



STAR – Steps To Active Recovery

A Charitable Incorporated Organisation

Annual Report 31st March 2023

(With Accounts 1/4/22 – 31/3/23)

Registered office at end of financial year

c/o Winton Methodist Church, Heron Court Road, Bournemouth, BH9 1DE

Charity number 1191725

STAR – Steps To Active Recovery Annual Report & Accounts 1/4/22 – 31/3/23

★ Our Aims and objectives

STAR (Steps to Active Recovery) is a Charitable Incorporated Organisation formed on 9th October 2020; it has the following objective in its constitution:

“...for the public benefit to relieve the needs of people experiencing or at risk of addiction or poor mental health by working to train, resource, equip and support churches and their communities to deliver recovery ministry and provide sustainable support to such people.”

★ Our purpose

STAR aims to bring a recognised standard of support for those in and those affected by addiction, compulsive behaviours and habits.

★ Our vision

STAR encourages collaboration between churches and organisations to build recovery supportive communities.

★ Our mission

STAR confronts a community issue with a community approach through effective collaboration. Utilising the biggest volunteering resource (namely churches) and providing volunteers and staff with the understanding, training and professionalism for working alongside all people impacted by addiction.

★ Our manifesto

STAR provides expertise from professionals familiar with recovery services, as well as ensuring certain practice criteria has been obtained either as an individual church or organisation, or a network of churches working together as a community.

★ Vision and values

We want to see churches across the UK and beyond reach people affected by addiction: ultimately restoring hope by improving physical, mental, emotional and spiritual well-being.

1) Believing in transformation:

We are passionate about seeing people set free from addictions, compulsive behaviours and habits, regardless of their socio-economic status.

2) Bringing hope:

We believe there is always hope and that people can be set free from the stigma, shame and fear that accompanies addiction. We are committed to nurturing communities so they can grow

in their understanding of addiction issues, and their level of belief in their ability to be part of the solution.

3) Building community:

We advocate partnership working and approach addiction recovery from a community perspective: working with statutory and faith-based organisations. We are passionate about good communication, collaboration and building community. Additionally, we are ecumenical in our approach so that all churches can get involved.,

4) Boosting confidence:

We strive to provide a high quality, professional, yet personable experience for all involved in recovery support. This is realised through equipping and educating all stakeholders. STAR approval quantifies a consistent standard of criteria and practice that must be met. This gives everyone confidence in the organisation that carries this recognition.

5) Broad and inclusive:

We look at the whole picture. Addiction support includes the person with the addiction, their friends and family, the wider community; plus, the staff and volunteers involved in recovery support services.

★ Background:

STAR – Steps to Active Recovery was set up to upskill communities to address the increasing need for addiction support, providing a community approach to a community issue, and utilising the church network to achieve this. It worked informally in its pilot stage and development prior to and after its formal CIO formation in 2020, to test out the STAR model, refine and get ready for its full launch in 2022.

The Charities Commission statement says that “The STAR model helps churches and organisations work together to deliver appropriate support for those affected by addiction. The carefully designed framework ensures these STAR communities operate with confidence and knowledge in an area of ministry that needs professional insight.”

★ Key projects:

1. Pilot Stage Completion

The full completion of the pilot churches was successful with positive feedback across the board

2. Final STAR approval launched

In June 2022 the full STAR Approval model was launched

3. Staffing increase

Due to the growing dynamic of STAR we appointed a Relationships Manager & Life Course Coordinator

4. Early adopter focus

Working with 12 churches nationally who are at various stages of the STAR process

5. Ambassador

We have a STAR Ambassador - Barry Woodward, with connections with the Proclaim Trust

6. Fundraising

We have been awarded a number of grants and many individual donations that have helped STAR to grow

★ Financial Review

The total income of STAR for 1st April 2022 – 31st March 2023 was £82,924. We are so grateful to all of our funders and individuals who have generously supported us, with grants totalling £74,500, donations totalling £7,869 and fees for training totalling £555.

In this period, STAR is grateful for the following grants:

- Baptist Insurance Grant - £5,000
- Leigh Trust - £2,500
- Alice Ellen Cooper Dean - £10,000
- Albert Hunt - £2,000
- Awards for All (National Lottery) - £10,000
- Valentine - £5,000
- Local Giving £500
- Arnold Clark £1000
- Jerusalem Trust £10,000
- Southern Coop (Neighbourly Fund) - £8,000
- Benefact Trust - £15,000
- Neighbourhood Fund (Dorset Community Foundation) - £4,000
- Archer Trust - £1,500

The costs shown in the accounts amount to £53,999 and more than three quarters are from 2 sources:

- The costs of the concept design specialist and professional consultancy – £4,048
- The costs of our staff team - £37,952

At the end of March 2023, STAR had £66,512 in their accounts, of which £33,141 were restricted funds, and £18,000 were designated funds.

As we continue to expand and make a wider impact, we will be growing the number of churches and communities of churches involved. We also will be encouraging further regular giving, and continuing to approach funders for grants to develop STAR as it grows in national recognition.

We have a dedicated fundraiser who is working on growing relationships with our valued existing funders and seeking to increase funding for the coming year in line with the vision.

★ **Governance & Internal Controls**

Trustee team

The 4 trustees represent various sectors and church organisations that are involved in recovery related involvement, including local and national church organisations, charity leadership and the national discipleship programmes, bringing a wealth of knowledge and expertise to the charity.

The trustees meet at least every quarter; they continue to ensure that there is sound governance in place:

- Banking systems and book-keeping (this has now been outsourced to Oak Accounting)
- Policies especially around Safeguarding, Data protection, Reserves Policy etc.

★ **Statement of Trustees' responsibilities for preparation of accounts**

STAR is registered with the Charity Commission for England and Wales as a Foundation Charitable Incorporated Organisation (CIO). The operation of a CIO and the duties of STAR's trustees are governed by charity law and the Charity Commission's guidance.

The trustees are required to prepare and file a trustees' annual report and accounts each year.

STAR is eligible under Charity Commission guidance to prepare accounts on a receipts and payments basis and the trustees have adopted this basis for these accounts.

★ **Financial Reserves**

STAR is committed to open, responsible and prudent stewardship of its financial resources. The trustees believe that reserves should provide STAR with sufficient financial resources to avoid concerns about its status as a going concern and provide cover for all its financial commitments should the charity have to be wound up.

The trustees monitor the adequacy of unrestricted funds which are available to fund core operating expenses which are not funded by restricted or designated grant sourced reserves. Such unrestricted funds should be adequate to cover 4 to 6 months' core operations expenses and potential wind-up commitments (which would principally arise from staff redundancy costs).

In line with the guidance from the Charity Commission, the trustees will ensure that a review is conducted of the effectiveness of our internal financial controls, at least annually.

★ **Summary**

In a complex time for our country following the pandemic and now the cost of living crisis, we have seen a growing understanding and awareness of the mental health challenges that people are facing.

STAR is steadily growing and this past year has been foundational in the model being launched. We have high expectations of the coming year based on the growing need for addiction support & the interest in the STAR model.

★ **Message from STAR's Founder/Director**

We are seeing a growing interest in people wanting to learn more about addiction and how to help people, thus realising the importance of growing teams to upskill in this much needed area of support.

Every day I am encouraged by the people that are coming to STAR, as staff, trustees, volunteers, partners, funders and churches, all wishing to align with our vision to see the culture of addiction influenced and changed by the wider church.



Emma Heath

This report was approved by the trustees on 04/08/2023

Signed: 

Jackie Leswell
Chair of Trustees

Dated: 8th August 2023

★ **Appendix 1: Trustees**

The following are trustees of the CIO on 31st March 2023:

- Jacqueline Ann Leswell - Chair
- Alistair Doxat Purser -Trustee
- Julian Radford – Trustee (Started - May 2022)
- Sue James – Trustee (Started - January 2023)

The following trustees resigned during the period of 1st April 2022 – 31st March 2023

- Roger Constantine – Trustee (Resigned - September 2022)
- Richard Homer – Trustee (Resigned - September 2022)

★ Appendix 2: Accounts for year ended 31/3/23

STAR - Steps To Active Recovery

Registered charity: 1191715

				Year ended 31-Mar-23	Period 09-Oct-20 To 31-Mar-22
<u>Receipts and payments</u>	Unrestricted	Designated	Restricted		
Receipts:	£	£	£	£	£
Grants	4000	18000	52500	74500	60462
Individual donations	4347			4347	7801
Gift aid	316			316	807
Church donations	2638			2638	1457
Other donations	468			468	11216
Fees for training	555			555	
Other income	100			100	0
	12424	18000	52500	82924	81742
Payments:					
Salary	15682		21042	36724	29481
Pension	1228			1228	246
Office rent	250			250	0
Office equipment	310			310	
Bank Charges	189			189	125
Training	68			68	1000
Insurance	407			407	407
Events	418			418	104
Publicity	993		65	1058	744
Telephone/IT	614			614	2314
Online membership	850			850	370
Equipment/materials	1039		17	1056	1522
App development	500			500	0
Hospitality	0			0	292
Extra project costs	183			183	884
CAF/Donate fees	0			0	516
Staff travel/expenses	1856			1856	415
Stationery/postage	162			162	653
Professional fees	377		3671	4048	4650
Accounting/bookkeeping	400			400	
Fundraising costs	3678			3678	0
Miscellaneous	0			0	432
	29204	0	24795	53999	44155
Excess of receipts over payments	-16780	18000	27705	28925	37587
Funds brought forward	32151	0	5436	37587	0
Funds carried forward	15371	18000	33141	66512	37587
<u>Statement of Assets and Liabilities</u>					
Cash held in bank account	£15,371	£18,000	£33,141	£66,512	
Outstanding guarantees to third parties				None	
Debts secured on assets of STAR				None	

Independent Examiner Report

I have examined the accounts for STAR - Steps To Active Recovery for the year ended March 2023 and confirm that they are in accordance with the financial records and supporting documentation provided to me



Signed _____

★ **Appendix 3: Independent Examiner's Report for the Year to 31st March 2023**

STAR – Steps to Active Recovery

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees on accounts for the year ended 31st March, 2023

This report on the accounts of the charity for the year ended 31 March 2023 is in respect of an examination carried out under s.144 of the Charities Act 2011.

Respective responsibilities of trustees and examiner

The members of the trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility:

- To examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act), and
- To state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by STAR and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that:
 - a. proper accounting records are kept (in accordance with the Act); and
 - b. accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 21/07/2023

Louise Parker MICB CB.DIP

24 Leybourne Avenue

Bournemouth, BH10 6HF