

REGISTERED COMPANY NUMBER: 06588338 (England and Wales)
REGISTERED CHARITY NUMBER: 1162349

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2023
for
Stepping Stones (Luton)

Hicks and Company
Chartered Accountants
Vaughan Chambers
Vaughan Road
Harpenden
Hertfordshire
AL5 4EE

Stepping Stones (Luton)

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for the Year Ended 31 March 2023

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Report of the Trustees
for the Year Ended 31 March 2023

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 31 March 2023.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and the 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

To empower every vulnerable woman that walks through our door with the opportunity and freedom to transform her life and the lives of her children and family.

Vision:

As a direct result of our work we will have built stronger communities by putting systems in place that enable women to thrive and be their best selves.

Mission:

Stepping Stones (Luton) is an innovative woman-centred service that is driven by passion enabling vulnerable women to transform their lives and reach their full potential. We empower and inspire women to make positive choices, creating a better future for themselves, their children, their families and the communities in which they live.

Guiding principles:

Important to Stepping Stones (Luton):

- 1) Gender: A service that acknowledges that gender makes a difference.
- 2) Environment: Safety, respect and dignity.
- 3) Relationships: Policies, practices, and programmes that are relational and promote healthy connections to children, family, significant others and the community.
- 4) Services: Addressing domestic abuse, substance misuse and antisocial behaviour sometimes demonstrated by the most vulnerable for example, homeless women, and mental health issues through comprehensive, integrated services.
- 5) Socioeconomic status: Providing women with opportunities to improve their socioeconomic conditions.
- 6) Community: To partner with other key lead services in providing support and services to address unmet needs and overcome barriers.

Charitable Objects:

The Charitable Objects of Stepping Stones (Luton) are for the public benefit and are restricted to the following: To relieve physical and mental sickness and financial hardship and to promote and preserve good health, in particular, through the provision of support services of any kind, for women and their children and families suffering from drug addiction and substance abuse and who may have offended or re-offended or be victims of domestic abuse, living in Luton or such other parts of Bedfordshire or the United Kingdom as the trustees from time to time may think fit.

Public benefit

The Trustees are aware of the Charity Commission's guidance on public benefit including the guidance 'public benefit: running a charity'. As explained further in the Achievements and Performance section set out below, the charity has addressed the activities undertaken in relation to its objects and their relationship to addressing the public benefit.

Principal areas of work

Since 2008 Stepping Stones (Luton) has been dedicated to helping women and their children reach their potential and create healthier, happier lives.

The charity works with vulnerable women and their children to transform the stumbling blocks of their lives into Stepping Stones through the provision of one to one and group support for women and support through an Ofsted registered childcare provision. The charity aims to:

- Improve the health and wellbeing of vulnerable women and their children
- Improve the life prospects of vulnerable women and their children
- Create stronger and more cohesive families

2022/23 Summary

This year we supported 362 vulnerable women and delivered 2,339 hours of support which is in an increase on last year. More diverse referrals into our services and a growing number of women self-referring have contributed to this increase. To meet the complex needs of our service beneficiary community we have diversified our offers of support to include new course programmes, advocacy, and crisis intervention to ensure that we meet the women where they are on their respective journeys to freedom from domestic abuse, substance misuse and offending. To accurately reflect the voices of our service beneficiary community we have increased partnership working and developed our networking potential. We continue to be the only women's service within Luton that is contracted by the Ministry of Justice to support women who are subject to community orders or being discharged from custody to the local area. All of our services, post pandemic, have been fully operational this year and our childcare facility is available five days a week.

Our largest referral source was through self-referral with 40% of our service beneficiaries referring themselves into service. Our second largest number of referrals this year was from Children's Social Care, followed by local mental health services. As the number of referrals to our services has risen so has the complexity of need presented by our service beneficiary community - 85% were affected by poor mental health, 37% of this cohort had a dual diagnosis with a mental health condition and substance misuse issues and two thirds of all the women we supported experienced more than one vulnerability. Emotional and physical abuse, and coercive control remained the three most common types of abuse with 45% of our service beneficiary community experiencing threats against their life, 39% being victims of attempted strangulation and suffocation and 70% experiencing depression and suicidal thoughts.

This year has seen us developing a pan-county Survivor's Group to ensure that the current issues facing local women and their children affected by domestic abuse are accurately reflected in the services provided by both the statutory and voluntary sector. We have been consistently advocating for our service beneficiary community locally and ensuring that the voices of this marginalised collective are heard and acknowledged through system changes and process modification. We have continued to train our staff team to understand and respond effectively to the particular needs of women directly affected by FGM, honour-based violence, gang violence and sexual exploitation.

During this reporting period, 1,989 childcare sessions were delivered to 102 children with the increase on last year due to more women with young children being supported by the charity and the acceptance of non-client children, at a fixed cost. Our childcare facility continues to provide a thorough learning curriculum cognition appropriate to the children we support and retains its Ofsted rating. Children are encouraged to learn, play, and socialise appropriately with their peers taking part in a calendar of events and receiving a warm, nutritionally balanced meal every day.

ACHIEVEMENT AND PERFORMANCE

During 2022/23 the following services were provided:

Intervention / services	No. of women
One to one support (Luton)	282
One to one support (Central Beds)	71
Probation	23
Group programmes (incl Own My Life, Serenity)	295
Education, Training and Employment support	41
Counselling	35

Services:

One-to-one support: Following an initial assessment, our trained Women's Support Practitioners (WSPs) work collaboratively with the client to identify and develop an appropriate and dynamic support plan which accurately reflects and meets the client's immediate and longer-term needs. One-to-one support continues to be the most commonly offered service, which is underpinned by a holistic, therapeutic approach to building the client's mental, physical, emotional, and psychosocial wellbeing. A typical support plan would include the following:

- Enabling the client to understand and move beyond domestic abuse
- Fostering positive and healthy relationships and support networks
- Support and advocacy to navigate statutory services such as Probation, Social Services, Local Authority housing and the DWP, etc
- Acknowledging and addressing substance misuse
- Education and empowerment around parenting

Group programmes: The charity offers an increased number and variety of programmes to our client community which are designed to inform, empower, and support clients experiencing specific issues. A summary of our groups (many of which can be delivered by a fully trained WSP on a one-to-one basis dependent on the client's needs) are as follows:

Own My Life - All our practitioners are trained to deliver the Own My Life programme. It is a 12-week course to support clients, who have suffered abuse, regain ownership of their lives. It looks at sexism, rape culture, violence, misogyny, disrespect in relationships and abusive behaviour.

Beyond Anger - Explores anger and violence in different areas of the client's lives, focussing on strengths and how clients can express strong emotions in a safe and appropriate manner and make positive changes to their lives.

Resilience Parenting - Enables and empowers clients to understand parenting and how to move towards safe, appropriate, and responsive parenting. Building strong bonds between parent and child.

Serenity - Authored by the charity to support clients affected by anxiety and stress; enables clients to understand and recognise stress and to respond to distressing environs and panic in a proactive, meaningful manner.

NVR - Non-Violent Resistance is aimed specifically at parents who are experiencing abusive behaviour from their child / children. Enabling parents to respond to these challenges in a proven, peaceful way that seeks to improve the relationship longer term with their child / children.

Love Languages - A brand new course developed to enable clients to understand the way they give and receive love in both intimate and familial relationships and how they can navigate and respond to possible red flags in relationships that have the potential to become harmful.

Report of the Trustees
for the Year Ended 31 March 2023

Broad outcomes for women support in the community include:

145 clients have exited our services this year.

- 96% positive outcomes in relation to health (including clients reducing the symptoms of anxiety and trauma and accessing mental health support)
- 61% positive outcomes in relation to finances (including clients feeling better able to manage their finances and more able to manage debt)
- 78% positive outcomes in relation to ETE
- 98% positive outcomes in relation to parenting (including being supported through contact processes, increasing their confidence in parenting, increasing their understanding of the impact of DA on children and better relationships with their children)

Further, of the clients exiting our services over the course of the year:

- 97% strongly agreed or agreed that they are clear that the abuse they experienced was not their fault
- 96% strongly agreed or agreed that they are better able to recognise abusive behaviour
- 91% felt more confident in asking for help
- 92% feel more confident in their parenting skills
- 89% said they felt able to make up their own mind either all of the time or often
- 94% said they felt optimistic about the future either all of the time or often
- 91% said they felt safe either all of the time or often
- 93% said they felt good about themselves either all of the time or often

Operational challenges during the year 2022/23

Staff Changes: We were without a Women's Services Manager for the latter half of this reporting period meaning that the CEO and Office Manager saw their workloads increase to meet the service delivery staff and services needs during this absence.

Fundraising and Income Generation: With the loss of the Business Development Manager a consistent approach to income generation was somewhat impeded. This has been resolved by the recruitment of a Women's Services Manager, freeing the CEO's time to focus on this vital area.

National Cost of Living Increase: This has negatively impacted not just our client beneficiary community but the charity and its staff with rising costs seeing an increased output in the charity's regular payments to include utilities, telephony and IT and cost of services. The charity has increased applications to funders to cover core costs to meet mitigate this.

Business Development and Fundraising

The charity was awarded £131,477 for core costs by the Ministry of Justice (covering the 3 years to 31/03/25) and £143,200 (ends: 31/03/24) by Bedfordshire and Luton Community Foundation. The CEO will be looking to invest more time into exploring the following fundraising areas, alongside cyclical bid writing this year:

- Corporate sponsorship
- Challenge events
- Community fundraising
- Legacy
- Regular giving

To support a planned fundraising strategy, the charity will look to increase its media presence, via both traditional and digital media outputs to not simply raise awareness of who we are but rather to support what we offer. The national cost of living crisis has also encouraged the charity to consider more diverse funding streams and support partnership funding applications where appropriate.

Report of the Trustees
for the Year Ended 31 March 2023

Partnership working

This period has seen the charity strengthen and extend its partnership working and professional networks. As members of the VARAC Strategic Board, Luton Borough Council's Domestic Abuse Local Partnership Board, Central Bedfordshire Council's Bedfordshire Domestic Abuse Partnership, Luton New Migrant Partnership and the Vulnerable Women's Group, we ensure that the needs of our client community are accurately reflected at regional level. The charity works closely with other third sector providers within the local community as well as statutory agencies with the statutory care remit for many of our client community. We work in partnership with the relevant NHS Trust, Social Services directorate (both adult and child) and the local Criminal Justice System.

Organisation Structure

The charity currently employs 19 staff members - 8 full time and 11 part time, three of whom comprise the charity's senior management team. All of our staff are highly trained and regularly refresh and expand their learning through both accredited and non-accredited courses and webinars. This period has seen three of our Women's Support Practitioners become qualified IDVAs. Mandatory training such as safeguarding, data protection and confidentiality are refreshed on an annual basis or if legislation changes occur prior to the annual review date.

Pay Policy Senior Staff

Remuneration of staff is set with regards to market rates and will be reviewed in 2023/24 to ensure that the pay levels are fair.

Principal risks and uncertainties

We have considered the main areas of risk and outlined in the Business Continuity Plan. The main areas of risk for the charity are:

- Loss of workspace - building damage, unexpected structural faults, heating / plumbing failure and/or loss of utilities.
- Loss of IT / data - Failure of computer hardware and/or IT systems, hacking or security breach, damage to phone lines / internet access.
- Loss of key staff - inability of staff to attend workplace or permanent / temporary loss of staff.
- Loss of income - inability to secure sufficient funding for the year, not receiving expected funding on time, not receiving funding at all.

Plans for future periods

For the 2023/24 period we will be focusing on;

- Promoting our childcare services through a series of open mornings for referring agents, the publication of newly developed promotional materials and outsourcing these services at cost where the caregiver is not a client of the charity.
- Looking to expand and strengthen our offer to potential clients living in rurally isolated areas of Central Bedfordshire.
- Innovating services by looking at areas of potential development within the framework of what we currently offer.
- Developing the pan-county Survivor's Group.
- Repositioning the charity as the region's leading provider of services to women.

FINANCIAL REVIEW

Financial position

The detailed figures for the year ended 31 March 2023 are set out in the financial statements that follow this Trustees' Report. During the year, the Company received £418,661 (2022: £440,648) and spent £557,207 (2022: £500,127) leaving a deficit of £138,546 (2022: deficit of £59,479).

The primary sources of income were from a service agreement contract with Advance (probation) and grants from Luton Rising, The Tudor Trust, Lloyds Bank Foundation, Early Years Masonic Foundation, BLCF, Ministry of Justice, The Henry Smith Charity and the National Lottery. Income and expenditure for the year were in line with budget.

Reserves policy

The current reserves policy is to keep at least 25% of operating costs as reserves (excluding those relating to restricted income funds, endowment funds, tangible assets held for the Company's use and amounts designated for essential future spending) to ensure that the Company can continue to operate in the short term should it suffer an unexpected fall in incoming funds. At the balance sheet date, the Company held £200,330 (2022: £235,609) in reserves under the above definition, which represents 36.0% (2022: 47.1%) of operating costs for the year.

Investment policy

The trustees have decided to maintain a low risk investment strategy. The main purpose of the Company is to provide support services to vulnerable women and their children and families and because of the uncertainty of income streams, it is necessary to ensure that funds are readily available to ensure that services are not adversely affected by short term income falls. As such the trustees choose not to risk funds in potentially higher return investments.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Stepping Stones (Luton) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 8 June 2015 (amended 11 January 2017). It is registered as a charity with the Charity Commission. The maximum contribution required by members of the company is an amount not exceeding £1 in the event of the company being wound up. The Company was originally incorporated on 8 May 2008 as a Community Interest Company and passed a special resolution on 8 June 2015 to convert to a Charitable Company.

Appointment of trustees

New Trustees are appointed by a majority ballot of the existing Trustees or by ordinary resolution of the members in general meeting. New Trustees appointed by the existing Trustees only hold office until the next AGM at which time they may seek re-appointment. One third of the Trustees retire from office by rotation at each AGM following the first AGM and may seek re-appointment.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06588338 (England and Wales)

Registered Charity number

1162349

Registered office

9a George Street West
Luton
Bedfordshire
LU1 2BW

Report of the Trustees
for the Year Ended 31 March 2023

Company Trustees and Directors

The directors of the charitable company are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Sandra Brown (Chair)
Sally Hopwood (Deputy Chair) (resigned 25.4.22)
Sara Miles (joint Vice Chair)
Hannah Hill (resigned 5.10.22)
Rosemary Hughes (joint Vice Chair)
Manoj Jain (resigned 4.5.23)
Claire McNally (appointed 25.4.22)
Sarita Jain (appointed 25.4.22) (resigned 8.8.23)
Letitia Winston (appointed 25.4.22) (resigned 31.8.23)
Charlotte Philip (appointed 31.1.23) (resigned 13.7.23)
Aimee Clarke (appointed 10.3.23)

Independent Examiner

Philip Dean, FCA (Member of the Institute of Chartered Accountants in England & Wales)
Hicks and Company
Chartered Accountants
Vaughan Chambers
Vaughan Road
Harpenden
Hertfordshire
AL5 4EE

Patron

Meryl Dolling

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

CURRENT MANAGEMENT TEAM

Denise March-Palmer - Interim CEO
Shazia Shah - Women's Services Manager
Linda Rogers - Childcare Manager

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Stepping Stones (Luton) for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

Stepping Stones (Luton) (Registered number: 06588338)

Report of the Trustees
for the Year Ended 31 March 2023

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 19 September 2023 and signed on its behalf by:

Sandra Brown

Sandra Brown (Chair) - Trustee

Independent Examiner's Report to the Trustees of
Stepping Stones (Luton)

Independent examiner's report to the trustees of Stepping Stones (Luton) ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Philip Dean

Philip Dean, FCA (Member of the Institute of Chartered Accountants in England & Wales)
Hicks and Company
Chartered Accountants
Vaughan Chambers
Vaughan Road
Harpenden
Hertfordshire
AL5 4EE

19 September 2023

Stepping Stones (Luton)

Statement of Financial Activities
for the Year Ended 31 March 2023

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	28,395	-	28,395	11,204
Charitable activities	4				
Support services for vulnerable women		38,943	350,779	389,722	429,438
Investment income	3	<u>544</u>	-	<u>544</u>	<u>6</u>
Total		<u>67,882</u>	<u>350,779</u>	<u>418,661</u>	<u>440,648</u>
EXPENDITURE ON					
Charitable activities	5				
Support services for vulnerable women		<u>103,210</u>	<u>453,997</u>	<u>557,207</u>	<u>500,127</u>
NET INCOME/(EXPENDITURE)		(35,328)	(103,218)	(138,546)	(59,479)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>235,702</u>	<u>149,527</u>	<u>385,229</u>	<u>444,708</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>200,374</u></u>	<u><u>46,309</u></u>	<u><u>246,683</u></u>	<u><u>385,229</u></u>

The notes form part of these financial statements

Statement of Financial Position
31 March 2023

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Tangible assets	11	44	-	44	93
CURRENT ASSETS					
Debtors	12	7,988	8,783	16,771	21,045
Cash at bank and in hand		<u>211,167</u>	<u>78,794</u>	<u>289,961</u>	<u>448,352</u>
		219,155	87,577	306,732	469,397
CREDITORS					
Amounts falling due within one year	13	(18,825)	(41,268)	(60,093)	(84,261)
NET CURRENT ASSETS		<u>200,330</u>	<u>46,309</u>	<u>246,639</u>	<u>385,136</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>200,374</u>	<u>46,309</u>	<u>246,683</u>	<u>385,229</u>
NET ASSETS		<u>200,374</u>	<u>46,309</u>	<u>246,683</u>	<u>385,229</u>
FUNDS	15				
Unrestricted funds:					
General fund				200,374	235,702
Restricted funds:					
Support services for vulnerable women				<u>46,309</u>	<u>149,527</u>
TOTAL FUNDS				<u>246,683</u>	<u>385,229</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 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.

Stepping Stones (Luton) (Registered number: 06588338)

Statement of Financial Position - continued
31 March 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 19 September 2023 and were signed on its behalf by:

Sandra Brown

Sandra Brown (Chair) - Trustee

A handwritten signature in black ink, appearing to read 'Sara Miles', with a stylized, cursive script.

Sara Miles (joint Vice Chair) - Trustee

Stepping Stones (Luton)

Statement of Cash Flows
for the Year Ended 31 March 2023

	Notes	31.3.23 £	31.3.22 £
Cash flows from operating activities			
Cash generated from operations	1	(158,337)	(36,673)
Interest paid		<u>(54)</u>	<u>(224)</u>
Net cash used in operating activities		<u>(158,391)</u>	<u>(36,897)</u>
		_____	_____
Change in cash and cash equivalents in the reporting period		(158,391)	(36,897)
Cash and cash equivalents at the beginning of the reporting period		<u>448,352</u>	<u>485,249</u>
Cash and cash equivalents at the end of the reporting period		<u>289,961</u>	<u>448,352</u>

The notes form part of these financial statements

1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.23	31.3.22
	£	£
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(138,546)	(59,479)
Adjustments for:		
Depreciation charges	49	7,156
Interest paid	54	224
Decrease in debtors	4,274	11,359
(Decrease)/increase in creditors	<u>(24,168)</u>	<u>4,067</u>
Net cash used in operations	<u>(158,337)</u>	<u>(36,673)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.22	Cash flow	At 31.3.23
	£	£	£
Net cash			
Cash at bank and in hand	<u>448,352</u>	<u>(158,391)</u>	<u>289,961</u>
	<u>448,352</u>	<u>(158,391)</u>	<u>289,961</u>
Total	<u>448,352</u>	<u>(158,391)</u>	<u>289,961</u>

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 incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to them.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income is included when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Expenditure

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.

Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

The charity has one main activity being the provision of support services for vulnerable women.

Allocation and apportionment of costs

Costs have either been directly allocated or have been allocated on the basis of the proportion of income to which they relate. Where depreciation is properly chargeable to restricted fund activities, this has also been allocated on the basis of the proportion of income between restricted and unrestricted activities.

Tangible fixed assets

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

Short leasehold	- 10% on cost
Fixtures & equipment	- 25% on cost

Taxation

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

1. ACCOUNTING POLICIES - continued**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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	31.3.23	31.3.22
	£	£
Donations	26,729	11,204
Gift aid	1,666	-
	<u>28,395</u>	<u>11,204</u>

3. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Interest received	544	6

4. INCOME FROM CHARITABLE ACTIVITIES

	31.3.23	31.3.22
	£	£
Service agreement	38,740	71,733
Sundry income	-	5
Grants	350,779	347,611
Government Job Retention Scheme	-	10,089
Childcare services	203	-
	<u>389,722</u>	<u>429,438</u>

Grants received, included in the above, are as follows:

	31.3.23	31.3.22
	£	£
Luton Rising	143,200	149,364
Tudor Trust	25,000	26,700
Lloyds Bank Foundation	34,250	31,600
Ministry Of Justice	9,986	40,069
The Henry Smith Charity	26,900	53,800
Bedfordshire Luton Community Foundation (emergency Covid)	8,000	3,891
	<u>247,336</u>	<u>305,424</u>
Carried forward		

4. INCOME FROM CHARITABLE ACTIVITIES - continued

	31.3.23	31.3.22
	£	£
Brought forward	247,336	305,424
Police and Crime Commissioner	-	4,160
Pilgrim Trust	3,750	10,052
Steel Charitable Trust	12,500	-
Luton Borough Council	-	858
Masonic Charitable Foundation	24,731	24,731
DWP Resource Management	-	2,386
Awards For All (Lottery)	600	-
National Lottery	56,862	-
B&Q	5,000	-
	<u>350,779</u>	<u>347,611</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Support services for vulnerable women	<u>464,751</u>	<u>92,456</u>	<u>557,207</u>

6. SUPPORT COSTS

Support services for vulnerable women	<u>92,456</u>
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7. NET INCOME/(EXPENDITURE)

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

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	49	7,156
Independent Examiner's remuneration	<u>3,000</u>	<u>2,250</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

8. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

During the year ended 31 March 2023, there were no expenses paid to Trustees (2022: £20 expenses was paid in connection with one Trustee).

9. STAFF COSTS

	31.3.23	31.3.22
	£	£
Wages and salaries	406,861	363,163
Social security costs	19,032	24,709
Other pension costs	<u>6,861</u>	<u>6,891</u>
	<u>432,754</u>	<u>394,763</u>

Pension costs are allocated to activities in proportion to the related staffing costs incurred.

The average monthly number of employees during the year was as follows:

	31.3.23	31.3.22
	<u>20</u>	<u>18</u>
Support services for vulnerable women		

No employees received emoluments in excess of £60,000.

The employee benefits of key management personnel for the company were £84,618 (2022: £96,374).

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	-	11,204	11,204
Charitable activities			
Support services for vulnerable women	82,685	346,753	429,438
Investment income	<u>6</u>	<u>-</u>	<u>6</u>
Total	<u>82,691</u>	<u>357,957</u>	<u>440,648</u>
EXPENDITURE ON			
Charitable activities			
Support services for vulnerable women	<u>91,506</u>	<u>408,621</u>	<u>500,127</u>
NET INCOME/(EXPENDITURE)	(8,815)	(50,664)	(59,479)
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>244,517</u>	<u>200,191</u>	<u>444,708</u>
TOTAL FUNDS CARRIED FORWARD	<u>235,702</u>	<u>149,527</u>	<u>385,229</u>

11. TANGIBLE FIXED ASSETS

	Short leasehold £	Fixtures & equipment £	Totals £
COST			
At 1 April 2022 and 31 March 2023	<u>129,248</u>	<u>46,085</u>	<u>175,333</u>
DEPRECIATION			
At 1 April 2022	129,247	45,993	175,240
Charge for year	-	49	49
At 31 March 2023	<u>129,247</u>	<u>46,042</u>	<u>175,289</u>
NET BOOK VALUE			
At 31 March 2023	<u>1</u>	<u>43</u>	<u>44</u>
At 31 March 2022	<u>1</u>	<u>92</u>	<u>93</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Trade debtors	6,457	5,081
Prepayments	<u>10,314</u>	<u>15,964</u>
	<u>16,771</u>	<u>21,045</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Trade creditors	3,570	2,489
Social security and other taxes	22,013	21,215
Other creditors	28,353	24,611
Accruals and deferred income	<u>6,157</u>	<u>35,946</u>
	<u>60,093</u>	<u>84,261</u>

14. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.23	31.3.22
	£	£
Within one year	20,000	-
Between one and five years	80,000	-
In more than five years	<u>75,000</u>	-
	<u>175,000</u>	-

15. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	235,702	(35,328)	200,374
Restricted funds			
Support services for vulnerable women	149,527	(103,218)	46,309
TOTAL FUNDS	<u>385,229</u>	<u>(138,546)</u>	<u>246,683</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	67,882	(103,210)	(35,328)
Restricted funds			
Support services for vulnerable women	350,779	(453,997)	(103,218)
TOTAL FUNDS	<u>418,661</u>	<u>(557,207)</u>	<u>(138,546)</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	244,517	(8,815)	235,702
Restricted funds			
Support services for vulnerable women	200,191	(50,664)	149,527
TOTAL FUNDS	<u>444,708</u>	<u>(59,479)</u>	<u>385,229</u>

15. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	82,691	(91,506)	(8,815)
Restricted funds			
Support services for vulnerable women	357,957	(408,621)	(50,664)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>440,648</u>	<u>(500,127)</u>	<u>(59,479)</u>

Purpose of restricted funds:

The restricted funds are held and applied for the overall objects of the company. Due to the complex needs of all service users, it is not possible to allocate income and costs to specific services provided by the company.

16. RELATED PARTY DISCLOSURES

There were no transactions with related parties during the year ended 31 March 2023.

17. ULTIMATE CONTROLLING PARTY

In the opinion of the trustees, there was no controlling party during the year.

18. GENERAL INFORMATION

The company is a private company registered in England and Wales. It is limited by guarantee and has no share capital. In the event of a winding up, every member has undertaken to contribute a sum not exceeding £1. The company's registered number and registered office address can be found in the Report of the Trustees.

Stepping Stones (Luton)

Detailed Statement of Financial Activities
for the Year Ended 31 March 2023

	Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS				
Donations and legacies				
Donations	26,729	-	26,729	11,204
Gift aid	1,666	-	1,666	-
	28,395	-	28,395	11,204
Investment income				
Interest received	544	-	544	6
Charitable activities				
Service agreement	38,740	-	38,740	71,733
Sundry income	-	-	-	5
Grants	-	350,779	350,779	347,611
Government Job Retention Scheme	-	-	-	10,089
Childcare services	203	-	203	-
	38,943	350,779	389,722	429,438
Total incoming resources	67,882	350,779	418,661	440,648
EXPENDITURE				
Charitable activities				
Salaries	69,166	337,695	406,861	363,163
Social security	3,236	15,796	19,032	24,709
Pensions	1,166	5,695	6,861	6,891
Staff training	2,814	-	2,814	11,195
Agency staff	-	1,000	1,000	-
Recruitment costs	1,397	6,820	8,217	230
DBS costs	445	75	520	506
Refreshments & canteen expenses	796	3,877	4,673	2,244
Travel expenses	278	-	278	1
Supervision costs	1,330	6,485	7,815	6,146
Materials	189	702	891	1,158
Service user support expenses	106	-	106	297
Accountancy	5,683	-	5,683	5,360
Trustee expenses	-	-	-	20
	86,606	378,145	464,751	421,920
Support costs				
Other				
Fundraising and promotion	304	-	304	20
Carried forward	304	-	304	20

This page does not form part of the statutory financial statements

Stepping Stones (Luton)

Detailed Statement of Financial Activities
for the Year Ended 31 March 2023

	Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
Other				
Brought forward	304	-	304	20
Rent & parking payable	4,524	22,084	26,608	18,000
Rates & water rates	107	519	626	1,151
Insurance	1,777	8,670	10,447	5,540
Telephone	1,613	7,875	9,488	9,758
Printing, postage & stationery	530	2,582	3,112	1,753
Repairs, renewals & alterations	529	2,575	3,104	6,951
Light & heat	1,032	5,031	6,063	3,554
Computer & software expenses	3,184	15,538	18,722	14,099
Subscriptions	486	2,371	2,857	1,731
Professional fees	1,002	4,887	5,889	3,717
Volunteer expenses	125	-	125	374
Refuse collection & cleaning	753	3,678	4,431	3,934
Sundry expenses	577	-	577	245
Depreciation of short leasehold	-	-	-	7,107
Depreciation of fixtures & equipment	7	42	49	49
Bank charges & interest	54	-	54	224
	<u>16,604</u>	<u>75,852</u>	<u>92,456</u>	<u>78,207</u>
Total resources expended	<u>103,210</u>	<u>453,997</u>	<u>557,207</u>	<u>500,127</u>
Net (expenditure)/income	<u>(35,328)</u>	<u>(103,218)</u>	<u>(138,546)</u>	<u>(59,479)</u>