

# STEPS: MENTORING AND COACHING

England & Wales · Charity number 1189208

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2020-04-27

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Faye Cottage  
Reymerston Road  
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**Website** [www.mentoringandcoaching.org](http://www.mentoringandcoaching.org)

## Activities

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**Objects:** TO ADVANCE IN LIFE AND HELP PEOPLE BY PROVIDING SUPPORT AND ACTIVITIES WHICH DEVELOP THEIR SKILLS, CAPACITIES AND CAPABILITIES TO ENABLE THEM TO PARTICIPATE IN SOCIETY AS MATURE AND RESPONSIBLE INDIVIDUALS.

**Activities:** Mentoring and coaching young people and adults in one-to-one sessions in-person and online to enable them to participate in society as mature and responsible individuals.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Education/training, Other Charitable Purposes
- **Who:** Children/young People, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

## Geography

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- Throughout England And Wales

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£4,462	£3,420	-	-
2024-08-31	£5,036	£4,818	-	-
2023-08-31	£6,558	£5,148	-	-
2022-08-31	£4,843	£5,326	-	-
2021-08-31	£12,133	£9,258	-	-

## Trustees

Name	Role	Appointed
<b>Rev Valerie Joan Spencer</b>	Chair	2020-03-31
Peter Evan Orr		2020-03-31
Rev Elizabeth Trinder		2025-05-06
Rev Victoria Alice Venmore-Rowland		2025-07-28

**STEPS: MENTORING AND COACHING**

England & Wales - Charity number 1189208

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# Accounts

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**Steps: Mentoring and Coaching Trustee's Report  
& Financial Statement Year Ending August 2025  
(01/09/24 – 31/08/2025)**

**Charity:** Steps: Mentoring and Coaching

**Charity Number:** 1189208

Steps: Mentoring and Coaching was registered on 27<sup>th</sup> April 2020. This is its fourth annual report.

## **Objects**

“To advance in life and help people by providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.”

## **Trustees**

Rev Valerie Spencer (Chair)

Rev Tori Venmore-Rowland

Rev Betty Trinder

Mr Peter Orr (Secretary)

## **Treasurer**

Mrs Angela Fox

## **Intro**

We launched the charity in 2020 during a pandemic which shaped how we have operated, initially intending to work with young people, but the need amongst adults for support was considerable, so we expanded our remit to include people of all ages.

The vast majority of sessions take place online via videoconferencing applications or by telephone. A small number of sessions have taken place in-person where that has been preferred. This has allowed staff to engage with clients and to provide much-needed support.

Trustee meetings have mostly remained online due to those early restrictions and the subsequent desire to avoid unnecessary travel for in-person meetings. We will continue to meet online, and in person when this is deemed to be appropriate.

As regards public benefit, it is widely acknowledged that people of all ages continue to suffer from the stresses caused by and impact of the recent pandemic. We know from their feedback that the care and support provided so far has made a difference to our clients, helping them directly and easing the demands on other services.

We anticipate our ways of working being appropriate for the pursuit of our aims now that the pandemic is over and we are all moving forwards.

## **Activities & Achievements**

Over the past year we have been able to support 8 young people mainly in the sixth form college, and 10 adults.

This has involved one-to-one sessions with all clients where they have talked with and had the support of our members of staff. This has helped these clients deal with the pressures of their situations, whether in personal, educational, or work settings, which have been particularly difficult as a result of the pandemic. Many clients have shared that this support was critical in their navigating this period.

Andy Barnard left the team this year, and Matt Ashpole successfully applied to join us for the start of September.

Rev Tim Weatherstone stood down as a trustee as he moves on to new things, whilst Rev Betty Trinder and Rev Tori Venmore-Rowland joined the trustees.

### **Future Plans**

The relationship with the Sixth Form College is productive and we are pleased to be able to provide on-going services to the students. We will continue to develop this relationship.

We also mentor/coach a number of adults. This tends to be for a longer period than the students which are typically supported for six sessions before a review takes place.

### **Finances**

- Total income: £ 4,462 (01/09/2024– 31/08/2025)
- Total expenditure: £ 3,420
- Assets: £ 5,062
- Sources of income: Grant income, regular and one-off donations from individuals and organisations.
- Main expenditure: Salaries, insurance, training.



Steps 1189208

## Receipts and payments accounts

CC16a

For the period from 01/09/2024 To 31/08/2025

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
fund raiser					
Gift					
Gift Aid	560			560	749
Investment interest	32			32	37
Grant					
DSFC	1,350			1,350	1,350
hmrc refund					
Individual	2220			2,220	2,575
Misc - oxygen	300			300	325
	<b>4,462</b>	<b>-</b>		<b>4,462</b>	<b>5,036</b>
<b>A2 Asset and investment sales, (see table).</b>					
<b>Sub total</b>					<b>-</b>
<b>Total receipts</b>	<b>4,462</b>	<b>-</b>		<b>4,462</b>	<b>5,036</b>
<b>A3 Payments</b>					
Salaries	2,674			2,674	3,814
Safeguarding					
Training /conf					
Expenses annual fees					55
HMRC	479			479	410
Insurance	267			267	251
safeguarding					58
dsfc refund					
misc/ web					230
<b>Sub total</b>	<b>3,420</b>	<b>-</b>		<b>3,420</b>	<b>4,818</b>
<b>A4 Asset and investment purchases, (see table)</b>					
<b>Sub total</b>					<b>-</b>
<b>Total payments</b>	<b>3,420</b>	<b>-</b>		<b>3,420</b>	<b>4,818</b>
<b>Net of receipts/(payments)</b>	<b>1,042</b>	<b>-</b>		<b>1,042</b>	<b>218</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>4,020</b>			<b>4,020</b>	<b>3,802</b>
<b>Cash funds this year end</b>	<b>5,062</b>	<b>-</b>		<b>5,062</b>	<b>4,020</b>

## 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>	NW Current	2470		
	NW Saver Account	£ 2,592.00		-
				-
	<b>Total cash funds</b>	<b>5,062</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
in Bank on 31st Aug				
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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	

**STEPS: MENTORING AND COACHING**

England & Wales - Charity number 1189208

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# Accounts

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**Steps: Mentoring and Coaching Trustee's Report  
& Financial Statement Year Ending August 2024  
(01/09/23 – 31/08/2024)**

**Charity:** Steps: Mentoring and Coaching

**Charity Number:** 1189208

Steps: Mentoring and Coaching was registered on 27<sup>th</sup> April 2020. This is its fourth annual report.

## **Objects**

“To advance in life and help people by providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.”

## **Trustees**

Rev Valerie Spencer (Chair)

Rev Timothy Weatherstone

Mr Peter Orr (Secretary)

## **Treasurer**

Mrs Angela Fox

## **Intro**

We launched the charity during a pandemic which shaped how we have operated, initially intending to work with young people, but the need amongst adults for support was considerable, so we expanded our remit to include people of all ages.

The majority of sessions continue to take place online via videoconferencing applications or by telephone. A small number of sessions have taken place in-person where that has been preferred. This has allowed staff to engage with clients and to provide much-needed support.

Trustee meetings have mostly remained online due to those early restrictions and the subsequent desire to avoid unnecessary travel for in-person meetings. We will continue to meet online, and in person when this is deemed to be appropriate.

As regards public benefit, it is widely acknowledged that people of all ages continue to suffer from the stresses caused by and impact of the recent pandemic. We know from their feedback that the care and support provided so far has made a difference to our clients, helping them directly and easing the demands on other services.

We anticipate our ways of working being appropriate for the pursuit of our aims now that the pandemic is over and we are all moving forwards.

## **Activities & Achievements**

Over the past year we have been able to support 8 young people mainly in the sixth form college, and 10 adults.

This has involved one-to-one sessions with all clients where they have talked with and had the support of our members of staff. This has helped these clients deal with the pressures of their situations, whether in personal,

educational, or work settings, which have been particularly difficult as a result of the pandemic. Many clients have shared that this support was critical in their navigating this period.

Andy Barnard joined the staff in September 2023, a superb addition to the team.

### **Future Plans**

We continue to have a productive relationship with the Sixth Form College and pleased that we will be able to provide on-going services to the students. We have continued to develop this relationship, and intend to continue to do so.

We also mentor/coach a number of adults. This tends to be for a longer period than the students which are typically supported for six sessions before a review takes place.

### **Finances**

- Total income: £ 5,036 (01/09/2023– 31/08/2024)
- Total expenditure: £ 4,818
- Assets: £ 4,020
- Sources of income: Grant income, regular and one-off donations from individuals and organisations.
- Main expenditure: Salaries, insurance, training.



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## Receipts and payments accounts

**CC16a**

For the period from	Period start date 01/09/2023	To	Period end date 31/08/2024
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### 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>					
fund raiser					
Gift					300
Gift Aid	749			749	374
Investment interest	37			37	22
Grant					452
DSFC	1,350			1,350	2,100
hmrc refund					
Individual	2575			2,575	3,035
Misc	325			325	275
	<b>5,036</b>	<b>-</b>		<b>5,036</b>	<b>6,558</b>
<b>A2 Asset and investment sales, (see table).</b>					
					-
<b>Sub total</b>					-
<b>Total receipts</b>	<b>5,036</b>	<b>-</b>		<b>5,036</b>	<b>6,558</b>
<b>A3 Payments</b>					
Salaries	3,814			3,814	4,047
Safeguarding					
Training /conf					55
Expenses annual fees	55			55	
HMRC	410			410	
Insurance	251			251	246
safeguarding	58			58	
dsfc refund					450
misc/ web	230			230	173
hmrc					177
	<b>4,818</b>	<b>-</b>		<b>4,818</b>	<b>5,148</b>
<b>A4 Asset and investment purchases, (see table)</b>					
					-
<b>Sub total</b>					-
<b>Total payments</b>	<b>4,818</b>	<b>-</b>		<b>4,818</b>	<b>5,148</b>
<b>Net of receipts/(payments)</b>	<b>218</b>	<b>-</b>		<b>218</b>	<b>1,410</b>
<b>A5 Transfers between funds</b>				3,802	2,392
<b>A6 Cash funds last year end</b>	3,802			3,802	2,392
<b>Cash funds this year end</b>	<b>4,020</b>	<b>-</b>		<b>4,020</b>	<b>3,802</b>

## 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>	NW Current	1460		
	NW Saver Account	£ 2,560.00		
				-
	<b>Total cash funds</b>	<b>4,020</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
in Bank on 31st Aug				
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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	

**STEPS: MENTORING AND COACHING**

England & Wales - Charity number 1189208

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# Accounts

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**Steps: Mentoring and Coaching Trustee's Report  
& Financial Statement Year Ending August 2023  
(01/09/22 – 31/08/2023)**

**Charity:** Steps: Mentoring and Coaching

**Charity Number:** 1189208

Steps: Mentoring and Coaching was registered on 27<sup>th</sup> April 2020. This is its third annual report.

## **Objects**

“To advance in life and help people by providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.”

## **Trustees**

Rev Valerie Spencer (Chair)

Rev Timothy Weatherstone

Mr Peter Orr (Secretary)

## **Treasurer**

Mrs Angela Fox

## **Intro**

We launched the charity during a pandemic which shaped how we have operated, initially intending to work with young people, but the need amongst adults for support was considerable, so we expanded our remit to include people of all ages.

The majority of sessions continue to take place online via videoconferencing applications or by telephone. A small number of sessions have taken place in-person where that has been preferred. This has allowed staff to engage with clients and to provide much-needed support.

Trustee meetings have mostly remained online due to those early restrictions and the subsequent desire to avoid unnecessary travel for in-person meetings. We will continue to meet online, and in person when this is deemed to be appropriate.

As regards public benefit, it is widely acknowledged that people of all ages continue to suffer from the stresses caused by and impact of the recent pandemic. We know from their feedback that the care and support provided so far has made a difference to our clients, helping them directly and easing the demands on other services.

We anticipate our ways of working being appropriate for the pursuit of our aims now that the pandemic is over and we are all moving forwards.

## **Activities & Achievements**

Over the past year we have been able to support 14 young people mainly in the sixth form college, and 10 adults.

This has involved one-to-one sessions with all clients where they have talked with and had the support of our members of staff. This has helped these clients deal with the pressures of their situations, whether in personal,

educational, or work settings, which have been particularly difficult as a result of the pandemic. Many clients have shared that this support was critical in their navigating this period.

Beth Whitnall joined the staff in September 2022 and left in July 2023. At the time covered by the report, a new staff member is being sought.

### **Future Plans**

We are very pleased to have a productive relationship with the Sixth Form College and that we will be able to provide on-going services to the students. We have continued to develop this relationship.

We also mentor/coach a number of adults. This tends to be for a longer period than the students which are typically supported for six sessions before a review takes place.

### **Finances**

- Total income: £6,558 (01/09/2022– 31/08/2023)
- Total expenditure: £5,148
- Assets: £3,802
- Sources of income: Grant income, regular and one-off donations from individuals and organisations.
- Main expenditure: Salaries, insurance, training.



Steps	1189208
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**CC16a**

<b>Receipts and payments accounts</b>	
<b>For the period from</b>	<b>To</b>
Period start date 01/09/2022	Period end date 31/08/2023

## 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>					
fund raiser					
Gift	300			300	300
Gift Aid	374			374	870
Training					
Investment interest	22			22	1
Grant	452			452	
DSFC	2,100			2,100	
hmrc refund					
Individual	3035			3,035	3,372
Misc	275			275	300
	<b>6,558</b>	<b>-</b>	<b>-</b>	<b>6,558</b>	<b>4,843</b>
<b>A2 Asset and investment sales, (see table).</b>					
					-
<b>Sub total</b>					-
<b>Total receipts</b>	<b>6,558</b>	<b>-</b>	<b>-</b>	<b>6,558</b>	<b>4,843</b>
<b>A3 Payments</b>					
Salaries	4,047			4,047	4,863
Safeguarding					
Training /conf	55			55	50
Expenses annual fees					30
Insurance/ Safeguarding	246			246	246
dsfc refund	450			450	
misc/ web	173			173	137
hmrc	177			177	
<b>Sub total</b>	<b>5,148</b>	<b>-</b>	<b>-</b>	<b>5,148</b>	<b>5,326</b>
<b>A4 Asset and investment purchases, (see table)</b>					
					-
<b>Sub total</b>					-
<b>Total payments</b>	<b>5,148</b>	<b>-</b>	<b>-</b>	<b>5,148</b>	<b>5,326</b>
<b>Net of receipts/(payments)</b>	<b>1,410</b>	<b>-</b>	<b>-</b>	<b>1,410</b>	<b>483</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	2,392			2,392	2,875
<b>Cash funds this year end</b>	<b>3,802</b>	<b>-</b>	<b>-</b>	<b>3,802</b>	<b>2,392</b>

## 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>	NW Current	1279		
	NW Saver Account	£ 2,523.00		
				-
	<b>Total cash funds</b>	<b>3,802</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
in Bank on 31st Aug				
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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	

**STEPS: MENTORING AND COACHING**

England & Wales - Charity number 1189208

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# Accounts

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**Steps: Mentoring and Coaching Trustee's Report  
& Financial Statement Year Ending August 2022  
(01/09/21 – 31/08/2022)**

**Charity:Steps:** Mentoring and Coaching

**Charity Number:** 1189208

Steps: Mentoring and Coaching was registered on 27<sup>th</sup> April 2020. This is its second annual report.

## **Objects**

“To advance in life and help people by providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.”

## **Trustees**

Rev Valerie Spencer (Chair)

Rev Timothy Weatherstone

Mr Peter Orr (Secretary)

## **Treasurer**

Mrs Angela Fox

## **Intro**

The charity was launched during a pandemic which shaped how we operate. Initially we intended to work solely with young people but the need amongst adults for the type of support we can offer was clear, so we were able to expand our remit to include people of any age.

The majority of sessions continue to take place online via videoconferencing applications or by telephone. A small number of sessions have taken place in-person where that has been requested and possible. This has allowed the two members of staff to engage with clients and to provide much-needed support at a difficult time.

All but one of the trustee meetings have been online due to initial restrictions and the subsequent need to avoid unnecessary in-person meetings. We expect a combination of mostly online and occasional in-person meetings to be the norm.

As regards public benefit, it is widely acknowledged that people of all ages are still suffering from the stresses caused by the pandemic. We know that the care and support provided so far has made a difference to those with whom we have been working, helping them directly and alleviating the demands on other services.

We anticipate our ways of working being appropriate for the pursuit of our aims in post-pandemic times.

## **Activities & Achievements**

Over the past year we have been able to support 16 young people, mainly in secondary school and sixth form college, or who have just left college, and 10 adults.

This has involved one-to-one sessions with all clients where they have talked with and had the support of our members of staff.

This has helped these clients deal with the pressures of their situations, whether in personal, educational, or work settings, which have been particularly difficult as a result of the pandemic. Many clients have shared that this support was critical in their navigating this period.

### **Future Plans**

We are very pleased to continue to have a productive working relationship with the Sixth Form College and that we will be able to provide on-going services to the students.

We also mentor/coach a number of adults. This tends to be over a longer period than the students which are typically supported for six sessions before a review takes place.

### **Finances**

- Total income: £4,843 (01/09/2021– 31/08/2022)
- Total expenditure: £5,326
- Assets: £2,392
- Sources of income: grant income, regular and one-off donations from individuals and organisations.
- Main expenditure: salaries, insurance, training.



Steps 1189208

**Receipts and payments accounts**

For the period from 01/09/2021 To 31/08/2022

**CC16a**

**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>					
fund raiser					67
Gift	300			300	275
Gift Aid	870			870	466
Training					
Investment interest	1			1	
NBYFC Mac					1,250
Grant					3,000
hmrc refund					285
Individual	3372.04			3,372	3,682
Misc	300			300	810
	<b>4,843</b>	<b>-</b>		<b>4,843</b>	<b>9,835</b>
<b>A2 Asset and investment sales, (see table).</b>					
					-
<b>Sub total</b>					<b>-</b>
<b>Total receipts</b>	<b>4,843</b>	<b>-</b>		<b>4,843</b>	<b>9,835</b>
<b>A3 Payments</b>					
Salaries	4,863			4,863	7,579
Safeguarding					171
Training /conf	50			50	432
Expenses annual fees	30			30	20
Insurance/ Safeguarding	246			246	256
misc/ web	137			137	
hmrc					342
<b>Sub total</b>	<b>5,326</b>	<b>-</b>		<b>5,326</b>	<b>8,800</b>
<b>A4 Asset and investment purchases, (see table)</b>					
					-
<b>Sub total</b>					<b>-</b>
<b>Total payments</b>	<b>5,326</b>	<b>-</b>		<b>5,326</b>	<b>8,800</b>
<b>Net of receipts/(payments)</b>	<b>- 483</b>	<b>-</b>		<b>- 483</b>	<b>1,035</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>2,875</b>			<b>2,875</b>	<b>1,840</b>
<b>Cash funds this year end</b>	<b>2,392</b>	<b>-</b>		<b>2,392</b>	<b>2,875</b>

## 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>	NW Current	391.31		
	NW Saver Account	£ 2,001.14		
				-
				-
	<b>Total cash funds</b>		2,392	-
in Bank on 31st Aug	<small>(agree balances with receipts and payments account(s))</small>	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	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	

**STEPS: MENTORING AND COACHING**

England & Wales - Charity number 1189208

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# Accounts

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**Steps: Mentoring and Coaching Trustee's Report  
& Financial Statement Year Ending August 2021  
(01/05/2020 – 31/08/2021)**

**Charity:** Steps: Mentoring and Coaching

**Charity Number:** 1189208

Steps: Mentoring and Coaching was registered on 27<sup>th</sup> April 2020. This is its first annual report.

## **Objects**

“To advance in life and help people by providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.”

## **Trustees**

Rev Valerie Spencer (Chair)

Rev Timothy Weatherstone

Mr Peter Orr (Secretary)

## **Treasurer**

Mrs Angela Fox

## **Intro**

The charity was launched during a pandemic which has shaped how we have operated. We had initially intended to work with young people but the need amongst adults for the type of support we are able to offer was clear, so we were able to expand our remit to include people of any age.

The vast majority of sessions have taken place online via videoconferencing applications or by telephone. A small number of sessions have taken place in-person where that has been possible. This has allowed the two members of staff to engage with clients and to provide much-needed support at a most difficult time.

All trustee meetings have been online due to initial restrictions and the subsequent need to avoid unnecessary in-person meetings. We expect a mix of in-person and online meetings to be the norm in future.

As regards public benefit, it is widely acknowledged that people of all ages are suffering from the stresses caused by the pandemic we are still experiencing. We know that the care and support provided so far has made a difference to those with whom we have been working, helping them directly and alleviating the demands on other services.

We anticipate our ways of working being appropriate for the pursuit of our aims in post-pandemic times.

## **Activities & Achievements**

Since the charity was founded, we have been able to support 22 young people mainly in secondary school and sixth form college, or who have just left college, and 6 adults.

This has involved one-to-one sessions with all clients where they have talked with and had the support of our members of staff.

This has helped these clients deal with the pressures of their situations, whether in personal, educational, or work settings, which have been particularly difficult as a result of the pandemic. Many clients have shared that this support was critical in their navigating this period.

### **Future Plans**

We are very pleased to have a productive relationship with the Sixth Form College and that we will be able to provide on-going services to the students. We intend to continue to develop this relationship.

We started the charity in a period of lockdown during a pandemic. As we move out of this, we hope to expand the service to include other settings, including workplaces, where young people are trying to make the transition into adulthood, and where we can also support any other adults who need it.

### **Finances**

- Total income: £12,133 (01/05/2020 – 31/08/2021)
- Total expenditure: £9,258
- Assets: £2,875
- Sources of income: Grant income, regular and one-off donations from individuals and organisations.
- Main expenditure: Salaries, insurance, training.



Steps	1189208
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**CC16a**

<b>Receipts and payments accounts</b>			
For the period from	Period start date 01/05/2020	To	Period end date 31/08/2021

## 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>					
fund raiser	67			67	
Gift	375			375	
Gift Aid	466			466	
Training		360		360	
Investment interest					
NBYFC Mac	1,323			1,323	
Grant		4,250		4,250	
hmrc refund	285			285	
Individual	4307			4,307	
Misc	700			700	
	<b>7,523</b>	<b>4,610</b>	<b></b>	<b>12,133</b>	<b></b>
<b>A2 Asset and investment sales, (see table).</b>					
					-
<b>Sub total</b>					-
<b>Total receipts</b>	<b>7,523</b>	<b>4,610</b>	<b></b>	<b>12,133</b>	<b>-</b>
<b>A3 Payments</b>					
Salaries	3,603	4,178		7,781	
Safeguarding	171			171	
Training /conf		432		432	
Expenses	20			20	
Insurance/ Safeguarding	513			513	
hmrc	342			342	
	<b>4,648</b>	<b>4,610</b>	<b></b>	<b>9,258</b>	<b></b>
<b>A4 Asset and investment purchases, (see table)</b>					
					-
<b>Sub total</b>					-
<b>Total payments</b>	<b>4,648</b>	<b>4,610</b>	<b></b>	<b>9,258</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>2,875</b>	<b>-</b>	<b></b>	<b>2,875</b>	<b>-</b>
A5 Transfers between funds					
A6 Cash funds last year end					
<b>Cash funds this year end</b>	<b>2,875</b>	<b>-</b>	<b></b>	<b>2,875</b>	<b></b>

## 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>	NW Current	375		-
	NW Saver Account	£ 2,500.18		-
				-
	<b>Total cash funds</b>	<b>2,875</b>	<b>-</b>	<b>-</b>
in Bank on 31st Aug	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval