STEP DEVELOPMENT TRUST

England & Wales · Charity number 1062058

Details

Other names	STOCKSBRIDGE TRAINING AND ENTERPRISE PARTNERSHIP, STEP
Status	Registered
Legal form	Charitable company
Company number	03339143
Registered	1997-04-24
Register	View on the Charity Commission register

Contact

Address	The Venue 650 Manchester Road Stocksbridge Sheffield S36 1DY
Phone	07958495648
Email	step@step-online.org.uk
Website	www.step-online.org.uk

Activities

Objects: THE PROMOTION FOR THE PUBLIC BENEFIT OF URBAN AND RURAL REGENERATION IN AREAS OF SOCIAL AND ECONOMIC DEPRIVATION (AND IN PARTICULAR STOCKSBRIDGE) BY ALL OR ANY OF THE FOLLOWING MEANS: (SEE M&A FOR FURTHER INFO)

Activities: Social and economic regeneration of the Stocksbridge and Deepcar community by the provision of community education, ICT training, full nursery day care through its purpose built Children's Centre, managed workspace and virtual office services through its Business Centre and Community and Performing Arts through its award winning hub - The Venue.

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Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, The Prevention Or Relief Of Poverty, Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- **Area of benefit:** STOCKSBRIDGE AND SURROUNDING AREAS
- Sheffield City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£741,173	£646,144	£999,378	19
2024-03-31	£596,031	£547,087	£904,349	13
2023-03-31	£559,448	£518,297	£1,372,378	18
2022-03-31	£670,087	£658,772	£1,016,459	15
2021-03-31	£669,345	£545,702	£1,005,144	18

Trustees

Name	Role	Appointed
GRAHAM SILVERWOOD	Chair	
Alan Stanley Law		2024-09-23
BARBARA HORSMAN		
DOUGLAS STANLEY PATTERSON		
Pauline Naylor		2025-07-08
Susan Christine Abrahams		2020-01-01

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STEP DEVELOPMENT TRUST

England & Wales - Charity number 1062058

Accounts

Charity registration number 1062058 (England and Wales)

Company registration number 03339143

STEP DEVELOPMENT TRUST

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

STEP DEVELOPMENT TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J G Silverwood B Horsman D Patterson S Abrahams A S Law	 (Appointed 23 September 2024)
Key Management Personnel	K Hibberd E Markham	
Charity number	1062058	
Company number	03339143	
Registered office	The Venue 650 Manchester Road Stocksbridge Sheffield South Yorkshire S36 1DY	
Independent examiner	H Jones FCA Hart Shaw LLP Europa Link Sheffield Business Park Sheffield S9 1XU	
Bankers	Unity Trust Bank plc Four Brindleyplace Brimingham B1 2JB	

STEP DEVELOPMENT TRUST

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STEP DEVELOPMENT TRUST

TRUSTEES REPORT (INCLUDING DIRECTOR'S REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

The Trustees, who are also directors of the Charity for the purposes of the Companies Act 2006, submit their annual report and the financial statements for the year ended 31 March 2025.

The accounts comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The principal objective of the Charity is the promotion, for the public benefit, of urban and rural regeneration in areas of social and economic deprivation (particularly Stocksbridge).

STEP has developed a range of regeneration activities to meet this objective including:

- Early years support through a purpose built 52 place day nursery and childcare centre (originally part of the Sure Start programme).
- Employment, learning, health, and wellbeing programmes delivered through informal community education, wellbeing support, and social activities at The Venue.
- Business support and enterprise via the STEP Business Centre, comprising 32 managed office and light industrial business units.
- Creative and performing arts programmes including opportunities for young people to perform and develop their musical and creative talents.
- Community support and volunteering for local residents, including work with community groups, tackling social isolation, and offering warm spaces and inclusive activities during the cost-of-living crisis.

Public Benefit

The Trustees confirm they have complied with their duty under the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit. The charity's impact is evident through its core programmes, which support economic and social regeneration and enhance the wellbeing of individuals and communities across Stocksbridge and surrounding areas.

Achievements and performance

STEP continued to strengthen its services in response to the ongoing challenges presented by the national cost of living crisis. In 2024–25, the Charity:

- Expanded its user base.
- Strengthened its financial resilience and community engagement.
- Undertook a comprehensive strategic review, culminating in a brand refresh and relaunch in April 2025.

Progress was made toward STEP's goal of financial independence by reducing reliance on core grant funding and public subsidies. The charity continues to secure contracts and project-based grants aligned with its charitable objects, while its trading subsidiary, SBEL Ltd, generates earned income to support core operations.

Although SBEL did not return a profit in the reporting year, Trustees have agreed on a plan to return the subsidiary to profitability over the next two years. Investment from reserves has been directed toward building improvements and enhanced marketing capacity, with further investment planned in digital transformation.

The charity has faced significant cost pressures due to national inflation in staffing, energy, and other operating costs. While some increases were passed on to customers, Trustees ensured that all price rises remained below inflation in order to protect access for service users and community groups.

Key staffing developments included the appointment of a new venue manager, deputy childcare manager, and additional facilities staff. The Chief Executive led these recruitment efforts and continues to oversee day-to-day operations across both the charity and trading company.

We extend our sincere thanks to our staff team, whose dedication and professionalism have sustained the charity through a period of change and external challenge.

Notable performance highlights for the year included:

- Strong and growing footfall at The Venue, which is now a recognised hub for local dance schools and community events.
- The Childcare Centre remained at full capacity across all age ranges.
- The Business Centre achieved an average occupancy rate of 82%.
- Continued commitment to being a Real Living Wage employer, recognising our staff as the charity's most valuable asset.

Financial review

The Statement of Financial Activities (see page 6) includes all income receivable in the year regardless of when funds are spent. The charity faced continued financial challenges due to national economic conditions.

External grant funding remains limited and competitive. While core charitable income is expected to decline, new opportunities are being explored in public service contracting, particularly in employment support

The Charity has net assets of £999,378 (2024: £904,349), comprising unrestricted funds. The designated fund represents the value of tangible fixed assets.

Reserves Policy

The Trustees aim to maintain unrestricted reserves equivalent to six months of operating expenditure to safeguard against potential shortfalls in income. This level allows the charity to continue operations while alternative funding sources are secured. Trustees regularly review reserve levels to ensure they are adequate and proportionate

Plans for future periods

Building on progress made in 2024-2025, the charity's priorities for the coming year include:

- Relaunching a social programme offering free access to community groups on Wednesdays at The Venue.
- Supporting and developing the staff team in light of sector-wide recruitment and retention challenges.
- Investing in building improvements, with a focus on energy efficiency and carbon reduction.
- Tendering for public contracts to support economically inactive individuals into employment.
- Increasing financial resilience by building unrestricted reserves and improving SBEL's profitability through operational efficiencies.
- Raising Business Centre occupancy to 90% average for the year.
- Maintaining 100% occupancy across all ages at the Childcare Centre.
- Launching a new digital marketing and online booking platform to integrate charity and trading offers.
- Recruiting new Trustees to strengthen governance and increase community representation.

Structure, governance and management

The charity is a company limited by guarantee, number 03339143. It is a registered charity number 1062058. It is governed by a Memorandum and Articles of Association.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

J G Silverwood	
B Horsman	
D Patterson	
S Tarff	(Resigned 2 April 2024)
S Abrahams	
A S Law	(Appointed 23 September 2024)

None of the Trustees have any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £10 in the event of a winding up.

On appointment, new trustees are provided with induction, and further training is available as required. Operational responsibility is delegated to the Chief Executive and Senior Management Team, with oversight provided by the Board of Trustees, which meets monthly. Sub-committees are convened as necessary.

The Board receives regular reports including financial management, performance monitoring, and progress against KPIs. A mid-year review is conducted to ensure alignment with budget and strategy.

Risk management is embedded across operations. Trustees regularly review major risks and are satisfied that appropriate mitigation systems are in place.

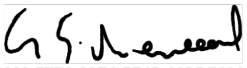
Remuneration for key management personnel is determined by the Board, taking into account the complexity of roles, benchmarking with similar organisations, and the current and future needs of the charity.

Details of the charity's transactions with its related parties are included in note 15 to the financial statements.

Reference and administrative details

Reference and administrative details for the Charity are set out separately on page 1.

The Trustees report was approved by the Board of Trustees.



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J G Silverwood
Trustee

9 September 2025

STEP DEVELOPMENT TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF STEP DEVELOPMENT TRUST

I report to the Trustees on my examination of the financial statements of STEP Development Trust (the charity) for the year ended 31 March 2025.

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 financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Since the charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, 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 in respect of the charity as required by section 386 of the Companies Act 2006.

2 the financial statements do not accord with those records; or

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

4 the financial statements 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 financial statements 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 financial statements to be reached.

H Jones

H Jones FCA
Hart Shaw LLP
Europa Link
Sheffield Business Park
S9 1XU

Dated: 02/10/2025

STEP DEVELOPMENT TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income and endowments from:			
Charitable activities	**2**	739,537	596,031
Other income	**3**	1,636	-
Total income		741,173	596,031
Expenditure on:			
Charitable activities	**4**	646,144	547,087
Total expenditure		646,144	547,087
Net income and movement in funds		95,029	48,944
Reconciliation of funds:			
Fund balances at 1 April 2024		904,349	855,405
Fund balances at 31 March 2025		999,378	904,349

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

STEP DEVELOPMENT TRUST

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Tangible assets	**8**		682,994		715,775
Investments	**9**		1		1
			682,995		715,776
Current assets					
Debtors	**10**	26,614		11,149	
Cash at bank and in hand		320,886		221,407	
		347,500		232,556	
Creditors: amounts falling due within one year	**11**	31,117		43,983	
Net current assets			316,383		188,573
Total assets less current liabilities			999,378		904,349
The funds of the charity					
Designated funds	**13**		682,994		715,775
Unrestricted funds			316,384		188,574
			999,378		904,349

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The director acknowledges his responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 9 September 2025

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J G Silverwood

Trustee

Company registration number 03339143 (England and Wales)

STEP DEVELOPMENT TRUST

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Cash flows from operating activities					
Cash generated from operations	**16**		104,785		62,307
Investing activities					
Purchase of tangible fixed assets		(5,306)		(1,194)	
Net cash used in investing activities			(5,306)		(1,194)
Net cash generated from financing activities			-		-
Net increase in cash and cash equivalents			99,479		61,113
Cash and cash equivalents at beginning of year			221,407		160,294
Cash and cash equivalents at end of year			320,886		221,407

1 Accounting policies

Charity information

STEP Development Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is The Venue, 650 Manchester Road, Stocksbridge, Sheffield, South Yorkshire, S36 1DY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charities Act 2011, the Companies Act 2006, FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland” (“FRS 102”) and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income resources are accounted for when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied:

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

Grants and awards comprise amounts receivable in the UK. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate. Grants for specific projects and charitable activities are included in incoming resources from charitable activities. General grants are shown as voluntary income in the statement of financial activities. Capital grants receivable are recognised immediately in the Statement of Financial Activities unless they are restricted to future accounting periods.

Gifts in kind, donated for distribution are included at valuation and recognised as income when distributed to the projects. Donated facilities are included at the value to the Charity where this can be quantified, and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Investment income represents bank interest received on the Charity's cash deposits.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is charged to the Statement of Financial Activities on an accruals basis, exclusive of VAT where recoverable.

Charitable expenditure comprises those costs incurred in the delivery of its activities and services for its beneficiaries, including both direct and support costs.

Governance costs include those costs associated with meeting constitutional and statutory requirements,

In the opinion of the Trustees, all support costs relate to charitable expenditure.

1.6 Cost apportionment

A proportion of costs are allocated to costs of generating funds and costs of charitable activities on the following bases:

- Staff costs - staff time spent on each activity;
- Premises costs - floor are occupied by each activity;
- Other office costs - staff time spent on each activity.

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold property	over 50 years
Leasehold property	over life of lease
Office equipment	over 3 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.8 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.9 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1 Accounting policies **(Continued)**

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Taxation

STEP Development Trust is a registered charity, and its activities are not currently subject to taxation.

1.13 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.14 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.15 Consolidation

The charity's accounts have not been consolidated with those of its subsidiary, STEP Business Enterprises Limited, as aggregate group income after consolidation adjustments has not exceeded £1m.

1 Accounting policies **(Continued)**

1.16 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Nursery and other charitable activities	739,537	596,031

3 Other income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Bank interest received	1,636	-

4 Expenditure on charitable activities

	2025 £	2024 £
Staff costs	394,900	322,949
Depreciation and impairment	38,087	37,814
	432,987	360,763
Share of support costs (see note)	206,940	178,497
Share of governance costs (see note)	6,217	7,827
	646,144	547,087

5 Net movement in funds

	2025	2024
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	6,217	7,827
Depreciation of owned tangible fixed assets	38,087	37,814

6 Trustees

No trustees received or waived any emoluments during the year (2024: none). During the year, expenses of £391 (2024: £175) were reimbursed to trustees for mileage and accommodation.

7 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
Management and financial	1	1
Charitable activities	18	16
Total	19	17

Administrative staff, directly supporting projects and paid from project funds, have been included within charitable activities.

Employment costs	2025	2024
	£	£
Wages and salaries	362,691	297,773
Social security costs	26,623	20,422
Other pension costs	5,586	4,754
	394,900	322,949

There were no employees whose annual remuneration was more than £60,000 (2024: none).

8 Tangible fixed assets

	Freehold property	Leasehold property	Office equipment	Total
	£	£	£	£
Cost				
At 1 April 2024	1,152,033	3,392,918	338,764	4,883,715
Additions	-	-	5,306	5,306
At 31 March 2025	1,152,033	3,392,918	344,070	4,889,021
Depreciation and impairment				
At 1 April 2024	566,168	3,264,069	337,703	4,167,940
Depreciation charged in the year	22,739	14,587	761	38,087
At 31 March 2025	588,907	3,278,656	338,464	4,206,027
Carrying amount				
At 31 March 2025	563,126	114,262	5,606	682,994
At 31 March 2024	585,865	128,849	1,061	715,775

9 Fixed asset investment

	Other investments
Cost or valuation	
At 1 April 2024 & 31 March 2025	1
Carrying amount	
At 31 March 2025	1
At 31 March 2024	1

Other investment comprises:	Notes	2025 £	2024 £
Investment in subsidiary	15	1	1

10 Debtors

Amounts falling due within one year:	2025 £	2024 £
Trade debtors	12,582	3,431
Other debtors	200	-
Prepayments and accrued income	13,832	7,718
	26,614	11,149

11 Creditors: amounts falling due within one year

	2025 £	2024 £
Other taxation and social security	10,415	8,884
Trade creditors	9,542	16,805
Other creditors	20	20
Accruals and deferred income	11,140	18,274
	31,117	43,983

12 Retirement benefit schemes

Defined contribution schemes	2025 £	2024 £
Charge to profit or loss in respect of defined contribution schemes	5,586	4,754

12 Retirement benefit schemes **(Continued)**

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

13 Designated funds

	Balance at 1 April 2023	Movement in funds: Transfer	Balance at 1 April 2024	Movement in funds: Transfer	Balance at 31 March 2025
	£	£	£	£	£
Capital fund	752,395	(36,620)	715,775	(32,781)	682,994

The capital designated fund represents that part of the Charity's funds invested in property and related assets and thus unavailable for current programme costs or future development. Each year a transfer is made between the fixed asset fund and general reserves equal to the net movement on fixed assets after allowing for any grant and loan finance used for capital expenditure.

14 Related party transactions

Included in debtors is a balance of £nil (2024: £nil) owed from the subsidiary company Step Business Enterprises Limited. Included in expenses is an amount of £28,200 (2024: £22,724) for a provision for bad debt. The trustees have a plan in place to recoup this debt over a number of years, however it has been considered appropriate and prudent to make a provision against the amount due.

Remuneration of key management personnel

The remuneration of key management personnel, including costs relating to the outsourced CEO, are as follows.

	2025	2024
	£	£
Aggregate compensation	106,890	70,884

15 Subsidiary

Details of the charity's subsidiary at 31 March 2025 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held
STEP Business Enterprises Limited	England and Wales	Provision of managed workspace and a multi-purpose building supporting the local community	Ordinary	100.00

16	Cash generated from operations	2025	2024
		£	£
	Surplus for the year	95,029	48,944
	Adjustments for:		
	Depreciation and impairment of tangible fixed assets	38,087	37,814
	Movements in working capital:		
	(Increase)/decrease in debtors	(15,465)	1,728
	(Decrease) in creditors	(12,866)	(26,179)
	Cash generated from operations	104,785	62,307

17 Analysis of changes in net funds

	At 1 April 2024	Cash flows	At 31 March 2025
	£	£	£
Cash at bank and in hand	221,407	99,479	320,886

Document electronically signed

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Document Signers

Signer 1

Name	Graham Silverwood
Email	graham.silverwood@btinternet.com
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IP Address/es	90.207.0.216
Signed on Pages	7, 10
Verification Mode	Email Code



Signer 2

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Mobile	N/A
IP Address/es	149.107.110.148
Signed on Pages	8
Verification Mode	Email Code



Signer 3

Name	Hannah Jones
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More Information

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STEP DEVELOPMENT TRUST

England & Wales - Charity number 1062058

Accounts

Charity registration number 1062058

Company registration number 03339143 (England and Wales)

STEP DEVELOPMENT TRUST

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

STEP DEVELOPMENT TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J G Silverwood B Horsman D Patterson S Abrahams
Key Management Personnel	J Corner (resigned 12 May 2023) K Hibberd E Markham (appointed 11 April 2023)
Charity number	1062058
Company number	03339143
Registered office	The Venue 650 Manchester Road Stocksbridge Sheffield South Yorkshire S36 1DY
Independent examiner	H Jones ACA Hart Shaw LLP Europa Link Sheffield Business Park Sheffield S9 1XU
Bankers	Unity Trust Bank plc Four Brindleyplace Brimingham B1 2JB

STEP DEVELOPMENT TRUST

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STEP DEVELOPMENT TRUST

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees, who are also directors of the Charity for the purposes of the Companies Act 2006, submit their annual report and the financial statements for the year ended 31 March 2024.

The accounts comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The principal objective of the Charity is the promotion, for the public benefit, of urban and rural regeneration in areas of social and economic deprivation (particularly Stocksbridge).

STEP has developed a range of regeneration activities to meet this objective including:

- Childcare and early years support to families through a purpose built 52 place day nursery and childcare centre under the Sure Start programme.
- Learning, health social and educational activities through its programme of informal learning, community wellbeing and social activities at The Venue.
- Provision of managed workspace at the STEP Business Centre with 32 purpose-built office and light industrial business units.
- Creative arts programmes including young people's activities at The Venue, a multi-purpose building for community, performance and social wellbeing activities.
- Providing opportunities for young people to perform and develop their musical skills.
- Supporting local community groups and offering volunteering opportunities to local residents.
- Tackling social isolation, loneliness and cost of living help, offering space to those in need of warmth and support, giving locals a chance to meet new people, play board games, and join in other activities.
- Supporting local community groups and offering volunteering opportunities to residents.

Public Benefit

In setting plans and priorities for areas of work, the Trustees of STEP Development Trust have had regard to the guidance from the Charity Commission of the provision of public benefit. In particular, the Trustees consider how planned activities will contribute to meeting the objectives they have set. How STEP delivers its principal charitable objective; that of social and economic regeneration in Stocksbridge and surrounding areas, is demonstrated in the above summary of STEP's objectives and achievements against that plan. Examples of activities are set out in this report.

The public benefit arising from STEP's work is implicit in the services delivered and the access to these by the local and surrounding communities thus assisting them in their daily lives, providing opportunities for personal development as well as social and economic benefits to the area

Achievements and performance

The Charity continues to develop its service offerings following its recovery from the global pandemic and into the cost of living crisis, growing its user base and strengthening its cash balances and reserves lost following the impact of Covid upon its operations and the community.

In 2023 The Charity has further progressed its stated aim of financial independence and self-sustainability, removing the need for grant and public subsidy to fund its core operating costs. The Charity attracts grants and other public funds to deliver projects and services consistent to its charitable objectives and to support the sustainability of its assets. The Charity's wholly owned trading subsidiary, SBEL ltd., generates trading income to support the Trusts operating costs in order to pursue its charitable objects for public benefit. SBEL has not generated a profit this year, however a plan is in place to return the subsidiary to a net profit position over the next couple of years.

During 2023 The trust has borne significant increases in staffing, utilities and other operating costs arising from the national cost of living crisis which placed pressure on the charity's finances over the past year. Trustees have had no choice but to pass on some of these increased costs to customers. However, in recognition of the impact on the community has continued to keep overall price increases, across its facilities and services to below inflation levels to support service users, customers, tenants and community organisations.

During the year the board recruited new senior staff including a dedicated finance manager, venue manager and facilities maintenance staff following the departure of long serving employees.

In addition, despite the quality of the recent appointments the board has identified the need to provide additional senior executive leadership and management to support the staff and senior management team, trustees have taken a measured approach to considering a range of potential recruitment and employment options given the complex range of services offered, required skillset and expertise required to effectively provide the senior management and leadership role.

Following detailed consideration of the recruitment options including a cost benefit analysis along with the immediate needs to support the new senior team the board approached its trustee, Sam Tarff, who had formally been the CEO, prior to joining the board as a trustee. As CEO Sam has led the organisation through past challenging times to take up the post on a part time basis. The board initially sought permission from the Charity Commission to enable Sam to remain as a Trustee However, Sam decided that it would be in the best interests of the Charity to stand down and subsequently resigned as a trustee in January 2024 to take up the CEO role in March 2024. Unfortunately, there was a delay in filing the paperwork with companies house which resulted in there being a crossover period where Sam was both a trustee and CEO. This matter has been detailed in note 5 to the accounts.

The Charity would like to pay tribute and thank these staff for their efforts, stewardship dedication and commitment to the Charity through an extended period of challenge and uncertainty.

Despite the pandemic fallout and ongoing cost of living challenges, the charity has been able to grow its user and customer base at the Venue, above pre pandemic levels and has built a reputation as an events and performance centre for dance schools in the area including its own resident dance school, the Lauren McCaslin school of dance. The Nursery continues to be full and the Business Centre has secured an average occupancy throughout the year of 84%.

The Charity continues its commitment to being a real living wage employer and trustees recognising its people are the most valuable asset.

Financial review

The Statement of Financial Activities set out on page 6 reflects all incoming resources receivable in the year irrespective of when income is spent. During the year there have been significant challenges.

The high level of occupancy at the Business Centre is good news but we continue to need to ensure the level of service provided is of a good level to existing tenants and to this end there has been an ongoing programme of refurbishment and decoration where finance allows to ensure this.

As in recent years it is anticipated that external funding opportunities will continue to be scarce and competition for grants and charitable funds high. Therefore, in common with recent years where the Trustees have seen year-on-year decreases in charitable income, Trustees expect to see a continued decrease in charitable income.

The Charity has net assets of £904,349 (2023 as restated - £855,405) and will continue in its aim of achieving the levels of reserves as stated by the reserves policy below. The unrestricted funds held by STEP are £904,349 (2023 as restated - £855,405).

The designated fund represents the total of the Charity's tangible fixed assets.

Reserves Policy

It is the policy of the Trustees that unrestricted funds which have not been designated for a specific use should aim to be maintained at a level equivalent to six months' expenditure. The Trustees consider that general reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities whilst consideration is given to ways in which additional funds may be raised.

Plans for future periods

Looking ahead, the targets for the coming year build on progress made in 2023/2024 as follows:

- To support, retain and develop the staff and senior management team given the current and potential skills and recruitment challenges facing the charity sector.
- To continue to invest in its physical assets through a target building improvement programme using its own and additional external investment, particularly around energy reduction and low carbon initiatives.
- To seek external funding support and investment to develop its creative and social programme including removing cost of living barriers for community, arts and health organisations.
- To continue to improve the financial position of the charity's assets by growing its reserves, supporting SBEL in income generation through improved trading ongoing efficiency measures and reducing overheads.
- To increase occupancy at the STEP Business Centre to 95% averaged over the year to produce a net 10% contribution to the Charity's core operating costs.
- To maintain 100% occupancy across all ages taking up places at the Nursery and Children' Centre, improving on its current 'Good' rating and looking to secure an outstanding Ofsted Rating.
- To review the Marketing strategy, company structure and governance arrangements of the Trust and its trading subsidiaries including recruiting new trustees to meet identified skills gaps and provide increased community accountability and engagement.

Structure, governance and management

The charity is a company limited by guarantee, number 03339143. It is a registered charity number 1062058. It is governed by a Memorandum and Articles of Association.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

J G Silverwood
B Horsman
D Patterson
S Tarff (Resigned 2 April 2024)
S Abrahams

None of the Trustees have any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £10 in the event of a winding up.

On appointment, new trustees are provided with induction training in relation to their duties and responsibilities for the Charity. Trustees are also provided with additional training if required and take part in a range of activities to enable them to update and improve their skills and knowledge.

The Trustees have delegated day to day management of the Charity's activities to a Trust Manager with each separate project and area of charitable activity being directly managed by a project manager reporting to the Trust Manager. The Senior Management Team meets on a regular basis and the Board meets on a monthly basis to provide oversight and strategic direction. Sub-committees of the Board meet, if and when required, for more detailed consideration of certain aspects of the Charity's operations. The Board considers monthly financial reports, quarterly performance assessments and conducts a half year review of budgets set against key performance indicators.

The Trustees regularly assess the risk to which the Charity is exposed, in particular major operational and financial risks, and are satisfied that systems are in place to mitigate exposure to the major risks.

The remuneration of the key management personnel identified within the financial statements will be determined, monitored and reviewed by the Board of Trustees. Factors taken into account will include level of responsibility, context and complexity of the role, benchmarking from similar providers as well as current and potential business requirements.

Details of the charity's transactions with its related parties are included in note 12.

Reference and administrative details

Reference and administrative details for the Charity are set out separately on page 1.

The Trustees report was approved by the Board of Trustees.

D Patterson
Trustee

10 December 2024

STEP DEVELOPMENT TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF STEP DEVELOPMENT TRUST

I report to the Trustees on my examination of the financial statements of STEP Development Trust (the charity) for the year ended 31 March 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 financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement - matter of concern identified

Since the charity'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 ICAEW, which is one of the listed bodies.

I have completed my examination. I have identified a matter of concern in my report as follows:

During the year, the charity appointed S G Tarff as CEO from 1 March 2024, in which he was paid £6,600 for CEO expenses in the year ending 31 March 2024. S G Tarff was a trustee of the charity, however, the charity intended for S G Tarff to resign as a trustee in January 2024 (as evidenced within the charity's board minutes). Unfortunately, the relevant resignatory paperwork was not filed with Companies House until 2 April 2024 meaning that S G Tarff didn't officially resign as a trustee until this date. As such, a trustee was technically paid albeit as a result of a documentation error. This has been appropriately disclosed as a payment to a trustee in the year within the financial statements.

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

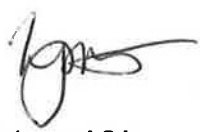
1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements 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 financial statements 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 confirm that there are 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 financial statements to be reached.



H Jones ACA
Hart Shaw LLP
Europa Link
Sheffield Business Park
S9 1XU

Dated: 16 December 2024

STEP DEVELOPMENT TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	£	Unrestricted funds 2024 £	Unrestricted funds as restated 2023 £
Income from:				
Charitable activities	2		596,031	559,448
Expenditure on:				
Charitable activities	3		547,087	518,297
Net income			48,944	41,151
Exceptional item	7		-	(516,973)
Net movement in funds			48,944	(475,822)
Reconciliation of funds:				
Fund balances at 1 April 2023				
As originally reported		*1,372,378*		*1,331,227*
Prior year adjustment		(516,973)		-
As restated	17		855,405	1,331,227
Fund balances at 31 March 2024			904,349	855,405

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

STEP DEVELOPMENT TRUST

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible assets	8		715,775		752,395
Investments	9		1		1
			715,776		752,396
Current assets					
Debtors	10	11,149		12,877	
Cash at bank and in hand		221,407		160,294	
		232,556		173,171	
Creditors: amounts falling due within one year	11	43,983		70,162	
Net current assets			188,573		103,009
Total assets less current liabilities			904,349		855,405
The funds of the charity					
Designated funds	12		715,775		752,395
Unrestricted funds			188,574		103,010
			904,349		855,405

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The director acknowledges his responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 10 December 2024

D Patterson
Trustee

Company registration number 03339143 (England and Wales)

STEP DEVELOPMENT TRUST

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	2024 £	2023 as restated £	2023 as restated £
Cash flows from operating activities					
Cash generated from operations	15		62,307		69,667
Investing activities					
Purchase of tangible fixed assets		(1,194)		-	
Net cash used in investing activities			(1,194)		-
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			61,113		69,667
Cash and cash equivalents at beginning of year			160,294		90,627
Cash and cash equivalents at end of year			221,407		160,294

1 Accounting policies

Charity information

STEP Development Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is The Venue, 650 Manchester Road, Stocksbridge, Sheffield, South Yorkshire, S36 1DY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charities Act 2011, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income resources are accounted for when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied:

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

Grants and awards comprise amounts receivable in the UK. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate. Grants for specific projects and charitable activities are included in incoming resources from charitable activities. General grants are shown as voluntary income in the statement of financial activities. Capital grants receivable are recognised immediately in the Statement of Financial Activities unless they are restricted to future accounting periods.

Gifts in kind, donated for distribution are included at valuation and recognised as income when distributed to the projects. Donated facilities are included at the value to the Charity where this can be quantified, and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Investment income represents bank interest received on the Charity's cash deposits.

1 **Accounting policies** **(Continued)**

1.5 Expenditure

Expenditure is charged to the Statement of Financial Activities on an accruals basis, exclusive of VAT where recoverable.

Charitable expenditure comprises those costs incurred in the delivery of its activities and services for its beneficiaries, including both direct and support costs.

Governance costs include those costs associated with meeting constitutional and statutory requirements,

In the opinion of the Trustees, all support costs relate to charitable expenditure.

1.6 Cost apportionment

A proportion of costs are allocated to costs of generating funds and costs of charitable activities on the following bases:

- Staff costs - staff time spent on each activity;
- Premises costs - floor are occupied by each activity;
- Other office costs - staff time spent on each activity.

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold property	over 50 years
Leasehold property	over life of lease
Office equipment	over 3 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.8 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.9 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1 Accounting policies **(Continued)**

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Taxation

STEP Development Trust is a registered charity, and its activities are not currently subject to taxation.

1.13 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.14 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.15 Consolidation

The charity's accounts have not been consolidated with those of its subsidiary, STEP Business Enterprises Limited, as aggregate group income has not exceeded £1m.

1 Accounting policies **(Continued)**

1.16 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Nursery and other charitable activities	596,031	559,448

3 Expenditure on charitable activities

	2024 £	2023 £
Staff costs	322,949	355,973
Depreciation and impairment	37,814	37,174
	360,763	393,147
Share of support costs (see note 4)	178,497	117,150
Share of governance costs (see note 4)	7,827	8,000
	547,087	518,297

4 Support costs

	Support costs £	Governance costs £	2024 £	Support costs £	Governance costs £	2023 £
Support costs	132,719	-	132,719	92,384	-	92,384
Other staff costs	45,778	-	45,778	24,766	-	24,766
Governance costs	-	7,827	7,827	-	8,000	8,000
	178,497	7,827	186,324	117,150	8,000	125,150
Analysed between						
Charitable activities	178,497	7,827	186,324	117,150	8,000	125,150

Governance costs includes payments of £7,500 (2023: £8,500) for independent examination fees.

5 Trustees

Other than the payment made to S G Tarff, as detailed below, no trustees received or waived any emoluments during the year (2023: none). During the year, expenses of £175 (2023: £nil) were reimbursed to trustees for mileage and accommodation.

During the year the charity appointed S G Tarff as CEO from 1 March 2024, in which he was paid £6,600 for CEO services in the year ending 31 March 2024. S G Tarff was a trustee of the charity, however, the charity intended for S G Tarff to resign as a trustee in January 2024 (as evidenced within the charity's board minutes). Unfortunately, the relevant resignatory paperwork was not filed with Companies House until 2 April 2024 meaning that S G Tarff didn't officially resign as a trustee until this date. As such, a trustee was technically paid albeit as a result of a documentation error.

6 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Management and financial	1	3
Charitable activities	12	15
Total	13	18

Administrative staff, directly supporting projects and paid from project funds, have been included within charitable activities.

Employment costs	2024 £	2023 £
Wages and salaries	297,773	326,118
Social security costs	20,422	24,002
Other pension costs	4,754	5,853
	322,949	355,973

There were no employees whose annual remuneration was more than £60,000 (2023: none).

7 Exceptional items

	Unrestricted funds 2024 £	Unrestricted funds as restated 2023 £
Exceptional item in relation to provision	-	516,973

7 Exceptional items **(Continued)**

The exceptional item above relates to a provision for bad debt in connection to amounts owed from the trading subsidiary. The charity and its subsidiary have plans in place to begin recouping this debt over a number of years, however it has been considered appropriate and prudent to make a provision against the amount due.

8 Tangible fixed assets

	Freehold property	Leasehold property	Office equipment	Total
	£	£	£	£
Cost				
At 1 April 2023	1,152,033	3,392,918	337,570	4,882,521
Additions	-	-	1,194	1,194
At 31 March 2024	1,152,033	3,392,918	338,764	4,883,715
Depreciation and impairment				
At 1 April 2023	543,429	3,249,127	337,570	4,130,126
Depreciation charged in the year	22,739	14,942	133	37,814
At 31 March 2024	566,168	3,264,069	337,703	4,167,940
Carrying amount				
At 31 March 2024	585,865	128,849	1,061	715,775
At 31 March 2023	608,604	143,791	-	752,395

9 Fixed asset investment

	Other investments
Cost or valuation	
At 1 April 2023 & 31 March 2024	1
Carrying amount	
At 31 March 2024	1
At 31 March 2023	1

Other investment comprises:	Notes	2024 £	2023 £
Investment in subsidiary	14	1	1

10 Debtors

	2024	2023 as restated
Amounts falling due within one year:	£	£
Trade debtors	3,431	1,644
Prepayments and accrued income	7,718	11,233
	11,149	12,877

11 Creditors: amounts falling due within one year

	2024	2023
	£	£
Other taxation and social security	8,884	11,615
Trade creditors	16,805	40,132
Other creditors	20	718
Accruals and deferred income	18,274	17,697
	43,983	70,162

12 Designated funds

	Balance at 1 April 2022	Movement in funds: Transfer	Balance at 1 April 2023	Transfer	Balance at 31 March 2024
	£	£	£	£	£
Capital fund	789,569	(37,174)	752,395	(36,620)	715,775

The capital designated fund represents that part of the Charity's funds invested in property and related assets and thus unavailable for current programme costs or future development. Each year a transfer is made between the fixed asset fund and general reserves equal to the net movement on fixed assets after allowing for any grant and loan finance used for capital expenditure.

13 Related party transactions

There were no related party transactions during the year.

Remuneration of key management personnel

The remuneration of key management personnel, including costs relating to the outsourced CEO, are as follows.

	2024	2023
	£	£
Aggregate compensation	70,884	88,533

14 Subsidiary

Details of the charity's subsidiary at 31 March 2024 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held
STEP Business Enterprises Limited	England and Wales	Provision of managed workspace and a multi-purpose building supporting the local community	Ordinary	100.00

15 Cash generated from operations

	2024	2023 as restated
	£	£
Surplus/(deficit) for the year	48,944	(475,822)
Adjustments for:		
Depreciation and impairment of tangible fixed assets	37,814	37,174
Movements in working capital:		
Decrease in debtors	1,728	505,598
(Decrease)/increase in creditors	(26,179)	2,717
Cash generated from operations	62,307	69,667

16 Analysis of changes in net funds

	At 1 April 2023	Cash flows	At 31 March 2024
	£	£	£
Cash at bank and in hand	160,294	61,113	221,407

17 Prior period adjustment

Changes to the balance sheet

	At 31 March 2023		
	As previously reported	Adjustment	As restated
	£	£	£
Current assets			
Debtors due within one year	529,850	(516,973)	12,877
Capital funds			
Income funds			
Unrestricted funds	1,372,378	(516,973)	855,405
Total equity	1,372,378	(516,973)	855,405

Changes to the profit and loss account

	Period ended 31 March 2023		
	As previously reported	Adjustment	As restated
	£	£	£
Income/expenditure for the year	41,151	-	41,151
Exceptional item	-	(516,973)	(516,973)
Net movement in funds	41,151	(516,973)	(475,822)

Notes to restatements

Exceptional items

The exceptional item above relates to a provision for bad debt in connection to amounts owed from the trading subsidiary. The charity and its subsidiary have plans in place to begin recouping this debt over a number of years, however it has been considered appropriate and prudent to make a provision against the amount due. Management believe the conditions existed at 31 March 2023 and therefore a prior period adjustment has been made to reflect this.

STEP DEVELOPMENT TRUST

England & Wales - Charity number 1062058

Accounts

Charity registration number 1062058

Company registration number 03339143 (England and Wales)

STEP DEVELOPMENT TRUST

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

STEP DEVELOPMENT TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J G Silverwood B Horsman D Patterson S Tarff S Abrahams
Key Management Personnel	J Corner (resigned 12 May 2023) K Hibberd R Hunt
Charity number	1062058
Company number	03339143
Registered office	The Venue 650 Manchester Road Stocksbridge Sheffield South Yorkshire S36 1DY
Independent examiner	H Jones ACA Hart Shaw LLP Europa Link Sheffield Business Park Sheffield S9 1XU
Bankers	Unity Trust Bank plc Four Brindleyplace Brimingham B1 2JB

STEP DEVELOPMENT TRUST

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STEP DEVELOPMENT TRUST

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees, who are also directors of the Charity for the purposes of the Companies Act 2006, submit their annual report and the financial statements for the year ended 31 March 2023.

The accounts comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The principal objective of the Charity is the promotion, for the public benefit, of urban and rural regeneration in areas of social and economic deprivation (particularly Stocksbridge).

STEP has developed a range of regeneration activities to meet this objective including:

- Childcare and early years support to families through a purpose built 52 place day nursery and childcare centre under the Sure Start programme.
- Learning, health social and educational activities through its programme of informal learning, community wellbeing and social activities at The Venue.
- Provision of managed workspace at the STEP Business Centre with 32 purpose-built office and light industrial business units.
- Creative arts programmes including young people's activities at The Venue, a multi-purpose building for community, performance and social wellbeing activities.
- Providing opportunities for young people to perform and develop their musical skills.
- Supporting local community groups and offering volunteering opportunities to local residents.
- Tackling social isolation, loneliness and cost of living help, offering space to those in need of warmth and support, giving locals a chance to meet new people, play board games, and join in other activities.
- Supporting local community groups and offering volunteering opportunities to residents.

Public Benefit

In setting plans and priorities for areas of work, the Trustees of STEP Development Trust have had regard to the guidance from the Charity Commission of the provision of public benefit. In particular, the Trustees consider how planned activities will contribute to meeting the objectives they have set. How STEP delivers its principal charitable objective; that of social and economic regeneration in Stocksbridge and surrounding areas, is demonstrated in the above summary of STEP's objectives and achievements against that plan. Examples of activities are set out in this report.

The public benefit arising from STEP's work is implicit in the services delivered and the access to these by the local and surrounding communities thus assisting them in their daily lives, providing opportunities for personal development as well as social and economic benefits to the area

Achievements and performance

The Charity continues to develop the service it offers emerging out of the pandemic, regaining its customer base and cash balances lost due to enforced building closures following Covid movement and other restrictions placed upon the Charity and the wider community.

During this period the board took the difficult decision to sell the Community Resource centre, selling at market value, in order to secure its financial sustainability, relieve the charity of a long-term debt burden. This has since enabled restoration of cash balances and built operational reserves.

The Charity have moved increasingly towards self-sustainability, removing the need for public subsidy to fund its core operating costs. The Charity attracted grants and other public funds only to deliver projects and services consistent to its charitable objectives. The Charity's wholly owned trading subsidiary, SBEL Ltd. Generates income to support the Charities operating costs in order to pursue its social and Charitable objectives. Following the pandemic the only significant government grants received by the Charity comes via Sheffield City Council from Funded Early Learning (FEL) support to parents. This funding is for all 3 and 4 year olds and eligible 2 year olds. This funding enables the Charity to offer childcare places to low income and working families. The funding doesn't cover the full cost of providing childcare and is therefore subsidised by the Charity in support of its social mission.

The significant increases in utilities and other operating costs arising from the national cost of living crisis has placed pressure on the charity's finances over the past year. Trustees have had no choice but to pass on some of these increased costs to customers. However, the board in recognition of the impact on the community has kept overall price increases across its facilities and services to below inflation levels to support service users, customers, tenants and community organisations.

During the year we have seen 3 long serving senior staff leave to take on new roles and adventures including the Business Centre coordinator, the Caretaker and latterly our Trust Manager of 13 years. Trustees would like to pay tribute and thank these staff for their efforts, stewardship, dedication and commitment to the Charity through an extended period of challenge and uncertainty.

This, along with cost of living challenges, presents significant risks which the board identified and responded to by providing additional support to staff and managers during the period of instability.

Trustees led on the recruitment of new senior staff including a dedicated experienced finance manager and venue officer and both have made immediate positive impacts to the organisation.

Despite the pandemic fallout and ongoing cost of living challenges, the charity has been able to regain 80% of customers at the Venue and attaining 100% occupancy at the Nursery and Business Centre. The board recognise the impact that the cost of living crisis had upon the staff team along with their enduring commitment to the charity and were able to increase salaries by 9.7% in April 2023.

The Charity is a living wage employer and trustees recognise its people are its most valuable asset.

Despite the quality of the recent appointments the board has identified the need to provide additional senior executive leadership and management to support the staff and senior management team, Trustees have taken a measured approach to considering a range of potential recruitment and employment options given the complex range of services offered, required skillset and expertise required to effectively provide the senior management and leadership role. The board has considered a range of recruitment options and will be making the necessary appointments before the end of the calendar year.

Financial review

The Statement of Financial Activities set out on page 6 reflects all incoming resources receivable in the year irrespective of when income is spent. During the year there have been significant challenges.

The high level of occupancy at the Business Centre is good news but we continue to need to ensure the level of service provided is of a good level to existing tenants and to this end there has been an ongoing programme of refurbishment and decoration where finance allows to ensure this.

As in recent years it is anticipated that external funding opportunities will continue to be scarce and competition for grants and charitable funds high. Therefore, in common with recent years where the Trustees have seen year-on-year decreases in charitable income, Trustees expect to see a continued decrease in charitable income.

The Charity has net assets of £1,372,378 (2022 - £1,331,227) and will continue in its aim of achieving the levels of reserves as stated by the reserves policy below. The unrestricted funds held by STEP are £1,372,378 (2022 - £1,331,227)

The designated fund represents the total of the Charity's tangible fixed assets less the amounts of outstanding loans in respect of those assets as described in note 11.

Reserves Policy

It is the policy of the Trustees that unrestricted funds which have not been designated for a specific use should aim to be maintained at a level equivalent to six months' expenditure. The Trustees consider that general reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities whilst consideration is given to ways in which additional funds may be raised.

Plans for future periods

Looking ahead, the targets for the coming year build on progress made in 2022/2023 as follows:

- To secure effective senior management and leadership capacity to support the staff team and Charity's strategic development.
- To seek external support and investment to develop its creative and social programme including removing cost of living barriers for community, arts and health organisations.
- To continue to improve the financial position of the charity's assets by improved trading, reducing overheads and maximising commercial income generation.
- To increase occupancy at the STEP Business Centre to 90% averaged over the year and produce a net 10% contribution to the Charity.
- To maintain 100% occupancy across all ages taking up places at the Nursery and Children's Centre and maintain a 'Good' Ofsted Rating.
- To review the structure and governance arrangements of the Trust and its trading subsidiaries including recruiting new trustees to meet identified skills gaps and provide increased community accountability and engagement.

Structure, governance and management

The charity is a company limited by guarantee, number 03339143. It is a registered charity number 1062058. It is governed by a Memorandum and Articles of Association.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

J G Silverwood
B Horsman
D Patterson
S Tarff
S Abrahams

None of the Trustees have any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £10 in the event of a winding up.

On appointment, new trustees are provided with induction training in relation to their duties and responsibilities for the Charity. Trustees are also provided with additional training if required and take part in a range of activities to enable them to update and improve their skills and knowledge.

The Trustees have delegated day to day management of the Charity's activities to a Trust Manager with each separate project and area of charitable activity being directly managed by a project manager reporting to the Trust Manager. The Senior Management Team meets on a regular basis and the Board meets on a monthly basis to provide oversight and strategic direction. Sub-committees of the Board meet, if and when required, for more detailed consideration of certain aspects of the Charity's operations. The Board considers monthly financial reports, quarterly performance assessments and conducts a half year review of budgets set against key performance indicators.

The Trustees regularly assess the risk to which the Charity is exposed, in particular major operational and financial risks, and are satisfied that systems are in place to mitigate exposure to the major risks.

The remuneration of the key management personnel identified within the financial statements will be determined, monitored and reviewed by the Board of Directors. Factors taken into account will include level of responsibility, context and complexity of the role, benchmarking from similar providers as well as current and potential business requirements.

Details of the charity's transactions with its related parties are included in note 12.

Reference and administrative details

Reference and administrative details for the Charity are set out separately on page 1.

The Trustees report was approved by the Board of Trustees.

J G Silverwood
Trustee

12 December 2023

STEP DEVELOPMENT TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF STEP DEVELOPMENT TRUST

I report to the Trustees on my examination of the financial statements of STEP Development Trust (the charity) for the year ended 31 March 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 financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity'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 ICAEW, 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 in respect of the charity as required by section 386 of the 2006 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements 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 financial statements 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 financial statements to be reached.

H Jones ACA
Hart Shaw LLP
Europa Link
Sheffield Business Park
S9 1XU

Dated: 12 December 2023

STEP DEVELOPMENT TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Income from:			
Charitable activities	2	559,448	521,242
Expenditure on:			
Expenditure on charitable activities	3	518,297	499,575
Net income for the year/ Net movement in funds		41,151	21,667
Fund balances at 1 April 2022		1,331,227	1,309,560
Fund balances at 31 March 2023		1,372,378	1,331,227

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

STEP DEVELOPMENT TRUST

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Fixed assets					
Tangible assets	7		752,395		789,569
Investments	8		1		1
			752,396		789,570
Current assets					
Debtors	9	529,850		518,475	
Cash at bank and in hand		160,294		90,627	
		690,144		609,102	
Creditors: amounts falling due within one year	10	(70,162)		(67,445)	
Net current assets			619,982		541,657
Total assets less current liabilities			1,372,378		1,331,227
Income funds					
Unrestricted funds					
Designated funds	11	752,395		789,569	
General unrestricted funds		619,983		541,658	
			1,372,378		1,331,227
			1,372,378		1,331,227

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 12 December 2023

G. Silverwood

J G Silverwood
Trustee

Company registration number 03339143

STEP DEVELOPMENT TRUST

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Cash flows from operating activities					
Cash generated from operations	**14**		69,667		2,896
Investing activities					
Purchase of tangible fixed assets		-		(2,055)	
Proceeds from disposal of investment property		-		250,000	
Net cash (used in)/generated from investing activities			-		247,945
Financing activities					
Interest paid		-		(949)	
Repayment of bank loans		-		(258,466)	
Net cash used in financing activities			-		(259,415)
Net increase/(decrease) in cash and cash equivalents			69,667		(8,574)
Cash and cash equivalents at beginning of year			90,627		99,201
Cash and cash equivalents at end of year			160,294		90,627

1 Accounting policies

Charity information

STEP Development Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is The Venue, 650 Manchester Road, Stocksbridge, Sheffield, South Yorkshire, S36 1DY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charities Act 2011, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income resources are accounted for when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied:

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

Grants and awards comprise amounts receivable in the UK. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate. Grants for specific projects and charitable activities are included in incoming resources from charitable activities. General grants are shown as voluntary income in the statement of financial activities. Capital grants receivable are recognised immediately in the Statement of Financial Activities unless they are restricted to future accounting periods.

Gifts in kind, donated for distribution are included at valuation and recognised as income when distributed to the projects. Donated facilities are included at the value to the Charity where this can be quantified, and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Investment income represents bank interest received on the Charity's cash deposits.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is charged to the Statement of Financial Activities on an accruals basis, exclusive of VAT where recoverable.

Charitable expenditure comprises those costs incurred in the delivery of its activities and services for its beneficiaries, including both direct and support costs.

Governance costs include those costs associated with meeting constitutional and statutory requirements,

In the opinion of the Trustees, all support costs relate to charitable expenditure.

1.6 Cost apportionment

A proportion of costs are allocated to costs of generating funds and costs of charitable activities on the following bases:

- Staff costs - staff time spent on each activity;
- Premises costs - floor are occupied by each activity;
- Other office costs - staff time spent on each activity.

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold property	over 50 years
Leasehold property	over life of lease
Office equipment	over 3 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.8 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.9 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1 Accounting policies **(Continued)**

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Taxation

STEP Development Trust is a registered charity, and its activities are not currently subject to taxation.

1.13 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.14 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.15 Consolidation

The charity's accounts have not been consolidated with those of its subsidiary, STEP Business Enterprises Limited, as aggregate group income has not exceeded £1m.

1 Accounting policies **(Continued)**

1.16 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Charitable activities

	2023	2022
	£	£
Nursery and other charitable activities	559,448	521,242

3 Expenditure on charitable activities

	2023	2022
	£	£
Staff costs	355,973	324,122
Depreciation and impairment	37,174	52,641
	393,147	376,763
Share of support costs (see note 4)	117,150	120,026
Share of governance costs (see note 4)	8,000	2,786
	518,297	499,575

4 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Support costs	92,384	-	92,384	88,816	-	88,816
Other staff costs	24,766	-	24,766	31,210	-	31,210
Governance costs	-	8,000	8,000	-	2,786	2,786
	117,150	8,000	125,150	120,026	2,786	122,812
Analysed between						
Charitable activities	117,150	8,000	125,150	120,026	2,786	122,812

Governance costs includes payments of £8,500 (2022: £10,789) for independent examination fees.

5 Trustees

No Trustees received or waived any emoluments during the year (2022: none). During the year, no Trustees were reimbursed any travel expenses (2022: none).

6 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Management and financial	3	2
Charitable activities	15	11
Total	18	13

Administrative staff, directly supporting projects and paid from project funds, have been included within charitable activities.

Employment costs	2023 £	2022 £
Wages and salaries	326,118	298,189
Social security costs	24,002	20,625
Other pension costs	5,853	5,308
	355,973	324,122

There were no employees whose annual remuneration was more than £60,000 (2022: none).

7 Tangible fixed assets

	Freehold property £	Leasehold property £	Office equipment £	Total £
Cost				
At 1 April 2022	1,152,033	3,392,918	337,570	4,882,521
At 31 March 2023	1,152,033	3,392,918	337,570	4,882,521
Depreciation and impairment				
At 1 April 2022	520,690	3,234,997	337,265	4,092,952
Depreciation charged in the year	22,739	14,130	305	37,174
At 31 March 2023	543,429	3,249,127	337,570	4,130,126
Carrying amount				
At 31 March 2023	608,604	143,791	-	752,395
At 31 March 2022	631,343	157,921	305	789,569

8 Fixed asset investment

	Other investments
Cost or valuation	
At 1 April 2022 & 31 March 2023	1
Carrying amount	
At 31 March 2023	1
At 31 March 2022	1

Other investment comprises:	Notes	2023 £	2022 £
Investment in subsidiary	13	1	1

9 Debtors

Amounts falling due within one year:	2023 £	2022 £
Trade debtors	1,644	11,836
Amounts owed by subsidiary undertakings	516,973	493,440
Prepayments and accrued income	11,233	13,199
	529,850	518,475

10 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	11,615	3,298
Trade creditors	40,132	35,323
Other creditors	718	361
Accruals and deferred income	17,697	28,463
	70,162	67,445

11 Designated funds

	Balance at 1 April 2021	Transfer	Balance at 1 April 2022	Transfer	Balance at 31 March 2023
	£	£	£	£	£
Capital fund	899,315	(109,746)	789,569	(37,174)	752,395

The capital designated fund represents that part of the Charity's funds invested in property and related assets and thus unavailable for current programme costs or future development. Each year a transfer is made between the fixed asset fund and general reserves equal to the net movement on fixed assets after allowing for any grant and loan finance used for capital expenditure.

12 Related party transactions

There were no related party transactions during the year. In the previous year there was a payment of £4,000 to S Tarff for work carried out in relation to the Groundwork Grant. S Tarff is a trustee of STEP Development Trust.

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2023	2022
	£	£
Aggregate compensation	88,533	115,310

13 Subsidiary

Details of the charity's subsidiary at 31 March 2023 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held
STEP Business Enterprises Limited	England and Wales	Provision of managed workspace and a multi-purpose building supporting the local community	Ordinary	100.00

14	**Cash generated from operations**	**2023**	**2022**
		£	**£**
	Surplus for the year	41,151	21,667
	Adjustments for:		
	Interest payable	-	8,275
	Depreciation and impairment of tangible fixed assets	37,174	52,641
	Movements in working capital:		
	(Increase) in debtors	(11,375)	(49,756)
	Increase/(decrease) in creditors	2,717	(29,931)
	Cash generated from operations	69,667	2,896

15 Analysis of changes in net funds

	At 1 April 2022	**Cash flows**	**At 31 March 2023**
	£	**£**	**£**
Cash at bank and in hand	90,627	69,667	160,294

STEP DEVELOPMENT TRUST

England & Wales - Charity number 1062058

Accounts

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

Charity No: 1062058

Company No: 03339143 (England and Wales)

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

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STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees	G J Silverwood B M Horsman D S Patterson S G Tarff S C Abrahams
Secretary	J Corner
Key Management Personnel	J Corner K Hibberd R Hunt
Company Number	03339143
Charity Number	1062058
Registered Office	The Venue 650 Manchester Road Stocksbridge Sheffield S36 1DY
Bankers	Unity Trust Bank plc Nine Brindleyplace Birmingham BR1 2HB
Independent Examiner	H Jones ACA Hart Shaw LLP Europa Link Sheffield Business Park Sheffield S9 1XU

REPORT OF THE TRUSTEES (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2022

The Trustees, who are also directors of the Charity for the purposes of the Companies Act 2006, submit their annual report and the financial statements for the year ended 31 March 2022.

The accounts comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objective and activities

The principal objective of the Charity is the promotion, for the public benefit, of urban and rural regeneration in areas of social and economic deprivation (particularly Stocksbridge). STEP has developed a range of regeneration activities to meet this objective including:

- Childcare and early years support to families through a purpose built 52 place day nursery and childcare centre under the Sure Start programme.
- Learning and educational activities through its Community Development Unit.
- Provision of managed workspace at the STEP Business Centre with access to local business support.
- Community engagement, health and arts activities at The Venue, a multi-purpose building for performing arts and related activities.
- Providing opportunities for young people to perform and develop their musical skills.
- Supporting local community groups and offering volunteering opportunities to local residents.

In setting plans and priorities for areas of work, the Trustees of STEP Development Trust have had regard to the guidance from the Charity Commission of the provision of public benefit. In particular, the Trustees consider how planned activities will contribute to meeting the objectives they have set. How STEP delivers its principal charitable objective; that of social and economic regeneration in Stocksbridge and surrounding areas, is demonstrated in the above summary of STEP's objectives and achievements against that plan. Examples of activities are set out in the Annual Report and Overview, which complements this report.

The public benefit arising from STEP's work is implicit in the services delivered and the access to these by the local and surrounding communities thus assisting them in their daily lives, providing opportunities for personal development as well as social and economic benefits to the area.

Achievements and performance

Over the last 12 months STEP has continued where possible to build and develop its range of services which support its community engagement pre-school, learning and enterprise activities.

STEP's wholly owned trading subsidiary, STEP Business Enterprises Limited (SBEL), continued to manage the STEP Business Centre in Deepcar and the management of The Venue Stocksbridge.

The Children's Centre continues to provide multi-agency support to families with children under 5, including those expecting a baby. It offers a range of services including access to integrated childcare and education, health, and family support. STEP operates a purpose-built day nursery and childcare centre as part of the Children's Centre. The Charity manages the facility and the childcare services under contract from Sheffield City Council.

The Nursery's most recent Ofsted inspection was well received and classed the Nursery as Good under two categories ("How well provision meets the needs of the range of children attending" and "The effectiveness of the leadership and management of the early years provision") and excellent in the third ("The contribution to the early

years provision to the wellbeing of children). This is the standard that we seek to maintain and better. The next Ofsted inspection is due very soon.

The Community Development Unit, based at The Venue, continued the delivery of Adult, Community, and ICT education programmes but in a limited manner still suffering from difficulties associated with Covid19. The team previously created a wide-ranging programme that includes something for all ages and members of the community including Family History, Folk Art Painting, Craft Clubs, Introduction to Reading Music, Music and Song and Cake Decorating but as noted this activity has been severely limited. It is hoped to build this back up to previous levels, but this is proving difficult post covid.

The average occupancy levels throughout the year at the STEP Business Centre have been good. Costs continue to be tightly controlled and wherever possible service contracts renegotiated. Recent initiative instigated by staff is the creation of a Business Forum which so far has been very well received by business within the Centre.

The previously reported increase in bookings by dance shows continued and accompanied by a great service provided by the Trust manager and staff all bookings have been successful. Many of the new bookings continue to be from organisations who are not local and appreciate the facilities and level of service provided. This provides a very serious and welcome line of income and is mostly due to them appreciating the facilities available as well as the offer and level of service being provided and thanks are due to the Manager and staff. Continuing to work closely with these groups we have bookings well into 2023 for various dance related events.

The Memory Time cafe and with Musical Memories event continues to be held at The Venue (working in conjunction with the Community Care Group) and has become even more popular.

There continued to be very effective presentation of information on social media by staff mostly relating to The Venue.

The Nursery occupancy levels continue to be good with long periods where some rooms are fully occupied and only a few spaces left on certain days on other rooms. One difficulty has been to recruit new staff, and this has meant that full occupancy has been difficult.

Following the sale of the Community Enterprise Centre the proceeds from that sale and the removal of all debt there has been progress with regard to ensuring long term sustainability and adequate reserves. The Trust Manager has compiled a list of all maintenance requirements to the Business Centre, the Nursery and The Venue and a Board member has been tasked with assessing all items and prioritising expenditure.

Financial statements for the organisation clearly indicate a healthy bank balance particular with greatly increased income at the Venue with best income levels ever recorded again thanks mainly due to the Trust Managers hard work attracting and maintaining many activities and functions particularly the dance shows and competitions. However, due to rising costs, particularly for energy, all finances continue to be tightly controlled and where possible service contracts renegotiated.

Trustees have continued to actively participate in membership of other organisations such as People Keeping Well which deals with wellbeing of people in the local community). The Chair of STEP sits on the Board of the Towns Deal Fund which will bring £24.1 million to the Town and lead to major redevelopment of the Town Centre, environmental projects, new pathways, post 16 education, enhanced digital skills, new cycle ways and transport links.

To ensure the long term future of The Venue the Board have started to consider the appointment of further staff including a Venue Officer with an arts based background which will greatly assist the Trust Manager and allow concentration on core aspect of the Managers role. It is further anticipated that an expansion of the role of some existing staff will take place.

Given the high levels of attendance at the Nursery, full occupancy at the Business Centre, removal of all debt to the banks there is an overall view of optimism of the organisation for the future and as a going concern.

Volunteer support

STEP provides a range of services and activities that it could not viably deliver, financially or operationally, without the commitment, time and effort of our small band of dedicated volunteers. These volunteers continue to regularly turn out to help run our regular craft fairs, car boot sales, Christmas fair, and performances to provide help with catering, room setup and clearance alongside staff and trustees. In addition, the decoration and upkeep of our buildings are maintained with the help of volunteers. Not only are they an asset to the Charity but the volunteering opportunities provided by STEP facilitates social action, community involvement and helps alleviate issues around social isolation and loneliness for more vulnerable members of the community. These activities include luncheon clubs, community education courses and family events. However, our current group of volunteers are ageing, and we need to be careful to not over commit anyone. Some of the work required such as moving tables and chairs is becoming too difficult for many. We are increasingly aware that we do not know how many volunteers will return following the pandemic, but we are attempting to maintain contact where possible in readiness. STEP needs new volunteers and in particular to embark on a program to attract some new, younger volunteers.

Financial review

The consolidated Statement of Financial Activities set out on page 9 reflects all incoming resources receivable in the year irrespective of when income is spent. During the year there have been significant challenges.

The high level of occupancy at the Business Centre is good news but we continue to need to ensure the level of service provided is of a good level to existing tenants and to this end there has been an ongoing programme of refurbishment and decoration where finance allows to ensure this.

As in recent years it is anticipated that external funding opportunities will continue to be scarce and competition for grants and charitable funds high. Therefore, in common with recent years where the Trustees have seen year-on-year decreases in charitable income, Trustees expect to see a continued decrease in charitable income.

The Charity has net assets of £1,016,459 (2021 - £1,005,144) and will continue in its aim of achieving the levels of reserves as stated by the reserves policy below. The unrestricted funds held by STEP, after making allowance for any restricted funds and the revaluation reserve, are £1,016,459 (2021 - £1,005,144)

The designated fund represents the total of the Charity's tangible fixed assets less the amounts of outstanding loans in respect of those assets and the revaluation reserve as described in note 20.

Reserves policy

It is the policy of the Trustees that unrestricted funds which have not been designated for a specific use should aim to be maintained at a level equivalent to six months' expenditure. The Trustees consider that general reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities whilst consideration is given to ways in which additional funds may be raised. Reserves were not maintained at this required level during the year owing to supporting operating losses experienced within certain areas of the Charity. At the end of the year general reserves amounted to £226,890 as shown in note 20 to the financial statements. The Trustees have therefore looked at ways in which to secure additional funding to bring reserves back to this required level.

Plans for the future

Looking ahead, the targets for the coming year build on progress made as follows:

- To further develop and consolidate relationships made and established during recent months and to build and strengthen those relationships.
- To expand operations at The Venue with the assistance of the new Venue Officer particularly with arts-based projects.
- To continue to control costs and maximise project and income generation.
- To maintain the high level of occupancy, maximum occupancy where possible, at the STEP Business Centre over the year and produce a net 10% contribution to the Charity and ensure a high level of service to tenants.
- To continue to achieve a 'good' and 'excellent' above Ofsted Rating for the Nursery whilst attaining an average occupancy across all ages taking up places to 90%.
- To look at possibilities of extending the capacity of the Nursery to cater for the influx of new families into the area when large numbers of new houses are built.
- To increase the number of training and development opportunities for local people and providing activities for young people between the ages of 8yrs and 16yrs.

Structure, governance and management

The Charity is a charitable company limited by guarantee, number 03339143. It is a registered charity number 1062058. It is governed by a Memorandum and Articles of Association.

The Trustees, who are also the directors for the purpose of company law, who served during the year (or have been appointed subsequently) were:

B M Horsman
D S Patterson
G J Silverwood
S Tarff
S Abraham

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £10 in the event of a winding up.

On appointment new trustees are provided with induction training in relation to their duties and responsibilities for the Charity. Trustees are also provided with additional training if required and take part in a range of activities to enable them to update and improve their skills and knowledge.

The Trustees have delegated day to day management of the Charity's activities to a Trust Manager with each separate project and area of charitable activity being directly managed by a project manager reporting to the Trust Manager. The Senior Management Team meets on a regular basis and the Board meets on a monthly basis to provide oversight and strategic direction. Sub-committees of the Board meet, if and when required, for more detailed consideration of certain aspects of the Charity's operations. The Board considers monthly financial reports, quarterly performance assessments and conducts a half year review of budgets set against key performance indicators.

The Trustees regularly assess the risks to which the Charity is exposed, in particular major operational and financial risks, and are satisfied that systems are in place to mitigate exposure to the major risks.

The remuneration of the key management personnel identified within the financial statements will be determined, monitored and reviewed by the Board of Directors. Factors taken into account will include level of responsibility, context and complexity of the role, benchmarking from similar providers as well as current and potential business requirements.

Details of the charity's transactions with its related parties are included in note 21.

Reference and administrative details

Reference and administrative details for the Charity are set out separately on page 1.

Trustees' responsibilities

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

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

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

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the 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 special provisions relating to small companies within Part 15 of the Companies Act 2006.

This report was approved by the Board on 24-03-23

G J Silverwood.

G J Silverwood
Chairman

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS AND TRUSTEES OF STEP DEVELOPMENT TRUST
FOR THE YEAR ENDED 31 MARCH 2022

Independent Examiner's Report
I report to the trustees on my examination of the consolidated accounts of STEP Development Trust (the charity) and its subsidiary undertaking for the year ended 31 March 2022.

Responsibilities and basis of report
As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the consolidated accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the consolidated accounts of the group 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 your charity's consolidated accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters than an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the consolidated accounts present a 'true and fair' view, and my report is limited to those specific matters set out in the independent examiner's statement.

I report in respect of my examination of STEP Development Trust's accounts as carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement – matters of concern identified
Since the charity'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 ICAEW, 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 aspect:

1. accounting records were not kept in respect of the charity and its subsidiary as required by section 386 of the Companies Act 2006; or
2. the accounts do not accord with those records; 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.

Matter of concern identified
In carrying out my examination I noted the following matter:

During the year a payment of £4,000 was paid to one of the trustees. The nature of this payment was to remunerate the trustee for his time spent preparing a grant claim submission for a grant of £10,000 which was successful. At the time, the charity did not have the internal resources to prepare the grant claim therefore the trustee stepped in to support the charity, for the payment of £4,000. As the benefit of the grant claim outweighed the cost to the charity, the trustees believed it would be in the best interest of the charity to proceed on this basis. The trustee has stated that he had spent 8 days working on the grant claim, and the trustees believe the payment was fair and reasonable. The charity's articles unfortunately do not permit such a payment to a trustee. This is a breach of the articles and

reportable within this examination report, however I do want to stress that the trustees do not believe the payment was unreasonable and was in the best interests of the charity.

I have no other 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.

H Jones ACA
Hart Shaw LLP
Europa Link
Sheffield Business Park
S9 1XU

Dated: 28 MARCH 2023

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2022

	Note	2022 Unrestricted funds £	2021 Unrestricted funds £
INCOME AND ENDOWMENTS FROM:			
Charitable activities	3	407,412	415,701
Other trading activities	4	262,675	253,644
Investments		-	-
Total		670,087	669,345
EXPENDITURE ON:			
Raising funds	5	190,017	136,939
Charitable activities	6	465,969	397,463
Other		2,786	11,300
Total		658,772	545,702
Net income for the year before transfers	7	11,315	123,643
Transfers between funds		-	-
		11,315	123,643
Other recognised losses:			
Losses on revaluation of fixed assets	11	-	-
Net movement in funds		11,315	123,643
Balance brought forward at 1 April 2021		1,005,144	881,501
Balance carried forward at 31 March 2022		1,016,459	1,005,144

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

CHARITY STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2022

	Note	2022 Unrestricted funds £	2021 Unrestricted funds £
INCOME AND ENDOWMENTS FROM:			
Charitable activities	3	521,242	532,175
Investments		-	-
Total		521,242	532,175
EXPENDITURE ON:			
Charitable activities	6	496,789	430,925
Other		2,786	11.300
Total		499,575	442,225
Net income for the year before transfers	7	21,667	89,950
Transfers between funds		-	-
		21,667	89,950
Other recognised losses:			
Losses on revaluation of fixed assets	11	-	-
Net movement in funds		21,667	89,950
Balance brought forward at 1 April 2021		1,309,560	1,219,610
Balance carried forward at 31 March 2022		1,331,227	1,309,560

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

BALANCE SHEETS
FOR THE YEAR ENDED 31 MARCH 2022

	Note	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Fixed assets					
Tangible assets	10	789,569	840,155	789,569	840,155
Investments	11	-	250,000	1	250,001
		789,569	1,090,155	789,570	1,090,156
Current assets					
Stocks	14	3,244	677	-	-
Debtors	15	56,468	50,039	518,475	468,718
Cash at bank and in hand		286,431	246,710	90,627	99,201
		346,143	297,426	609,102	567,919
Creditors: amounts falling due within one year	16	119,253	212,815	67,445	178,893
Net current assets		226,890	84,611	541,657	389,026
Total assets less current liabilities		1,016,459	1,174,766	1,331,227	1,479,182
Creditors: amounts falling due after more than one year	17	-	169,622	-	169,622
Net assets		1,016,459	1,005,144	1,331,227	1,309,560
Funds					
Restricted funds	19	-	-	-	-
Designated funds					
Capital fund		789,569	899,316	789,569	899,316
Revaluation reserve		-	-	-	-
		789,569	899,316	789,569	899,316
General reserves		226,890	105,828	541,658	410,244
Unrestricted funds	20	1,016,459	1,005,144	1,331,227	1,309,560
		1,016,459	1,005,144	1,331,227	1,309,560

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

BALANCE SHEETS
FOR THE YEAR ENDED 31 MARCH 2022

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The Trustees acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the Board on 24-03-23 and signed on its behalf by:

G. Silverwood

G J Silverwood

Company Registration Number: 03339143

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	Note	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from operations	**22**		51,191		180,929
Investing activities					
Purchase of tangible fixed assets		(2,055)		(4,558)	
Proceeds from disposal of Investment property		250,000			
Interest received		-		-	
Net cash used in investing activities			247,945		(4,558)
Financing activities					
Interest paid		(949)		(5,944)	
Repayment of loans		(258,466)		(3,856)	
Net cash used in financing activities			(259,415)		(9,800)
Net increase in cash and cash equivalents			39,721		166,571
Cash and cash equivalents at beginning of year			246,710		80,139
Cash and cash equivalents at end of year			286,431		246,710

1. Accounting policies

Charity information

STEP Development Trust is a private company limited by guarantee incorporated in England and Wales. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the Charity. The registered office is 650 Manchester Road, Stocksbridge, Sheffield, S36 1DY.

The Group consists of STEP Development Trust and its subsidiary, STEP Business Enterprises Limited.

Accounting convention

The accounts have been prepared in accordance with the Companies Act 2006; the Charities Act 2011; FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland ("FRS 102"); and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements are prepared under the historical cost convention modified to include the revaluation of freehold land and buildings. The principal accounting policies adopted are set out below.

Basis of consolidation

The consolidated financial statements incorporate those of STEP Development Trust and its subsidiary (i.e. the entity that the Group controls through its power to govern the financial and operating policies to obtain economic benefits). All financial statements are made up to 31 March 2022.

All intra-group transactions, balances and unrealised gains on transactions between group companies are eliminated on consolidation. Unrealised losses are also eliminated unless the transaction provides evidence of an impairment of the asset transferred.

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. On this basis, the Trustees consider it appropriate to prepare the financial statements on the going concern basis.

Fund accounting

General reserves are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes. Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund.

Incoming resources

Incoming resources are accounted for when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied:

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

Grants and awards comprise amounts receivable in the UK. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate. Grants for specific projects and charitable activities are included in incoming resources from charitable activities. General grants are shown as voluntary income in the statement of financial activities. Capital grants receivable are recognised immediately in the Statement of Financial Activities unless they are restricted to future accounting periods.

Gifts in kind, donated for distribution are included at valuation and recognised as income when distributed to the projects. Donated facilities are included at the value to the Charity where this can be quantified, and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Investment income represents bank interest received on the Charity's cash deposits.

Resources expended
Expenditure is charged to the Statement of Financial Activities on an accruals basis, exclusive of VAT where recoverable.

Charitable expenditure comprises those costs incurred in the delivery of its activities and services for its beneficiaries, including both direct and support costs.

Governance costs include those costs associated with meeting constitutional and statutory requirements.

In the opinion of the Trustees, all support costs relate to charitable expenditure.

Cost apportionment
A proportion of costs are allocated to costs of generating funds and costs of charitable activities on the following bases:

- Staff costs – staff time spent on each activity;
- Premises costs – floor area occupied by each activity;
- Other office costs – staff time spent on each activity.

Taxation
STEP Development Trust is a registered charity, and its activities are not currently subject to taxation.

Tangible fixed assets and depreciation
Tangible fixed assets are initially measured at cost or valuation and subsequently measured at cost or valuation, net of depreciation and any impairment losses. Depreciation is provided at rates to write off the cost or valuation of each asset over its expected useful life as follows:

Freehold property	over 50 years
Leasehold property	over life of lease
Office equipment	over 3 years

Investment properties are included in the balance sheet at their open market value. Depreciation is provided only on those investment properties which are leasehold and where the unexpired lease term is less than 20 years. Although this accounting policy is in accordance with the applicable accounting standards, it is a departure from the general requirement of the Companies Act 2006 for all tangible assets to be depreciated. In the opinion of the Trustees compliance with the standard is necessary for the financial statements to give a true and fair view. Depreciation or amortisation is only one of many factors reflected in the annual valuation and the amount of this which might otherwise have been charged cannot be separately identified or quantified.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in net income/(expenditure) for the year.

Fixed asset investments
Fixed asset investments are initially measured at transaction price excluding transaction costs and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

Impairment of fixed assets
At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Stock
Trading stock is valued at the lower of cost and net realisable value.

Cash and cash equivalents
Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Financial instruments
The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets
Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities
Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities
Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Employee benefits
The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

Retirement benefits
Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

Leases
Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight-line basis over the term of the relevant lease.

2. Critical accounting estimates and judgements
In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Income from charitable activities

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Education and training	-	1,919	-	1,919
Nursery and other charitable activities	407,412	413,782	521,242	530,256
	407,412	415,701	521,242	532,175

4. Income from other trading activities

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Provision of managed workspace	167,353	169,140	-	-
Operation of community centre	95,322	84,504	-	-
	262,675	253,644	-	-

5. Expenditure on raising funds

Group (2022)

	Staff costs	Depreciation costs	Other costs	Total
	£	£	£	£
Provision of managed workspace	24,036	-	72,139	96,175
Operation of community centre	24,973	-	68,869	93,842
	49,009	-	141,008	190,017

Group (2021)

	Staff costs	Depreciation costs	Other costs	Total
	£	£	£	£
Provision of managed workspace	20,942	-	53,435	74,377
Operation of community centre	4,521	-	58,041	62,562
	25,463	-	111,476	136,939

The charity does not have any expenditure on raising funds.

6. Expenditure on charitable activities

Group (2022)

	Staff costs £	Depreciation costs £	Other costs £	Total £
Education and training	-	-	-	-
Nursery and other charitable activities	324,512	52,640	88,817	465,969
	324,512	52,640	88,817	465,969

Charity (2022)

	Staff costs £	Depreciation costs £	Other costs £	Total £
Education and training	-	-	-	-
Nursery and other charitable activities	355,332	52,640	88,817	496,789
	355,332	52,640	88,817	496,789

Group (2021)

	Staff costs £	Depreciation costs £	Other costs £	Total £
Education and training	-	-	1,490	1,490
Nursery and other charitable activities	287,151	41,641	67,181	395,973
	287,151	41,641	68,671	397,463

Charity (2021)

	Staff costs £	Depreciation costs £	Other costs £	Total £
Education and training	-	-	1,490	1,490
Nursery and other charitable activities	320,615	41,641	67,179	429,435
	320,615	41,641	68,669	430,925

7. Net income/(expenditure) for the year

This is stated after charging:	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Depreciation	52,640	41,641	52,640	41,641
Interest payable on bank loans	616	2,105	616	2,105
Interest payable on loans from other organisations	7,659	11,165	7,659	11,165
Independent examiner's remuneration	2,438	11,300	2,438	11,300
And after crediting:				
	£	£	£	£
Bank interest received	-	-	-	-

8. Trustees' remuneration

There has been one payment of £4,000 to a Trustee, S Tarff during the year for work carried out in relation to the Groundwork Grant (2021 – none). No other trustees received or waived any emoluments during the year. During the year, no Trustees were reimbursed any travel expenses (2021 – none).

9. Staff costs and numbers

	2022	2021
	£	£
Salaries and wages	366,248	313,619
Social security costs	17,239	16,787
Defined contribution pension schemes	5,703	2,121
Other staff costs	-	-
	389,190	332,527

No employees received emoluments of more than £60,000 (2021: £60,000).

Termination payments totalling £10,377 (2021: none) were paid during the year in relation to Severance payments.

The average number of employees on the payroll was as follows:

	2022	2021
	No	No
Management and financial	2	2
Trading activities	2	4
Charitable activities	11	12
	15	18

Administrative staff, directly supporting projects and paid from project funds, have been included within charitable activities.

10. Tangible fixed assets

Group and Charity	Freehold land and buildings	Leasehold land and buildings	Office equipment	Total
	£	£	£	£
Cost				
At 1 April 2021	1,152,033	3,392,918	335,515	4,880,466
Additions	-	-	2,055	2,055
At 31 March 2022	1,152,033	3,392,918	337,570	4,882,521
Depreciation				
At 1 April 2021	496,316	3,212,266	331,729	4,040,311
Charge for the year	24,374	22,731	5,536	52,641
At 31 March 2022	520,690	3,234,997	337,265	4,092,952
Net book value				
At 31 March 2022	631,343	157,921	305	789,569
At 31 March 2021	655,717	180,652	3,786	840,155

11. Investments

Group	Investment property	Subsidiary undertaking	Total
	£	£	£
Valuation			
At 1 April 2021	250,000	-	250,000
Disposal	(250,000)	-	(250,000)
At 31 March 2022	-	-	-

Charity	Investment property	Subsidiary undertaking	Total
	£	£	£
Valuation			
At 1 April 2021	250,000	1	250,001
Disposal	(250,000)	-	(250,000)
At 31 March 2022	-	1	1

Comparable historical cost for the land and buildings included at valuation:

	2022	2021
	£	£
Cost	-	411,758
Accumulated depreciation	-	195,331
	-	216,427

12. Subsidiary

STEP Business Enterprises Limited (company number 05079143) is the Charity's wholly owned subsidiary. It operates the STEP Business Centre in Deepcar and The Venue in Stocksbridge. Its trading results are:

	2022	2021
	£	£
Turnover	262,675	253,644
Cost of sales	(13,543)	(2,005)
Gross profit	249,132	251,639
Administrative expenses	(259,484)	(217,947)
Net profit/(loss) for the year	(10,352)	33,692
Net liabilities	(314,766)	(304,417)

13. Financial instruments

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Carrying amount of financial assets				
Debt instruments measured at amortised cost	20,762	8,654	505,276	445,493
Equity instruments measured at cost less impairment	-	-	1	1
Carrying amount of financial liabilities				
Measured at amortised cost	68,262	322,776	35,684	295,719

14. Stocks

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Finished goods	3,244	677	-	-

15. Debtors

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Trade debtors	20,762	8,654	11,836	1,510
Amounts owed by subsidiary company	-	-	493,440	443,983
Prepayments	35,706	41,385	13,199	23,225
	56,468	50,039	518,475	468,718

16. Creditors: amounts falling due within one year

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Trade creditors	46,335	51,165	35,323	41,250
Tax and social security	8,054	19,035	3,298	14,079
Accruals and deferred income	42,937	41,958	28,463	38,718
Loans	-	81,518	-	81,518
Other creditors	21,927	19,139	361	3,328
	119,253	212,815	67,445	178,893

17. Creditors: amounts falling after more than one year

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
Loans	-	169,622	-	169,622
Aggregate amounts repayable by instalments falling due after more than five years included above	-	-	-	-

The Group and Charity have secured loans totalling £nil (2021 - £190,840). The loans are secured by charges on the Group's and the Charity's freehold and investment properties.

18. Analysis of Group net assets between funds

2022	Fixed assets	Net current assets	Long-term liabilities	Total
	£	£	£	£
Designated funds	789,569	-	-	789,569
General reserves	-	226,890	-	226,890
Total	789,569	226,890	-	1,016,459

2021	Fixed assets	Net current assets	Long-term liabilities	Total
	£	£	£	£
Designated funds	1,090,155	(68,111)	(122,728)	899,316
General reserves	-	152,722	(46,894)	105,828
Total	1,090,155	84,611	(169,622)	1,005,144

19. Restricted funds

There were no restricted funds during the current or comparative year.

20. Unrestricted funds

Group	Balance 1 April 2021 £	Movement in resources Incoming £	Movement in resources Outgoing £	Revaluation of property £	Transfers between funds £	Balance 31 March 2022 £
General reserves	105,829	670,087	(658,772)	-	109,746	226,890
Designated funds						
Capital fund	899,315	-	-	-	(109,746)	789,569
Revaluation reserve	-	-	-	-	-	-
	1,005,144	670,087	(658,772)	-	-	1,016,459

Charity	Balance 1 April 2021 £	Movement in resources Incoming £	Movement in resources Outgoing £	Revaluation of property £	Transfers between funds £	Balance 31 March 2022 £
General reserves	410,245	521,242	(499,575)	-	109,746	541,658
Designated funds						
Capital fund	899,315	-	-	-	(109,746)	789,569
Revaluation reserve	-	-	-	-	-	-
	1,309,560	521,242	(499,575)	-	-	1,331,227

Capital fund
The capital designated fund represents that part of the Charity's funds invested in property and related assets and thus unavailable for current programme costs or future development. Each year a transfer is made between the fixed asset fund and general reserves equal to the net movement on fixed assets after allowing for any grant and loan finance used for capital expenditure.

21. Related party transactions

Remuneration of key management personnel
The remuneration of key management personnel is as follows:

	2022 £	2021 £
Aggregate compensation	115,310	104,910

Related Party Transactions
The following related party transactions took place during the year.

A transaction of £4,000 to S Tarff for work carried out in relation to the Groundwork Grant (2021 – nil).
S Tarff is a trustee of STEP Development Trust.

22. Cash generated from operations

	2022 £	2021 £
Net income for the year	11,315	123,643
Adjustments for:		
Interest payable	8,275	13,270
Depreciation of tangible fixed assets	52,641	41,641
Movements in working capital:		
(Increase)/decrease in stocks	(2,567)	1,605
(Increase)/decrease in debtors	(19,271)	28,108
Increase/(decrease) in creditors	798	(27,338)
Cash generated from operations	51,191	180,929

STEP DEVELOPMENT TRUST

England & Wales - Charity number 1062058

Accounts

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

Charity No: 1062058

Company No: 03339143 (England and Wales)

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

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STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees	G J Silverwood B M Horsman D S Patterson S G Tarff S C Abrahams
Secretary	J Corner
Key Management Personnel	J Corner K Hibberd R Hunt
Company Number	03339143
Charity Number	1062058
Registered Office	The Venue 650 Manchester Road Stocksbridge Sheffield S36 1DY
Bankers	Unity Trust Bank plc Nine Brindleyplace Birmingham BR1 2HB
Independent Examiner	H Jones ACA Hart Shaw LLP Europa Link Sheffield Business Park Sheffield S9 1XU

The Trustees, who are also directors of the Charity for the purposes of the Companies Act 2006, submit their annual report and the financial statements for the year ended 31 March 2021.

The accounts comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objective and activities

The principal objective of the Charity is the promotion, for the public benefit, of urban and rural regeneration in areas of social and economic deprivation (particularly Stocksbridge). STEP has developed a range of regeneration activities to meet this objective including:

- Childcare and early years support to families through a purpose built 52 place day nursery and childcare centre under the Sure Start programme.
- Learning and educational activities through its Community Development Unit.
- Provision of managed workspace at the Community Enterprise Centre and STEP Business Centre with access to local business support.
- Community engagement, health and arts activities at The Venue, a multi-purpose building for performing arts and related activities.
- Providing opportunities for young people to perform and develop their musical skills.
- Supporting local community groups and offering volunteering opportunities to local residents.

In setting plans and priorities for areas of work, the Trustees of STEP Development Trust have had regard to the guidance from the Charity Commission of the provision of public benefit. In particular, the Trustees consider how planned activities will contribute to meeting the objectives they have set. How STEP delivers its principal charitable objective; that of social and economic regeneration in Stocksbridge and surrounding areas, is demonstrated in the above summary of STEP's objectives and achievements against that plan. Examples of activities are set out in the Annual Report and Overview, which complements this report.

The public benefit arising from STEP's work is implicit in the services delivered and the access to these by the local and surrounding communities thus assisting them in their daily lives, providing opportunities for personal development as well as social and economic benefits to the area.

Achievements and performance

Since our last report, STEP, like many organisations throughout the world, has been coping and adapting to the daily challenges which Covid 19 has created.

When the first lockdown was announced, back in March 2020, due to no social gatherings being allowed and the organisation following government guidelines, throughout the whole of the pandemic period, The Venue closed its doors on 20th March 2020, with all staff then subsequently being placed on furlough until end of September 2021. Up to this point The Venue had seen a great increase in event bookings and social media presence from its refurbishment work, which was carried out throughout the whole building, giving it a new lease of life and interest from areas outside its usual catchment area.

The Venue, has therefore been closed for 18 months, reopening its doors from October 2021, but to the detriment of also having to lose a couple of long serving members of staff, due to a reduction in local community groups using the building throughout the week and losing our adult education programme, due to lack of funding being available to run these courses. The organisation sees this as a new challenge to look to gain new customers, restart its car

boots, to gain footfall and spread the news that its survived Covid to this point and is still fighting and pushing to move forward and survive for years to come.

November 2021 has seen the Venue accept a considerable number of bookings for late 2021 from various dance groups coming onboard, due to them appreciating the facilities it has to offer and the level of service being provided to them. These groups are travelling from outside our local community, with some attending from Chesterfield as well as Huddersfield.

Working closely with these groups has gained The Venue bookings well into 2022 for various dance competitions and dance presentation evenings. Additionally, there is also an ongoing relationship being formed with a new organisation to promote the arts locally and represent a number of other local arts-based organisations, which the organisation is looking to move forward with in the hope that these groups will use this local facility.

Our nursery building has had to overcome many hurdles, main one being able to survive the Covid 19 pandemic and protecting staffs jobs, whilst also trying to see if it could stay open to offer key workers care for their children. However, due to being a private nursery and no further support being available for our organisation to offer childcare to our local key workers, this was a service we were unable to provide, as further financial burdens could not be placed on the whole organisation with keeping the nursery and children's centre open.

Pre-covid 19, our nursery was very well attended, with some rooms being fully occupied most days. Due to the lockdown in March 2020 and being unable to sustain keeping the building open, our nursery closed from April 2020 and all our staff working for this department being placed on furlough and flexible furlough until June 2021, when all our staff were back working full time again.

Nursery reopened in August 2020, with new working procedures in place, which were both difficult and challenging for our staff, parents and children to adapt to, but working this way saw parents gain confidence in the provision of childcare services being offered and them slowly returning their children into the safe keeping of our staff and nursery.

Occupancy at our nursery from August 2020, has been on a steady increase, but we are pleased to report that just over a year ago from reopening we are now back in a position where again some rooms are fully occupied and only a few spaces left on certain days in other rooms. This has been a great achievement by all our staff and management of the nursery throughout the last 18 months. Going forward, we are aiming to achieve full occupancy in all our rooms and to retain our Good Ofsted rating, whilst always striving to achieve and Outstanding!

The Business Centre, remaining open with one member of staff offering limited assistance and services to tenants attending site, had an overall occupancy of 94% throughout the whole of the pandemic period, with some months seeing a 100%. This again being a fantastic achievement by the staff and manager based at the site.

Keeping the business centre open throughout the pandemic, provided valuable income to the organisation during this difficult period, whilst awaiting grants to be received and funding support from the government.

During the pandemic the organisation took the opportunity to apply for all the assistance it could from government, applying to Sheffield City Council for hospitality grant - £25k, small nursery grant - £5k, small businesses grant - £10k, plus applying for council tax rebates for the sites it could, applying for rent rebate on the children's centre for 6 months, besides also obtaining a grant from Power to Change for £25k for the charity. Whilst nursery was closed, Sheffield City Council, also continued to pay the nursery its FEL funding. These pots of support gave the organisation some comfort in knowing that operating costs, to keep all the buildings running at minimum capacity, could be met until it was in a position to slowly start reopening sectors of the company.

After lengthy discussions with Funders regarding the debt burden on the Charity during the Pandemic the Board of Trustees took the decision to sell one of the organisations assets, this being the Community Enterprise Centre. This decision would then alleviate the financial pressures for the organisation once a sale had been made.

The sale of the Community Enterprise Centre was confirmed on 3rd September 2021, proceeds from the sale ensured that all the organisations outstanding debts (falling both within and over one year) to its funders were all fully repaid, leaving the organisation in a position of being completely debt free from this point onwards.

Looking at our financial statements you will be able to see that the organisation currently has a healthy bank balance, which we are aware is somewhat artificial and if great care is not taken at some point in the future difficulties could return. Therefore, on this note costs continue to be tightly controlled and where possible service contracts renegotiated.

Moving forward the organisation, with the support of all its staff and Trustees, will continue to navigate itself through ongoing pandemic issues, whilst still adhering to government guidelines, but constantly striving to gain a 100% occupancy within our nursery and business centre cost centres, gaining future bookings for The Venue in 2022 and 2023, whilst keeping a constant presence on social media, looking for funding and grants, opportunities to work with new community groups and businesses besides protecting the employment of all our staff and volunteers. With these goals and targets to achieve, we believe that this will enable the charity to survive the Covid pandemic and succeed well into the future.

Volunteer support

STEP provides a range of services and activities that it could not viably deliver, financially or operationally, without the commitment, time and effort of our small band of dedicated volunteers. These volunteers continue to regularly turn out to help run our regular craft fairs, car boot sales, Christmas fair, and performances to provide help with catering, room setup and clearance alongside staff and Trustees. In addition, the decoration and upkeep of our buildings are maintained with the help of volunteers. Not only are they an asset to the Charity but the volunteering opportunities provided by STEP facilitates social action, community involvement and helps alleviate issues around social isolation and loneliness for more vulnerable members of the community. These activities include luncheon clubs, community education courses and family events. However, our current group of volunteers are ageing, and we need to be careful to not over commit anyone. Some of the work required such as moving tables and chairs is becoming too difficult for many. We have lost a few volunteers through ill health and age whilst others have limited ability to assist. We are increasingly aware that we will soon need new volunteers and need to embark on a program to attract some new, younger volunteers. This is now a high priority for the coming year.

Financial review

The consolidated Statement of Financial Activities reflects all incoming resources receivable in the year irrespective of when income is spent. During the year there have been significant challenges.

The high level of occupancy at the Business Centre is good news but we continue to need to ensure the level of service provided is of a good level to existing tenants and to this end there has been an ongoing programme of refurbishment and decoration where finance allows to ensure this.

As in recent years it is anticipated that external funding opportunities will continue to be scarce and competition for grants and charitable funds high. Therefore, in common with recent years where the Trustees have seen year-on-year decreases in charitable income, Trustees expect to see a continued decrease in charitable income.

STEP has net assets of £1,005,144 (2020 - £881,501) and will continue in its aim of achieving the levels of reserves as stated by the reserves policy below. The unrestricted funds held by STEP, after making allowance for any restricted funds and the revaluation reserve, are £1,005,144 (2020 - £881,501).

The designated fund represents the total of the Charity's tangible fixed assets less the amounts of outstanding loans in respect of those assets and the revaluation reserve as described in note 20.

Reserves policy

It is the policy of the Trustees that unrestricted funds which have not been designated for a specific use should aim to be maintained at a level equivalent to six months' expenditure. The Trustees consider that general reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities whilst consideration is given to ways in which additional funds may be raised. Reserves were not maintained at this required level during the year owing to supporting operating losses experienced within certain areas of the Charity. At the end of the year general reserves amounted to £105,828 as shown in note 20 to the financial statements. The Trustees have therefore looked at ways in which to secure additional funding to bring reserves back to this required level.

Plans for the future

Looking ahead, the targets for the coming year build on progress made as follows:

- To further develop and consolidate relationships made and established during recent months and to build and strengthen those relationships.
- To recommence operations at The Venue when restrictions are eased and build on the excellent level of community engagement achieved in the past few years through events, informal learning and social action. We have commenced low scale plans for community-based events to celebrate the reopening of the country and will be looking to work in partnership with the Town Council, People Keeping Well and other organisations.
- To continue to control costs and maximise project and income generation.
- To maintain the high level of occupancy, maximum occupancy where possible, at the STEP Business Centre over the year and produce a net 10% contribution to the Charity and ensure a high level of service to tenants.
- To continue to achieve a 'good' and 'excellent' above Ofsted Rating for the Nursery whilst attaining an average occupancy across all ages taking up places to 90%.
- To look at possibilities of extending the capacity of the Nursery to cater for the influx of new families into the area when large numbers of new houses are built.

Structure, governance and management

The Charity is a charitable company limited by guarantee, number 03339143. It is a registered charity number 1062058. It is governed by a Memorandum and Articles of Association.

The Trustees, who are also the directors for the purpose of company law, who served during the year (or have been appointed subsequently) were:

B M Horsman
D S Patterson
G J Silverwood
S Tarff
S Abraham

None of the Trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £10 in the event of a winding up.

On appointment new Trustees are provided with induction training in relation to their duties and responsibilities for the Charity. Trustees are also provided with additional training if required and take part in a range of activities to enable them to update and improve their skills and knowledge.

The Trustees have delegated day to day management of the Charity's activities to a Trust General Manager. The Key Management Personnel Team meets on a regular basis and the Board of Trustees meets on a monthly basis to provide oversight and strategic direction. The Board considers monthly financial reports, quarterly performance assessments and conducts a half year review of budgets set against key performance indicators.

The Trustees regularly assess the risks to which the Charity is exposed, in particular major operational and financial risks, and are satisfied that systems are in place to mitigate exposure to the major risks.

The remuneration of the key management personnel identified within the financial statements will be determined, monitored and reviewed by the Board of Trustees. Factors taken into account will include level of responsibility, context and complexity of the role, benchmarking from similar providers as well as current and potential business requirements.

Details of the charity's transactions with its related parties are included in note 21.

Reference and administrative details

Reference and administrative details for the Charity are set out separately on page 1.

Trustees' responsibilities

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

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

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

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the 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 special provisions relating to small companies within Part 15 of the Companies Act 2006.

This report was approved by the Board on 8 March 2022

G J Silverwood
Chairman

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS AND TRUSTEES OF STEP DEVELOPMENT TRUST
FOR THE YEAR ENDED 31 MARCH 2021

I report to the trustees on my examination of the consolidated accounts of the group comprising STEP Development Trust (the charity) and its subsidiary undertaking for the year ended 31 March 2021.

Responsibilities and basis of report
As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the consolidated accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the consolidated accounts of the group 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 your charity's consolidated accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the consolidated accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement
Since the charity'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 ICAEW, 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 in respect of the charity and its subsidiary as required by section 386 of the Companies Act 2006; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I have no other 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.

H Jones ACA
Hart Shaw LLP
The Hart Shaw Building
Europa Link
Sheffield Business Park
Sheffield
S9 1XU

Dated: 22 March 2022

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 Unrestricted funds £	2020 Unrestricted funds £
INCOME AND ENDOWMENTS FROM:			
Charitable activities	3	415,701	397,892
Other trading activities	4	253,644	271,914
Investments		-	-
Total		669,345	669,806
EXPENDITURE ON:			
Raising funds	5	136,939	232,258
Charitable activities	6	397,463	452,208
Other		11,300	7,473
Total		545,702	691,939
Net income/(expenditure) for the year before transfers	7	123,643	(22,133)
Transfers between funds		-	-
		123,643	(22,133)
Other recognised losses:			
Losses on revaluation of fixed assets	11	-	90,000
Net movement in funds		123,643	(112,133)
Balance brought forward at 1 April 2020		881,501	993,634
Balance carried forward at 31 March 2021		1,005,144	881,501

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

CHARITY STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 Unrestricted funds £	2020 Unrestricted funds £
INCOMING AND ENDOWMENTS FROM:			
Charitable activities	3	532,175	514,366
Investments		-	-
Total		532,175	514,366
EXPENDITURE ON:			
Charitable activities	6	430,925	485,672
Other		11,300	7,473
Total		442,225	493,145
Net income for the year before transfers	7	89,950	21,221
Transfers between funds		-	-
		89,950	21,221
Other recognised losses:			
Losses on revaluation of fixed assets	11	-	90,000
Net movement in funds		89,950	(68,779)
Balance brought forward at 1 April 2020		1,219,610	1,288,389
Balance carried forward at 31 March 2021		1,309,560	1,219,610

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

BALANCE SHEETS
FOR THE YEAR ENDED 31 MARCH 2021

	Note	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Fixed assets					
Tangible assets	10	840,155	877,238	840,155	877,238
Investments	11	250,000	250,000	250,001	250,001
		1,090,155	1,127,238	1,090,156	1,127,239
Current assets					
Stocks	14	677	2,282	-	-
Debtors	15	50,039	65,305	468,718	384,975
Cash at bank and in hand		246,710	80,139	99,201	49,449
		297,426	147,726	567,919	434,424
Creditors: amounts falling due within one year	16	212,815	233,434	178,893	182,024
Net current assets/(liabilities)		84,611	(85,708)	389,026	252,400
Total assets less current liabilities		1,174,766	1,041,530	1,479,182	1,379,639
Creditors: amounts falling due after more than one year	17	169,622	160,029	169,622	160,029
Net assets		1,005,144	881,501	1,309,560	1,219,610
Funds					
Restricted funds	19	-	-	-	-
Designated funds					
Capital fund		899,316	940,590	899,316	940,590
Revaluation reserve		-	-	-	-
		899,316	940,590	899,316	940,590
General reserves		105,828	(59,089)	410,244	279,020
Unrestricted funds	20	1,005,144	881,501	1,309,560	1,219,610
		1,005,144	881,501	1,309,560	1,219,610

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

BALANCE SHEETS
FOR THE YEAR ENDED 31 MARCH 2021

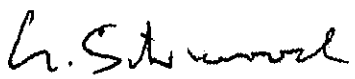
These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The Trustees acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the Board on 8 March 2022 and signed on its behalf by:



G J Silverwood

Company Registration Number: 03339143

STEP DEVELOPMENT TRUST
(A company limited by guarantee with no share capital)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash generated from operations	22		180,929		62,389
Investing activities					
Purchase of tangible fixed assets		(4,558)		(15,272)	
Interest received		-		-	
Net cash used in investing activities			(4,558)		(15,272)
Financing activities					
Interest paid		(5,944)		(12,641)	
Repayment of loans		(3,856)		(87,031)	
Net cash used in financing activities			(9,800)		(99,672)
Net increase/(decrease) in cash and cash equivalents			166,571		(52,555)
Cash and cash equivalents at beginning of year			80,139		132,694
Cash and cash equivalents at end of year			246,710		80,139

1. Accounting policies

Charity information

STEP Development Trust is a private company limited by guarantee incorporated in England and Wales. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the Charity. The registered office is 650 Manchester Road, Stocksbridge, Sheffield, S36 1DY.

The Group consists of STEP Development Trust and its subsidiary, STEP Business Enterprises Limited.

Accounting convention

The accounts have been prepared in accordance with the Companies Act 2006; the Charities Act 2011; FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland ("FRS 102"); and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements are prepared under the historical cost convention modified to include the revaluation of freehold land and buildings. The principal accounting policies adopted are set out below.

Basis of consolidation

The consolidated financial statements incorporate those of STEP Development Trust and its subsidiary (i.e. the entity that the Group controls through its power to govern the financial and operating policies to obtain economic benefits). All financial statements are made up to 31 March 2021.

All intra-group transactions, balances and unrealised gains on transactions between group companies are eliminated on consolidation. Unrealised losses are also eliminated unless the transaction provides evidence of an impairment of the asset transferred.

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. On this basis, the Trustees consider it appropriate to prepare the financial statements on the going concern basis.

Fund accounting

General reserves are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes. Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund.

Incoming resources

Incoming resources are accounted for when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied:

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

Grants and awards comprise amounts receivable in the UK. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate. Grants for specific projects and charitable activities are included in incoming resources from charitable activities. General grants are shown as voluntary income in the statement of financial activities. Capital grants receivable are recognised immediately in the statement of financial activities unless they are restricted to future accounting periods.

Gifts in kind, donated for distribution are included at valuation and recognised as income when distributed to the projects. Donated facilities are included at the value to the Charity where this can be quantified, and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Investment income represents bank interest received on the Charity's cash deposits.

Resources expended
Expenditure is charged to the Statement of Financial Activities on an accruals basis, exclusive of VAT where recoverable.

Charitable expenditure comprises those costs incurred in the delivery of its activities and services for its beneficiaries, including both direct and support costs.

Governance costs include those costs associated with meeting constitutional and statutory requirements.

In the opinion of the Trustees, all support costs relate to charitable expenditure.

Cost apportionment
A proportion of costs are allocated to costs of generating funds and costs of charitable activities on the following bases:

- Staff costs – staff time spent on each activity;
- Premises costs – floor area occupied by each activity;
- Other office costs – staff time spent on each activity.

Taxation
STEP Development Trust is a registered charity, and its activities are not currently subject to taxation.

Tangible fixed assets and depreciation
Tangible fixed assets are initially measured at cost or valuation and subsequently measured at cost or valuation, net of depreciation and any impairment losses. Depreciation is provided at rates to write off the cost or valuation of each asset over its expected useful life as follows:

Freehold property	over 50 years
Leasehold property	over life of lease
Office equipment	over 3 years

Investment properties are included in the balance sheet at their open market value. Depreciation is provided only on those investment properties which are leasehold and where the unexpired lease term is less than 20 years. Although this accounting policy is in accordance with the applicable accounting standards, it is a departure from the general requirement of the Companies Act 2006 for all tangible assets to be depreciated. In the opinion of the Trustees compliance with the standard is necessary for the financial statements to give a true and fair view. Depreciation or amortisation is only one of many factors reflected in the annual valuation and the amount of this which might otherwise have been charged cannot be separately identified or quantified.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in net income/(expenditure) for the year.

Fixed asset investments
Fixed asset investments are initially measured at transaction price excluding transaction costs and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

Impairment of fixed assets
At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Stock
Trading stock is valued at the lower of cost and net realisable value.

Cash and cash equivalents
Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Financial instruments
The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets
Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities
Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities
Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Employee benefits
The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

Retirement benefits
Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

Leases
Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight-line basis over the term of the relevant lease.

Going concern
The Trustees are confident that the measures that they have undertaken during and subsequent to the year end has enabled the charitable group to return to overall surplus in future years. On this basis, the Trustees consider it appropriate to prepare the financial statements on the going concern basis.

2. Critical accounting estimates and judgements
In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Income from charitable activities

	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Education and training	1,919	3,508	1,919	3,508
Nursery and other charitable activities	413,782	394,384	530,256	510,858
	415,701	397,892	532,175	514,366

4. Income from other trading activities

	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Provision of managed workspace	169,140	172,769	-	-
Operation of community centre	84,504	99,145	-	-
	253,644	271,914	-	-

5. Expenditure on raising funds

Group (2021)

	Staff costs	Depreciation costs	Other costs	Total
	£	£	£	£
Provision of managed workspace	20,942	-	53,435	74,377
Operation of community centre	4,521	-	58,041	62,562
	25,463	-	111,476	136,939

Group (2020)

	Staff costs	Depreciation costs	Other costs	Total
	£	£	£	£
Provision of managed workspace	25,301	-	78,562	103,863
Operation of community centre	35,806	-	92,589	128,395
	61,107	-	171,151	232,258

The charity does not have any expenditure on raising funds.

6. Expenditure on charitable activities

Group (2021)

	Staff costs £	Depreciation costs £	Other costs £	Total £
Education and training	-	-	1,490	1,490
Nursery and other charitable activities	287,151	41,641	67,181	395,973
	287,151	41,641	68,671	397,463

Charity (2021)

	Staff costs £	Depreciation costs £	Other costs £	Total £
Education and training	-	-	1,490	1,490
Nursery and other charitable activities	320,615	41,641	67,179	429,435
	320,615	41,641	68,669	430,925

Group (2020)

	Staff costs £	Depreciation costs £	Other costs £	Total £
Education and training	-	-	3,434	3,434
Nursery and other charitable activities	294,908	50,571	103,295	448,774
	294,908	50,571	106,729	452,208

Charity (2020)

	Staff costs £	Depreciation costs £	Other costs £	Total £
Education and training	-	-	3,434	3,434
Nursery and other charitable activities	328,372	50,571	103,295	482,238
	328,372	50,571	106,729	485,672

7. Net income/(expenditure) for the year

This is stated after charging:	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Depreciation	41,641	50,571	41,641	50,571
Interest payable on bank loans	2,105	2,661	2,105	2,661
Interest payable on loans from other organisations	11,165	9,980	11,165	9,980
Independent examiner's remuneration	11,300	3,750	11,300	3,750
And after crediting:				
	£	£	£	£
Bank interest received	-	-	-	-

8. Trustees' remuneration

No Trustees received or waived any emoluments during the year. During the year, no Trustees were reimbursed any travel expenses (2020 - none).

9. Staff costs and numbers

	2021	2020
	£	£
Salaries and wages	313,619	310,478
Social security costs	16,787	17,250
Defined contribution pension schemes	2,121	1,984
Other staff costs	-	28,574
	332,527	358,286

No employees received emoluments of more than £60,000 (2020: £60,000).

The average number of employees on the payroll was as follows:

	2021	2020
	No	No
Management and financial	2	2
Trading activities	4	4
Charitable activities	12	12
	18	18

Administrative staff, directly supporting projects and paid from project funds, have been included within charitable activities.

10. Tangible fixed assets

Group and Charity	Freehold land and buildings	Leasehold land and buildings	Office equipment	Total
	£	£	£	£
Cost				
At 1 April 2020	1,152,033	3,392,918	330,957	4,875,908
Additions	-	-	4,558	4,558
At 31 March 2021	1,152,033	3,392,918	335,515	4,880,466
Depreciation				
At 1 April 2020	473,577	3,197,335	327,758	3,998,670
Charge for the year	22,739	14,931	3,971	41,641
At 31 March 2021	496,316	3,212,266	331,729	4,040,311
Net book value				
At 31 March 2021	655,717	180,652	3,786	840,155
At 31 March 2020	678,456	195,583	3,199	877,238

11. Investments

Group	Investment property	Subsidiary undertaking	Total
	£	£	£
Valuation			
At 1 April 2020	250,000	-	250,000
At 31 March 2021	250,000	-	250,000

Charity	Investment property	Subsidiary undertaking	Total
	£	£	£
Valuation			
At 1 April 2020	250,000	1	250,001
At 31 March 2021	250,000	1	250,001

The company has negotiated the sale of its investment property. The sale of the property completed on 24 August 2021. The property is valued in these accounts at the agreed sale price.

Comparable historical cost for the land and buildings included at valuation:

	2021	2020
	£	£
Cost	411,758	411,758
Accumulated depreciation	195,331	187,096
	216,427	224,662

12. Subsidiary

STEP Business Enterprises Limited (company number 05079143) is the Charity's wholly owned subsidiary. It operates the STEP Business Centre in Deepcar and The Venue in Stocksbridge. Its trading results are:

	2021	2020
	£	£
Turnover	253,644	271,912
Cost of sales	(2,005)	(24,780)
Gross profit	251,639	247,042
Administrative expenses	(217,947)	(290,399)
Interest payable and similar expenses	-	-
Net profit/(loss) for the year	33,692	(43,357)
Net liabilities	(304,417)	(338,109)

13. Financial instruments

	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Carrying amount of financial assets				
Debt instruments measured at amortised cost	8,654	27,734	445,493	365,578
Equity instruments measured at cost less impairment	-	-	1	1
Carrying amount of financial liabilities				
Measured at amortised cost	322,776	315,335	295,719	290,208

14. Stocks

	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Finished goods	677	2,282	-	-

15. Debtors

	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Trade debtors	8,654	27,734	1,510	5,767
Amounts owed by subsidiary company	-	-	443,983	359,811
Prepayments	41,385	37,571	23,225	19,397
	50,039	65,305	468,718	384,975

16. Creditors: amounts falling due within one year

	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Trade creditors	51,165	51,842	41,250	40,718
Tax and social security	19,035	14,686	14,079	8,931
Accruals and deferred income	41,958	63,442	38,718	42,914
Loans	81,518	87,641	81,518	87,641
Other creditors	19,139	15,823	3,328	1,820
	212,815	233,434	178,893	182,024

17. Creditors: amounts falling after more than one year

	Group		Charity	
	2021	2020	2021	2020
	£	£	£	£
Loans	169,622	160,029	169,622	160,029
Aggregate amounts repayable by instalments falling due after more than five years included above	-	-	-	-

The Group and Charity have secured loans totalling £190,840 (2020 - £186,648). The loans are secured by charges on the Group's and the Charity's freehold and investment properties.

18. Analysis of Group net assets between funds

	Fixed assets	Net current assets	Long-term liabilities	Total
	£	£	£	£
Designated funds	1,090,155	(68,111)	(122,728)	899,316
General reserves	-	152,722	(46,894)	105,828
Total	1,090,155	(84,611)	(169,622)	1,005,144

19. Restricted funds

There were no restricted funds during the current or comparative year.

20. Unrestricted funds

Group	Balance 1 April 2020	Movement in resources		Revaluation of property	Transfers between funds	Balance 31 March 2021
		Incoming	Outgoing			
	£	£	£	£	£	£
General reserves	(59,089)	669,345	(545,702)	-	41,274	105,828
Designated funds						
Capital fund	940,590	-	-	-	(41,274)	899,316
Revaluation reserve	-	-	-	-	-	-
	881,501	669,345	(545,702)	-	-	1,005,144

Charity	Balance 1 April 2020	Movement in resources		Revaluation of property	Transfers between funds	Balance 31 March 2021
		Incoming	Outgoing			
	£	£	£	£	£	£
General reserves	279,020	532,175	(442,225)	-	41,274	410,244
Designated funds						
Capital fund	940,590	-	-	-	(41,274)	899,316
Revaluation reserve	-	-	-	-	-	-
	1,219,610	532,175	(442,225)	-	-	1,309,560

Capital fund
The capital designated fund represents that part of the Charity's funds invested in property and related assets and thus unavailable for current programme costs or future development. Each year a transfer is made between the fixed asset fund and general reserves equal to the net movement on fixed assets after allowing for any grant and loan finance used for capital expenditure.

21. Related party transactions

Remuneration of key management personnel
The remuneration of key management personnel is as follows:

	2021	2020
	£	£
Aggregate compensation	104,910	104,891

22. Cash generated from operations

	2021 £	2020 £
Net Income/(expenditure) for the year	123,643	(22,133)
Adjustments for:		
Interest payable	13,270	12,641
Depreciation of tangible fixed assets	41,641	50,571
Movements in working capital:		
Decrease in stocks	1,605	412
Decrease/(increase) in debtors	28,108	(5,219)
(Decrease)/increase in creditors	(27,338)	26,117
Cash generated from operations	180,929	62,389

23. Events after the reporting date

The company has negotiated the sale of its investment property. The sale of the property completed on 24 August 2021. The property is valued in these accounts at the agreed sale price.