)
Loss / (profit) on the sale of fixed assets	**-**	-
Decrease / (increase) in debtors	**(35,255)**	10,643
Increase / (decrease) in creditors	**(4,653)**	682
Net cash provided by / (used in) operating activities	**47,703**	96,716
Cash flows from investing activities:		
Dividends, interest and rents from investments	**100**	246
Proceeds from investments	**-**	-
Purchase of tangible fixed assets	**-**	-
Net cash provided by / (used in) investing activities	**100**	246
Increase / (decrease) in cash and cash equivalents in the year	**47,803**	96,962
Cash and cash equivalents at the beginning of the year	**250,120**	153,158
Cash and cash equivalents at the end of the year	**297,923**	250,120

1. Accounting policies

a) Basis of preparation

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

Step Together Volunteering Ltd. 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 notes.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probably when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of provision of service is deferred until criteria for income recognition are met.

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis:

	2021	2020
Raising funds	**12.8%**	11.4%
Charitable activities	**87.2%**	88.6%

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Office equipment	4 years straight line

Items of equipment are capitalised where the purchase price exceeds £1,000.

j) Debtors

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

k) Cash at bank and in hand

Cash at bank and cash 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.

l) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

m) Financial instruments

The trust 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 recognised at amortised cost using the effective interest method.

n) Pension costs

The employees of the charity are entitled to join a defined contribution pension scheme operated by Scottish Widows, unless they have exercised their right to opt out of scheme membership.

o) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1(i) to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. Depreciation rates in operation during the current and prior period were as follows:

Office equipment	4 years straight line

2. Prior period comparatives

	Restricted £	Unrestricted £	**2020 Total £**
Income from:			
Donations and legacies	15,583	39,346	**54,929**
Charitable activities	455,319	-	**455,319**
Investments	-	246	**246**
Total income	470,902	39,592	**510,494**
Expenditure on:			
Raising funds	35,216	13,192	**48,408**
Charitable activities	375,587	862	**376,449**
Total expenditure	410,803	14,054	**424,857**
Net income / (expenditure)	60,099	25,538	**85,637**
Transfers between funds	-	-	**-**
Net movement in funds	60,099	25,538	**85,637**

3. Income from donations and legacies

	Restricted £	Unrestricted £	**2021 Total £**
Job Retention Scheme	21,064	3,139	**24,203**
Small donations < £1,000	-	3,003	**3,003**
Swire Charitable Trust	-	25,000	**25,000**
Worshipful Company of Builders Merchants	-	993	**993**
	21,064	32,135	**53,199**

	Restricted £	Unrestricted £	**2020 Total £**
Anonymous	-	700	**700**
Freddie Smith Trust	-	500	**500**
Herbert & Stefanie Straus Memorial Trust	-	5,000	**5,000**
Job Retention Scheme	15,583	2,245	**17,828**
Mageni Trust	-	750	**750**
Small donations < £1,000	-	4,901	**4,901**
Stella Symonds Charitable Trust	-	250	**250**
Swire Charitable Trust	-	25,000	**25,000**
	15,583	39,346	**54,929**

4. Income from charitable activities

	Restricted £	Unrestricted £	**2021 Total £**	2020 Total £
29th May 1961 Charitable Trust	-	-	**-**	8,000
ABF Soldiers' Charity	-	-	**-**	20,000
Anton Jergens Charitable Trust	-	-	**-**	5,010
Armed Forces Covenant Fund Trust	136,771	-	**136,771**	33,250
Basil Brown Charitable Trust	-	-	**-**	500
BBC Children in Need	-	-	**-**	7,500
Bolton Community and Voluntary Services	-	-	**-**	9,568
Burges Salmon	-	-	**-**	150
Dame Violet Wills Trust	-	-	**-**	1,000
De Brye Charitable Trust	-	-	**-**	1,000
Department for Digital, Culture Media & Sport	-	-	**-**	48,419
Drapers Charitable Fund	15,000	-	**15,000**	-
Dulverton Trust	-	-	**-**	15,000
Edward Gostling Foundation	3,750	-	**3,750**	-
ESF	11,660	-	**11,660**	-
Gannochy Trust	10,000	-	**10,000**	-
Goldcrest Chartiable Trust	-	-	**-**	5,000
Help for Heroes	20,000	-	**20,000**	80,000
Henry Smith Charity	30,000	-	**30,000**	30,000
Holywood Trust	17,500	-	**17,500**	16,412
HM Treasury Libor Funding	-	-	**-**	100,000
Hugh Fraser Foundation	5,000	-	**5,000**	-
Leigh Trust	-	-	**-**	2,000
National Lottery Community Fund	88,040	-	**88,040**	-
Noel Buxton Trust	-	-	**-**	2,000
Pat Newman Memorial Trust	-	-	**-**	1,000
Pilgrim Trust	4,236	-	**4,236**	-
Prince of Wales Charitable Foundation	1,500	-	**1,500**	-
Quartet Community Fund	10,000	-	**10,000**	4,790
Robertson Trust	10,000	-	**10,000**	-
Society of Merchant Venturers	-	-	**-**	2,500
St James's Place Foundation	15,000	-	**15,000**	15,000
Van Neste Foundation	-	-	**-**	10,000
Veterans Foundation	25,000	-	**25,000**	25,000
Warbutons	9,688	-	**9,688**	10,000
We Love MCR Fund	-	-	**-**	2,220
	413,145	-	**413,145**	455,319

All income from charitable activities in the prior period was restricted.

5. Government grants

The charitable company receives government grants defined as funding from local authorities and government departments to fund charitable activities. The total value of such grants in the year ending 31 May 2021 was £112,243 (2020: £166,247). There are no unfulfilled conditions or contingencies attaching to these grants.

6. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	**2021 Total £**
Staff costs (note 8)	33,258	198,927	89,470	**321,655**
Travel and subsistence	-	7,007	205	**7,212**
Communication and IT	59	6,555	10,173	**16,787**
Printing, postage and stationery	-	230	320	**550**
Recruitment	-	1,210	-	**1,210**
Staff training	-	1,002	383	**1,385**
Monitoring and evaluation	-	11,042	1,680	**12,722**
Rent and rates	-	-	3,026	**3,026**
Insurance	-	541	2,396	**2,937**
Audit and accountancy	-	-	5,525	**5,525**
Professional fees	-	216	2,941	**3,157**
Subscriptions	50	284	535	**869**
PR & Marketing	-	-	800	**800**
Bank charges	-	-	90	**90**
Miscellaneous costs	-	317	491	**808**
Sub-total	33,367	227,331	118,035	**378,733**
Allocation of support and governance costs	15,107	102,928	(118,035)	-
Total expenditure	**48,474**	**330,259**	**-**	**378,733**

Total governance costs were £5,056 (2020: £5,164).

6. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	**2020 Total** **£**
Staff costs (note 8)	34,029	235,728	83,441	**353,198**
Travel and subsistence	375	21,291	1,591	**23,257**
Communication and IT	63	6,898	8,231	**15,192**
Printing, postage and stationery	42	306	294	**642**
Recruitment	420	500	75	**995**
Staff training	152	1,219	115	**1,486**
Monitoring and evaluation	-	4,750	-	**4,750**
Rent and rates	-	-	10,296	**10,296**
Insurance	-	2,513	2,079	**4,592**
Audit and accountancy	-	-	5,164	**5,164**
Professional fees	134	-	3,323	**3,457**
Subscriptions	-	244	980	**1,224**
PR & Marketing	-	-	-	**-**
Bank charges	-	-	66	**66**
Miscellaneous costs	-	401	137	**538**
Sub-total	35,215	273,850	115,792	**424,857**
Allocation of support and governance costs	13,193	102,599	(115,792)	-
Total expenditure	**48,408**	**376,449**	**-**	**424,857**

7. Net movement in funds

This is stated after charging:

	2021	2020
	£	£
Operating lease payments	**790**	9,480
Trustees' remuneration	**-**	-
Trustees' reimbursed expenses	**-**	44
Independent examiners' remuneration		
▪ Independent examination (including VAT)	**1,920**	-
▪ Other services	**3,136**	-
Auditors' remuneration:		
▪ Statutory audit (including VAT)	**-**	2,460
▪ Other services	**-**	2,704

8. Staff costs and numbers

Staff costs were as follows:

	2021	2020
	£	£
Salaries and wages	**291,923**	311,866
Social security costs	**17,602**	27,056
Pension costs	**12,130**	14,276
	321,655	353,198

No employee earned more than £60,000 during the year (2020: nil).

The key management personnel of the charitable company comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £62,139 (2020: £57,819).

	2021	2020
	No.	No.
Average head count	**13**	14

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

10. Tangible fixed assets

	Office
	£
Cost	
At 1 June 2020	**8,103**
Additions in year	**-**
Disposals	**-**
At 31 May 2021	**8,103**
Depreciation	
At 1 June 2020	**8,103**
Charge for the year	**-**
On disposals	**-**
At 31 May 2021	**8,103**
Net book value	
At 31 May 2021	**-**
At 31 May 2020	-

11. Debtors

	2021	2020
	£	£
Trade debtors	**65,000**	30,000
Prepayments	**4,571**	3,760
Accrued income	**6,802**	9,608
Other debtors	**5,092**	2,843
	81,465	46,211

12. Creditors : amounts due within 1 year

	2021	2020
	£	£
Trade creditors	**198**	309
Accruals	**2,160**	2,460
PAYE and national insurance	**3,750**	6,431
Pension liability	**2,454**	4,015
	8,562	13,215

13. Analysis of net assets between funds

	Restricted funds £	Unrestricted funds £	**Total funds £**
Current assets	240,917	138,471	**379,388**
Current liabilities	-	(8,562)	**(8,562)**
Net assets at 31 May 2021	**240,917**	**129,909**	**370,826**

Prior period comparatives

	Restricted funds £	Unrestricted funds £	**Total funds £**
Current assets	192,792	103,539	**296,331**
Current liabilities	(10,446)	(2,769)	**(13,215)**
Net assets at 31 May 2020	**182,346**	**100,770**	**283,116**

14. Movements in funds

	At 1 June 2020 £	Income £	Expenditure £	Transfers between £	**At 31 May 2021 £**
Restricted funds					
Supporting young people	24,289	152,705	(132,690)	-	**44,304**
Rehabilitation of ex offenders	15,221	67,486	(60,058)	-	**22,649**
Wounded, injured and sick service personnel and veterans	142,836	186,030	(154,902)	-	**173,964**
Total restricted funds	182,346	406,221	(347,650)	-	**240,917**
Unrestricted funds					
General funds	100,770	60,223	(31,084)	-	**129,909**
Total unrestricted funds	100,770	60,223	(31,084)	-	**129,909**
Total funds	283,116	466,444	(378,734)	-	**370,826**

Purposes of restricted funds

Supporting young people

To provide support to young people with complex needs in Bristol, Greater Manchester and Dumfries & Galloway, to move their lives forward through engagement in community volunteering placements which meet their personal needs and challenges.

Rehabilitation of ex offenders

The programme supported ex offenders in the Greater Manchester area in the financial year.

Wounded, injured and sick service personnel and veterans

To provide support to wounded, injured and sick service personnel and veterans across England and Scotland to engage in community volunteering placements which will support their recovery process and transition to civilian life.

14. Movements in funds (continued)

Prior period comparatives

	At 1 June 2019 £	Income £	Expenditure £	Transfers between £	**At 31 May 2020 £**
Restricted funds					
Supporting young people	21,818	143,465	(140,994)	-	**24,289**
Rehabilitation of ex-offenders	11,641	61,015	(57,435)	-	**15,221**
Wounded, injured and sick service personnel and veterans	88,788	266,422	(212,374)	-	**142,836**
Total restricted funds	122,247	470,902	(410,803)	-	**182,346**
Unrestricted funds					
General funds	75,232	39,592	(14,054)	-	**100,770**
Total unrestricted funds	75,232	39,592	(14,054)	-	**100,770**
Total funds	197,479	510,494	(424,857)	-	**283,116**

15. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2021 £	2020 £
Amount falling due:		
Within 1 year	**-**	790
Within 1 - 5 years	**-**	-
	-	790

16. Related party transactions

There were no related party transactions in the current or prior reporting period.