



Trustees Annual Report and Accounts

For the Period Ending 31st March 2021

Charity Name: Step by Step (Wales)

Charity registration No: 1168671

Principal Address of Charity: 26 Coed Bach, Pontarddulais, Swansea, SA4 8RB

Trustees: Rev Carl Roberts (Chairman)
Mrs Vivienne Roberts (Treasurer)
Ms Nesta Griffiths Michael
Mrs Kathryn Williams

Structure, Governance and Management

Step by Step (Wales) is a Charitable Incorporated Organisation (CIO) whose only voting members are the Trustees. The last amended constitution was dated 12th May 2016.

All the trustees give their time voluntarily with the exception of Rev Carl Roberts and Mrs Vivienne Roberts who work full time for the charity and receive a weekly wage of £350 and £300 respectively as awarded by the unconnected trustees.

The accounts and administration for the Charity are done by Mrs Vivienne Roberts.

Objectives and activities

The objects of the Step by Step (Wales) are as follows:

1. The Advancement Christianity by means of church services, holding of prayer meetings, running courses and working alongside people.
2. The relief of unemployment in such ways as may be thought fit by providing work where available, giving assistance in finding employment and offering skills training.

To achieve these objectives Step by Step (Wales) has maintained a gardening and clearance business which has provided employment opportunities. The Charity also raises fund by selling donated items through shops and online.

Achievements and performance

Throughout the year we had 24 employees and 20 volunteers working in different areas of the project. Despite a Global pandemic we managed to continue the work of the project supporting people as much as possible during a very difficult time.

Covid 19 Pandemic

The year has been a challenging one as the Global Covid 19 pandemic affected many areas of the project.

At the beginning of the financial year the project was closed down due to the government-imposed lockdown caused by the Corona Virus Pandemic. During the first lockdown the shops were closed and also work discontinued in all other areas of the project. Several employees were Furloughed. The charity paid 100% of the wages due and received payments of up to 80% through the government employment retention scheme.

We also received Grants from Carmarthenshire Council for the closure of the shop in Llanelli. We distributed some food parcels to those who were struggling during the lockdown.

The first lockdown continued from the end of March until the end of June when the shop in Llanelli re-opened with social distancing measures in place.

At the end of June we managed to continue some work at Phoenix Way with Social distancing and sanitising measures in place as well as doing some gardening and clearance work.

Just before Christmas the shops were once again closed until the beginning of April. We did manage to continue selling items online. We opened up a small shop in Pontarddulais which is mainly a base for Ebay Sales and we were able to sell quite a lot of items from there during the lockdown.

Grace and Truth Church

The Church in Penlan was closed at the end of March due to the Corona Virus. During the first lockdown we moved our Sunday Service to Facebook Live and continued this throughout the year. We also made available a daily Bible Study online through the first lockdown and this has continued once a week since then.

St Helen's Road

We did manage to get some work done at St Helen's Road although it was limited due to the various lockdowns.

Clydach Workshop

We have taken on a workshop in Clydach which we hope to bring into use during the next financial year.

Financial Review

Income

Gardening & Clearance	£ 7,305	
Shop Sales	£ 17,123	
Other Sales	£ 28,520	
Rent Income	£ 5,196	
Total Receipts from Charitable Activities	£59,763	
Donations	£ 14,634	
Gift Aid Claimed	£ 1,379	
Grants Received	£ 45,000	Carmarthenshire Council – for Llanelli shop
	£ 30,435	HMRC – Job Retention Scheme
 TOTAL WAGES & SALARIES	 £105,171	
Paid to Trustees C Roberts	£ 18,200	
V Roberts	£ 15,600	
Net Surplus	£ 7,565	
Net Current Assets	£ 8,293	
Total Net Assets	£190,053	

Looking Ahead

Phoenix Way

The lease of the premises at Phoenix Way finishes in December 2021 so we are working on moving out before then. We now have the use of a large Unit in Caerphilly which will be used for storage. This will enable us to move things from Phoenix Way.

Charity Shops

The Charity shop in Llanelli has proved to be a successful means of raising funds from selling donated goods. In April 2021 we opened a second shop in Llanelli which is also proving to be successful. We have opened a small shop in Pontarddulais which is mainly being used as a base for Ebay sales.

Clydach Workshop

We are beginning to do some work in the Clydach Workshop and plan to develop this work as resources are available.

St Helen's Road

We are planning to continue renovations of the building such as installing a kitchen so that we can use it as a drop in centre / Café in the near future as resources become available.

Approved by the Trustees of Step by Step (Wales) on 11th November 2020 and signed on their behalf by Reverend Carl Roberts (Chairman)

A handwritten signature in black ink, appearing to be 'CR', with a stylized flourish extending to the right.

STEP BY STEP (WALES)		Charity No	1168671		
		Company No	CE008488		
Annual accounts for the period					
Period start date	1st April 2020	To	Period end date	31st March 2021	

Section A Statement of financial activities (including summary income and expenditure account)

Recommended categories by activity	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£ F01	£ F02	£ F03	£ F04	£ F05
Income (Note 3)						
Income and endowments from:						
Donations and legacies	S01	91,448	-	-	91,448	34,362
Charitable activities	S02	-	-	-	-	280
Other trading activities	S03	54,568	-	-	54,568	70,162
Investments	S04	5,196	-	-	5,196	4,500
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	-
Total	S07	151,212	-	-	151,212	109,304
Expenditure (Notes 6)						
Expenditure on:						
Raising funds	S08	249	-	-	249	179
Charitable activities	S09	143,398	-	-	143,398	106,208
Separate material expense item	S10					
Other	S11	-	-	-	-	-
Total	S12	143,647	-	-	143,647	106,387
Net income/(expenditure) before tax for the reporting period	S13	7,565	-	-	7,565	2,917
Tax payable	S14	-	-	-	-	-
Net income/(expenditure) after tax before investment gains/(losses)	S15	7,565	-	-	7,565	2,917
Net gains/(losses) on investments	S16	-	-	-	-	-
Net income/(expenditure) Extraordinary items	S17	7,565	-	-	7,565	2,917
Transfers between funds	S18	-	-	-	-	-
Other recognised gains/(losses):	S19	-	-	-	-	-
Gains and losses on revaluation of fixed assets for the charity's own use	S20	-	-	-	-	-
Other gains/(losses)	S21	-	-	-	-	-
Net movement in funds	S22	7,565	-	-	7,565	2,917
Reconciliation of funds:						
Total funds brought forward	S23	1,488	-	-	1,488	1,429
Total funds carried forward	S24	9,053	-	-	9,053	1,488

Section B Balance sheet

		Guidance Note	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
Fixed assets							
Intangible assets (Note 15)	B01		-	-	-	-	-
Tangible assets (Note 14)	B02		181,760	-	-	181,760	181,830
Heritage assets (Note 16)	B03		-	-	-	-	-
Investments (Note 17)	B04		-	-	-	-	-
Total fixed assets	B05		181,760	-	-	181,760	181,830
Current assets							
Stocks (Note 18)	B06		-	-	-	-	-
Debtors (Note 19)	B07		3,397	-	-	3,397	3,140
Investments (Note 17.4)	B08		-	-	-	-	-
Cash at bank and in hand (Note 24)	B09		7,990	-	-	7,990	5,798
Total current assets	B10		11,387	-	-	11,387	8,938
Creditors: amounts falling due within one year (Note 20)	B11		3,094	-	-	3,094	8,279
Net current assets/(liabilities)	B12		8,293	-	-	8,293	659
Total assets less current liabilities	B13		190,053	-	-	190,053	182,489
Creditors: amounts falling due after one year (Note 20)	B14		-	-	-	-	-
Provisions for liabilities	B15		-	-	-	-	-
Total net assets or liabilities	B16		190,053	-	-	190,053	182,489
Funds of the Charity							
Endowment funds (Note 27)	B17		-	-	-	-	-
Restricted income funds (Note 27)	B18		-	-	-	-	-
Unrestricted funds	B19		190,053	-	-	190,053	182,489
Revaluation reserve	B20		-	-	-	-	-
Fair value reserve	B21		-	-	-	-	-
Total funds	B22		190,053	-	-	190,053	182,489

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

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

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by one or two trustees/directors on behalf of all the trustees/directors

Print Name	Date of approval dd/mm/yyyy

Signature of director authenticating accounts being sent to
Companies House

Signature	Date dd/mm/yyyy
	Print name

Note 1 **Basis of preparation**

This section should be completed by all charities.

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention and at fair value unless otherwise stated in the relevant notes.

The accounts have been prepared in accordance with:

- and with*

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the Statement of Recommended Practice (SORP) for charities preparing their accounts in accordance with the Charities Act 2011 in the UK and Republic of Ireland (FRS 102).

- and with*

✓

the Financial Reporting Standard applicable to charities in the UK and Ireland (FRS 102)

- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.*

* -Tick as appropriate

1.2 Going concern

If there are material uncertainties related to events or conditions that may cast significant doubt on a charity's ability to continue as a going concern, please disclose them, and state whether applicable, if appropriate:

An explanation as to those factors that support the conclusion that the charity is a going concern;

Disclosure of any uncertainties that make the going concern assumption doubtful;

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

1.3 Change of accounting policy

The accounts present a true and fair view and no changes have been made to the accounting policy in note { }.

Yes*

✓

No*

✓

* -Tick as appropriate

Please disclose:

(i) the nature of the change in accounting policy;

(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and

(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS102 SORP.

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period

Yes*	<input checked="" type="checkbox"/>	* -Tick as appropriate
No*	<input checked="" type="checkbox"/>	

Please disclose:

(i) the nature of any changes;

(ii) the effect of the change on income and expense or assets and liabilities for the current period; and

(iii) where practicable, the effect of the change in one or more future periods.

1.5 Material prior year errors

No material prior year error have been identified in the reporting period

Yes*	<input checked="" type="checkbox"/>	* -Tick as appropriate
No*	<input checked="" type="checkbox"/>	

Please disclose:

(i) the nature of the prior period error;

(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and

(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.

Accounts

convention with items recognised at cost or (s) to these accounts.

Practice: Accounting and Reporting by Charities
in accordance with the Financial Reporting Standard applicable
(FRS 102) issued on 16 July 2014

applicable in the United Kingdom and Republic of

✓

**conditions that cast significant doubt on the
provide the following details or state "Not**

have been made to the accounting policies adopted in

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Starting period (3.46 FRS102 SORP).

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Ending period (3.47 FRS102 SORP).

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Note 2 Accounting policies

This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.

2.1 RECONCILIATION WITH PREVIOUS GENERALLY ACCEPTED ACCOUNTING PRACTICE

Please provide a description of the nature of each change in accounting policy

Reconciliation of funds per previous GAAP to funds determined under FRS 102

	Start of period £	End of period £
Fund balances as previously stated		
Adjustments:		

Fund balance as restated _____

Reconciliation of net income/(net expenditure) per previous GAAP to net income/(net expenditure) under FRS 102

	End of period £
Net income/(expenditure) as previously stated	
Adjustments:	

Previous period net income/(expenditure) as restated _____

Note 2**Accounting policies****2.2 INCOME****Recognition of income**

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

Yes*

**Offsetting**

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Yes*

**Grants and donations**

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

Yes*



In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

Yes*

**Legacies**

Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Yes*

**Government grants**

The charity has received government grants in the reporting period

Yes*

**Tax reclaims on donations and gifts**

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Yes*

**Contractual income and performance related grants**

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Yes*

**Donated goods**

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

Yes*



The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.

Yes*



Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.

Yes*



Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.

Yes*



Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

Yes*

**Donated services and facilities**

Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

Yes*



Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.

Yes*

**Support costs**

The charity has incurred expenditure on support costs.

Yes*

**Volunteer help**

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Yes*



Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes* <input checked="" type="checkbox"/>
Income from membership subscriptions	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies. Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	Yes* <input checked="" type="checkbox"/> Yes* <input checked="" type="checkbox"/>
Settlement of insurance claims	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.	Yes* <input checked="" type="checkbox"/>
Investment gains and losses	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.	Yes* <input checked="" type="checkbox"/>
2.3 EXPENDITURE AND LIABILITIES		
Liability recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.	Yes* <input checked="" type="checkbox"/>
Governance and support costs	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.	Yes* <input checked="" type="checkbox"/> Yes* <input checked="" type="checkbox"/>
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.	Yes* <input checked="" type="checkbox"/>
Grants payable without performance conditions	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.	Yes* <input checked="" type="checkbox"/>
Redundancy cost	The charity made no redundancy payments during the reporting period.	Yes* <input checked="" type="checkbox"/>
Deferred income	No material item of deferred income has been included in the accounts.	Yes* <input checked="" type="checkbox"/>
Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts	Yes* <input checked="" type="checkbox"/>
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date	Yes* <input checked="" type="checkbox"/>
Basic financial instruments	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.	Yes* <input checked="" type="checkbox"/>
2.4 ASSETS		
Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least They are valued at cost. The depreciation rates and methods used are disclosed in note 14.	500 Yes* <input checked="" type="checkbox"/>
Intangible fixed assets	The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 15. They are valued at cost.	Yes* <input checked="" type="checkbox"/> Yes* <input checked="" type="checkbox"/>
Heritage assets	The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 16. They are valued at cost.	Yes* <input checked="" type="checkbox"/> Yes* <input checked="" type="checkbox"/>
Investments	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be	Yes*

	end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.	<input checked="" type="checkbox"/>
	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments	Yes* <input checked="" type="checkbox"/>
Stocks and work in progress	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.	Yes* <input checked="" type="checkbox"/>
	Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.	Yes* <input checked="" type="checkbox"/>
	Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.	Yes* <input checked="" type="checkbox"/>
Debtors	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.	Yes* <input checked="" type="checkbox"/>
Current asset investments	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity of less than one year held for investment purposes rather than to meet short-term cash commitments as they fall due.	Yes* <input checked="" type="checkbox"/>
	They are valued at fair value except where they qualify as basic financial instruments.	Yes* <input checked="" type="checkbox"/>
POLICIES ADOPTED ADDITIONAL TO OR DIFFERENT FROM THOSE ABOVE	<div style="border: 1px solid black; height: 150px; width: 100%;"></div>	

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Note 3

Income

Analysis of income

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Donations and legacies:	Donations and gifts	14,634	-	-	14,634	25,874
	Gift Aid	1,379	-	-	1,379	4,486
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	75,435	-	-	75,435	300
	Church Offerings	-	-	-	-	3,702
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	-
	Total	91,448	-	-	91,448	34,362
Charitable activities:	Church Fund Raising	-	-	-	-	280
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	280
Other trading activities:	Gardening and Clearance	7,305	-	-	7,305	29,957
	Shop Sales (Donated Goods)	17,123	-	-	17,123	38,586
	Sales of Donated Goods - other	28,520	-	-	28,520	1,619
	Recycling Income	1,620	-	-	1,620	-
	Other	-	-	-	-	-
	Total	54,568	-	-	54,568	70,162
Income from investments:	Interest income	-	-	-	-	-
	Dividend income	-	-	-	-	-
	Rental and leasing income	5,196	-	-	5,196	4,500
	Other	-	-	-	-	-
	Total	5,196	-	-	5,196	4,500
Separate material item of income		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Total	-	-	-	-	-
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOME		151,212	-	-	151,212	109,304

Other information:

All income in the prior year was unrestricted except for:
(please provide description and amounts)

Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.

Where any endowment fund is converted into income in the prior period, please give the reason for the conversion.

Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)

This year: Where sums originally denominated in foreign currency have been included in income, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).

Last year: Where sums originally denominated in foreign currency have been included in income, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).

Note 4

Analysis of receipts of government grants

	Description	This year £
Government grant 1	Job Retention Scheme	30,435
Government grant 2	Carmarthenshire CC - COVID 19	45,000
Government grant 3		-
Other		-
	Total	75,435

	Description	Last year £
Government grant 1		-
Government grant 2		-
Government grant 3		-
Other		-
	Total	-

	This year	Last year
<i>Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.</i>		

	This year	Last year
<i>Please give details of other forms of government assistance from which the charity has directly benefited.</i>		

Note 5 Donated goods, facilities and services**This year
£**

Seconded staff
Use of property
Other

-
-
-
-

This year**Last**

Please provide details of the accounting policy for the recognition and valuation of donated goods, facilities and services.

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Please provide details of any unfulfilled conditions and other contingencies attaching to resources from donated goods and services not recognised in income.

--	--

Please give details of other forms of other donated goods and services not recognised in the accounts, eg contribution of unpaid volunteers.

--	--

(cont)

**Last year
£**

-
-
-
-

year

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Note 6

Expenditure

Analysis	This year				Last year	
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Unrestricted funds	Restricted income funds
Expenditure on raising funds:				£		
Incurred seeking donations	-	-	-	-	-	-
Incurred seeking legacies	-	-	-	-	-	-
Incurred seeking grants	-	-	-	-	-	-
Advertising, marketing, direct mail and publicity	249	-	-	249	179	-
	-	-	-	-	-	-
Total expenditure on raising funds	249	-	-	249	179	-
Expenditure on charitable activities:						
LABOUR COSTS	105,171	-	-	105,171	69,552	-
SUB-CONTRACTED LABOUR	30	-	-	30	450	-
WASTE DISPOSAL	3,145	-	-	3,145	4,306	-
SALE FEES	3,739	-	-	3,739	78	-
GIFTS& DONATIONS	2,765	-	-	2,765	598	-
PREMISES COSTS	6,839	-	-	6,839	7,248	-
INSURANCE	1,397	-	-	1,397	1,370	-
PURCHASES OF MACHINES AND TOOLS	21	-	-	21	190	-
REPAIRS & MAINTENANCE	826	-	-	826	469	-
EQUIPMENT MAINT AND REPAIR	581	-	-	581	1,012	-
EQUIPMENT HIRE	160	-	-	160	757	-
MOTOR EXPENSES	10,219	-	-	10,219	5,988	-
SUBSISTENCE	1,440	-	-	1,440	3,517	-
VAN HIRE	360	-	-	360	2,174	-
TELEPHONE	170	-	-	170	384	-
PRINTING, STATIONERY AND POST	212	-	-	212	206	-
SAFETY EQUIPMENT	492	-	-	492	1,281	-
SHOP EQUIPMENT	1,399	-	-	1,399	-	-
LEGAL & PROFESSIONAL FEES	325	-	-	325	978	-
BANK CHARGES	77	-	-	77	4	-
COMPUTER COSTS	90	-	-	90	459	-
SOLIDARITY	-	-	-	-	141	-
DEPRECIATION	3,783	-	-	3,783	1,075	-
DISPOSAL OF FIXED ASSETS	-	-	-	-	-	-
MISC	157	-	-	157	98	-
CHURCH EXPENSES	-	-	-	-	3,881	-
	-	-	-	-	-	-
Total expenditure on charitable activities	143,398	-	-	143,398	106,208	-
Separate material item of expense						
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	-	-

Other

	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total other expenditure	-	-	-	-	-	-
TOTAL EXPENDITURE	143,647	-	-	143,647	106,387	-

Other information:

Analysis of expenditure on charitable activities

Activity or programme	This year				Last year	
	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Activities undertaken directly	Grant funding of activities
	£	£	£	£	£	£
Activity 1	-	-	-	-	-	-
Activity 2	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total	-	-	-	-	-	-

This year: Where sums originally denominated in foreign currency have been included in expenditure, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).

Last year: Where sums originally denominated in foreign currency have been included in expenditure, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).

t year

**Endowment
funds** **Total funds**
£

-	-
-	-
-	-
-	179
-	-
-	179

-	69,552
-	450
-	4,306
-	78
-	598
-	7,248
-	1,370
-	190
-	469
-	1,012
-	757
-	5,988
-	3,517
-	2,174
-	384
-	206
-	1,281
-	-
-	978
-	- 4
-	459
-	141
-	1,075
-	-
-	98
-	3,881
-	-
-	106,208

-	-
-	-
-	-
-	-

-	-
-	-
-	-
-	-
-	-
-	106,387

: year	
Support Costs	Total last year
£	£
-	-
-	-
-	-
-	-

Section C	Notes to the accounts	(cont)
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Note 7 Extraordinary items

Please explain the nature of each extraordinary item occurring in the period.

	Description	This year £	Last year £
Extraordinary item 1			
Extraordinary item 2		-	-
		-	-
Extraordinary item 3		-	-
Extraordinary item 4		-	-
Total extraordinary items		-	-

Section C **Notes to the accounts**

Note 8 **Funds received as agent**

8.1 Please complete this note if the charity has agreed to administer the funds of another entity as its agent. Note: If a charity is acting as an agent, it should not recognise the income in the Statement of Financial Activities or the Balance Sheet.

Description/name of party	Related party (Yes or No)	Amount received		Amount paid out		Balance held at period end	
		This year	Last year	This year	Last year	This year	Last year
		£	£	£	£	£	£
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
Total		-	-	-	-	-	-

8.2 Where a consortia or similar arrangement exists whereby 2 or more charities co-operate to achieve economies in the purchase of goods or services, please disclose details of any balances outstanding between any participating members.

Description/name of party	Balance held at period end	
	This year	Last year
	£	£
	-	-
	-	-
	-	-
	-	-
	-	-
Total		-

Section C**Notes to the accounts****Note 9****Support Costs**

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

This year

Support cost (examples)	Raising funds	Activity 1	Activity 2	Activity 3	Grand total
	£	£	£	£	£
Governance	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Other	-	-	-	-	-
Total	-	-	-	-	-

Last year

Support cost (examples)	Raising funds £	Activity 1 £	Activity 2 £	Activity 3 £	Grand total £
Governance	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Other	-	-	-	-	-
Total	-	-	-	-	-

Please provide details of the accounting policy adopted for the apportionment of costs between activities and any estimation techniques used to calculate their apportionment.

Basis of allocation
(Describe method)

Basis of allocation
(Describe method)

--

Section C Notes to the accounts

Section C Notes to the accounts

Note 10 Details of certain types of expenditure

Note 10 Details of certain types of expenditure

Note 10.1 Fees for examination of the accounts

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).

	This year £
Independent examiner's fees	-
Assurance services other than independent examination	-
Tax advisory fees	-
Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner	-



Last year £
-
-
-
-

Section C

Notes to the accounts

Note 11 Paid employees

Please complete this note if the charity has any employees (transactions with Trustees)

11.1 Staff Costs

	This year £
Salaries and wages	104,374
Social security costs	797
Pension costs (defined contribution scheme)	
Other employee benefits	-
Total staff costs	105,171

This year:

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

Last year:

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

Please give details of the number of employees whose total employee benefits (excluding pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no employees in a band please enter 'true' in the box provided.

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

Band	Number
	This year
£60,000 to £69,999	-
£70,000 to £79,999	-
£80,000 to £89,999	-
£90,000 to £99,999	-
£100,000 to £109,999	-

Please provide the total amount paid to key management

This year £
33,800

11.2 Average head count in the year**The parts of the charity in which the employees work**

	This year Number
Fundraising	-
Charitable Activities	12
Governance	-
Other	-
Total	12

11.3 Ex-gratia payments to employees and others (excluding trustees)***Please complete if an ex-gratia payment is made.*****Please explain the nature of the payment**

This year	
Last year	

Please state the legal authority or reason for making the payment

This year	
Last year	

Please state the amount of the payment (or value of any waiver of a right to an asset)

This year
£
-

11.4 Redundancy payments

Please complete if any redundancy or termination payment is made in the period.

Total amount of payment

This year
£
-

The nature of the payment (cash, asset etc.)

--

The extent of redundancy funding at the balance sheet date

This year
£
-

Please state the accounting policy for any redundancy or termination payments

--

(cont)

stees dealt with in Note

Last year £
69,143
-
409
-
69,552

--

--

**cluding employer
re no such transactions,**

--

er of employees
Last year
-
-
-
-
-
-

Last year £
23,000

Last year Number
-
15
-
-
15

Last year £
-

Last year
£
-

--

Last year
£
-

--

Section C**Notes to the accounts****(cont)**

Note 12 **Defined contribution pension scheme or defined benefit scheme accounted for as a defined contribution scheme.**

12.1 *Please complete this note if a defined contribution pension scheme is operated.*

Amount of contributions recognised in the SOFA as an expense

This year	Last year
£	£
-	-

Please explain the basis for allocating the liability and expense of defined contribution pension scheme between activities and between restricted and unrestricted funds.

--	--

12.2 *Please complete this section where the charity participates in a defined benefit pension plan but is unable to ascertain its share of the underlying assets and liabilities.*

Please confirm that although the scheme is accounted for as a defined contribution plan, it is a defined benefit plan.

Please provide such information as is available about the plan's surplus or deficit and the implications, if any, for the reporting charity this year and last year, if different

12.3 *Please complete this section where the charity participates in a multi-employer defined benefit pension plan that is accounted for as a defined contribution plan.*

Describe the extent to which the charity can be liable to the plan for other entities' obligations under the terms and conditions of the multi-employer plan. If this is different for last year, provide details

Provide an explanation of how any liability arising from an agreement with a multi-employer plan to fund a deficit has been determined. If this is different for last year, provide details

Section C	Notes to the accounts	(cont)
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Note 13 Grantmaking

Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.

This year:

13.1 Analysis of grants paid (included in cost of charitable activities)

Analysis	Grants to institutions	Grants to individuals	Support costs £	Total £
Activity or project 1	-	-	-	-
Activity or project 2	-	-	-	-
Activity or project 3	-	-	-	-
Activity or project 4	-	-	-	-
Total	-	-	-	-

Please enter "Nil" if the charity does not identify and/or allocate support costs.

13.2 Grants made to institutions

<i>My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.</i>	Yes	<i>Please provide details of charity's URL.</i>
	No	<i>Provide details below</i>

Names of institution	Purpose	Total amount of grants paid £
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
Total grants to institutions in reporting period		-
Other unanalysed grants		-
TOTAL GRANTS PAID		-

Last year:

13.3 Analysis of grants paid (included in cost of charitable activities)

Analysis	Grants to institutions	Grants to individuals	Support costs £	Total £
Activity or project 1	-	-	-	-
Activity or project 2	-	-	-	-
Activity or project 3	-	-	-	-
Activity or project 4	-	-	-	-
Total	-	-	-	-

Please enter "Nil" if the charity does not identify and/or allocate support costs.

13.4 Grants made to institutions

My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.

Yes	Please provide details of charity's URL.
No	Provide details below

Names of institution	Purpose	Total amount of grants paid £
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
Total grants to institutions in reporting period		-
Other unanalysed grants		-
TOTAL GRANTS PAID		-

Section C
Notes to the accounts
Note 14
Tangible fixed assets

Please complete this note if the charity has any tangible fixed assets

14.1 Cost or valuation

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment
	£	£	£	£
At the beginning of the year	180,000	-	3,700	1,000
Additions	-	-	3,680	867
Revaluations	-	-	-	-
Disposals	-	-	3,580	-
Transfers *	-	-	-	-
At end of the year	180,000	-	3,800	1,867

14.2 Depreciation and impairments

**Basis	SL or RB (Straight Line or Reducing Balance)	SL or RB	SL or RB	SL or RB
** Rate				
At beginning of the year	-	-	1,870	1,000
Disposals	-	-	-	-
Depreciation	-	-	950	87
Impairment	-	-	-	-
Transfers*	-	-	-	-
At end of the year	-	-	2,820	1,087

14.3 Net book value

Net book value at the beginning of the year	180,000	-	1,830	-
Net book value at the end of the year	180,000	-	980	780

14.4 Impairment

This year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

--

Last year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

--

14.5 Revaluation

If an accounting policy of revaluation is adopted, please provide:

This year

the effective date of the revaluation

--

the name of independent valuer, if applicable

--

the methods applied and significant assumptions

--

the carrying amount that would have been recognised had the assets been carried under the cost model.

-

14.6 Other disclosures

This year

£

(i) Please state the amount of borrowing costs, if any, capitalised in the construction of tangible fixed assets and the capitalisation rate used.

-

(ii) Please provide the amount of contractual commitments for the acquisition of tangible fixed assets.

-

(iii) Details of the existence and carrying amounts of property, plant and equipment to which the charity has restricted title or that are pledged as security for liabilities.

--

* The "transfers" row is for movements between fixed asset categories.

** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = re

(cont)

Total	
£	
	184,700
	4,547
	-
-	3,580
	-
	185,667

SL or RB

	2,870
	-
	1,037
	-
	-
	3,907

	181,830
	181,760

--

--

Last year

-

Last year
£
-
-

reducing balance). Also

Section C**Notes to the accounts****Note 15 Intangible assets**

Please complete this note if the charity has any intangible assets

15.1 Cost or valuation

	Research & development £	Patents and trademarks £	Other £	Total £
At beginning of the year	-	-	-	-
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	-	-	-	-
Transfers *	-	-	-	-
At end of the year	-	-	-	-

15.2 Amortisation and impairments

**Basis	SL or RB	SL or RB	SL or RB	SL or RB	Straight Line ("SL") or Reducing Balance ("RB")
** Rate					

At beginning of the year	-	-	-	-
Disposals	-	-	-	-
Amortisation	-	-	-	-
Impairment	-	-	-	-
Transfers*	-	-	-	-
At end of year	-	-	-	-

15.3 Net book value

Net book value at the beginning of the year	-	-	-	-
Net book value at the end of the year	-	-	-	-

15.4 Accounting policy

Please disclose the accounting policy for intangible fixed assets including:

Reasons for choosing amortisation rates

Policies for the recognition of any capital development

15.5 Impairment

This year:

Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

Last year:

Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

15.6 Revaluation

If an accounting policy of revaluation is adopted, please provide:

the effective date of the revaluation

the name of independent valuer, if applicable

the methods applied

the carrying amount that would have been recognised had the assets been carried under the cost model.

This year	Last year

15.7 Other disclosures

(i) If your intangible asset was acquired by way of grant, provide value on initial recognition and carrying amount of the asset.

(ii) Details of the carrying amounts of any intangible assets to which the charity has restricted title or that are pledged as security for liabilities.

(iii) Please provide the amount of contractual commitments for the acquisition of intangible assets.

(iv) State the amount of research and development expenditure recognised as expenditure in the year.

(v) Please detail the headings in the SOFA in which a charge for amortisation of intangible assets is included.

(vi) For any material intangible assets, please provide a description, its carrying amount and any remaining amortisation period.

* The "transfers" row is for movements between fixed asset categories.

** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (years); for reducing balance, what is the percentage annual deduction.

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educing
(in

Section C**Notes to the accounts****(cont)****Note 16****Heritage assets***Please complete this note if the charity has heritage assets***16.1 General disclosures for all charities holding heritage assets**

	This year	Last year
(i) Explain the nature and scale of heritage assets held.		
(ii) Explain the policy for the acquisition, preservation, management and disposal of heritage assets.		

16.2 Cost or valuation

	Heritage asset 1 £	Heritage asset 2 £	Heritage asset 3 £	Heritage asset 4 £	Total £
At beginning of the year	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluations	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	-	-	-	-	-

16.3 Depreciation and impairments****Basis**

** Rate				

At beginning of the year	-	-	-	-	-
Disposals	-	-	-	-	-
Depreciation	-	-	-	-	-
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of year	-	-	-	-	-

16.4 Net book value

Net book value at the beginning of the year	-	-	-	-	-
Net book value at the end of the year	-	-	-	-	-

16.5 Impairment

This year

Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

--

Last year

Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

--

16.6 Revaluation

If an accounting policy of revaluation is adopted, please provide:

the effective date of the revaluation

the name of independent valuer, if applicable

qualifications of independent valuer

the methods applied and significant assumptions

any significant limitations on the valuation

This year	Last

16.7 Analysis of heritage assets by class or group distinguishing those at cost and those at valuation

Carrying amount at the beginning of the period

Additions

Disposals

Depreciation/impairment

Revaluation

Carrying amount at the end of period

At valuation Group A	At cost Group B
£	£
-	-
-	-
-	-
-	-
-	-
-	-

16.8 Heritage assets (where heritage assets are not recognised on the balance sheet)

(i) Explain the reason why heritage assets have not been recognised on the balance sheet.

(ii) Describe the significance and nature of heritage assets.

(iii) Disclose information that is helpful in assessing the value of heritage assets.

This year	Last year

(iv) Explain the reason why it is not practicable to obtain a valuation of heritage assets.

--	--

16.9 Five year summary of heritage assets transactions

	2015	2014	2013	2012	2011
	£	£	£	£	£
Purchases					
Group A	-	-	-	-	-
Group B	-	-	-	-	-
Group C	-				
Other	-				
Donations					
Group A	-	-	-	-	-
Group B	-	-	-	-	-
Group C	-	-	-	-	-
Other	-	-	-	-	-
Total additions	-	-	-	-	-
Charge for impairment					
Group A	-	-	-	-	-
Group B	-	-	-	-	-
Group C	-	-	-	-	-
Other	-	-	-	-	-
Total charge for impairment	-	-	-	-	-
Disposals					
Group A - carrying amount	-	-	-	-	-
Group B - carrying amount	-	-	-	-	-
Group C	-	-	-	-	-
Other	-	-	-	-	-
Total disposals	-	-	-	-	-

Straight Line
("SL") or
Reducing
Balance ("RB")

--

--

year

Total
£
-
-
-
-
-
-



Note 17 Investment assets

Please complete this note if the charity has any investment assets.

17.1 Fixed assets investments (please provide for each class of investment)

	Cash & cash equivalents	Listed investments	Investment properties	Social investments	Other	Total
Carrying (fair) value at beginning of period	-	-	-	-	-	-
Add: additions to investments during period*	-	-	-	-	-	-
Less: disposals at carrying value	-	-	-	-	-	-
Less: impairments	-	-	-	-	-	-
Add: Reversal of impairments	-	-	-	-	-	-
Add/(deduct): transfer in/(out) in the period	-	-	-	-	-	-
Add/(deduct): net gain/(loss) on revaluation	-	-	-	-	-	-
Carrying (fair) value at end of year	-	-	-	-	-	-

*Please specify additions resulting from acquisitions through business combinations, if any.

--

Please note that Fair Value in this context is the amount for which an asset could be exchanged between knowledgeable and willing parties in an arm's length transaction. For traded securities, the fair value is the value of the security quoted on the London Stock Exchange Daily Official List or equivalent. For other assets where there is no market price on a traded market, it is the trustees' or valuers' best estimate of fair value.

17.2 Please provide a breakdown of investments shown above agreeing with the balance sheet row B04 differentiating between those held at fair value and those held at cost less impairment.

This year:

Analysis of investments

Cash or cash equivalents

Listed investments

Investment properties

Social investments

Other investments

Total

Grand total (Fair value at year end+Cost less impairment)

Fair value at year end	Cost less impairment
£	£
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Last year:

Analysis of investments

Cash or cash equivalents

Listed investments

Investment properties

Social investments

Other investments

Total

Fair value at year end	Cost less impairment
£	£
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Grand total (Fair value at year end+Cost less impairment)

-

17.3 If your charity holds investment properties, please complete the following note:

(i) Explain the methods and significant assumptions in determining the fair value of investment property held by the charity

(ii) Name or independent valuer, if applicable, and relevant qualifications

(iii) Provide details of any restrictions on the ability to realise investment property or on the remittance of income or disposal proceeds

(iv) Explain any contractual obligations for the purchase, construction or development of investment property or for repairs, maintenance or enhancements

This year	Last year

17.4 Please provide a breakdown of current asset investments, if applicable, agreeing with the

Analysis of current asset investments

Cash or cash equivalents

Listed investments

Investment properties

Social investments

Other investments

Total

This year	Last year
£	£
-	-
-	-
-	-
-	-
-	-
-	-
-	-

17.5 Guarantees

Please provide details and amount of any guarantee made to or on behalf of a third party

Name of the entity or entities benefitting from those guarantees

Please explain how the guarantee furthers the charity's aims

This year	

17.6 Concessionary loans

Amount of concessionary loans made (*Multiple loans made may be disclosed in aggregate provided that such aggregation does not obscure significant information*).

Description	This year £
	-
	-
	-
	-
Total	-

Amount of concessionary loans received (*Multiple loans received may be disclosed in aggregate provided that such aggregation does not obscure significant information*).

Description	This year £
	-
	-
	-
Total	-

Terms and conditions eg interest rate, security provided

Value of any concessionary loans which have been committed but not taken up at the reporting date

Amounts payable within 1 year

Amounts payable after more than 1 year

Amounts receivable within 1 year

Amounts receivable after more than 1 year

This year	Last year

17.7 Additional information

Please provide information about the significance of investments to the charity's financial position or performance eg. terms and conditions of loans or the use of hedging to manage financial risk.

For all investments measured at fair value, the basis for determining the value, including any assumptions applied when using a valuation technique.

Where a charity has provided financial assets as a form of security, the carrying amount of the financial asset pledged as security and the terms and conditions relating to its pledge.

For all investments measured at fair value, the basis for determining the value, including any assumptions applied when using a valuation technique.

Where a charity has provided financial assets as a form of security, the carrying amount of the financial asset pledged as security and the terms and conditions relating to its pledge.

This year	Last year

|

Last year

Last year £
-
-
-
-
-

Last year £
-
-
-
-

Note 18 Stocks

Please complete this note if the charity holds any stock items

18.1 Please state the carrying amount of stock and work in progress analysed between activities.

	Stock		Donated goods		Work in progress
	For distribution	For resale	For distribution	For resale	
	£	£	£	£	
Charitable activities:					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
Other trading activities:					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
Other:					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
Total this year	-	-	-	-	-
Total previous year	-	-	-	-	-

18.2 Please specify the carrying amount of any stocks pledged as security for liabilities

This year	Last year
£	£

Section C**Notes to the accounts****Note 19 Debtors and prepayments**

Please complete this note if the charity has any debtors or prepayments.

19.1 Analysis of debtors

	This year £
Trade debtors	240.0
Prepayments and accrued income	2,101.1
Other debtors	1,055.9
Total	3,397.0

Complete 19.2 where a material debtor is recoverable more than a year after the reporting date.

19.2 Disclosure of debtors recoverable in more than 1 year (included in debtors a

	This year £
Trade debtors	-
Prepayments and accrued income	-
Other debtors	-
Total	-

(cont)

Last year £
890.5
1,809.2
440.0
3,139.7

porting

bove)

Last year £
-
-
-
-

Section C**Notes to the accounts****Note 20****Creditors and accruals**

Please complete this note if the charity has any creditors or accruals.

20.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year
	This year £	Last year £	This year £
Accruals for grants payable	-	-	-
Bank loans and overdrafts	-	-	-
Trade creditors	45	-	-
Payments received on account for contracts or performance-related grants	-	-	-
Accruals and deferred income	-	872	-
Taxation and social security	2,894	1,447	-
Other creditors	155	5,960	-
Total	3,094	8,279	-

20.2 Deferred income

Please complete this note if the charity has deferred income.

income

Please explain the reasons why income is deferred.

This year	Last year

Movement in deferred income account

	This year £
Balance at the start of the reporting period	-
Amounts added in current period	-
Amounts released to income from previous periods	-
Balance at the end of the reporting period	-

(cont)

**falling due
than one year**

**Last year
£**

-

-

-

-

-

-

-

-

year

**Last year
£**

-

-

-

-

Note 21 Provisions for liabilities and charges

Please complete this note if you have included in charity expenditure any provisions where a provision is made when the charity has a liability of uncertain timing or amount.

21.1 Movements in recognised provisions and funding commitment during the period

	This year £
Balance at the start of the reporting period	-
Amounts added in current period	-
Amounts charged against the provision in the current period	-
Unused amounts reversed during the period	-
Balance at the end of the reporting period	-

21.2 Please provide:

- a brief description of any obligations on the balance sheet and the expected amount and timing of resulting payments;

- an indication of the uncertainties about the amount or timing of those outflows; and

- the amount of any expected reimbursement, stating the amount of any asset that has been recognised for that expected reimbursement.

	This year	Last

21.3 For any funding commitment that is not recognised as a liability or provision, provide details of commitment made, the time frame of that commitment, any performance-related conditions and details of how the commitment will be funded (with contracts for capital expenditure separately identified).

	This year	Last

21.4 Where unrestricted funds have been designated to a fund commitment, please disclose the nature of any amounts designated and the likely timing of that expenditure.

--	--

(cont)

5. A

od

Last year £
-
-
-
-
-

year

year

Note 22 Other disclosures for debtors, creditors and other basic financial instru

22.1 Please provide information about the significance of financial instruments (eg. debtors, creditors, investments etc) to the charity's financial position or performance, for example, the terms and conditions of loans or the use of hedging to manage financial risk.

This year	


22.2 If the charity has provided financial assets as a form of security, the carrying amount of the financial assets pledged as security and the terms and conditions related to its pledge should be given here.

--	--

(cont)

ments

Last year



Note 23 Contingent liabilities and contingent assets**23.1 Contingent liabilities**

Where the charity has contingent liabilities, please complete the following section unless the possibility of their existence is remote.

This year

Description of item including its legal nature. Please describe any security provided in connection to the liability.	Estimate of financial effect

Last year

Description of item including its legal nature. Please describe any security provided in connection to the liability.	Estimate of financial effect

23.2 Contingent assets

Where the charity has contingent assets, please complete the following section when their existence is probable

This year

Description of item	Estimate of financial effect

Last year

Description of item	Estimate of financial effect

23.4 Other disclosures for contingent assets and/or liabilities

Please provide the following information where practicable:

	This year	Last year
Explain any uncertainties relating to the amount or timing of settlement; and the possibility of any reimbursement		
Where it is not practical to make one or more of these disclosures, please state this fact		

Section C**Notes to the accounts****Note 24 Cash at bank and in hand**

Short term cash investments (less than 3 months maturity date)
Short term deposits
Cash at bank and on hand
Other
Total

This year £
-
-
7,990
-
7,990

(cont)

Last year £
-
-
5,798
-
5,798

Section C**Notes to the accounts****Note 25 Fair value of assets and liabilities**

	This year	Last year
25.1 Please provide details of the charity's exposure to credit risk (the risk of incurring a loss due to a debtor not paying what is owed) , liquidity risk (the risk of not being able to meet short term financial demands) and market risk (the risk that the value of an investment will fall due to changes in the market) arising from financial instruments to which the charity is exposed at the end of the reporting period and explain how the charity manages those risks.		
25.2 Please give details of the amount of change in the fair value of basic financial instruments (debtors, creditors, investments (see section 11, FRS 102 SORP)) measured at fair value through the SoFA that is attributable to changes in credit risk.		

(cont)

st year

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Section C

Notes to the accounts

Note 26

Events after the end of the reporting period

Please complete this note events (not requiring adjustment to the accounts) have occurred after reporting period but before the accounts are authorised which relate to conditions that arose afi the reporting period.

	This year	Last y
Please provide details of the nature of the event		
Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made		

(cont)

***the end of the
er the end of***

ear

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Section C	Notes to the accounts	(cont)
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Note 27 **Charity funds**

27.1 Details of material funds held and movements during the CURRENT reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds' (which should include revaluation reserve and fair value reserve, if applicable). The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

** Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds*

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
Other funds (balancing figure)	N/a	N/a	-	-	-	-	-	-
Total Funds as per balance sheet			-	-	-	-	-	-

Fund balances carried forward include assets and liabilities denominated in a foreign currency	Yes*	No*
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

<p><i>If yes, please state the basis on which the assets and/or liabilities have been translated into sterling (or the currency in which the accounts are drawn up).</i></p>	
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Section C	Notes to the accounts	(cont)
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Note 27 **Charity funds**

27.2 Details of material funds held and movements during the PREVIOUS reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds' (which should include revaluation reserve and fair value reserve, if applicable). The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

** Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds*

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
Other funds (balancing figure)	N/a	N/a	-	-	-	-	-	-
Total Funds as per balance sheet			-	-	-	-	-	-

Fund balances carried forward include assets and liabilities denominated in a foreign currency	<table border="1" style="margin: auto;"> <tr> <td style="width: 50%; text-align: center;">Yes*</td> <td style="width: 50%; text-align: center;">No*</td> </tr> <tr> <td style="text-align: center;">✓</td> <td style="text-align: center;">✓</td> </tr> </table>	Yes*	No*	✓	✓
Yes*	No*				
✓	✓				

Note 27

Charity funds (cont)

27.3 Transfers between funds

This year

	Reason for transfer and where endowment is converted to income, legal power for its conversion
Between unrestricted and restricted funds	
Between endowment and restricted funds	
Between endowment and unrestricted funds	

Last year

	Reason for transfer and where endowment is converted to income, legal power for its conversion
Between unrestricted and restricted funds	
Between endowment and restricted funds	
Between endowment and unrestricted funds	

27.4 Designated funds

This year

Planned use	Purpose of the designation

Last year

Planned use	Purpose of the designation



Amount
-
-
-
-

Amount
-
-
-
-

Amount
-
-
-
-
-
-

Amount
-
-
-
-
-
-

Note 28**Transactions with trustees and related parties**

If the charity has any transactions with related parties (other than the trustee expenses explained in g details of such transactions should be provided in this note. If there are no transactions to report, plea the box or "False" if there are transactions to report.

28.1 Trustee remuneration and benefits**This year**

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and l any remuneration or other benefits paid to a trustee by the charity or any institution or company conne

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit		
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia
		£	£	£
Carl Roberts	Governing Document	-	-	-
Vivienne Roberts	Governing Document	-	-	-
		-	-	-
		-	-	-

Please give details of why remuneration or other employment benefits were paid.

Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.

If a third party has been reimbursed for providing one or more trustees, state the nature of the payment and amount of the reimbursement.

State the number of trustees to whom retirement benefits are accruing under a defined contribution pension scheme.

Last year

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and if any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with the charity.

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit		
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia
		£	£	
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Please give details of why remuneration or other employment benefits were paid.

Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.

If a third party has been reimbursed for providing one or more trustees, state the nature of the payment and amount of the reimbursement.

State the number of trustees to whom retirement benefits are accruing under a defined contribution pension scheme.

28.2 Trustees' expenses

If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be noted. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".

No trustee expenses have been incurred (True or False)

Type of expenses reimbursed	This year
	£
Travel	-
Subsistence	-
Accommodation	-
Other (please specify):	-
	-
TOTAL	-

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

28.3 Transaction(s) with related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a related party has a financial interest, including where funds have been held as agent for related parties. If there are no such transactions, please state 'none' in the box provided.

This year

There have been no related party transactions in the reporting period (True or False)

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for at period end
			£	£	£
			-	-	
			-	-	
			-	-	
			-	-	

In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.

For any related party, please provide details of any guarantees given or received.

Last year

There have been no related party transactions in the reporting period (True or False)

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for at period end
			£	£	£
			-	-	
			-	-	
			-	-	
			-	-	

In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.

For any related party, please provide details of any guarantees given or received.

nt)

guidance notes)
se enter “True” in

legal authority for,
ected with it.

value	
Other	TOTAL
£	£
-	-
-	-
-	-
-	-

--

**Legal authority for,
acted with it.**

value	
Other	TOTAL
£	£
-	-
-	-
-	-
-	-

**As provided in this
cons to report, please**

--

Last year
£
-
-
-
-
-
-

ty has a material
ctions, please enter

bad debts d end	Amounts written off during reporting period
	£
-	-
-	-
-	-
-	-

bad debts d end	Amounts written off during reporting period
	£
-	-
-	-
-	-
-	-

Note 29	Additional Disclosures
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The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
STEP BY STEP (WALES)

On accounts for the year
ended

31st MARCH 2021

Charity no
(if any)

1168671

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2021.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~ *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

25th January 2022

Name:

Christopher Pavett ACA

Relevant professional
qualification(s) or body
(if any):

ICAEW

Address:

6 High Street, Cwmgwrach, Neath, SA11 5SY