

1st Step Development Ventures SCIO

Scottish Charity SC048748

Receipts & Payments Accounts

for the year ended 31st October 2025

Reference and Administrative Information

Charity Name: 1st Step Development Ventures SCIO

Charity Registration Number: SC048748

Contact Address: c/o Avonmill House
12 Avonmill Road
Linlithgow Bridge
EH49 7QX

Independent Examiner: Pamela Redpath
4 Clifton Road
Selkirk
TD7 4EL

Bankers: Santander
Bridle Road
Bootle
L30 4GB

1st Step Development Ventures SCIO

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Independent Examiner's Report to the Trustees of 1st Step Development Ventures SCIO

I report on the accounts of the charity for the year to 31st October 2025 which are set out on pages 4 to 7.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks 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 view given by 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 requirements:
 - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Pamela Redpath

Name: Pamela Redpath

Address: 4 Clifton Road, Selkirk, TD7 4EL

Date:

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Receipts & Payments Account for the year ended 31st October 2025

	Unrestricted Funds	Restricted Funds	Total funds 2025	Total funds 2024
	£	£	£	£
Receipts				
Bike sales and servicing	23,659	-	23,659	4,288
Bike donations	9,347	-	9,347	8,887
Café and food donations	38,708	-	38,708	22,986
Sundry income	455	-	455	381
General donations	-	-	-	520
Grants	500	144,284	144,784	148,581
Total receipts	72,669	144,284	216,953	185,643
Payments				
Bike Project consumables	2,906	1,575	4,481	425
Food purchases - café and food hubs	220	4,766	4,986	4,045
Staff salaries and pension costs	1,573	122,468	124,041	126,471
Freelance fees	-	38	38	-
Travel and expenses	2,243	585	2,828	6,188
Other direct project costs	150	-	150	6,319
Volunteer training and expenses	81	4,122	4,203	2,087
Membership subscriptions	1,260	30	1,290	1,128
Computer equipment and costs	5	-	5	164
Equipment purchases and replacements	3,374	2,433	5,807	4,947
Rent - café	797	-	797	-
Howgate costs/utilities	-	-	-	150
Insurances	814	39	853	814
Phone and internet costs	1,164	41	1,205	1,149
Office, printing & admin costs	75	-	75	291
Advertising and promotion	121	41	162	68
Website hosting	74	-	74	34
Bookkeeping fees	450	507	957	805
Sundry expenses	2,182	198	2,380	685
Total payments	17,489	136,843	154,332	155,770
Surplus for the year	55,180	7,441	62,621	29,873

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Statement of Balances as at 31st October 2025

	Unrestricted Funds	Designated Funds	Restricted Funds	Total funds 2025	Total funds 2024
	£	£	£	£	£
Opening cash at bank and in hand	79,913	20,365	71,812	172,090	142,217
Surplus for the year	55,180	-	7,441	62,621	29,873
Transfers between funds	- 70,000	70,000	-	-	-
Closing cash at bank and in hand	65,093	90,365	79,253	234,711	172,090

Reconciliation: bank and cash balances

Bank	64,836	90,365	79,253	234,454	171,833
Bike petty cash	140	-	-	140	140
Café cash	117	-	-	117	117
	65,093	90,365	79,253	234,711	172,090

Other liabilities:

Pension payments due	340	324
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Approved by the Trustees and signed on their behalf



Name: Graeme Williamson
Treasurer

Date: 20th July 2026

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Notes to the Accounts

1. Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes as shown in note 4.

Designated funds are funds set aside by the Trustees for a specific purpose. Amounts transferred to designated funds come from unrestricted income from sales, services and donations, set aside for project continuity and development. Transfers and the purpose of each designated fund are set out in note 4.

3. Trustee Remuneration and Related Party Transactions

No remuneration was paid to the trustees or any connected persons during the year. No expenses were reimbursed to any of the trustees during the year.

No trustee or any person related to a trustee had any personal interest in any contract or transaction entered into by the charity during the year.

4. Movements in Funds

	Balance at 31.10.2024	Receipts	Payments	Transfers	Balance at 31.10.2025
	£	£	£	£	£
Restricted Funds					
Big Lottery Community Fund - for 1st Step Bikes	55,054	99,402	100,460	-	53,996
Cycling Friendly	28	-	28	-	-
Paths for All - Community Transitions project	-	7,205	7,066	-	139
BLES - for training	884	-	-	-	884
Community Exchange (evaluation)	80	-	80	-	-
Awards for All - Falkirk Food Futures	-	18,507	14,152	-	4,355
Impact Funding Partners	6,351	750	6,366	-	735
Lintel Trust	-	1,000	92	-	908
New Scots Integration Fund	-	8,541	3,202	-	5,339
Walking for Health Fund	228	-	228	-	-
West Lothian Mental Health and Wellbeing Fund	9,187	8,879	5,169	-	12,897
					-
Restricted Funds total	71,812	144,284	136,843	-	79,253
Designated Funds					
1st Step Bikes Fund	20,365	-	-	20,000	40,365
Food Provision Fund	-	-	-	10,000	10,000
Grant Match Funding	-	-	-	40,000	40,000
Designated Funds total	20,365	-	-	70,000	90,365
Unrestricted Funds	79,913	72,669	17,489	- 70,000	65,093
Total Funds	192,455	216,953	154,332	70,000	325,076

Designated Funds and Transfers in the current year

Designated Fund: 1st Step Bikes - The balance represents unrestricted surpluses generated by 1st Step Bikes, ring-fenced for project continuity. £20,000 generated from unrestricted income by 1st Step Bikes' sales and services has been set aside in the current year for project development and to ensure continuity of 1st Step Bikes and the Falkirk and Linlithgow pantries, in the event of funding gaps or a decrease in grant funding.

Designated Fund: Food Provision Fund - The Board recognises the essential nature of the food provision through Falkirk Pantry and Linlithgow Food Revolution project. £10,000 generated from unrestricted donations at both food provision sites has been set aside in the current year to a) allow the purchase of food for the pantries, and b) the provision of emergency food parcels for our community.

Designated Fund: Grant Funding Match - Current funding from The National Lottery Community Fund for 1st Step Bikes is due to finish in October 2026. £40,000 from unrestricted income has been set aside as match funding for funding bids being submitted for 1st Step Development Ventures to allow us to continue our current activities.