

Home-Start North West Leicestershire

Company Limited by Guarantee

Financial Statements

**For the year ended
31 March 2019**

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Home-Start North West Leicestershire
Financial Statements for the year ended 31 March 2019

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Home-Start North West Leicestershire

Trustees Report For the year ended 31 March 2019

The trustees present their report and independently examined financial statements for the year ended 31 March 2019.

Legal and Administrative Information

Charity Name: Home-Start North West Leicestershire

Charity Registration number: 1107741

Company Registration number: 05319145

Registered Office: 7 Rushtons Yard
Ashby de la Zouch
Leicestershire
LE65 1AL

Directors and trustees

The members of the charitable company are its trustees for the purpose of charity law and directors for the purpose of company law and throughout this report are collectively referred to as the trustees.

Board of directors and trustees:

Executive

Brian Granger	Chairperson
John Betteridge	Treasurer

Individual Members

Eileen Johnson	
Colin Bonser	Health & Safety Representative
Sharon Gregory	
Barbara Milner	
Judith Pearson	

Family Representative

Sarah & Ian Riddick

Volunteer Representative

Mary Roberts

Statutory Representation (Non Trustees)

Cllr Roger Bayliss	NWLDC
Katie Herbert	Locality Partnership Group
Zoe Davies	Housing Department – NWLDC

Home-Start North West Leicestershire

Trustees Report For the year ended 31 March 2019

Independent Examiners:

Key Accountants
Chartered Certified Accountants
Office 5 The Forest Rock Offices
Leicester Road
Whitwick
LE67 5GQ

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 22 December 2004 and registered as a charity on 21 January 2005. The company is governed by its Memorandum and Articles of Association which are on public file at Companies House and also available at the registered office. The extent of each voting member's liability in the event of a winding up is limited to £1.

Organisation

The charity is organised with a management committee to oversee planning, with members of the committee being nominated as chairperson and treasurer. A salaried employee is in charge of the day to day running of the charity.

Objectives and Activities

The company's objects and principal activities are to safeguard, protect and preserve the good health both mental and physical of children, to prevent cruelty or maltreatment of children, to relieve sickness, poverty and need amongst children and to promote the education of the public in better standards of childcare within the area of North West Leicestershire.

Achievements and Performance

Overview of Current Situation

We continue to provide a high standard of service to the families who we support through the hard work of our volunteers and our small staff group who recruit, train and support them. The Scheme limits the number of families who receive our help to those who we are able to assist safely and effectively. We are fortunate to retain a very good and enthusiastic group of volunteers who provide an excellent service to families referred to us.

Our key income is derived from the Ready for School Project which is funded by The Big Lottery and is targeted at families living in the Coalville and Greenhill wards of North West Leicestershire who have children under five years of age about to start school. We also receive a grant from North West Leicestershire District Council to support work with families at risk of homelessness throughout the District. During this financial year we have taken part in the Leicestershire Active Families initiative which has provided additional finance.

Home-Start North West Leicestershire

Trustees Report For the year ended 31 March 2019

Our Charity Shop situated at Rushtons Yard in Ashby de la Zouch provides our main source of independent funding. During the last two years we have concentrated on the shop being run mainly by volunteers rather than having a shop manager which has resulted in reduced income but the net value to the charity has increased. Getting volunteers to support the work of the shop has been much more challenging than expected and we would welcome further help. Volunteers for the shop may be in short supply but donations are continuing to arrive and incoming items are sorted and selected for sale in the shop, occasionally on Ebay, or recycling. Competition in Ashby from other charitable retail outlets continues to be fierce and our sales reflect this. Our previous office building at London Road, Coalville continues to be leased out, providing additional income at least for the next one and a half years.

The Trustees keep the scheme's expenditure under constant review but savings become increasingly difficult to achieve, for example our staffing is already at the minimum for viable service delivery. Staff and the Trustees are constantly looking for new initiatives to attract funding and we hope to be able to report some success in the next year. New initiatives attract funding but we must remind ourselves of how valuable the longstanding home-visiting service provided by volunteers from Home-Start is. Fortunately we are still able to attract volunteers wanting to help families and our training courses have been well supported.

The Trustees are extremely grateful to Pam, Anita and Clare, our core staff group, for their hard work providing support and guidance to the volunteers in the scheme. They are always very willing to work with commitment and flexibility to ensure the best outcomes for the families we support.

The charity would like to express our gratitude for the continued support of Mary Roberts and the Christadelphian Church who provide us with a venue for our meetings, our MIMs groups and our training courses.

We are also extremely grateful for the donations that we have received from groups and individuals in the area. In particular, two local companies, Amazon and DHL, have once again provided numerous gifts for the families that we support.

Service

We are confident that we provide a high standard of service to the families that we support as we have a robust system of reviewing our work and tools to measure the progress of families. Staff will continue to recruit, train and support volunteers to be matched with families. The new Active Families initiative has allowed us to expand the range of families that we support to include children from a higher age range with a different array of challenges.

Financial Situation

The charity was fortunate to have income in excess of expenditure in the financial year 2018/19 which results in a small addition to our reserves. The reserves are sufficient to meet the Charity Commission guidelines.

Looking forward into 2019/20 the income from the Big Lottery, the Active Families Initiative, our property and the shop will continue. However, income from North West Leicestershire District Council has yet to be clarified and although some support has been confirmed the actual level is unknown.

Home-Start North West Leicestershire

Trustees Report For the year ended 31 March 2019

Trustee Activities during 2018/2019

We have a group of seven Trustees who continue to meet every six weeks and maintain a strategic overview of The Scheme activities.

Trustees review all policies and procedures on a planned basis, which have this year included the introduction of policies to ensure that we are GDPR compliant

Trustees have individual areas of responsibility for example Health & Safety and Safeguarding.

Trustees provide support for staff, and encourage their personal development.

We receive Health and Safety Reports at each Trustee meeting and note that we have had no reportable accidents.

Trustees Aims for 2019/2020

We will:

- Continue to seek funding opportunities where these further our aims and objectives and where staffing levels allow.
- Continue to look at ways of saving money but being mindful of the need to maintain efficiency.
- Continue to monitor, develop and support the staff to meet the increasing challenges of providing help to our families.
- Welcome new Trustees to the board through further recruitment and explore succession planning.
- Ensure that Home-Start NWL remains independent and active.

Public Benefit

The Trustees have had due regard of the Charity Commission's guidance on public benefit and can confirm that our operations are in accordance with the guidance.

Trustees' responsibilities for the financial statements

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue on that basis.

Home-Start North West Leicestershire

Trustees Report For the year ended 31 March 2019

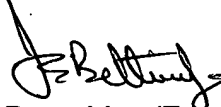
The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible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

This report was approved by the trustees on 5th June 2019

Signed on behalf of the trustees



Brian Granger (Trustee and Chairperson)



John Betteridge (Trustee and Treasurer)

Home-Start North West Leicestershire

Independent Examiner's Report to the Trustees of Home-Start North West Leicestershire

We report on the accounts of the Charity for the year ended 31 March 2019, which are set out on pages 7 to 14.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act)) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act, as amended); and
- to state whether particular matters have come to our attention.

Basis of independent examiner's report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:

- 1) which gives us reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Key Accountants

Key Accountants
Chartered Certified Accountants

Office 5 The Forest Rock Offices
Leicester Road
Whitwick
LE67 5GQ

Date: 5/6/19

Home-Start North West Leicestershire

Statement of Financial Activities For the year ended 31 March 2019

	Notes	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
Income					
Donations and legacies		10,825	-	10,825	2,788
<i>Income from charitable activities:</i>	2				
Grants and service contracts		32,746	64,358	97,104	74,815
<i>Income from other trading activities:</i>	3				
Shop income		9,413	-	9,413	9,953
Fundraising		-	-	-	-
<i>Income from investments:</i>	4				
Interest received		64	-	64	58
Rental income		7,800	-	7,800	7,800
<i>Other income:</i>	5	-	-	-	-
Total incoming resources		<u>60,848</u>	<u>64,358</u>	<u>125,206</u>	<u>95,414</u>
Expenditure:					
<i>Costs of raising funds:</i>	6	8,549	-	8,549	9,087
<i>Expenditure on charitable activities:</i>	8	31,235	50,054	81,289	80,773
Total expenditure		<u>39,784</u>	<u>50,054</u>	<u>89,838</u>	<u>89,860</u>
Net income/(expenditure) and net movement in funds for the year		21,064	14,304	35,368	5,554
Transfer between funds		14,304	(14,304)	-	-
Reconciliation of funds					
Total funds brought forward		151,987	-	151,987	146,433
Total funds carried forward	14	<u>187,335</u>	<u>-</u>	<u>187,355</u>	<u>151,987</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

The notes on pages 9 to 14 form part of these financial statements.

Home-Start North West Leicestershire

Balance Sheet For the year ended 31 March 2019

	Notes	2019 £	2019 £	2018 £	2018 £
Fixed Assets					
Tangible Assets	9		60,760		62,269
			<u>60,760</u>		<u>62,269</u>
Current Assets					
Debtors	10	20,949		2,627	
Cash at bank and in hand		<u>117,740</u>		<u>93,269</u>	
		138,689		95,896	
Creditors: amounts falling due within one year	11	<u>(12,094)</u>		<u>(6,178)</u>	
Net Current Assets			126,595		89,718
Net Assets			<u>187,355</u>		<u>151,987</u>
Unrestricted funds					
General funds	14		187,355		151,987
Restricted funds	14		-		-
Total funds carried forward			<u>187,355</u>		<u>151,987</u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

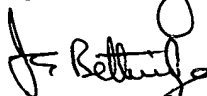
These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the trustees on 31/6/19 and signed on their behalf by:

Brian Granger (Trustee and Chairperson)



John Betteridge (Trustee and Treasurer)



The notes on pages 9 to 14 form part of these financial statements

Home-Start North West Leicestershire

Notes to the financial statements For the year ended 31 March 2019

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

(a) Basis of preparation

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.

(b) Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

(c) Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

(d) Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

(e) Fixed assets

Tangible fixed assets are valued at cost and depreciated over their estimated useful economic lives on the following basis:

Freehold property	2% pa (straight line basis)
Fixtures and fittings	25% pa (reducing balance basis)

Home-Start North West Leicestershire

Notes to the financial statements For the year ended 31 March 2019

2. Income from charitable activities

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
Big Lottery North West Leicestershire District Council	- 28,846	46,034 -	46,034 28,846	37,225 19,620
Active Families (Sport England)	-	18,324	18,324	-
Amazon Grant	3,900	-	3,900	1,100
Baby Giggles	-	-	-	6,930
MIMS	-	-	-	9,940
	<u>32,746</u>	<u>64,358</u>	<u>97,104</u>	<u>74,815</u>

3. Income from other trading activities

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
Shop Income	9,413	-	9,413	9,953
Fundraising	-	-	-	-
	<u>9,413</u>	<u>-</u>	<u>9,413</u>	<u>9,953</u>

4. Income from investments

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
Interest Income	64	-	64	58
Rental Income	7,800	-	7,800	7,800
	<u>7,864</u>	<u>-</u>	<u>7,864</u>	<u>7,858</u>

Home-Start North West Leicestershire

Notes to the financial statements For the year ended 31 March 2019

5. Shop income and expenses

		Total 2019 £	Total 2018 £
Shop income		9,413	9,953
Shop expenses	45		36
Shop wages	1,240		2,595
Rent and rates	6,000		6,000
Light and heat	1,264		456
		8,549	9,087
		<u>864</u>	<u>866</u>

6. Costs of raising funds

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
Shop expenses	45	-	45	36
Shop wages	1,240	-	1,240	2,595
Rent and rates	6,000	-	6,000	6,000
Light and heat	1,264	-	1,264	456
	<u>8,549</u>	<u>-</u>	<u>8,549</u>	<u>9,087</u>

Home-Start North West Leicestershire

Notes to the financial statements For the year ended 31 March 2019

7. Expenditure on charitable activities

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
Wages	15,632	41,305	56,937	51,149
National insurance	1,421	-	1,421	1,214
Pension contributions	2,489	-	2,489	2,312
Expenses and travel costs	15	2,886	2,901	2,143
Training	-	-	-	800
Rent and rates	1,620	2,700	4,320	5,070
Insurance	1,661	-	1,661	881
Telephone	1,056	-	1,056	2,561
Light and heat	-	-	-	173
Repairs and renewals	317	688	1,005	983
Home-Start UK fee	2,469	-	2,469	1,170
Legal and professional fees	300	-	300	-
Accountancy	650	-	650	600
Independent examination	1,380	-	1,380	1,380
Office and sundry expenses	336	2,475	2,811	4,275
Depreciation	1,889	-	1,889	1,818
	<u>31,235</u>	<u>50,054</u>	<u>81,289</u>	<u>80,773</u>

8. Restricted fund costs

	Big Lottery £	Active Families (Sport England) £	Total Costs 2019 £
Wages	34,686	6,619	41,305
Expenses and travel costs	2,561	325	2,886
Rent and rates	2,700	-	2,700
Repairs and renewals	-	688	688
Office and sundry expenses	2,196	279	2,475
	<u>42,143</u>	<u>7,911</u>	<u>50,054</u>

Home-Start North West Leicestershire

Notes to the financial statements For the year ended 31 March 2019

9. Tangible Fixed Assets

	Freehold property	Furniture & equipment	Total
	£	£	£
Cost			
At 1 April 2018	86,084	9,268	95,352
Additions	-	-	-
Disposals	-	-	-
At 31 March 2019	<u>86,084</u>	<u>9,268</u>	<u>95,352</u>
Depreciation			
At 1 April 2018	24,103	8,981	33,083
Disposals	-	-	-
Charge for the year	1,722	167	1,889
At 31 March 2019	<u>25,825</u>	<u>9,148</u>	<u>34,972</u>
Net book value at 31 March 2019	<u>60,259</u>	<u>501</u>	<u>60,760</u>
Net book value at 31 March 2018	<u>61,981</u>	<u>288</u>	<u>62,269</u>

10. Debtors

	2019 £	2018 £
Accrued income	18,324	-
Prepayments	<u>2,625</u>	<u>2,627</u>
	<u>20,949</u>	<u>2,627</u>

11. Creditors: amounts falling due within one year

	2019 £	2018 £
PAYE	-	130
Accrued expenses	2,094	1,690
Income received in advance	<u>10,000</u>	<u>4,358</u>
	<u>12,094</u>	<u>6,178</u>

12. Trustee Remuneration and Related Party Transactions

No trustees received any remuneration during the year.

No trustees received any reimbursements of expenses during the period.

Home-Start North West Leicestershire

Notes to the financial statements For the year ended 31 March 2019

13. Taxation

As a registered charity, the company does not pay tax on the results of its activities.

14. Movements in Funds

	At 1 April 2018 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2019 £
Restricted Funds:					
Total Restricted	-	64,358	(50,054)	(14,304)	-
Unrestricted Funds:					
General fund	151,987	60,848	(39,784)	14,304	187,355
	<u>151,987</u>	<u>125,206</u>	<u>(89,838)</u>	<u>-</u>	<u>187,355</u>