



**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.



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## Receipts and payments accounts

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For the period from	Period start date 01/09/2024	To	Period end date 31/08/2025
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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					
Gift Aid	560			560	749
Investment interest	32			32	37
Grant					
DSFC	1,350			1,350	1,350
hmrc refund					
Individual	2,220			2,220	2,575
Misc - oxygen	300			300	325
	4,462	-		4,462	5,036
<b>A2 Asset and investment sales, (see table).</b>					
					-
<b>Sub total</b>					-
<b>Total receipts</b>	4,462	-		4,462	5,036
<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>	3,420	-		3,420	4,818
<b>A4 Asset and investment purchases, (see table)</b>					
<b>Sub total</b>					-
<b>Total payments</b>	3,420	-		3,420	4,818
<b>Net of receipts/(payments)</b>	1,042	-		1,042	218
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	4,020			4,020	3,802
<b>Cash funds this year end</b>	5,062	-		5,062	4,020

## 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>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	