

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 4 April 2024
for
3 Million Steps

CUNNINGHAMS
Number Sixty One
Alexandra Road
Lowestoft
Suffolk
NR32 1PL

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for the Year Ended 4 April 2024

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Report of the Trustees **for the Year Ended 4 April 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 4 April 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objective of 3 Million Steps is to help take the financial burden from brain injury survivors and their carers so they can concentrate on their recovery and once again live with dignity, self-worth and return to being a valued member of society and their family.

FINANCIAL REVIEW

Reserves policy

Total unrestricted funds at 4 April 2024 had a surplus of £19,254 (2023: £13,975). The Trustees deem this to be sufficient for the current financial requirements of the Charity but will continue to seek to increase this as the Charity develops in the future.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they have adopted the going concern basis in preparing the financial statements.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is governed by a constitution dated 8th October 2018.

Charity constitution

The charity is registered as a Charitable Incorporated Organisation and was registered on 08/10/2018 (number 1180230).

Recruitment and appointment of new trustees

The management of the CIO is the responsibility of the Trustees who are elected and co-opted under the terms of the constitution.

Organisational structure

The CIO currently has 6 trustees.

All trustees are regularly kept up to date on changing laws, policies and procedures of the Charity Commission.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE015327 (England and Wales)

Registered Charity number

1180230

Registered office

9 Lorne Park Road
Lowestoft
Suffolk
NR33 0RD

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Report of the Trustees
for the Year Ended 4 April 2024

Trustees

Mr I Brown - Chair
Mr P Dyer
Mr J Fisher
Mrs K Inglis
Mrs Z Dyer
Mrs R Baynes
Mr A Inglis (resigned 19.8.23)

Approved by order of the board of trustees on^{4th} FEBRUARY.....2025 and signed on its behalf by:

.....
Mr I Brown - Trustee

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Statement of Financial Activities
for the Year Ended 4 April 2024

	Notes	Unrestricted fund £	Restricted fund £	4.4.24 Total funds £	4.4.23 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		12,529	9,980	22,509	16,660
Investment income	2	8	-	8	2
Total		<u>12,537</u>	<u>9,980</u>	<u>22,517</u>	<u>16,662</u>
EXPENDITURE ON					
Charitable activities					
Charitable Activities		<u>8,758</u>	<u>8,480</u>	<u>17,238</u>	<u>18,494</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	10	<u>3,779</u> <u>1,500</u>	<u>1,500</u> <u>(1,500)</u>	<u>5,279</u> <u>-</u>	<u>(1,832)</u> <u>-</u>
Net movement in funds		<u>5,279</u>	<u>-</u>	<u>5,279</u>	<u>(1,832)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>13,975</u>	<u>-</u>	<u>13,975</u>	<u>15,807</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>19,254</u></u>	<u><u>-</u></u>	<u><u>19,254</u></u>	<u><u>13,975</u></u>

The notes form part of these financial statements

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Balance Sheet

4 April 2024

	Notes	Unrestricted fund £	Restricted fund £	4.4.24 Total funds £	4.4.23 Total funds £
FIXED ASSETS					
Tangible assets	6	3,839	-	3,839	3,829
CURRENT ASSETS					
Stocks	7	1,200	-	1,200	-
Debtors	8	3,528	-	3,528	3,027
Cash at bank		11,073	-	11,073	7,483
		<u>15,801</u>	<u>-</u>	<u>15,801</u>	<u>10,510</u>
CREDITORS					
Amounts falling due within one year	9	(386)	-	(386)	(364)
NET CURRENT ASSETS		<u>15,415</u>	<u>-</u>	<u>15,415</u>	<u>10,146</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>19,254</u>	<u>-</u>	<u>19,254</u>	<u>13,975</u>
NET ASSETS		<u>19,254</u>	<u>-</u>	<u>19,254</u>	<u>13,975</u>
FUNDS	10				
Unrestricted funds				<u>19,254</u>	<u>13,975</u>
TOTAL FUNDS				<u>19,254</u>	<u>13,975</u>

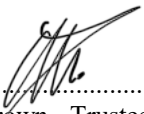
The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 4 April 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 4 April 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements were approved by the Board of Trustees and authorised for issue on 4th February 2025 and were signed on its behalf by:


.....
Mr I Brown - Trustee

The notes form part of these financial statements

Notes to the Financial Statements
for the Year Ended 4 April 2024

1. ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

INCOME

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

EXPENDITURE

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

TANGIBLE FIXED ASSETS

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Motor vehicles	- 20% on reducing balance
Equipment and fixtures	- 20% on cost

STOCKS

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

TAXATION

The charity is exempt from corporation tax on its charitable activities.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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Notes to the Financial Statements - continued
for the Year Ended 4 April 2024

2. INVESTMENT INCOME

	4.4.24	4.4.23
	£	£
Deposit account interest	8	2
	<u>8</u>	<u>2</u>

3. NET INCOME/(EXPENDITURE)

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

	4.4.24	4.4.23
	£	£
Depreciation - owned assets	1,490	1,264
	<u>1,490</u>	<u>1,264</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 4 April 2024 nor for the year ended 4 April 2023.

TRUSTEES' EXPENSES

Two trustees received total expense reimbursements of £3,062 within the year (2023: one trustee received a total of £423).

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	16,660
Investment income	2
Total	<u>16,662</u>
EXPENDITURE ON	
Charitable activities	
Charitable Activities	<u>18,494</u>
NET INCOME/(EXPENDITURE)	(1,832)
RECONCILIATION OF FUNDS	
Total funds brought forward	15,807
TOTAL FUNDS CARRIED FORWARD	<u><u>13,975</u></u>

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Notes to the Financial Statements - continued
for the Year Ended 4 April 2024

6. TANGIBLE FIXED ASSETS

	Motor vehicles £	Equipment and fixtures £	Totals £
COST			
At 5 April 2023	3,250	3,898	7,148
Additions	-	1,500	1,500
At 4 April 2024	3,250	5,398	8,648
DEPRECIATION			
At 5 April 2023	1,089	2,230	3,319
Charge for year	432	1,058	1,490
At 4 April 2024	1,521	3,288	4,809
NET BOOK VALUE			
At 4 April 2024	1,729	2,110	3,839
At 4 April 2023	2,161	1,668	3,829

7. STOCKS

	4.4.24 £	4.4.23 £
Stocks	1,200	-

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	4.4.24 £	4.4.23 £
Prepayments and accrued income	3,528	3,027

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	4.4.24 £	4.4.23 £
Accrued expenses	386	364

10. MOVEMENT IN FUNDS

	At 5.4.23 £	Net movement in funds £	Transfers between funds £	At 4.4.24 £
Unrestricted funds				
General fund	13,975	3,779	1,500	19,254
Restricted funds				
Active Suffolk	-	1,500	(1,500)	-
TOTAL FUNDS	13,975	5,279	-	19,254

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Notes to the Financial Statements - continued for the Year Ended 4 April 2024

10. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	12,537	(8,758)	3,779
Restricted funds			
Active Suffolk	9,980	(8,480)	1,500
TOTAL FUNDS	<u>22,517</u>	<u>(17,238)</u>	<u>5,279</u>

Comparatives for movement in funds

	At 5.4.22 £	Net movement in funds £	At 4.4.23 £
Unrestricted funds			
General fund	15,807	(1,832)	13,975
TOTAL FUNDS	<u>15,807</u>	<u>(1,832)</u>	<u>13,975</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	16,662	(18,494)	(1,832)
TOTAL FUNDS	<u>16,662</u>	<u>(18,494)</u>	<u>(1,832)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 5.4.22 £	Net movement in funds £	Transfers between funds £	At 4.4.24 £
Unrestricted funds				
General fund	15,807	1,947	1,500	19,254
Restricted funds				
Active Suffolk	-	1,500	(1,500)	-
TOTAL FUNDS	<u>15,807</u>	<u>3,447</u>	<u>-</u>	<u>19,254</u>

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Notes to the Financial Statements - continued
for the Year Ended 4 April 2024

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	29,199	(27,252)	1,947
Restricted funds			
Active Suffolk	9,980	(8,480)	1,500
TOTAL FUNDS	<u>39,179</u>	<u>(35,732)</u>	<u>3,447</u>

11. RELATED PARTY DISCLOSURES

During the year, the charity made payments of £2,010 to Mr I Brown and £1,110 to Mrs Z Dyer in respect of sports coaching sessions provided. No element of the payments related to duties performed as trustees. There were no related party transactions for the year ended 4 April 2023.

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Detailed Statement of Financial Activities for the Year Ended 4 April 2024

	4.4.24 £	4.4.23 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	10,992	14,970
Gift aid	1,537	1,690
Grants	9,980	-
	22,509	16,660
Investment income		
Deposit account interest	8	2
Total incoming resources	22,517	16,662
 EXPENDITURE		
Charitable activities		
Hire of plant and machinery	-	1,740
Insurance	774	672
Telephone	190	-
Postage and stationery	643	610
Advertising	269	1,051
Fundraising event costs	1,417	2,741
Equipment	1,799	894
Travel and accommodation	319	1,833
Motor expenses	3,018	4,472
Repairs and renewals	-	219
Computer costs	1,510	784
Subscriptions	432	95
Accountancy	386	363
Payment processing fees	12	27
Container rent	1,330	1,730
Coaching costs	3,120	-
Venue hire	740	-
Depn of motor vehicles	432	540
Depn of equipment and fixtures	1,058	723
Grants to institutions	989	-
Closing stock	(1,200)	-
	17,238	18,494
 Total resources expended	17,238	18,494
 Net income/(expenditure)	5,279	(1,832)

This page does not form part of the statutory financial statements