



# The Stepladder Foundation

A Charitable Incorporated Organisation

Charity Registration No 1156906

## Trustees' Report and Accounts

For the year 1 Oct 2019 to 30 Sep 2020



## REFERENCE INFORMATION

Charity Name	The Stepladder Foundation
Trustees	Oliver Dunn Louise Francis Saher Shah Melis Beysal Anneliese Amoah
Registration Number	1156906
Chief Executive	Alison Jones
Contact Office	Clanra Phoenix Lane Ashurst wood West Sussex RH19 3QZ  Telephone: 01342 824178 e-mail: <a href="mailto:info@thestepladder.com">info@thestepladder.com</a> Website: <a href="http://www.thestepladder.org">www.thestepladder.org</a>
Independent Examiner	Not Required
Bank	The Co-Operative Bank PO Box 250 Delf House Southway Skelmersdale WN8 6WT



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## 1 Summary

During the period of the report the charity investigated several potential funding options but unfortunately none came to fruition. The year's costs therefore reflect that activity.

This report follows the guidance as outlined in the Charity Commission Guidance document CC15c.

## 2 Objectives and Activities

### **Purpose and Aim**

The charity's purpose is set out in the CIO Constitution:

- Promotion of Education
- To advance the education of the public in the subject of enriching GCSE and 'A' level studies.
- To advance the education of the pupils by providing and assisting in the provision of facilities not required to be provided by the local education authority for education in schools.

### **The focus of our work**

During the period of this report the focus of the effort was on investigating sources of funding.

### 2.1 Public Benefit Statement

As defined in the constitution:

For the public benefit to promote the education (including social and physical training) of people under the age of 25 years in such ways as the charity trustees think fit, including by: 1. providing their education (including the study of music or other arts) or to prepare for entry to any occupation, trade or profession on leaving any educational establishment.

To assist in such ways as the charity trustees think fit any charity in the UK whose aims include advancing education of persons under the age of 25 years by developing their mental, physical and moral capabilities through leisure time activities.



### 3 Achievements and Performance in the Year

#### 3.1 Overview

During the period of the report most of the work of the charity has been pro-bono, carried out by volunteers. This has included face to face work with students, work at Cambridge University, and meetings with potential corporate funders. Barratt Development donated £10,000 and Girton College Cambridge £2000, other smaller donations totalled 3682.50. Stepladder are in negotiations with Deloitte Digital to provide approximately £50,000 over 2 years. With these donations the charity is preparing for a fully funded programme with young people planned to start in late 2021. Three new trustees were appointed who have a varied background and will provide significant expertise to the running of Stepladder.

### 4 Structure, Governance and Management

#### 4.1 Governing Document

The charity is a Charitable Incorporated Organisation (CIO) and was registered on the 2nd May 2014.

#### 4.2 Recruitment and Appointment of Trustees

The trustees who served during the year were:

- Oliver Dunn (Chairman)
- Louise Francis
- Saher Shah
- Melis Beysal
- Anneliese Amoah

The trustees can be in place for up to four years.

#### 4.3 Trustee Induction and Training

The current trustees are familiar with the function of the charity and have been involved in previous similar schemes.

The definition and creation of policy and procedure in this area is to be developed.

#### 4.4 Risk Management

There is a risk register and where appropriate, systems or procedures have been established to mitigate the risks the charity faces, notably for Child Protection and Disclosure and Barring Service (DBS) checks.

The charity is insured for public liability as the need arises.

#### 4.5 Organisational Structure

The organisation is small, aside from the trustees there is an Operations Team which for this year was reduced to the CEO and a part-time unpaid administrator.

#### 4.6 Related Parties

There are no directly related parties. However, the charity is guided by national educational and child protection policies.



#### 4.7 Management Committee

The operational management meet quarterly to review the performance of the programme and ensure good governance. The Chief Executive has delegated authority for operational matters.

#### 4.8 Accountant/Auditor

Not used.

### 5 Financial Review

#### 5.1 Funding Sources

Funding was provided as shown in the table below:

##### **Donations**

	£
Barratt Development	10000
Girton College Cambridge	2000
Virgin Money	683
<b>Total</b>	<b><u>12683</u></b>

There are no custodian trustees.

There are no "grant-making" nor investment activities.

At the request of HMRC a submission was made for Corporation Tax for 2019-2020

#### 5.2 Investment Policy

For the period of the this report no investments were made.

#### 5.3 Reserves Policy

For the period of the this report no reserves were held.

#### 5.4 Plans for Future Periods

There are plans for a Stepladder Programme in a London Borough and work at a major university to start in Autumn 2021. A Development Day for students has taken place at The Forest Academy in LB Redbridge (9<sup>th</sup> July 2021). Stepladder is further developing the association with Barratt and finalising details of that Deloitte Digital will provide. A full programme is planned to run from September 2021 through to 2023.

### 6 Independent Examiner's Report

Not required



## 7 Statement of Financial Activities

**The Stepladder Foundation**  
**Statement of Financial Activities**  
**For the year ended 30 September 2020**

	£
Incoming Resources	0
Starting Balance	213.83
Donations	12682.5
Resources Expended	127.27
Charitable Activities	2000
Net Income	10769.06
Total funds carried forward for 2018-2019	10769.06

**Balance Sheet as of 30 September 2020**

	£
Fixed Assets	0
Current Assets	10769.06
Total Funds	10769.06

**Staff**

Chief Executive	1
Administrative Support	1
<b>Total</b>	<b>2</b>

**Total payroll costs**

	£
CIO (part time, 3 day week)	0
<b>Total</b>	<b>0</b>

NOTE: no payroll (PAYE) running



## 8 Declaration

The trustees declare that they have approved the trustee's report above.

Signed

Date 12 08 2021

Oliver Dunn

Chair of Trustees



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Stepladder Foundation

1156906

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/10/2019

To

Period end date  
30/09/2020

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Barrett Development	10,000	-	-	10,000	-
Girton College Cambridge	2,000	-	-	2,000	-
Donations via Virgin Giving	682	-	-	682	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	12,682	-	-	12,682	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	12,682	-	-	12,682	-
<b>A3 Payments</b>					
consulting and Mentoring fees	2,000	-	-	2,000	-
computing materials	127	-	-	127	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	2,127	-	-	2,127	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	2,127	-	-	2,127	-
<b>Net of receipts/(payments)</b>	10,555	-	-	10,555	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	10,555	-	-	10,555	-

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	COOP BANK (Detailed in TAR)	10,555	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	10,555	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		OLIVER DUNN		