



**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 27th 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.



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Receipts and payments accounts

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For the period from	Period start date 01/05/2020	To	Period end date 31/08/2021
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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 £
A1 Receipts					
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	
	7,523	4,610		12,133	
A2 Asset and investment sales, (see table).					
					-
Sub total					-
Total receipts	7,523	4,610		12,133	-
A3 Payments					
Salaries	3,603	4,178		7,781	
Safeguarding	171			171	
Training /conf		432		432	
Expenses	20			20	
Insurance/ Safeguarding	513			513	
hmrc	342			342	
Sub total	4,648	4,610		9,258	
A4 Asset and investment purchases, (see table)					
Sub total					-
Total payments	4,648	4,610		9,258	-
Net of receipts/(payments)	2,875	-		2,875	-
A5 Transfers between funds					
A6 Cash funds last year end					
Cash funds this year end	2,875	-		2,875	

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 £
B1 Cash funds	NW Current	375		-
	NW Saver Account	£ 2,500.18		-
				-
	Total cash funds	2,875	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
in Bank on 31st Aug				
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	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	