

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2019
for
Stepping Stones North Wales

Hatcher Hughes Limited
Cassidy House
Station Road
Chester
Cheshire
CH1 3DW

Stepping Stones North Wales

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for the year ended 31 March 2019**

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Stepping Stones North Wales

Report of the Trustees **for the year ended 31 March 2019**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2019. The trustees have adopted the provisions of 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 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Our aim is to achieve the following objectives:

* To protect and preserve the good health, both mental and physical, of persons who have been victims of sexual abuse and in particular by the provision of therapeutic intervention, individual and group counselling and support..

* To advance the education of persons working with those who have been victims of child sexual abuse.

Significant activities

We work closely with victims and survivors to continually develop and improve our service provision. Their input has informed the activity and support available under our recently developed Next Step project providing activity to individuals during or post counselling. Members of Next Step have also been instrumental in developing a First Step project which is aimed at supporting those individuals who are on our waiting list following an Initial Assessment. We continue to work in partnership and develop new links with other VAWDASV service providers to ensure the best service is made available to victims / survivors of CSA. The Live Fear Free helpline continues to provide out of hours support and holiday/sickness cover to ensure there is a 24 hour service available. We continue to engage in collaborative work with RASASC and SARC in providing a holistic suite of services to address sexual violence across North Wales with the aim of ensuring that victims / survivors who live in North Wales have access to services designed to aid their recovery and wellbeing.

Public benefit

We achieve public benefit by offering a free counselling and support service which is accessible by all adults in a range of accessible locations across North Wales. We also offer clients a choice of time availability, gender and language in counselling sessions. The beneficiaries of the organisation's activities are mainly adults who have been victims of childhood sexual abuse, and indirectly their families, carers and communities. Stepping Stones offers practical and emotional support and specialist counselling services through various pathways to empower people to take control of their own lives and enhance their recovery so that they can enjoy improved health and wellbeing and contribute as positive members of the communities in which they live.

Stepping Stones is also working to educate professionals and others who work with victims / survivors in other walks of life through their Education & Outreach Programme funded by the People's Postcode Trust.

The trustees have had regard to the Charity Commission's guidance on public benefit.

Stepping Stones North Wales

Report of the Trustees **for the year ended 31 March 2019**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year we have provided specialist therapeutic counselling and support services across North Wales. Waiting lists remain high as referrals are constantly coming in and available funding fails to keep pace with demand. This is an ongoing challenge. We worked with a partner organisation (RASASC) in the period October 2018 to March 2019 and referred 47 individuals to them for service which allowed us to keep our waiting lists fairly constant totalling 114 at 31st March 2019 compared with 116 at 31st March 2018. We are always looking for new venues and to secure additional funding and counsellors to meet this demand.

During the past 12 months we have received 531 referrals for counselling and support (representing an 18.5% increase on 2018-19) and more than 50 individuals have engaged with our Next Step project to date, including a number from partner organisations. We provided 5483 one to one counselling sessions in the period and ran more than 12 monthly Next Step activities in Wrexham and Rhyl.

We receive feedback from individuals who have benefitted from counselling on a regular weekly basis, telling us how counselling has changed their lives, improved their wellbeing and helped them move on to live well.

We are particularly proud of some of the successes achieved from our Next Step project and these include :

Stepping Stones were instrumental in securing a fully furnished flat for a young man who had been homeless from a very young age. We also supported him to become a volunteer with a national charity. "He said that he felt safe and happy for the first time in his life"

In partnership with local foodbanks and the Salvation Army, Stepping Stones were able to provide 10 food hampers and 6 toy hampers to families experiencing food poverty, for 1 family the toys were the only gifts the children received on Christmas morning.

Through Essential skills classes, women have reported that the steps they have made since accessing education support with Stepping Stones, in Maths and English, they are now able to support their children with homework, budget better, complete forms with confidence and make informed choices in their lives that have improved theirs and their families lives for the better.

A member of the Next Steps class has been awarded Coleg Cambria Essential Skills student of the year 2018 and was also awarded the Inspire Student of the Year for Wales for her journey of improved wellbeing through education.

Stepping Stones have been able to secure a Dentist who is able to offer support to men and women who, due to the trauma they have experienced in childhood, have an overwhelming fear of visiting a dentist. One woman who had been in pain with toothache for a long time is now attending the dentist for the first time and her health has improved since attending. She is now arranging appointments for her children.

We continue to improve and develop our service provision with the help of service users and are working towards further quality marks and accreditations in 2019-20.

FINANCIAL REVIEW

Principal funding sources

Our principal funding sources include : Local Authorities, The Health Board, The Ministry of Justice and the North Wales OPCC. These funders provide us with a contribution towards the income we need to offer our counselling and support services. We continually have to look for additional funding to cover our core costs of running the organisation each year and we rely on fundraising and donations throughout the year. We are pleased to announce that the Lloyds Foundation have awarded a grant for 3 years towards our core running costs and the Welsh Government have provided some funding to help reduce waiting lists and a capital grant for improvements to security and infrastructure at our main office / counselling base in Wrexham.

Reserves policy

Our reserves are held to provide the necessary funds to continue to offer our counselling and support services should some funding sources not be retained and / or new ones not secured. Reserves are held with the intention of covering in the region of six months running costs in this event. We currently have £108,496 in our unrestricted reserves fund (2018 - £115,416).

Funds in deficit There are no funds in deficit as at 31 March 2019.

Funds in deficit

There are no funds in deficit as at 31 March 2019.

During the past 12 months Stepping Stones North Wales has continued to apply for a variety of funding opportunities in an attempt to diversify income streams. Competition for funding continues to be fierce and it is an ongoing challenge to try and secure funding for core running costs alongside the specialist counselling and support that we offer.

Stepping Stones North Wales

Report of the Trustees
for the year ended 31 March 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

Stepping Stones looks to recruit trustees from a variety of backgrounds who share the values of the organisation. The recruitment process for trustees involves the submission of an initial letter, completion of an application form, interview, satisfactory references and DBS checks. Trustees are elected to post by the board at general meetings, proposed and seconded by separate board members. External bodies are not entitled to appoint trustees.

Organisational structure

Stepping Stones North Wales was established in 1984 and became a registered charity in 1994. We are based in North Wales and the service is currently available to adults free of charge. Our organisation is overseen by a Board of Trustees who are responsible for the control and management. We have a team of 4 paid staff, a mix of full and part time (equating to 3 FTE). We work with a team of around 20-25 Professional Counsellors, 6 supervisors and 15 volunteers who support our work in a variety of roles including Counsellors Mentors, Facilitators, Fundraisers, Advocates and Administrator. Our Operations Director provides strategic lead, sourcing funding opportunities and working externally and internally to develop partnerships, systems and procedures. Our Clinical Lead oversees safeguarding, provides support for the team, monitors and develops the service and contributes to our quarterly Practise Days which include Training & Development Opportunities . Our Volunteer and Events Manager is responsible for recruiting and managing volunteers, developing new service user pathways, fundraising and organising events and non-therapeutic activities. The day to day running of the office, admin and finance, handling client enquiries and liaising with counsellors is overseen by our full time Office Manager.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1043390

Principal address

59 King Street
Wrexham
LL11 1HR

Trustees

Ms J Henderson	
Mr B Williams	- resigned 24.11.18
Ms P Davies	
Ms J Henery	- resigned 23.4.18
Ms N Winney	
Mrs N Mumba-Dobson	- resigned 28.6.19
Ms L Bennett	
Mr N Beesley	
Ms S Worland	- appointed 13.8.18

Independent examiner

Hatcher Hughes Limited
Cassidy House
Station Road
Chester
Cheshire
CH1 3DW

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

.....
Ms J Henderson - Trustee

Independent Examiner's Report to the Trustees of Stepping Stones North Wales

Independent examiner's report to the trustees of Stepping Stones North Wales

I report to the charity trustees on my examination of the accounts of the Stepping Stones North Wales (the Trust) for the year ended 31 March 2019.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 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 registered member of F.C.C.A which is one of the listed bodies

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Nina Hughes
F.C.C.A
Hatcher Hughes Limited
Cassidy House
Station Road
Chester
Cheshire
CH1 3DW

Date:

Stepping Stones North Wales

**Statement of Financial Activities
for the year ended 31 March 2019**

	Notes	Unrestricted fund £	Restricted funds £	31.3.19 Total funds £	31.3.18 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	261,395	-	261,395	192,322
Other trading activities	3	2,715	-	2,715	1,676
Investment income	4	57	-	57	51
Other income		6,007	-	6,007	4,955
Total		<u>270,174</u>	<u>-</u>	<u>270,174</u>	<u>199,004</u>
EXPENDITURE ON					
Raising funds		771	-	771	1,050
Charitable activities					
Counselling		275,667	-	275,667	231,507
Other		656	-	656	656
Total		<u>277,094</u>	<u>-</u>	<u>277,094</u>	<u>233,213</u>
NET INCOME/(EXPENDITURE)		<u>(6,920)</u>	<u>-</u>	<u>(6,920)</u>	<u>(34,209)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>115,416</u>	<u>-</u>	<u>115,416</u>	<u>149,625</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>108,496</u></u>	<u><u>-</u></u>	<u><u>108,496</u></u>	<u><u>115,416</u></u>

The notes form part of these financial statements

Stepping Stones North Wales

Balance Sheet
At 31 March 2019

	Notes	Unrestricted fund £	Restricted funds £	31.3.19 Total funds £	31.3.18 Total funds £
FIXED ASSETS					
Tangible assets	8	409	-	409	1,064
CURRENT ASSETS					
Debtors	9	19,312	-	19,312	27,483
Cash at bank and in hand		120,698	-	120,698	99,923
		<u>140,010</u>	<u>-</u>	<u>140,010</u>	<u>127,406</u>
CREDITORS					
Amounts falling due within one year	10	(31,923)	-	(31,923)	(13,054)
NET CURRENT ASSETS		<u>108,087</u>	<u>-</u>	<u>108,087</u>	<u>114,352</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>108,496</u>	<u>-</u>	<u>108,496</u>	<u>115,416</u>
NET ASSETS		<u>108,496</u>	<u>-</u>	<u>108,496</u>	<u>115,416</u>
FUNDS	11				
Unrestricted funds				108,496	115,416
Restricted funds				-	-
TOTAL FUNDS				<u>108,496</u>	<u>115,416</u>

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

.....
Ms J Henderson -Trustee

.....
Mr N Beesley -Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, 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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

Tangible fixed assets

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

Plant and machinery	- 25% on cost
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Taxation

The charity is exempt from tax on its charitable activities.

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

Stepping Stones North Wales

Notes to the Financial Statements - continued for the year ended 31 March 2019

2. DONATIONS AND LEGACIES

	31.3.19	31.3.18
	£	£
Donations	27,723	30,572
Grants	233,672	161,750
	<u>261,395</u>	<u>192,322</u>

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

	31.3.19	31.3.18
	£	£
Denbighshire CC	-	13,000
Flintshire CC	-	20,773
Wrexham CBC	-	20,360
Conwy CC	-	4,700
Betsi Cadwaladr Uni	-	20,199
Ministry of Justice	68,329	65,718
Welsh Government	16,360	-
OPCC North Wales	17,000	17,000
LLoyds Bank Foundation	24,000	-
North Wales Commissioners	107,983	-
	<u>233,672</u>	<u>161,750</u>

UNRESTRICTED FUNDS

Ministry of Justice

The grant was received to provide direct and front line support to female victims of rape and sexual violence.

Welsh Government

This grant was awarded for the decorating of the charity's offices and replacement of equipment.

North Wales Commissioners are made up of the following local authorities:

Denbighshire CC
Flintshire CC
Wrexham CBC
Conwy CC
BETSI Cadwaladr University Health Board
Gwynedd
Anglesey

OPCC North Wales

These grants were received to provide counselling services to adult survivors of childhood sexual abuse.

3. OTHER TRADING ACTIVITIES

	31.3.19	31.3.18
	£	£
Fundraising events	<u>2,715</u>	<u>1,676</u>

Stepping Stones North Wales

Notes to the Financial Statements - continued for the year ended 31 March 2019

4. INVESTMENT INCOME

	31.3.19	31.3.18
	£	£
Deposit account interest	57	51
	<u>57</u>	<u>51</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

During the year ended 31 March 2019 trustees' expenses paid totalled £435. (2018 - £115)

6. STAFF COSTS

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

	31.3.19	31.3.18
Management	1	1
Administration and Finance	1	1
Volunteering and Advocacy	1	1
	<u>3</u>	<u>3</u>

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	145,381	46,941	192,322
Other trading activities	1,676	-	1,676
Investment income	51	-	51
Other income	4,955	-	4,955
Total	<u>152,063</u>	<u>46,941</u>	<u>199,004</u>
EXPENDITURE ON			
Raising funds	1,050	-	1,050
Charitable activities			
Counselling	183,836	47,671	231,507
Other	656	-	656
Total	<u>185,542</u>	<u>47,671</u>	<u>233,213</u>
NET INCOME/(EXPENDITURE)	<u>(33,479)</u>	<u>(730)</u>	<u>(34,209)</u>

Stepping Stones North Wales

**Notes to the Financial Statements - continued
for the year ended 31 March 2019**

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	148,895	730	149,625
TOTAL FUNDS CARRIED FORWARD	<u>115,416</u>	<u>-</u>	<u>115,416</u>

8. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1 April 2018 and 31 March 2019	<u>2,621</u>
DEPRECIATION	
At 1 April 2018	1,557
Charge for year	<u>655</u>
At 31 March 2019	<u>2,212</u>
NET BOOK VALUE	
At 31 March 2019	<u>409</u>
At 31 March 2018	<u>1,064</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19	31.3.18
	£	£
Other debtors	<u>19,312</u>	<u>27,483</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19	31.3.18
	£	£
Trade creditors	143	764
Taxation and social security	2,077	1,652
Other creditors	<u>29,703</u>	<u>10,638</u>
	<u>31,923</u>	<u>13,054</u>

Stepping Stones North Wales

**Notes to the Financial Statements - continued
for the year ended 31 March 2019**

11. MOVEMENT IN FUNDS

	At 1.4.18 £	Net movement in funds £	At 31.3.19 £
Unrestricted funds			
General fund	115,416	(6,920)	108,496
TOTAL FUNDS	<u>115,416</u>	<u>(6,920)</u>	<u>108,496</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	270,174	(277,094)	(6,920)
TOTAL FUNDS	<u>270,174</u>	<u>(277,094)</u>	<u>(6,920)</u>

Comparatives for movement in funds

	At 1.4.17 £	Net movement in funds £	At 31.3.18 £
Unrestricted Funds			
General fund	148,895	(33,479)	115,416
Restricted Funds			
Operation Pallial	713	(713)	-
Welsh Government	17	(17)	-
	<u>730</u>	<u>(730)</u>	<u>-</u>
TOTAL FUNDS	<u>149,625</u>	<u>(34,209)</u>	<u>115,416</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	152,063	(185,542)	(33,479)
Restricted funds			
MOJ	46,941	(46,941)	-
Welsh Government	-	(17)	(17)
Operation Pallial	-	(713)	(713)
	<u>46,941</u>	<u>(47,671)</u>	<u>(730)</u>
TOTAL FUNDS	<u>199,004</u>	<u>(233,213)</u>	<u>(34,209)</u>

Stepping Stones North Wales

Notes to the Financial Statements - continued for the year ended 31 March 2019

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.17 £	Net movement in funds £	At 31.3.19 £
Unrestricted funds			
General fund	148,895	(40,399)	108,496
Restricted funds			
Operation Pallial	713	(713)	-
Welsh Government	17	(17)	-
	<u>730</u>	<u>(730)</u>	<u>-</u>
TOTAL FUNDS	<u>149,625</u>	<u>(41,129)</u>	<u>108,496</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	422,237	(462,636)	(40,399)
Restricted funds			
MOJ	46,941	(46,941)	-
Operation Pallial	-	(713)	(713)
Welsh Government	-	(17)	(17)
	<u>46,941</u>	<u>(47,671)</u>	<u>(730)</u>
TOTAL FUNDS	<u>469,178</u>	<u>(510,307)</u>	<u>(41,129)</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

Stepping Stones North Wales

Detailed Statement of Financial Activities for the year ended 31 March 2019

	31.3.19 £	31.3.18 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	27,723	30,572
Grants	233,672	161,750
	<hr/>	<hr/>
	261,395	192,322
Other trading activities		
Fundraising events	2,715	1,676
Investment income		
Deposit account interest	57	51
Other income		
Other Income	1,000	-
Room rentals	5,007	4,955
	<hr/>	<hr/>
	6,007	4,955
	<hr/>	<hr/>
Total incoming resources	270,174	199,004
 EXPENDITURE		
Other trading activities		
Purchases	771	1,050
Charitable activities		
Wages	84,010	79,972
Social security	7,550	6,737
Pensions	1,254	540
Insurance	3,328	3,505
Light and heat	2,562	2,390
Telephone	1,912	2,149
Postage and stationery	2,806	2,150
Sundries	2,257	2,351
Memberships	905	584
Rent & Rates	25,339	24,103
Training	412	996
Travel expenses	5,051	4,101
Counselling & supervision fees	105,042	91,840
IT charges	1,295	4,325
Marketing	-	1,073
Repairs and maintenance	9,305	331
Consultancy fees	3,000	-
SLA for Counselling Services	16,000	-
	<hr/>	<hr/>
	272,028	227,147

This page does not form part of the statutory financial statements

Stepping Stones North Wales

Detailed Statement of Financial Activities
for the year ended 31 March 2019

	31.3.19	31.3.18
	£	£
Other		
Plant and machinery	656	656
Support costs		
Finance		
Bank Charges	127	177
Governance costs		
Accountancy and legal fees	3,512	4,183
Total resources expended	<u>277,094</u>	<u>233,213</u>
Net expenditure	<u><u>(6,920)</u></u>	<u><u>(34,209)</u></u>