

**STEPPING STONES (AMBER VALLEY)
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR
31 MARCH 2021**

**Company Registration Number 4097879
Charity Number 1086086**

DERBY COMMUNITY ACCOUNTANCY SERVICE

Babington Lodge
128 Green Lane
Derby

**STEPPING STONES (AMBER VALLEY)
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

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**STEPPING STONES (AMBER VALLEY)
COMPANY LIMITED BY GUARANTEE**

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

The board of trustees/directors

M. Brown
R. Tilston
M. Thums
G. Gregory
E Blackwell

Company secretary

M. Brown

Chief Executive

E. Cheeseman

Registered office

Community Hall
Ilkeston Road
Heanor
Derbyshire

Independent Examiner

Kevin Parkinson FCA
Derby Community Accountancy Service
Babington Lodge
128 Green Lane
Derby
DE1 1RY

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

The trustees, who are also Directors for the purposes of the Companies Act, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

OBJECTIVES AND ACTIVITIES

The objects of the charity are to promote the benefit of the inhabitants of the Amber Valley District and the neighbourhood by acting to relieve poverty and sickness, preserve good health, advance education and provide facilities in the interests of social welfare, in particular but not exclusively by the provision of a day centre.

This is in accordance with the charity's governing document, the Memorandum and Articles of Association of October 27th 2000.

SUMMARY OF THE MAIN ACTIVITIES UNDERTAKEN FOR THE PUBLIC BENEFIT IN RELATION TO THESE OBJECTS

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustees meetings.

The centre continues to offer an attractive venue for the community, providing companionship in a social setting with three course lunch and other nibbles throughout the day. The centre organises activities during the day and regular visits to places of interest outside. One indirect advantage of the centre's work is that the carers are able to take a well merited rest whilst their charges are being looked after. The improvement to the physical and emotional wellbeing of the members is difficult to measure but it is apparent to all who spend any time at the centre. Stepping stones is open to all people irrespective of race, gender or any other personal circumstances.

ACHIEVEMENTS AND PERFORMANCE

Because of COVID-19 Stepping Stones wasn't open as usual in 2020 in fact we were closed on March 23rd 2020 till 14th June 2021 but we were still able to help and support our members outside of Stepping Stones through various things we did, these include;

Going to churches to collect food parcels, these parcels included things like Soup, Pasta, Rice and a variety of tinned food, we would then drive and deliver these parcels to the elderly and vulnerable.

Phoning lots of the elderly and vulnerable for check up's during these times, we felt as this was important to do as Stepping Stones for many is a place for social contact, with not being open we worried that many would feel the effects of a lack of social contact, many were glad for the checkup, as well as phone calls we also visited many too, we asked if we could provide any food shopping for them as well

For Stepping Stones we felt as this was a good time to decorate the building since nobody was in, with the free space and time we gave the place a deep clean, shampooing all the carpets, washing all the tables, chairs etc. Even going as far to improve the outside of Stepps too with maintaining the garden, having some small trees cut for some extra space. We even built a smoking hut for the smokers.

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Stepping Stones (Amber Valley) is based at the Community Hall, Ilkeston Road, Heanor, Derbyshire which is the company's registered office and the principal address of the charity. Stepping Stones (Amber Valley) is a company limited by guarantee and not having a share capital (company registration No. 4097879) and Registered Charity (No. 1086086).

Trustee selection methods

A skills audit has been undertaken to discover those skills which are required by the trustee body. Efforts are made to recruit trustees who meet the skill requirement from those resident or working in Amber Valley. When it is not possible to recruit trustees with the requisite skills, the Charity utilises expertise from outside Amber Valley.

Risk management policy

The trustees examine the major risks that the charity faces each financial year when preparing and updating the strategic plan. The charity has developed systems to monitor and control these risks to mitigate any impact that they may have on the charity in the future.

FINANCIAL REVIEW

Reserves Policy

Eileen has recently reviewed the finances with Mark Newey (accountant) and we are going to continue to monitor the accounts regularly so we can see the effects of the price increase.

Independent Examiner

Kevin Parkinson FCA of Derby Community Accountancy Service will continue in office as independent examiner for the ensuing year.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered office:
Stepping Stones (Amber Valley)
Community Hall
Ilkeston Road
Heanor
Derbyshire
DE75 7AG

Signed on behalf of the trustees

R.Tilston
Trustee

Approved by the trustees on

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS

YEAR ENDED 31 MARCH 2021

Independent Examiner's Report to the Trustees of Stepping Stones (Amber Valley)

I report on the accounts of the company for the year ended 31 March 2021 which are set out on pages 5 to 14.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, as amended); and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 Which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Parkinson FCA
Derby Community Accountancy Service
Babington Lodge
128 Green Lane
Derby
DE1 1RY

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds Year to 31 Mar 2021 £	Total Funds Year to 31 Mar 2020 £
Income from:					
Donations	3	-	-	-	2,681
Charitable activities	4	-	69,507	69,507	15,549
Other income	6	4,553	-	4,553	103,226
Investments	5	33	-	33	171
Total incoming		4,586	69,507	74,093	121,627
Expenditure on					
Raising funds		-	-	-	731
Charitable activities		3,830	80,263	84,093	115,674
Total resources expended	7	3,830	80,263	84,093	116,405
Net (expenditure) income		756	(10,756)	(10,000)	5,222
Transfer between funds		-	-	-	-
Net movement in funds		756	(10,756)	(10,000)	5,222
Funds balances at 1 April 2020		75,467	79,455	154,922	149,700
Funds balance at 31 March 2021		76,223	68,699	144,922	154,922

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 7 to 14 form part of these financial statements.

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	11	70,269	81,252
Current assets			
Debtors		-	-
Cash at bank and in hand		88,623	78,091
		<u>88,623</u>	<u>78,091</u>
Creditors: amounts falling due within one year	12	<u>13,970</u>	<u>4,421</u>
Net current assets		<u>74,653</u>	<u>73,670</u>
Total assets less current liabilities		<u>144,922</u>	<u>154,922</u>
Net assets		<u><u>144,922</u></u>	<u><u>154,922</u></u>
Funds			
Restricted	13	68,699	79,455
Unrestricted – general reserves	13	56,223	55,467
– designated funds	13	20,000	20,000
TOTAL FUNDS		<u><u>144,922</u></u>	<u><u>154,922</u></u>

For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities:

- (i) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- (ii) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved and authorised for issue by the members of the committee and are signed on their behalf by:

R Tilston
Trustee

Date

Registration Number: 4097879

The notes on pages 7 to 14 form part of these financial statements.

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Company information

Stepping Stones (Amber Valley) is a company limited by guarantee not having a share capital. The company's registered office is Community Hall, Ilkeston Road, Heanor, Derbyshire. At the end of the year there were 5 Trustees, each of whom, under the terms of the Memorandum and Articles of Association, had undertaken to contribute the sum not exceeding £1 in the event of a winding up of the company.

1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102, "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. 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 company. Monetary amounts in these financial statements are to the nearest £.

The accounts have been prepared on historical cost convention apart from freehold property that is carried at market value. The principal accounting policies adopted are set out below.

These are accounts for the year ended 31 March 2021 prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 1 April 2015.

1.2 Going concern

At the time of approving the accounts, the directors 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 accounts.

1.3 Charitable Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

1.4 Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Gifts in kind have been

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

included at market value of gifts received and in assets acquired. No amounts are included in the financial statements for services donated by volunteers.

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in the support of the charitable activities.

1.6 Debtors

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

1.7 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.

1.8 Creditors and provisions

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

1.9 Financial instruments

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Derecognition of financial liabilities

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

1.10 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 company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Taxation

The charity is exempt from tax on income and gains falling with section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

1.12 Depreciation

Individual fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives on a reducing balance basis as follows:-

Asset category	Annual rate
Equipment	25%
Buildings	4%

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the directors 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 estimated and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

3. Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds Year to 31 Mar 2021 £	Total Funds Year to 31 Mar 2020 £
Donations from individuals	-	-	-	2,681
	-	-	-	2,681

4. Incoming resources from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds Year to 31 Mar 2021 £	Total Funds Year to 31 Mar 2020 £
Grants				
Derbyshire County Council	-	15,549	15,549	15,549
HM Revenue and Customs	-	53,958	53,958	-
	-	69,507	69,507	15,549

5. Interest receivable

	Year to 31 Mar 2021 £	Year to 31 Mar 2020 £
Bank interest receivable (unrestricted)	33	171

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

6. Other income (unrestricted)

	Year to 31 Mar 2021 £	Year to 31 Mar 2020 £
Room hire	-	5,196
Catering and care income	4,553	73,925
Transport	-	21,273
Fundraising	-	2,832
Sundry	-	-
	<u>4,553</u>	<u>103,226</u>

7. Total resources expended

	Basis of allocation	Total Funds Year to 31 Mar 2021 £	Total Funds Year to 31 Mar 2020 £
Staff costs	Direct	57,039	69,847
Training	Direct	-	103
Rent & rates	Direct	1,500	1,500
Heat & light	Direct	1,139	2,313
Office	Direct	4,530	3,150
Maintenance	Direct	2,526	2,349
Depreciation	Direct	10,984	10,984
Insurance	Direct	3,369	3,300
Catering	Direct	419	9,360
Transport	Direct	-	11,073
Professional fees	Direct	2,028	1,695
Events & excursions	Direct	-	-
Fundraising	Direct	-	731
Covid related	Direct	559	-
		<u>84,093</u>	<u>116,405</u>

Expenditure on charitable activities was £84,093 (2020: £115,674) of which £80,263 was restricted (2020 £29,222)

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

8. Net (expenditure)/income

Net (expenditure)/income for the year is stated after charging/(crediting):

	2021	2020
	£	£
Independent Examiner's Fees	875	875
Depreciation	<u>10,984</u>	<u>10,984</u>

9. Directors and key management personnel

During the year trustees did not receive remuneration

The key management personnel of the charity consist of the trustees, the Chief Executive Officer and other members of the senior management team.

10. Employees

The average monthly number of persons employed during the year was

	Year to 31 Mar 2021	Year to 31 Mar 2020
	No	No
Charitable activities	6	6
	<u>6</u>	<u>6</u>

The aggregate payroll costs were:

	Year to 31 Mar 2021	Year to 31 Mar 2020
	£	£
Wages and salaries	57,039	69,847
Social security costs	-	-
	<u>57,039</u>	<u>69,847</u>

No employee earned more than £60,000 per annum. No trustees were reimbursed for expenditure

**STEPPING STONES (AMBER VALLEY)
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

11. Tangible fixed assets

	Building Extension £	Equipment & fittings £	Total £
Cost			
At 31 March 2020	274,578	-	274,578
Additions	-	-	-
At 31 March 2021	<u>274,578</u>	<u>-</u>	<u>274,578</u>
Depreciation			
At 31 March 2020	193,325	-	193,325
Charge for the year	10,984	-	10,984
At 31 March 2021	<u>204,309</u>	<u>-</u>	<u>204,309</u>
Net book value			
At 31 March 2021	<u>70,269</u>	<u>-</u>	<u>70,269</u>
At 31 March 2020	<u>81,252</u>	<u>-</u>	<u>81,252</u>

12. Creditors: Amounts falling due within one year

	2021 £	2020 £
Bank overdraft	357	527
Trade creditors	2,509	2,508
Taxation and social security	1,384	1,386
Deferred Income	9,720	-
	<u>13,970</u>	<u>4,421</u>

STEPPING STONES (AMBER VALLEY) COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

13. Statement of funds

	At 1 April 2020 £	Incoming £	Outgoing £	Transfers £	At 31 March 2021 £
General reserve	55,467	4,586	(3,830)	-	56,223
Designated funds	20,000	-	-	-	20,000
Total unrestricted funds	75,467	4,586	(3,830)	-	76,223
Derbyshire County Council	-	15,549	(15,549)	-	-
HM Revenue and Customs	-	53,958	(53,958)	-	-
The National Lottery Community Fund	79,455	-	(10,756)	-	68,699
Total restricted funds	79,455	69,507	(80,263)	-	68,699
Total funds	154,922	74,093	(84,093)	-	144,922

RESTRICTED FUNDS

The remaining balance of the Community Fund grant consists of fixed assets to be depreciated.

The Derbyshire County Council money was spent on wages.

The HM Revenue and Customs money was for the Job Retention Scheme.

DESIGNATED FUNDS

The designated fund is reserved to be spent on equipment and building repairs.

14. Analysis of net assets

	Tangible fixed assets £	Other net assets £	Total £
Unrestricted funds			
General reserve	1,570	54,653	56,223
Designated funds	-	20,000	20,000
Restricted funds			
Community Fund	68,699	-	68,699
	70,269	74,653	144,922

**STEPPING STONES (AMBER VALLEY)
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

15. Related party transactions

The charity had no related party transactions that required disclosure.